

## **Mountain Fire Protection District**

### **Trustee Meeting**

**October 20, 2016**

**In Attendance:** Trustees Charles Pinker, Mike deWit, Harold Kamikawaji, Dale Fulton and Clem Remillard. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Jack Van Doorn, Lieutenant Derek Girard, Lieutenant Zak Dunn, Lieutenant Russ McMann, Captain Jason Seivewright and Office Assistant Janice Dicks.

Meeting called to order @ 7:02 pm by Charles Pinker.

**Correspondence:** None.

**Financial Report:** presented by Sarah Zubkowski.

- List of bills noted.

**Fire Department Report:** presented by Jack Van Doorn.

- 5 callouts: 1 motor vehicle accident, 2 alarms activated, and 2 burning complaints.
- EWFD selected to receive \$2,000 grant from BC Hydro for JIBC Training.
- Fire alarms at the hall went off twice.

### **Old Business:**

- Harold Kamikawaji has policy drafted regarding drivers abstracts and criminal records checks. To be discussed before final drafts approved.
- Clem Remillard is meeting with the company regarding the sign in order to get work completed.
- Jack Van Doorn enquired about sound proofing. Dale Fulton to obtain quotes.
- Two quotes for painting the exterior received and reviewed. Board decided to complete in the spring.
- Burning bylaw yet to be finalized.
- Generator has been fixed.
- Light timers were reset by Dale Fulton.
- Street light on Alsop has been fixed.
- Budget for 2017 discussed. Charles Pinker noted that the board would like the firefighters to update all turn out gear that is out of date to ensure that we are in compliance with WCB.

### **New Business:**

- Clem Remillard talked to Gallazin who stated that they will provide keys prior to rekeying.
- Jack Van Doorn asked that the website be updated for names and fire rating.
- Jack Van Doorn inquired about long service awards and whether they would be here prior to Christmas party. Dale Fulton stated that they are at the mint and will be here before Christmas party.
- Jack Van Doorn inquired about station blues and whether they can be ordered so they can be here for Christmas party. Charles Pinker noted that they are included in 2017

budget. Sarah Zubkowski stated that they need to be billed in 2017 so they can be included in 2017 budget.

- Jack van Doorn asked for 3 fobs and 4 temporary codes.
- Jack Van Doorn asked that the board consider upgrading the fire department medical training to first responder or level 3. The firefighters feel they are responding to a lot of calls for Search & Rescue and motor vehicle accidents which require more first aid training. Board to discuss and decide.
- Charles Pinker noted that the bathroom in the park behind the firehall may not be open for Guy Fawkes night.
- The bay doors were serviced during the semi-annual inspection/maintenance.
- Charles Pinker inquired about the bonfire and fireworks permit to ensure that a board member signs it for liability purposes.
- Russ McMann asked that better soap be purchased for bathrooms. Charles Pinker stated that he should leave a note for the cleaner who will purchase it.
- Charles Pinker asked that Jack Van Doorn remind the firefighters to turn off lights and fans prior to locking up the firehall.

#### **Motions Adopted by E-Mail:**

- Motion to pay Sarah Zubkowski by Charles Pinker Sept 18, 2016. Second by Mike deWit Sept 18, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski and approve minutes from September 15, 2016 meeting by Charles Pinker Sept 19, 2016. Second by Dale Fulton Sept 19, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton Sept 26, 2016. Second by Charles Pinker Sept 26, 2016. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Oct 3, 2016. Second by Harold Kamikawaji Oct 3, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton Oct 3, 2016. Second by Charles Pinker Oct 3, 2016. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Oct 17, 2016. Second by Dale Fulton Oct 17, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker Oct 17, 2016. Second by Clem Remillard Oct 17, 2016. MSC.

Motion to adjourn meeting @ 8:33 pm made by Charles Pinker. Second by Harold Kamikawaji. MSC.

Next meeting is on November 17, 2016 @ 7:00 pm.