Whatcom County Fire District #5

Point Roberts Fire Department

2030 Benson Road, Suite A
Point Roberts, Washington, 98281

Regular Meeting of the Board of Commissioners
October 14th, 2026

MINUTES

In Attendance:	Commissioner Virginia Lester Commissioner Ray Smith Financial Manager Markel (online) District Secretary Linda Hughes Assistant Chief John Shields
Absent:	Chief Christopher Carleton (PFML) Commissioner Pat Harper
Guests:	Rhiannon Allen Islena Faircrest Tamra Hansen Bill Zidel

A. CALL TO ORDER

The meeting was called to order at 4:00 pm by Commissioner Lester.

B. PUBLIC COMMENT

Tamra Hansen asked the Commissioners why the catering of Fire District events is being done outside of Point Roberts. She added that as a proprietor of two food service establishments, she is concerned why our tax dollars are being spent in Canada. She added that there are at four local providers who are capable and have in the past, provided food for events and classes held by the fire district.

Commissioner Lester noted that she was not aware this was happening and asked Assistant Chief Shields if it was true. Commissioner Smith said that he was also not aware.

Assistant Chief Shields indicated that he was not sure as he has not attended any classes, seminars or events held by the fire district recently, although he confirmed that pizza and sub sandwiches were provided at recent events.

Commissioner Lester instructed Secretary Hughes to add this topic to the agenda for discussion with Chief Carleton at next month's regular meeting and advised Ms. Hansen that the Commissioners would get back to her when they had more information.

C. APPROVAL OF MINUTES

C.1 Approval of Minutes

MOTION: Commissioner Smith moved to approve the Minutes of the Regular Meeting of September 9th, 2026, as presented. The motion was **SECONDED** by Commissioner Lester. **Motion Passed: 2 - 0.**

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Markel presented the financial report as submitted.

D.2 Approval of the Fire District Vouchers

MOTION: Commissioner Smith moved to approve the Vouchers in the amount of $40,003.68 for payment. The motion was seconded by Commissioner Lester. **Motion Passed 2 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Smith moved that payroll in the amount of $18,181.85 be approved for payment. The motion was seconded by Commissioner Lester. **Motion passed 2 – 0**

D.4 Budget Update

Financial Manager Markel reported that 30.72% of the budget remained at the end of September 2026, compared with the September 2025 amount remaining of 33.53%.

E. CORRESPONDENCE

None at this time.

F. CHIEF'S REPORT

Assistant Chief Shields presented a copy of Chief Carleton's report for September and summarized it.

The annual Haunted House event will be held on October 24th this year, and there will be a veteran's blood drive in November, scheduled for November 11th. The blood drive organizers are bringing a bus for this event, so the fire station premises will be available for the regular monthly Commissioners' meeting.

A Special Meeting will be held on Monday November 9th to review the annual budget, and the Regular Meeting will be held on the 11th of November to, among other items, approve the budget.

Assistant Chief Shields reports that annual apparatus servicing will begin in two weeks at Pro Fire. He noted that one of the advantages of Pro Fire is that they send drivers to collect the apparatus, freeing up our members to remain available in Point Roberts in case of an emergency.

Asistant Chief noted that A58 received a dent when a rock hit the vehicle. He noted that the damage is minimal.

He reported that there are currently 45 members, 11 of whom are residents of Point Roberts.

He repeated that Chief Carleton is away on Paid Family Medical Leave so logged no hours in the month of September, and that he has logged 100 hours in his Assistant Chief role.

There were 57 calls in September, 14 of those being EMS calls.

G. UNFINISHED BUSINESS

None at this time.

H. NEW BUSINESS

Secretary Hughes asked if the annual Firefighters Appreciation Dinner would be held this year and if it had been scheduled, as she wanted to put that date into her calendar.

Assistant Chief Shields reported that the dinner had indeed been scheduled for the evening of November 22nd, to be held at the Tsawwassen Springs Golf Course.

Secretary Hughes pointed out that this news brings us back to the question asked by Tamra Hansen at the beginning of the meeting about spending US tax dollars in Canada when there are food service providers and locations in Point Roberts.

I. ADJOURNMENT

As there was no further business, Commissioner Smith moved to adjourn the meeting at 4:14 pm. Commissioner Lester seconded the motion. **Motion passed 2 – 0**.

There will be a Special Meeting for budget review held on November 9, 2026, at 4:00 pm.

The next Regular Meeting of the Board of Commissioners will be November 11th, 2026, at 4:00 pm.

Virginia Lester
Commissioner Virginia Lester

Patricia A. Harper
Commissioner Pat Harper

approved via online video link
Commissioner Ray Smith

Dated November 11, 2026

Attest: Linda Hughes
Recording Secretary Linda Hughes