

Mountain Fire Protection District

Trustee Meeting

January 15, 2015

In Attendance: Trustees Charles Pinker, Anne Judson, Clem Remillard, and Dale Fulton. Dean Kauwell was absent. Administrator/Financial Officer Sarah Zubkowski. Deputy Fire Chief Wade Pile, Captain Russ McCallum and Officer Jack Van Doorn from the fire department.

Meeting called to order @ 7:05 pm by Charles Pinker.

1st Order:

- Minutes from December 18th trustee meeting reviewed, no changes required. Motion to adopt made by Anne Judson. Second by Dale Fulton. MSC.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Charles Pinker questioned bill for oil and fuel filters. Russ McCallum explained they were purchased as spares for 901.
- Anne Judson provided firefighters with an explanation of the income statement provided and the reconciliation of the firefighting equipment budget.

Correspondence: None

Fire Department Report: presented by Wade Pile.

- 4 callouts: 1 alarm activation, 2 MVI's, and 1 explosion.
- Fire Chief Steve Ellis and Russ McCallum travelled to Winnipeg to view, test and approve the new fire truck. A few items still need to be fixed and completed prior to arrival. Expected to be here at the end of January. Russ McCallum stated that they were in Winnipeg for 3 days (January 12-14) and requested that they receive compensation for lost wages. Fort Garry covered all travel and meals expenses. Motion to reimburse Steve Ellis and Russ McCallum each \$100/day for 3 days made by Anne Judson. Second by Dale Fulton. MSC.
- First Aid Training to be completed at St. John's Ambulance on an ongoing basis. Wade Pile arranged discounts on the training and the firefighters who need it are responsible for completing it themselves. \$77 for basic first aid and \$57 for AED training. Wade Pile estimates that there are approximately 20 guys that need to complete the training. Sarah Zubkowski to complete credit application in order to have training billed to the District.

Old Business:

- Clem Remillard received a sign quote, now have quotes from The Sign Guy and Coast Signs. Clem Remillard will follow up on a few items before board to go forward on sign.

- Air Mation unit to be installed January 21st. The firefighters noted that the garage door will need to be adjusted to fit the old truck. Charles Pinker to follow up with garage door company.
- Charles Pinker and Clem Remillard went to Securco to discuss the security system. Securco noted that the security on the building is not very good. They have suggested that the District track the keys and fobs in addition to the codes. There appears to be fobs outstanding that the District does not have any record of. The board will be obtaining a record of the fobs outstanding so that we can track them going forward. They will also be rekeying the building and distributing and tracking the keys going forward.
- Street light is out at the school.
- The board had a meeting regarding the requested purchase of the Jaws of Life prior to the monthly trustee meeting. The board noted the following points
 - big expenses have to be justified
 - the jaws are not required often in the district
 - the training appears to be extensive, costly and ongoing
 - a new fire truck has just been purchased and the related incidental costs are not yet known and are anticipated therefore leaving little left over for large purchases
 - the board also enquired about liability issues of which Wade Pile noted there are none
 - the City of Nanaimo will respond with the Jaws of Life if requested
 - due to the price and anticipated usage it is not felt that the jaws of life are an expense that the board can approve with the residents of the district in mind

The firefighters noted the following counterpoints

- due to the number of MVI's and the increase over time they feel the jaws are a necessary purchase
- the terrain of the District is also important to consider as there are many trees and ditches which also increase the risk of someone being pinned in their vehicle
- there is no way to anticipate usage to provide more justification for the purchase
- the firefighters requested that the Board consider working towards the purchase in the future
- Charles Pinker followed up on the flood lights which have yet to be changed. Obtained quote on various wattage and Dale Fulton will change them.
- Charles Pinker noted that the minutes, as requested in a previous meeting, cannot be posted on the website within seven days as they are not approved until the next

meeting. Clem Remillard suggested that the board approve via email in order to speed up the process.

New Business:

- The cell phone policy approved in 2013 was as follows: \$30/month for the chief, \$20/month for the deputy chief and captains, \$10/month for the duty captain of which there are 2 per month. The firefighters will provide the duty officers at the monthly meetings. Motion made by Anne Judson to continue paying the cell phone allowances per the policy noted above. Second by Clem Remillard. MSC.
- Wade Pile noted that the door at the bottom of the stairs is broken and will need to be replaced. Charles Pinker to follow up on this.
- Wade Pile noted that the firefighters are sending 4 officers to Train the Trainer Exterior Attack training January 24 and 25th.
- Wade Pile noted that gear storage is needed for the turn out gear. Firefighters to follow up on how many are needed, costs, and where they would like them located.
- Jack Van Doorn noted that the computer is slow. Firefighters are requesting approval to purchase a new computer tower and desk. Board stated that this is possible and requested that the firefighters get back to them on what they want and costs.
- Anne Judson stated that the website doesn't look very professional and asked that we enquire with the website company about cleaning up the website and improving the overall look.
- Wade Pile requested that the board approve the purchase of a new projector and screen. The board requested that the firefighter get back to them with what they want and costs.
- Wade Pile noted that the AED batteries need to be replaced. The board requested the firefighters to provide a cost as it may be better to purchase a new unit if the cost of the batteries are high.
- Wade Pile stated that the acoustics in the hall are not very good. Dale Fulton will follow up on how to get this fixed and costs.
- Wade Pile noted that the clutch on 902 needs to be replaced and will be completed by Russ McCallum after the arrival of the new truck.

Motions Adopted by E-Mail:

- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker December 29, 2014. Second by Clem Remillard December 29, 2014. MSC.
- Motion to pay Sarah Zubkowski, CA invoice as presented made by Charles Pinker December 29, 2014. Second by Clem Remillard December 29, 2014. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker January 9, 2015. Second by Clem Remillard January 9, 2015. MSC.

Motion to adjourn meeting @ 10:20 pm made by Charles Pinker. Second by Anne Judson.
MSC.

Next trustee meeting is February 12, 2015 @ 7:00 pm.