

Mountain Fire Protection District

Trustee Meeting

May 19, 2016

In Attendance: Trustees Charles Pinker, Dale Fulton, Mike deWit and Clem Remillard. Absent Harold Kamikawaji. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Jack Van Doorn.

Meeting called to order @ 7:03 pm by Charles Pinker.

Election of Chairman:

- Clem Remillard nominates Charles Pinker as chairman. Dale Fulton seconds. Charles Pinker accepts nomination. MSC.

Correspondence:

- Clem Remillard received an email April 5, 2016 from the Regional District of Nanaimo (RDN) informing him that the District is considered defunct from a street light perspective. Clem Remillard explained that this is incorrect. RDN now has a map showing the street lights for the District.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Charles Pinker questioned the DRM Trucking bill. Jack Van Doorn stated that the highway divides were donated by the City of Nanaimo and needed them moved to the fire hall.

Fire Department Report: presented by Jack Van Doorn.

- 3 callouts for a burning complaints.
- Training is ongoing.
- Clem Remillard questioned the Jaws of Life that were brought up in the AGM. Jack Van Doorn stated they purchased them from another fire department for a donation. Mike deWit questioned if they will be taken out on the truck to calls and if there are any liability issues? Jack Van Doorn will look into whether this is an issue.
- Mike deWit questioned whether there may be issues with the hydraulic lines due to the age of the Jaws of Life.
- Dale Fulton questioned whether the fact that the fire department have Jaws of Life will impact whether the fire department will call the City of Nanaimo in for assistance? Jack Van Doorn stated that they will call regardless.
- Jack Van Doorn noted that there is a lady that has offered to volunteer for office administrative work. Clem Remillard stated that the District should do a criminal record check. Mike deWit suggested implementing this as a policy with a date of implementation. Clem Remillard suggested we start with all new people and then follow up with everyone who is currently on the fire department and board of trustees. Jack Van Doorn stated that the fire department currently performs criminal record checks. Jack Van Doorn questioned the WCB coverage for the new volunteer. Sarah Zubkowski to look into this.

- Jack Van Doorn stated that the NSA number may require the District to obtain driver's abstracts for all drivers of the fire trucks. Sarah Zubkowski to look into with the insurance agent.
- The trustees discussed the number of firefighters and where they live, whether this is outside or inside the District. The board is concerned with the distance that some of the firefighters live outside the District. The general area for firefighters has always been Jingle Pot Road to Jingle Pot Road. Jack estimated that only 16 of the firefighters are within these boundaries. Charles Pinker is concerned that some firefighters that move too far out of the District are not able to respond to a call within a reasonable amount of time. Sarah Zubkowski stated that the issue with the number of firefighters was an issue in the past due to the costs of training and gear. Dale Fulton asked whether Jack Van Doorn has ever felt short on a call? Jack Van Doorn stated that he has not.

Old Business:

- Clem Remillard has talked to the sign people and they are still to come finish the sign. Also to follow on letters. Dale Fulton suggested going somewhere else and having someone else finish the sign due to the length of time it is taking to complete the sign.
- Clem Remillard to follow up with the lawyer regarding any issues with carrying NARCAN on the trucks and/or administrating the drug.
- The board discussed various items on the website and updates that should be added.

New Business:

- Jack Van Doorn stated that a power washer would be useful to the fire department. Dale Fulton motions to purchase a power washer for the hall. Clem Remillard seconds. Only two trustees agree therefore motion not passed.
- Charles Pinker motions to adopt AGM minutes. Mike deWit seconds. MSC.

Motions Adopted by E-Mail:

- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker March 21, 2016. Second by Harold Kamikawaji March 21, 2016. MSC.
- Motion to approve minutes from March 17, 2016 meeting March 29, 2016 by Dale Fulton. Second by Clem Remillard March 29, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton April 3, 2016. Second by Charles Pinker April 3, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton April 4, 2016. Second by Charles Pinker April 3, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Clem Remillard April 5, 2016. Second by Harold Kamikawaji April 5, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Clem Remillard April 6, 2016. Second by Harold Kamikawaji April 3, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton April 11, 2016. Second by Charles Pinker April 11, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker April 12, 2016. Second by Charles Pinker April 12, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker April 26, 2016. Second by Harold Kamikawaji April 26, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker May 2, 2016. Second by Dale Fulton May 2, 2016. MSC.

- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker May 3, 2016. Second by Harold Kamikawaji May 3, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Harold Kamikawaji May 10, 2016. Second by Clem Remillard May 10, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton May 17, 2016. Second by Harold Kamikawaji May 17, 2016. MSC.

Motion to adjourn meeting @ 8:44 pm made by Charles Pinker. Second by Mike deWit. MSC.

Next meeting is on June 16, 2016 @ 7:00 pm.