

Mountain Fire Protection District

Trustee Meeting

December 18, 2014

In Attendance: Trustees Charles Pinker, Anne Judson, Clem Remillard, and Dale Fulton. Dean Kauwell was absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Steve Ellis from the fire department. One resident of the district.

Meeting called to order @ 7:35 pm by Charles Pinker.

1st Order:

- Minutes from November 20th trustee meeting reviewed prior to meeting, no changes required. Motion to adopt made by Anne Judson. Second by Clem Remillard. MSC.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Charles Pinker questioned training amount. Dale Fulton questioned pass alarms. Clem questioned the sign expense total.

Correspondence: None

Fire Department Report: presented by Steve Ellis.

- 3 callouts: alarm activation, rollover and MVI.
- New fire truck is delayed due to tank requiring work. Most likely coming in January.
- The water tanks have been transported to Nanaimo.

Old Business:

- Clem Remillard still waiting on sign quote.
- Air Mation unit is in transit. Clem Remillard asked Steve Ellis whether the old fire truck would fit in the third bay. Steve Ellis assured the board that the old fire truck would fit but there may have to be small alterations to old fire truck and possibly the roll up door.
- Charles Pinker followed up with the RDN regarding putting the water tanks on the property and there are no issues. Charles Pinker also confirmed that permits are not required however they suggested that the District have a survey done post installation. Charles Pinker stated that once the firefighters are ready to go they need to inform the board and the board needs to write a formal letter to the RDN. Steve Ellis wants to follow up with the underwriters to see whether they will see this as a step towards the super shuttle service.

- Charles Pinker requested that Steve Ellis change his code for the security system due to it being compromised. Steve Ellis stated he did not want to change his code.
- Street lights that were out are now on.
- Steve Ellis provided further quotes on the Jaws of Life which included new and used versions, annual maintenance figures and training costs. Anne Judson questioned how many vehicle accidents in the last year have required the Jaws of Life? Steve Ellis stated there were none. Anne Judson questioned whether the District would be providing training to members for their own personal purposes? Anne Judson questioned the life span? Steve Ellis provided. The board requested further time to consider the purchase. The board also requested a reconciliation as to how much money was left in the 2014 firefighting equipment budget before making the decision. The board also noted to Steve Ellis that if the firefighters proceeded with this purchase, there would not be very much money left in the equipment budget for 2015 for other purchases.

New Business:

- Anne Judson suggested that the motions that are approved via email be included in the minutes at the monthly meetings so there is transparency and a record. Sarah Zubkowski stated that she will include a section in the minutes showing the motion passed via email.
- Tangible Capital Asset policy presented by Sarah Zubkowski. Motion to adopt made by Clem Remillard. Second by Dale Fulton. MSC.
- Charles Pinker is obtaining a quote to change the flood lights to LED from Wenner Electric.

Motions Adopted by E-Mail:

- Motion to pay bills presented by Sarah Zubkowski by Anne Judson November 28, 2014. Second by Charles Pinker November 28, 2014. MSC.
- Motion to pay Sarah Zubkowski, CA invoice as presented made by Charles Pinker December 1, 2014. Second by Anne Judson December 1, 2014. MSC.
- Motion to obtain Greg Gow's services for snow removal at the fire hall made by Clem Remillard December 8, 2014. Second by Anne Judson December 8, 2014. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker December 12, 2014. Second by Clem Remillard December 12, 2014. MSC.
- Motion to pay Sarah Zubkowski, CA invoice as presented made by Charles Pinker December 17, 2014. Second by Anne Judson December 17, 2014. MSC.

Motion to adjourn meeting @ 9:30 pm made by Charles Pinker. Second by Anne

Judson. MSC.

Next trustee meeting is January 15, 2015 @ 7:00 pm.