

Mountain Fire Protection District

Trustee Meeting

December 15, 2016

In Attendance: Trustees Charles Pinker, Mike deWit, Dale Fulton, Harold Kamikawaji and Clem Remillard. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Jack Van Doorn, Deputy Fire Chief Wade Pile, Lieutenant Zak Dunn, Lieutenant Derek Girard, Dave LeNeveu, and Dave Ayou.

Meeting called to order @ 7:20 pm by Charles Pinker.

- Charles Pinker started the meeting by requesting that the monthly meetings remain civil and that respect between the board and firefighters be maintained in order to be productive. Discussions should be focused on the task at hand the service to the community be of the utmost importance. Wade Pile agreed and stated that they should work together to plan for the future. Charles Pinker suggested that a committee could be made with a combination of board members and firefighters to discuss issues going forward.
- Motion to have Dave LeNeveu present information regarding insurance options for coverage for the volunteer firefighters made by Clem Remillard. Second by Harold Kamikawaji. MSC.
- Dave LeNeveu provided information regarding different plans available for insurance coverage for on duty and off duty. Coverage would be effective immediately and would only require an updated roster on a regular basis. Board to discuss along with other information received via email.

Correspondence:

- Sarah Zubkowski received a call from WCB regarding a claim being processed for Dale Leathorn relating to an incident from August.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: presented by Jack Van Doorn.

- 6 callouts: 1 motor vehicle accident, 3 burning complaints, 1 chimney fire and 1 alarms activated.
- Clem Remillard asked whether the firefighters needed additional keys. Jack Van Doorn requested 5 more keys.

Old Business:

- Charles Pinker noted that the application for the Canada 150 Fund was not submitted on time. He has sent an email requesting late approval as we didn't know about the due date.
- Harold Kamikawaji and Mike deWit have final copy of policy for drivers abstracts and criminal records checks. Implementation date to be March 1, 2017. Dave LeNeveu questioned how the board will determine what the line will be for the criminal record checks. Harold Kamikawaji stated that the District will use the City of Nanaimo as a

guideline. Firefighters suggested that in addition to Charles Pinker reviewing the criminal record checks that Jack Van Doorn also review them.

- Burning bylaw from Deep Bay Improvement District was emailed for reference as this will be used as a base for the District's burning bylaw and the fine schedule will be added in. Mike deWit asked whether fire permits should be used going forward. Jack Van Doorn stated this wouldn't be feasible. Motion to rescind previous motion to adopt Bylaw 93 and update based on new information made by Charles Pinker. Second by Clem Remillard. MSC.
- Clem Remillard stated the sign company have yet to complete the sign.
- Dale Fulton is waiting for quotes for sound proofing so it can be completed by the firefighter Christmas party in January.
- The website was updated by Clem Remillard.
- Charles Pinker asked if the firefighters looked into liability issues regarding the upgrading of the fire department medical training to first responder or level 3. Firefighters have not. Dave LeNeveu asked whether a couple of firefighters could pursue this. Board would have to decide on that. Mike deWit stated that there are liability issues that concern the board. Dave LeNeveu asked whether the guys who currently have First Responder status are currently causing liability issues. Clem Remillard to follow up on this.
- Board to still discuss cell phone coverage for the lieutenants.
- Greg Gow no longer provides snow plow services. Russ McMann has completed the snow plowing currently. Board to put request for bids out to the public.
- Mike deWit will put a mail slot in the front door.
- WCB claim is completed for Hunter Drakeley.
- Clem Remillard discussed the lending of money to firefighters when waiting for WCB with our contact in Victoria. He is not aware of any Districts doing this and suggested that it go through the fireman's association.
- Jack Van Doorn asked about the ladders. The board will look into the ladder issue.

New Business:

- Dave Ayou suggested that the firefighters set up standard operating procedures which the board can then approve. Charles Pinker stated that they should be developed together.

Motions Adopted by E-Mail:

- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker Nov 18, 2016. Second by Dale Fulton Nov 18, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Charles Pinker Nov 21, 2016. Second by Dale Fulton Nov 21, 2016. MSC.
- Motion to pay bills and approve minutes presented by Sarah Zubkowski by Charles Pinker Nov 28, 2016. Second by Harold Kamikawaji Nov 28, 2016. MSC.
- Motion to pay bills presented by Sarah Zubkowski by Dale Fulton Dec 5, 2016. Second by Clem Remillard Dec 5, 2016. MSC.

Motion to adjourn meeting @ 9:28 pm made by Charles Pinker. Second by Mike deWit. MSC.

Next meeting is on January 19, 2017 @ 7:00 pm.