

## **Mountain Fire Protection District**

### **Trustee Meeting**

**February 20, 2014**

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

Meeting called to order @ 7:07 pm by Charles Pinker.

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

#### **Correspondence:**

- Sarah Zubkowski presented information regarding potential credit card for the District. Due to fees this is not an option.

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

- Gord Shoquist questioned a bill paid to Associated Fire Safety for 1 pair of bunker boots. Steve Ellis noted that he is trying a new type of boot which is more expensive.
- Charles Pinker questioned a bill paid to Berks Intertruck for a battery test. Wade Pile stated that the battery died one day and therefore they had it tested.
- List of bills noted. Motion to pay bills made by Gord Shoquist. Second by Anne Judson. MSC.

**Fire Department Report:** presented by Steve Ellis.

- The final price list for the new vacuum fire truck has been obtained. Total price of \$349,867 + tax. Steve Ellis to follow up on whether PST will be charged.
- 2 callouts: tree down and chimney fire.
- Someone has been tampering with the water taps outside of the building which is causing ice. The taps will need some security to prevent this from happening in the future.
- The heater in the small bay is not working and the lights in the tower are burned out.
- 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 resolved issue with Wholesale Fire & Rescue and parts have been shipped back at the expense of Wholesale. Adjusted bill should be sent to the District.

#### **Old Business:**

- Sarah Zubkowski presented draft tangible capital asset policy for trustees review.
- Fire department still needs to provide a list of the FOBs and keys that are held by each firefighter.

#### **New Business:**

- Sarah Zubkowski approached Ridgeview at request of trustees regarding snow removal. Need to follow up on how much snow and what parts of the lot to be plowed. Also need

to find out about ice removal (i.e. salt, etc.). Will contact other companies that provide this service to ensure that the District can obtain all services from one company.

- Clem Remillard has been in contact with the government regarding financing information for the new fire truck purchase. The district needs to provide quote for fire truck, amount requesting for borrowing, minutes showing approval borrowing request, as well as additional paperwork. Based on a 15 year loan period, an interest rate of 3.75% (could change once financing goes through), 458 properties with an average assessment of \$521,406 the following tax options are available:
  - Borrowing \$200,000 - \$39.57/year tax increase or 0.076%/\$1,000 increase
  - Borrowing \$250,000 - \$49.47/year tax increase or 0.095%/\$1,000 increase
  - Borrowing \$300,000 - \$59.36/year tax increase or 0.114%/\$1,000 increase
  - Borrowing \$350,000 - \$69.25/year tax increase or 0.133%/\$1,000 increase.

Charles Pinker made motion to leave \$75,000 in the capital works & renewal reserve account, use \$130,000 from the capital works & renewal reserve account to pay for truck and finance \$244,500 with the government for the new fire truck purchase. Vote made and 3 of 4 trustees in favor. *Dean Kauwell abstained from the vote due to conflict of interest.* 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.*

Motion to adjourn meeting @ 9:40 pm made by Charles Pinker. Second by Anne Judson. MSC.

Next meeting March 20, 2014.