

Mountain Fire Protection District

Trustee Meeting

February 17, 2022

In Attendance: Trustees Tony Wright, Clem Remillard, Neil Nelson and Harold Kamikawaji. Dave Stewart absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Deputy Fire Chief Dave Leneveu and firefighter Wayne Morgan. Resident Charles Pinker.

Meeting called to order @ 7:01 pm by Neil Nelson. Second by Harold. MSC.

Correspondence:

- Clem Remillard received an email from Provincial Government regarding our year end reporting requirements along with the loan information for the District.
- Clem Remillard and Sarah Zubkowski received an email from the insurance agency regarding the building insurance and a potential increase for 2022.
- RDN contacted Clem Remillard regarding submitting the groundwater license and stated that she can assist with this. Tony Wright is completing this.
- Sarah Zubkowski received a letter from RCAP leasing requesting insurance confirmation. Sarah Zubkowski to follow up on this.
- Sarah Zubkowski received two recall notices for the fire trucks. These were passed to the fire department to deal with.
- Sarah Zubkowski received the 2022 BC Assessment Notice for the property.
- Sarah Zubkowski prepared the RDN invoice for reimbursement of the new phone line installation due to the change in the 911 system. Clem Remillard to forward to RDN. This will need to be completed annually.
- Sarah Zubkowski prepared the Commercial Truck Equipment account application and emailed it back.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted and discussed.

Fire Department Report: presented by Russ McMann.

- 1 call in December – 1 MVI.
- 5 calls in January - 2 structure fires, 2 medical assists, 1 other.

Old Business:

- Tony Wright needs more information to complete the filing for the groundwater licensing. Tony Wright asked how many times the firefighter draw out of the tanks per year and/or gallons per year. 100 times per year at 3000 gallons per time. This is protecting our future right to groundwater. Surface and well water are included. Sarah Zubkowski provided the assessment notice with required legal information.
- Signs for the District yet to be ordered. Clem Remillard to confirm final mock up via email.
- The cable has been fixed on Maxey Road.
- The sill on the back of the hall has yet to be looked at by Russ McMann.

- Security system continues to have problems. Clem Remillard suggested getting a quote to get this updated.
- Clem Remillard stated that a couple of shingles have blown off again. Clem Remillard will talk to Russ McMann about getting this patched up.
- Clem Remillard stated that Nadine Rosvold needs a new vacuum in order to effectively clean the stairs. Board agrees and suggests a Dyson. Clem Remillard to consult Nadine Rosvold about what she wants and will make a purchase.
- Training booked in Comox for February 26, 2022 for 12 members. Overnight night required for 7 rooms
- Russ McMann to find out about a new proposed truck at Intercontinental Truck Body to be reviewed. Quote should be here for next meeting. This should be a much cheaper option than previously quoted and will be a 4x4 option which is what the firefighters would like.
- Dave LeNeveu launched new Facebook page.
- No notices have been posted yet regarding the Super Shuttle Service. It was just a suggestion and nothing has been done. Charles Pinker stated that it is posted on Facebook, on the website, and on the sign. Last effort would be to put up signs on the mailboxes in the District.
- Harold Kamikawaji completed the covid/vaccination policy and is providing copies to the firefighters. Signed letters will be obtained from all volunteers and subcontractors to be signed. Neil Nelson motions to adopt the policy January 1, 2022. Tony Wright seconds. MSC. Russ McMann asked if we will change our policy if the Provincial mandate changes. Harold Kamikawaji stated that the policy can be updated easily.
- Russ McMann finally talked about the mutual aid agreement with the City and they have chosen to have one agreement with all the local surrounding fire departments they deal with. The City is working on completing this and will be in touch in the next month.

