

Mountain Fire Protection District

Trustee Meeting

October 20, 2020

In Attendance: Trustees Tony Wright, Neil Nelson, Mike de Wit, and Clem Remillard. John Gregson absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann and Assistant Fire Chief Russ McCallum.

Meeting called to order @ 7:00 pm by Neil Nelson. Second by Mike de Wit. MSC.

Correspondence:

- Clem Remillard received correspondence from the government regarding the homeless population.
- Clem Remillard received an email from Charles Pinker regarding a light out on Durnin Road.
- Tony Wright stated that BC Hydro is defaulting to the 4,000k lights until the District makes it final selection. Tony Wright to finalize the light selection and proceed with BC Hydro.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: presented by Russ McMann.

- 4 calls in September – 1 structural, 1 alarm activated, 1 burning complaint and 1 medical assist.

Old Business:

- Neil Nelson obtained prices on tables for the office. Confirmed size with the fire department and will order.
- Clem Remillard has ordered 3 new doors for the hall for replacement and just needs to get them painted and installed.
- Mike de Wit stated that the propane tank is installed and not just needs to be hooked up. Clem Remillard will contact Superior Propane to pump out old propane and credit the District.
- Russ McMann received the automatic aid agreement back from the Lantzville Chief with revisions. Once complete and agreed upon by both fire departments this can be given to the District's lawyer.
- Russ McCallum stated that the fire department are still looking for a viable option for replacing the old 903 truck.
- Dave LeNeveu has ordered the hats and shirts. The bill was over budget from the approved amount.
- Sarah Zubkowski stated that she needs the driver's abstracts by next week in order to renew the truck insurance. Also clarified that the 2015 requires a Class 3 license and therefore does not require all the firefighters to be added to the policy. Criminal record checks are still being obtained.

- Clem Remillard will follow up with the ICBC agent following up on the claim regarding the chemical spill with the person trying to commit suicide on district property.
- Russ McMann asked about the status of light bulbs for the firehall. Clem Remillard to follow up on this.
- Russ McMann asked about the drone approval for the fire department. The board stated that at this time the board is not approving the drone purchase. Clem Remillard stated that the licensing issues are of concern.
- Russ McMann asked about the indemnification bylaw. Clem Remillard stated that this was reviewed about 5 years ago and was decided that the District would not adopt the bylaw and would vote on an individual incident basis. The insurance by the District is enough per our lawyer to cover any problems. Clem Remillard asked our contact in Victoria about how many Districts have this type of bylaw and there are only a handful that have this bylaw in effect.
- Russ McMann followed up about getting the insurance coverage information. Clem Remillard stated that the board will provide a letter from the insurance agency stating the coverage for Russ McMann.

New Business:

- Clem Remillard stated that the bay door repair requires parts that may not be the same. Parts are being sourced and the door will be repaired.
- Russ McMann enquired about the office supplies approval. The fire department provided a quote at the last meeting. Budget for office supplies in 2021 was discussed. The fire department has \$2,000 in 2021 budget for office purchases.
- Food safe course is being completed by the fire department.
- A fireman has moved to Victoria but works around the island. He wants to continue on with the fire department however he may not be able to attend that many calls or practices. Russ McMann to review with the officers prior to deciding whether he should stay on with the fire department.
- Russ McMann stated that there is a resident in the District at the corner of Jingle Pot and Kilpatrick with a large pond that was unknown until now. The resident stated that the resident is ok with the fire department using this as a water source. Russ McMann stated that he would like to get an easement and put in a standpipe so that it can be used with ease. Board to get in touch with the resident and go over the information for an easement before moving forward.
- Snow removal has been put out to tender and is advertised on the website and the sign. John Gregson is looking after the tenders received.

Questions: No residents in attendance.

Motions Adopted by E-Mail:

- Motion to pay bills made by Neil Nelson Sept 28, 2020. Second by Mike De Wit Sept 28, 2020.
- Motion to pay Sarah Zubkowski made by Clem Remillard Sept 30, 2020. Second by Neil Nelson Sept 30, 2020.
- Motion to Fournier Excavating made by John Gregson Oct 1, 2020. Second by Neil Nelson Oct 1, 2020.
- Motion to pay bills made by Neil Nelson Oct 5, 2020. Second by Clem Remillard Oct 5, 2020.

- Motion to pay bills made by Neil Nelson Oct 13, 2020. Second by Mike de Wit Oct 13, 2020.
- Motion to pay Sarah Zubkowski made by Tony Wright Oct 17, 2020. Second by Neil Nelson Oct 17, 2020.
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- Motion to pay bills made by Mike de Wit Oct 19, 2020. Second by Clem Remillard Oct 19, 2020.

Motion to adjourn meeting @ 8:18 pm made by Neil Nelson. Second by Tony Wright. MSC.

Next meeting is **AGM** on November 14 @ 10 am.