

Mountain Fire Protection District

Trustee Meeting

May 15, 2020

In Attendance: Trustees Tony Wright, Neil Nelson, John Gregson, Mike de Wit and Clem Remillard. Administrator/Financial Officer Sarah Zubkowski.

In accordance with Canadian health officials recommendations, the meeting was kept to 6 people.

Meeting called to order @ 6:02 pm by Neil Nelson. Second by Mike de Wit. MSC.

Correspondence:

- Clem Remillard and Sarah Zubkowski received emails regarding insurance coverage renewal for building and liability coverage. Clem Remillard responded to insurance agents to confirm coverage.
- Sarah Zubkowski received an email from BC Hydro regarding the street lighting in the District. Tony Wright and Neil Nelson will follow up with BC Hydro on this.
- Clem Remillard received many emails regarding COVID-19 from government.
- Sarah Zubkowski received financial statements from auditors.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: No firefighters in attendance.

Old Business:

- Sarah Zubkowski to resend policies for review to the board. Mike de Wit proposed additional policy. Clem Remillard to follow up with Victoria. Sarah Zubkowski to follow up with WCB. John Gregson to follow up with other fire departments.
- Mike de Wit motions to move \$45,584.44 from capital works reserve fund to operating account to cover the Fournier Excavating bill for water tank installation at the fire hall. Neil Nelson second. MSC. Board of trustees discussed funding of this project long term. If borrowing is obtained, a bylaw needs to be passed prior to the fall funding. Board of trustees to review at the next meeting.
- The 75 year celebration was to be held on September 12, 2020. Postponed till further notice due to COVID-19.
- The website burning permit process is still being updated.

New Business:

- Fournier Excavating has completed the water tank installation. The propane tank needs to be moved now that work is completed. Mike de Wit suggested changing propane providers. Mike de Wit will contact a local propane provider to inquire about services provided and cost.
- AGM postponed until further notice due to COVID-19.

Questions: No residents in attendance.

Motions Adopted by E-Mail:

- Motion to pay Sarah Zubkowski made by Clem Remillard March 2, 2020. Second by Tony Wright March 2, 2020.
- Motion to pay bills made by Neil Nelson March 5, 2020. Second by Tony Wright March 5, 2020. MSC.
- Motion to pay bills made by Tony Wright March 10, 2020. Second by Neil Nelson March 10, 2020. MSC.
- Motion to pay Sarah Zubkowski made by John Gregson Mar 16, 2020. Second by Neil Nelson March 16, 2020.
- Motion to pay bills made by Neil Nelson March 16, 2020. Second by Mike de Wit March 16, 2020.
- Motion to pay bills made by Neil Nelson March 24, 2020. Second by Clem Remillard March 24, 2020.
- Motion to pay Sarah Zubkowski made by John Gregson April 1, 2020. Second by Neil Nelson April 1, 2020.
- Motion to pay bills made by Neil Nelson April 9, 2020. Second by Clem Remillard April 9, 2020.
- Motion to pay Sarah Zubkowski made by Neil Nelson April 16, 2020. Second by John Gregson April 16, 2020.
- Motion to pay bills made by Clem Remillard April 30, 2020. Second by Neil Nelson April 30, 2020.
- Motion to pay Sarah Zubkowski made by John Gregson May 1, 2020. Second by Neil Nelson May 1, 2020.
- Motion to pay Fournier Excavating for water tank install made by John Gregson May 6, 2020. Second by Neil Nelson May 6, 2020.
- Motion to pay bills made by Neil Nelson May 7, 2020. Second by Mike de Wit May 7, 2020.
- Motion to pay bills made by Mike de Wit May 14, 2020. Second by Tony Wright May 14, 2020.

Motion to adjourn meeting @ 7:00 pm made by Neil Nelson. Second by John Gregson. MSC.

Next meeting June 16 @ 7 pm.