

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

Tuesday Feb 28, 2017

7:30 PM

*Willis Point Community Centre Fire Annex*

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Present: Vern McConnell, , Brent Kornelson, Ken Smith, Ken Ilott, Gary Howell,

Absent Director Mike Hicks, Joel Cotter, Brian McCandless

Guests & Invitees: Aron Puritch

Meeting called to order at 7:30 pm

**1) Approval of Agenda**

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

**2) MOTION** by Ken Smith, **seconded** by Gary Howell, that the minutes of **Nov 29 2016** and **Jan 17 2017** be accepted as amended and presented, **CARRIED**

**3) No report from Chair**

**4) No hall manager report**

**5) New Arising:**

- a) Paving will happen for the new water tank once weather permits
- b) Rodent control in the hall is ongoing with 20 mice removed within the past several months,
- c) Vern has not completed the 2016 report to the board
- d) Brent will talk to Peggy regarding the posting of our minutes on the CRD web site

**6) Fire Chief Report:**

23 regular members: completed external attack training  
10 auxiliary members at various stages of training  
1 administrative member  
2 new recruits

Our main pumper was taken out of service for and returned to the Abbotsford factory to fix manufacturers recall; Saanich Fire Department has generously lent us a pumper truck at no charge until our truck is repaired.

The Fire Chief is investigating the status of our mutual aid agreement with the Highlands to ensure it is still in place.

**7) Tower Sub Committee report:**

Brent presented a report on the status of the cell tower renewal and negotiations with Freedom for a new tower. It was learned that the CRD management had assigned Peter Breen (at the CRD) the responsibility to negotiate all cell tower agreements on behalf of the CRD.

We have developed a good working relationship with Peter. Brent and the subcommittee will work closely with Peter to ensure the preferences and expectations of the community are represented and taken into consideration during any negotiations with the carriers.

Brent will act as the main contact for the subcommittee and Peter has agreed to keep us informed and ensure we are present at all relevant meetings with the carriers.

A letter will be sent to Peter laying out what the commission feels would be the most acceptable to the community related to tower design, location and minimizing the visual impact of a new tower.

It was also learned that Industry Canada tightly regulates the cell tower industry and specify the carriers' rights and responsibilities. The regulations also specify that the carriers must cooperate and work together; these regulations will impact the outcome of the negotiations.

**8) New Business:**

- a) The shelves in the Hall fridge are in need of repair.

**MOTION** by Gary Howell, **seconded** by Ken Smith to have the fridge shelves repaired at an approximate cost of \$100. **CARRIED**

- b) The pump wiring in the water well has been replaced after it was noticed the water had a strange taste and smell. It was determined the wire insulation was defective.
- c) A request was made from the fire department to run a water line from the Hall to the new water tank for auto filling. Art Wynans will submit a cost estimate for materials; the Fire Department would supply the labor.
- d) The budget requisition for 2017 is \$118,970, the numbers were adjusted slightly due to a lower than anticipated surplus carried over from 2016 of \$10,765. Gary moved funds from the contingency account to cover for the shortfall of about \$11,000.

**MOTION** to adjourn by Gary Howell, seconded Brent Kornelson, **CARRIED**: 9:00PM