

Mountain Fire Protection District

Trustee Meeting

December 15, 2022

In Attendance: Trustees Neil Nelson, Dave Stewart, Tony Wright, Clem Remillard and Harold Kamikawaji. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Deputy Fire Chief Dave LeNeveu, and Assistant Fire Chief Russ McCallum.

Meeting called to order @ 7:10 pm by Neil Nelson. Second by Tony Wright. MSC.

Correspondence:

- Grant liaison contacted Neil Nelson regarding classification of the fire department for exterior or interior tach. Clem Remillard stated that this needs to be provided in a bylaw or policy. Dave LeNeveu stated that for the mutual aid agreement with the City of Nanaimo, we are also required to update one of our bylaws that will allow the Fire Chief or his designate can allow emergency responders the same access as the EWFD. Clem Remillard also stated that we may have to update the bylaws for mvi's as well. Policy will be sent to the liasion for the grant application. A bylaw amendment will be done and sent to the Province for approval.
- Sarah Zubkowski received the engagement letter for the 2022 audit.
- Snow plow bill received.
- Dave LeNeveu and Russ McMann met with the new director for Area C.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted and discussed.

Fire Department Report: presented by Russ McMann.

- 6 calls in October – 2 mvi's, 1 wildfire and 3 power lines. 35 burn permits issued.

Old Business:

- Russ McMann stated that they have gone through the quote provided and reduced it to approximately \$571k. Wayne Morgan is reaching out for quotes from other companies. Clem Remillard followed up with liability insurance to see if we need ULC or NFPA rating as this affects the price as well by approximately \$10k. Sarah Zubkowski to follow up with ICBC.
- Clem Remillard still to contact City regarding the dry hydrant ay Witchcraft Lake.
- A couple of roof vents need to be installed to finish the job. Zak Dunn meeting the contractor to do this.
- Russ McMann to complete the required plywood for attic access door.
- Clem Remillard stated that we were turned down for an increase of our liability insurance to \$15 million for the mutual aid agreement. They are sending it our to a third party to see if they will cover the increase in the liability insurance. Dave LeNeveu asked Clem Remillard to get a letter/email/correspondence of some sort stating that they will not increase our insurance to that level. Russ McMann stated that we do not have a tag system for the helmets as this was updated in 2016. They are waiting to receive the information for the new tags and then this will be updated. Clem Remillard asked how

many times we asked the City for help this year. Russ McMann stated that he has not called them this year. Harold Kamikawaji to draft up policy.

New Business:

- Dave Stewart met with security people to replace batteries and tighten wires on security panels.
- Dale Fulton installed Christmas lights at the hall. Russ McCallum stated that Dale Fulton took the anchors out of the roof which need to be put back in
- Russ McMann asked the website to be updated as it states that the EWFD is looking for new applicants and they are not. He would like to set up the application online.

Questions:

- Charles Pinnker asked for a study to be done regarding water sources in the area. Russ McMann will follow up on this.
- Can the callouts be identified by area of the District that they are happening?
- Jingle Pot Facebook page – new director is looking for information on road conditions as she is meeting with Department of Highways.

Motions Adopted by E-Mail:

- Motion to pay bills and approve minutes made by Neil Nelson Nov 23, 2022. Second by Harold Kamikawaji Nov 23, 2022.
- Motion to pay Sarah Zubkowski made by Tony Wright Dec 1, 2022. Second by Dave Stewart Dec 1, 2022. MSC.
- Motion to pay bills made by Neil Nelson Nov 3, 2022. Second by Harold Kamikawaji Nov 3, 2022. MSC.
- Motion to pay bills made by Harold Kamikawaji Dec 2, 2022. Second by Neil Nelson Dec 2, 2022. MSC.
- Motion to pay bills made by Neil Nelson Dec 8, 2022. Second by Harold Kamikawaji Dec 8, 2022. MSC.
- Motion to pay bills made by Neil Nelson Dec 15, 2022. Second by Harold Kamikawaji Dec 15, 2022. MSC.

Motion to adjourn meeting @ 7:51 pm made by Neil Nelson. Second by Harold Kamikawaji. MSC.

Next meeting is on January 19, 2023 @ 7 pm.