

## **Mountain Fire Protection District**

### **Trustee Meeting**

**November 17, 2016**

**In Attendance:** Trustees Charles Pinker, Mike deWit, Dale Fulton and Clem Remillard. Absent Harold Kamikawaji. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Jack Van Doorn, Deputy Fire Chief Wade Pile, Lieutenant Zak Dunn, Colton Ganderton and Office Assistant Janice Dicks.

Meeting called to order @ 7:02 pm by Charles Pinker.

#### **Correspondence:**

- Charles Pinker received an email regarding the parking situation during Guy Fawkes.
- Clem Remillard received emails via the website from 17 people regarding the fire for Guy Fawkes.
- Clem Remillard received a call regarding a street light out at Pirart Road which he sent in a request to be fixed.

**Financial Report:** presented by Sarah Zubkowski.

- List of bills noted.

**Fire Department Report:** presented by Jack Van Doorn.

- 7 callouts: 3 motor vehicle accidents, 2 burning complaints, 1 hydro line down 1 medical assist.
- Mayzes Excavating donated a truck and loader to haul away ashes and nails from Guy Fawkes night.
- Official pumpkin count was 2503.

#### **Old Business:**

- Motion to apply for the Canada 150 Fund grant to commemorate Canada's birthday with a flag pole, base, plaque and related costs to install and ship made by Dale Fulton. Second by Clem Remillard. MSC.
- Harold Kamikawaji and Mike deWit have final copy of policy for drivers abstracts and criminal records checks. Need to add implementation date.
- Burning bylaw finalized. Motion to adopt Bylaw 93 Burning Bylaw made by Charles Pinker. Second by Mike deWit. MSC.
- Charles Pinker inquired where the firefighters are at with the Fire Fighter Responsibilities and Duties policy. Jack Van Doorn stated they have not completed this yet.
- Clem Remillard and Charles Pinker met with the company regarding the sign to get the final alterations done.
- Dale Fulton to obtain quotes for sound proofing.
- Budget figures provided to firefighters. Bylaw 92 sent to Victoria for approval.
- Clem Remillard distributed keys to Jack Van Doorn and rekeying will take place soon.
- The website was partially updated.
- Board asked firefighters to look into liability issues regarding the upgrading of the fire department medical training to first responder or level 3.

- Jack Van Doorn inquired about cell phone coverage for the lieutenants. Board has yet to discuss.
- Jack Van Doorn noted that turn out gear has been purchased as requested by the board.

**New Business:**

- Guy Fawkes was a success and the fireworks were received well. The parking during the event was a problem. The firefighters have been discussing different ways to solve this for next year.
- Jack Van Doorn asked to have a mail slot put in the door for drop-offs. Dale Fulton suggested a lockbox.
- Jack Van Doorn inquired about the WCB claim for Hunter Drakeley. Sarah Zubkowski noted that a letter addressed to Hunter Drakeley was received by the District regarding the claim. Also a case manager phoned, information provided to Board to follow up. Clem Remillard suggested a policy by drafted regarding WCB procedures. Jack Van Doorn asked if the board could help compensate or loan money to Hunter Drakeley until the WCB payments begin. Board is concerned if there are any legal issues loaning money to a firefighter. Dale Fulton suggested looking into lost wages insurance for the future. Clem Remillard will follow up with Joshua in Victoria regarding the loaning of money to members the fire department.
- Clem Remillard posed the new phone packages. Motion to adopt the dedicated fax line by Charles Pinker. Second by Mike deWit. MSC. Dale Fulton suggested they phone around for other package options.

**Motions Adopted by E-Mail:**

- Motion to pay bills presented by Sarah Zubkowski by Mike deWit Oct 30, 2016. Second by Clem Remillard Oct 30, 2016. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Nov 2, 2016. Second by Harold Kamikawaji Nov 2, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker Nov 7, 2016. Second by Dale Fulton Nov 7, 2016. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Nov 16, 2016. Second by Clem Remillard Nov 16, 2016. MSC.

Motion to adjourn meeting @ 9:44 pm made by Charles Pinker. Second by Dale Fulton. MSC.

Next meeting is on December 15, 2016 @ 7:00 pm.