

Mountain Fire Protection District

Trustee Meeting

October 19, 2023

In Attendance: Trustees Neil Nelson, Harold Kamikawaji, Clem Remillard and Dave Stewart. Tony Wright absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Assistant Chief Darcy Morgan and Burning Permit Liaison Wayne Morgan. RDN Area C Director– Lauren Melanson.

Meeting called to order @ 7:00 pm by Neil Nelson. Second by Harold Kamikawaji. MSC.

Correspondence:

- Clem Remillard received the information and blank bylaw for our 2024 budget approval which is due at the end of the October.
- Clem Remillard has been in touch with the Provincial Government regarding the funds for the new fire truck. The funds are expected at the end of November or beginning of December.
- Russ McMann has had no complaints regarding the Montessori school.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted and discussed.
- ICBC cheque is estimated as the final amount may change due to list of drivers changing.
- Grant for 2023 has been spent in full now and Sarah Zubkowski has compiled the invoices required for submission. The grant for 2024 needs to be applied for by October 20, 2023.
- Donations received for Guy Fawkes.

Fire Department Report: presented by Russ McMann.

- 6 calls – 1 burning complaint, 2 medical assist, 1 wildfires, 1 mvi and 1 alarm activated.
- Steven Harwood has been hired by the City of Nanaimo and will be leaving Jan 1, 2024.

Old Business:

- The truck is still in process. A realistic timeline to view the truck is the end of November. There are some items that still need to be completed. The hitch is an issue that is being dealt with. Clem Remillard stated that now we have the funds we need to ensure there are no additions. Russ McMann stated that there are no additions and the firefighters will just be reviewing for deficiencies. Neil Nelson asked about when the fireman will be flying out. Russ McMann stated they can only book this 1 week out.
- Clem Remillard has reached out to other improvement districts to see if they have an indemnification bylaw in place. Clem Remillard to discuss with insurance company on coverage and also to reach out to a lawyer.
- Clem Remillard has information for the 2024 grant submission. This needs to be submitted Oct 20th and is for \$30,000. Clem Remillard will be staying after meeting to gather any further information. Clem Remillard motions to apply for the Volunteer and Composite Fire Departments Equipment and Training 2024 Program and Application guide of \$30,000. Second by Harold Kamikawaji. MSC.

- Dave Stewart received 3 replies for snow removal bids. Reviewed the 3 proposals and concluded that Ridgeview Irrigation and Landscaping will be chosen based on recommendations by the board members and firefighters in attendance. Motion by Dave Stewart to use Ridgeview Irrigation and Landscaping for snow removal. Second by Neil Nelson. MSC. Dave Stewart to let previous snow removal provider that we have chosen a different provider.
- The 2023 budget was reviewed and discussed. Potential budget \$222,505 being discussed. Firefighting equipment budget discussed in detail as this is affected by any grants received for 2024. Discussion with firefighters over if whether the money will come from the capital reserve if the grant is not received in 2024. The fencing and storage situation may also be an issue as the new truck doesn't have as much space as the previous truck. Neil Nelson stated that the board discussed paying for these items out of the reserve funds. The fireman are concerned about not receiving the grant for 2024 as this will reduce the fire equipment and perhaps not allow to purchase required equipment needs. Fireman want the budget increased for firefighting equipment to cover required items and then if we receive the grant money then the fireman can purchase additional items. Charles Pinker asked about what the grant money can be spent on. Russ McMann stated that it is limited to required items per and approved list for the grant. Therefore, the grant monies are required to be spent on specific items. If there is an increase in the firefighter equipment budget and the grant is received then Dave Stewart suggested that the extra money be moved to the future budget. Russ McMann stated that the extra money would not go to waste if the grant is received. They could then purchase more wildfire equipment they would like, specifically sprinklers. Lauren Melanson stated that the RDN is going with standardized sprinklers. Improvement Districts are being invited to join the advisory committee. Charles Pinker stated that he thinks that the firefighter equipment budget should be increased to cover required items. Firefighter equipment budget has been increased and the reserve fund budget has been decreased. Motion to approve the 2024 annual budget of \$222,505 made by Harold Kamikawaji. Second by Neil. MSC. Second reading of the budget. Motion to approve the 2024 annual budget of \$222,505 made by Clem Remillard. Second by Dave Stewart. MSC.

New Business:

- Guy Fawkes is set for Nov 4th. Same day as the pumpkin shoot in the field. Firefighters have a plan for the parking including a shuttle service from Mountain View School.
- Clem Remillard asked about the fire truck being out at a residents house during the day. Russ McMann stated that it was to show a resident's child the hose and fire truck. Clem Remillard also pointed out that the firehall tables and chairs were taken from the firehall to a fire fighters party. Russ McMann stated that he does not know about that. Clem Remillard stated that he doesn't believe this should be happening. A policy needs to be made about using equipment from the firehall. Clem Remillard and Harold Kamikawaji have received many phone calls regarding people washing vehicles at the firehall. Wayne Morgan and Darcy Morgan stated that the fireman should be allowed to wash vehicles here and this should not be a discussion item. Harold Kamikawaji stated that there should be a policy in place regarding the use of the firehall and the equipment and will follow up on this. Clem Remillard stated that it looks bad to the residents because residents are phoning him and asking about washing their own vehicles. Russ McMann stated that the firemen have saved the district a lot of money over the years by being volunteering and that if residents want the same perks then they should volunteer.

Questions: No questions.

Motions Adopted by E-Mail:

- Motion to pay bills and approve minutes made by Clem Remillard Sept 27, 2023. Second by Harold Kamikawaji Sept 27, 2023. MSC.
- Motion to pay Sarah Zubkowski made by Dave Stewart Oct 3, 2023. Second by Harold Kamikawaji Oct 3, 2023. MSC.
- Motion to pay bills made by Tony Wright Oct 5, 2023. Second by Harold Kamikawaji Oct 5, 2023. MSC.
- Motion to approve MVI stabilization equipment purchase made by Clem Remillard Oct 12, 2023. Second by Harold Kamikawaji Oct 12, 2023. MSC.
- Motion to approve septic field repairs made by Clem Remillard Oct 13, 2023. Second by Neil Nelson Oct 13, 2023. MSC.
- Motion to pay bills made by Tony Wright Oct 13, 2023. Second by Harold Kamikawaji Oct 13, 2023. MSC.
- Motion to pay Sarah Zubkowski made by Neil Nelson Oct 16, 2023. Second by Harold Kamikawaji Oct 16, 2023. MSC.
- Motion to pay bills made by Harold Kamikawaji Oct 19, 2023. Second by Neil Nelson Oct 19, 2023. MSC.

Motion to adjourn meeting @ 8:15 pm made by Neil Nelson. Second by Harold Kamikawaji. MSC.

Next meeting is on November 16, 2023 @ 7 pm.