

**WILLIS POINT FIRE AND RECREATION FACILITIES COMMISSION
MEETING MINUTES**

Tuesday Jan 13, 2015

7:30 PM

Willis Point Community Centre Fire Annex

Present: Vern McConnell, Ken Smith, Brent Kornelson, Brian McCandless, Ken Ilott, Joel Cotter, Gary Howell

Absent: **Director Mike Hicks,**

Guests & Invitees: Darren Pine, Aaron Puritch, Mariann Malvet, Art Wynans

Meeting called to order at 7:30 pm

Election of Officers: Aaron Puritch Chairing

Chair: Vern McConnell nominated by Ken Ilott, seconded by Brent Kornelson, accepted by acclimation

Vice Chair: Ken Smith nominated by Ken Ilott, seconded by Ken Ilott, accepted by acclimation

Secretary: Brent Kornelson nominated by Vern McConnell seconded by Ken Ilott, accepted by acclimation

1) Approval of Agenda:

MOTION by Ken Ilott, **SECONDED** by Brian McCandless that the Agenda be accepted as amended and circulated. **CARRIED**

2) Approval of Minutes:

MOTION by Ken Ilott, **SECONDED** by Brian McCandless that the minutes of Oct 28, 2014 be accepted as amended. **CARRIED**

3) Approval of new Member:

Gary Howell has accepted nomination by Vern McConnell to fill Fire Commissioner vacancy, **CARRIED**

4) Hall Manager Report: Maryann presented new Hall booking for 2015

5) Business Arising:

- a. Water Tank: Al Campbell has removed stumps with his backhoe. Joel has offered his excavator to dig hole and prep site with gravel. Ken Smith will investigate the \$4500 CRD has billed for work on tank project.
- b. Brenton Construction has not repaired doors, Ken Smith will find contractor to do the repairs/replacement of the doors.
- c. Outside Manager Position: nothing new to report.
- d. Chimney Flashing Repair: it has been checked and does not need repair
- e. Community Hall-Fire Alarms System: Ken Smith will arrange to have an alarm company come out to check the Hall Fire Alarm system to ensure it is in working condition
- f. 2014 budget surplus of \$23,922 will be moved into contingency #599200 fund for 2015

- g. Art Wynans has offered to modify thermostat installation in new Fire Hall in order to improve temperature control.

6) Fire Chiefs report: see attached

7) New Business:

- a) Fire Chief reported on CRD initiative to assist local Volunteer Fire Departments in identifying a Minimum Standards of operation. Each Fire Department must identify and select a minimum level of training they will maintain for three levels

Level 1 _____

Level 2 _____

Level 3 _____

- b) Vern clarified that the letter of confidentially send by the CRD for commissioners applies to "in camera" meetings.

MOTION to adjourn by Gary Howell, seconded Ken Ilott, CARRIED: 9:12 PM