

Mountain Fire Protection District

Trustee Meeting

March 20, 2014

In Attendance: Trustees Charles Pinker, Anne Judson, Clem Remillard, Dean Kauwell and Gord Shoquist. Administrator/Financial Officer Sarah Zubkowski. Deputy Chief Wade Pile and Captain Russ McCallum.

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

1st Order: Minutes reviewed prior to meeting, no changes required. Motion to adopt made by Anne Judson. Second by Gord Shoquist. MSC.

Correspondence:

- Sarah Zubkowski confirmed receipt from BC Hydro received therefore street light on Jingle Pot Road will be completed.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted. Motion to pay bills made by Dean Kauwell. Second by Anne Judson. MSC.

Fire Department Report: presented by Wade Pile.

- 1 callout to a vehicle fire on Maxey Road.
- New fire truck has been ordered and Steve Ellis (fire chief) is still working out the details of the specifications with Fort Garry.
- Wade Pile noted that the fire department has been receiving vehicles from HB Towing for training purposes.
- Meeting between firefighters and board of trustees to take place April 2, 2014 @ 8:30 pm after fire fighter practice.

Old Business:

- Clem Remillard to follow up on the heater in the small bay which is not working.
- Charles Pinker replaced the lights in the tower that were burned out and also purchased a spare.
- Charles Pinker requested that the training materials (doors, etc.) outside be moved possibly to the small bay as someone is tampering with them. Russ McCallum stated that these have been cleaned up however they remain outside.
- Snow removal quotes to be followed up on.
- Sarah Zubkowski will be updating the tangible capital asset policy as the asset listing is being completed.
- Fire department still needs to provide a list of the FOBs and keys that are held by each firefighter.
- Clem Remillard confirmed price to send out letter to the District will cost \$0.15/flyer and will be sent to 800+ homes. Motion to send out the letter made by Charles Pinker. Dean Kauwell second. MSC.
- Mayzes Excavating Ltd bills received for work from a prior year as well as work to be completed which were reviewed by trustees. *Charles Pinker excused himself due to*

conflict of interest. Clem Remillard is concerned that these bills may bring up some issues for the District. Anne Judson questioned the trustees whether they feel the bill should be paid? All trustees agree it should. Sarah Zubkowski questioned whether this was work that was originally donated and is now being billed for? This is not the case. Anne Judson noted that Steve Ellis' holdback of the bill without the trustee's knowledge of the bill was wrong. Gord Shoquist and Anne Judson requested that the work be fully completed after which a new bill with the current date be sent out. The bill should also detail the dates of the job from start to finish.

New Business:

- Auditors will be meeting with Sarah Zubkowski and a board member next week. Anne Judson volunteered.
- AGM will be April 24, 2014.
- Charles Pinker will be changing the format of the meetings so that the meetings will run as planned with the trustees discussing the issues and delegates can ask questions at the end of the meeting.

Special Presentation:

- Gord Shoquist was presented with a painting for 30 years of service as a trustee on the board.

Motion to adjourn meeting @ 8:35 pm made by Anne Judson. Second by Clem Remillard.
MSC.

Next meeting April 24, 2014 which is the AGM.