New Business:

- Russ McMann stated that we need a universal power source (UPS) in the truck bay so that the computer, tv, printer don't turn off when the generator restarts. Clem Remillard to follow up.
- Cylinders quote provided for \$7,142 (including tax) for 4 cylinders. This is more than budgeted for but they are expired and need to be replaced. Neil Nelson motions to order the cylinders. Tony Wright seconds. MSC. Dave LeNeveu will look at some other quotes before moving forward.
- Russ McMann provided quote for turn out gear which was provided by email and approved previously. This will be ordered.
- Fire hose quote also provided with fittings for \$4,188. Firefighters will have to prioritize the remaining budget and decide on what to purchase going forward. This may have to wait.
- Drone quote also included \$4,856 which was approved in the budget and is coming in underbudget.
- KGC fire rescue quote for new hydraulic hose for jaws of life \$2,067 and used for \$900. They will go forward with the used one if this is still available.
- Auto extraction course was taken with Martin Drakeley in January and the District will thank him with a gift. This will be a \$1,500 gift card. Harold Kamikawaji to do this. Clem Remillard motions to purchase this gift. Neil Nelson seconds. MSC.
- Russ McMann asked that the board provide a motion for the department to do auto extraction. Tony Wright asked if the District insurance covers that. Clem Remillard

suggested that the Board talk to the lawyer and insurance agent. Clem Remillard will talk to Martin Drakeley about this. Russ McMann noted that the City no longer comes out to auto extraction calls. Russ McMann stated that the members who attended the course can then sign off on training provided within the department.

- Russ McMann stated that protection pole for the dry hydrant is bent from snow removal. Board will look into this.
- Quote received for HVAC installation in gear room which Russ McMann stated is required for WCB to clear the air and contaminants in the air from the turn out gear. Air conditioning for gym \$7,100. HVAC for gear room quote not provided. Russ will provide more information for next meeting.
- Clem Remillard is worried about the generator being stolen as there was a local generator stolen in Nanaimo. Neil Nelson stated that ours is quite heavy and would be quite hard to steal.
- Wayne Morgan stated that the gate to the park needs attention. Neil Nelson to look into this.

Questions:

- Charles Pinker asked to use the hall Mar 17, 2022 for the POSAC meeting. Neil Nelson said yes.
- Allsop road was mentioned by Charles Pinker during the drive through the District with the department of highways. Charles Pinker stated that he does not know when it will be done though.
- Resident concerns about installing no parking signs on Jamieson as there is increased usage to get to Ammonite Falls. Charles Pinker followed up with RDN and they figure it will slow down soon and therefore no signs to be installed currently.
- Charles Pinker went to meeting with local fire departments committee meeting. He stated that the RDN should recognize long term members in addition to local halls recognizing them.
- Charles Pinker position is up for by-election as he is only acting. Nominations are on hold until further notice due to covid.
- Charles Pinker received a letter from the Chairman of the Board of Directors of the RDN regarding an incident in the East Wellington Fire Hall when a local school toured the firehall and saw a poster of a woman in the gym at the firehall. The fire department has dealt with this with the School Board Super Intendent and RDN staff. The poster has been removed. Clem Remillard thinks that the Board should respond to this formally. Harold Kamikawaji will draft something up. Neil Nelson suggested that we wait until next meeting and then we can decide.

Motions Adopted by E-Mail:

- Motion to pay bills made by Tony Wright Dec 21, 2021. Second by Harold Kamikawaji Dec 21, 2021.
- Motion to pay Sarah Zubkowski made by Harold Kamikawaji Jan 4, 2022. Second by Dave Stewart Jan 4, 2022.
- Motion to pay bills made by Neil Nelson Jan 7, 2022. Second by Dave Stewart Jan 7, 2022.
- Motion to pay Sarah Zubkowski made by Clem Remillard Jan 19, 2022. Second by Harold Kamikawaji Jan 19, 2022.
- Motion to pay bills made by Neil Nelson Jan 19, 2022. Second by Harold Kamikawaji Jan 19, 2022.

- Motion to pay Sarah Zubkowski made by Tony Wright Feb 1, 2022. Second by Harold Kamikawaji Feb 1, 2022.
- Motion to pay bills made by Harold Kamikawaji Feb 2, 2022. Second by Clem Remillard Feb 2, 2022.
- Motion to pay bills made by Neil Nelson Feb 10, 2022. Second by Harold Kamikawaji Feb 10, 2022.
- Motion to pay bills made by Neil Nelson Feb 16, 2022. Second by Harold Kamikawaji Feb 16, 2022.
- Motion to pay Sarah Zubkowski made by Neil Nelson Feb 16, 2022. Second by Clem Remillard Feb 16, 2022.

Motion to adjourn meeting @ 8:35 pm made by Neil Nelson. Second by Harold. MSC.

Next meeting March 24, 2022 @ 7 pm.