

## **Mountain Fire Protection District**

### **Trustee Meeting**

**September 24, 2015**

**In Attendance:** Trustees Charles Pinker, Anne Judson, Dale Fulton and Clem Remillard. Harold Kamikawaji was absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Jack Van Doorn.

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

#### **Correspondence:**

- Clem Remillard received word that Merle Proteau, former trustee and long-time resident of the District, passed away.
- Charles Pinker received word that "Pud" Ward, former chairman of the board and long-time resident of the District, passed away.
- The trustees would like to extend their condolences to the families of Merle Proteau and Pud Ward.

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

- List of bills noted.

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

- 3 calls – 1 motor vehicle accident and 2 burning complaints.
- Scott Lawson is the duty officer.
- Playbook training to go into effect in October.
- 2 new lieutenants elected in September – Zak Dunn and Derek Girard.
- The fire department is working on setting up mutual aid training with Search and Rescue.
- The fire department is working on setting up emergency preparedness training with the RDN.
- The fire department is working on setting up training for drug labs/houses with the City.
- The trustees thanked the fire department for the invite to the golf tournament and recognition dinner for Steve Ellis and Jim Avender.
- The trustees were impressed with the newer, younger fire fighters.
- Burning updates are on the website.
- The trustees thanked the fire fighters for cleaning up the hall and grounds for the open house.
- The trustees thanked Dale Fulton for cutting the alder trees on the rocks next to the fire hall.

#### **Old Business:**

- The fire department has yet to join the BC Firefighter Trainer Association.
- Clem Remillard stated that the Plexiglas has arrived and was installed however there is ongoing work to ensure this fits properly to the District's specifications.
- Proposed FOB and key policy to be updated by Anne Judson.
- Indemnification bylaw was given to the lawyer and the District is awaiting a reply.

- Securco updated fobs and system.
- Securco have yet to fix the door plates and this needs to be done by the open house due to safety concerns.
- Burning bylaw and fire chief duties and responsibilities need to be addressed with fire department still. A preliminary updated bylaw to be presented at November 2015 meeting.
- Open house is September 26, 2015 from 11 am – 1 pm. Jack Van Doorn enquired about power washing the hall however Charles Pinker stated that the well ran out of water in August.
- Gutters are overflowing again. Clem Remillard looking into it.
- Budget yet to be finalized.
- Letter for potential water sources was drafted by Anne Judson and presented. Minor changes requested by Jack Van Doorn.
- Gear storage to be followed up on by Jack Van Doorn.

#### **New Business:**

- Jack Van Doorn mentioned obtaining dry hydrants at potential water sources.
- Jack Van Doorn to provide service dates for firefighters in order for Dale Fulton to apply for awards.
- Jack Van Doorn needs to meet with Charles Pinker regarding the HJ Playbook and what that means for the trustees.
- Jack Van Doorn stated that the fire fighters will start modifications to 903 in October.
- Jack Van Doorn applied for a BC Hydro grant of \$2,000 for training for the fire department.
- Jack Van Doorn enquired about where to obtain more kids learning materials can be obtained. Charles Pinker stated that in the past the Fire Commissioner provided these.

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

- Motion to pay bills presented by Sarah Zubkowski by Anne Judson August 28, 2015. Second by Clem Remillard August 28, 2015. MSC.
- Motion to pay Sarah Zubkowski, CPA, CA invoice as presented September 2, 2015 by Anne Judson. Second by Dale Fulton September 2, 2015. MSC.
- Motion to pay \$2,500 towards the recognition dinner for Steve Ellis and Jim Avender made by Anne Judson September 10, 2015. Second by Charles Pinker September 10, 2015. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Anne Judson September 10, 2015. Second by Charles Pinker September 10, 2015. MSC.
- Motion to reimburse Charles Pinker for domain renewal by Anne Judson September 15, 2015. Second by Clem Remillard September 15, 2015. MSC.
- Motion to pay Sarah Zubkowski, CPA, CA invoice as presented September 17, 2015 by Charles Pinker. Second by Anne Judson September 17, 2015. MSC.
- Motion to approve Ridgeview quote for cleanup for the open house by Clem Remillard September 21, 2015. Second by Anne Judson September 21, 2015. MSC.
- Motion to reimburse Charles Pinker for the gift certificates purchased for retired fire fighters by Clem Remillard September 20, 2015. Second by Anne Judson September 20, 2015. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Anne Judson September 22, 2015. Second by Clem Remillard September 22, 2015. MSC.

Motion to adjourn meeting @ 9:11 pm made by Anne Judson. Second by Charles Pinker. MSC.  
Next trustee meeting is October 15, 2015 @ 7:00 pm.