

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

Tuesday Sept 27, 2016

7:30 PM

Willis Point Community Centre Fire Annex

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

Absent Director Mike Hicks

Guests & Invitees, Darren Pine, Mariann Malvet

Meeting called to order at 7:30 pm

1) Approval of Agenda

MOTION by Brent Kornelson, **SECONDED** by Ken Smith that the Agenda be accepted as amended and presented. **CARRIED**

2) MOTION by Ken Ilott, **seconded** by Gary Howell that the minutes of **August 30, 2016** be accepted as amended and presented, **CARRIED**

3) Report from Chair

- The Chair has requested to Mike Hicks that the commission be included in the negotiations with Rogers rather than have the CRD negotiate alone on our behalf.
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4) Hall Manager's Report: only 2 booking to the end of the year.

- The Hall carpet needs its annual cleaning, it is badly stained and worn out and should be considered for replacement.
- At the last gathering a small roof leak was noticed above the front door.

5) Existing Business:

- a) Water tank project: the paving quotes were much higher than anticipated, several options for the area are being re considered by the Fire Department.
- b) Rodent control is ongoing, the contractor is continuing to monitor and fill the bait boxes around the exterior of the Hall.
- c) Exterior Hall painting is completed; the trim over the external pipes will not be reinstalled because it had caused water damage to the siding.
- d) Gary purposed the 2017 preliminary budget be submitted to CRD with a 1.5% increase over 2016 budget. Oct 27 is our first budget review meeting.
- e) Durrance Close extension of WP Fire Protection Area: the revisions to the bylaw are in process at the CRD.

6) New Business:

- a) Re election of 4 commissionaires for a 2 year term at the Oct 2 AGM:
- b) Ken Ilott will officiate the process: Seats up for 2 year term: Brent Kornelson, Brian McCandless, Ken Smith, Vern McConnell
- c) Concerns from the WPCA regarding the repainting of the yellow line on Willis Point Road; A letter from the Fire Chief will be drafted addressing the safety aspects of having a well maintained yellow line for the winter months.
- d) Hall roof leak: Brian will arrange to have the gutters and roof valleys cleaned.
- e) Concerns were raised regarding the Hall perimeter drainage causing backflow into the crawl space during major storm events: Brent volunteered to make adjustments to the perimeter drainage system to improve the ability of the system to handle the excessive water during storm events.

7) No fire chief report

8) No WPCA report

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