

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

Tuesday Sept 24, 2019

7:30 PM

*Willis Point Community Centre Fire Annex*

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

Absent: Director Mike Hicks,

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

Meeting called to order at 7:45 pm

**1) Approval of Agenda**

**MOTION** by Gary Howell, **SECONDED** by Brian McCandless, that the Agenda be accepted as presented. **CARRIED**

**2) MOTION** by, Brent Kornelson **seconded** by Brian McCandless that the minutes of June 4, 2019 be accepted as presented, **CARRIED**

**3) Report from Chair:** nothing new to report

**4) Hall Report:** Marian presented report for bookings. Cleaning of floor will be after Halloween party. Marian will contact Elections BC to let them know we have upgraded our WIFI in the Hall.

**MOTION** by Joel Cotter, **SECONDED** by Gary Howell, that the Report be accepted as presented. **CARRIED**

**5) Business Arising:**

- a) Cell Tower: nothing new to report, Brent
- b) Budget: It appears Rogers has overpaid the tower lease by \$7500, Gary will contact Steven Henderson CRD about this.
- c) Tank Farm: Joel reports they are considering a site for the new tank by the Mail boxes, property lines and nearby residences will be contacted for their feedback.
- d) Sound System: Art Wynans reports he has installed the new Hall sound system in the Hall; Shaw has completed the internet upgrades with a WIFI Hot Spot in each building. The commission expressed thanks to Art for all his work.
- e) Paving Project: The Fire Dept has received 3 quotes for the paving and site preparation of the parking lot outside the two apparatus buildings, it was strongly recommended by the contractors that the asphalt thickness be increased from 2" to 3" and coverage be extended in one area to reduce the potential of edge breakage by loaded fire trucks. Extensive discussions followed: the decision was made to increase the budget from \$55,000 to \$75,000 to adjust for the thicker asphalt and expanded coverage. The main contractors chosen will be Island Paving for the asphalt and Brentwood Excavating for site preparation. The Deputy Fire Chief, Darren Pine, has agreed to coordinate the project.

**MOTION** by Joel Cotter, seconded by Ken Ilott that the commission approve the Paving Project budget for \$75,000. **CARRIED**

6) Fire Chief report: none

7) Financial Review: Gary will forward the latest copy of the financials to Vern for his presentation at the AGM on Sunday

8) New Business:

- a) Rep for WPCA: Ken Smith has agreed to continue as the commission rep to the WPCA
- b) AGM election: Nomination chair reports 3 position open for election; Joel Cotter and Gary Howell have agreed to stand again, Ken Ilott has declined. Paul Williams has agreed to run.

**The commission expresses their deep thanks to Ken Ilott for all his work during his time on the commission.**

**MOTION** to adjourn by Ken Ilott, seconded Brent Kornelson, CARRIED: 9:30 pm