

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

Tuesday Sept 7, 2021

7:30 PM

Present: Vern McConnell, Brent Kornelson, Brian McCandless, Paul Williams, Gary Howell, Joel Cotter, Aran Puritch

Absent: Director Mike Hicks

Guests & Invitees: Fire Chief Art Wynans, Darren Pine, Daniel Kenway (WPCA)

Meeting called to order at 7:30 pm

1) Approval of Agenda

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

2) MOTION by Gary Howell, **SECONDED** by Brian McCandless that the minutes of June 29, 2021 be accepted as presented, **CARRIED**

3) Chair Report: Nothing to report.

4) Hall Report: very little activity over the summer, rodent activity still apparent

5) Business Arising:

- a) Cell Tower: Stephen Henderson has responded to our concerns regarding the new Rogers cell tower agreement, (see attachment) Brent met with Rogers engineers in July to identify site for replacement tower
- b) Durrance Close: Vern has now received petitions from residents and this area should be formally added to WP fire protection district within the next 30 days, until then the FD is not authorized to attend call outs to these properties.
- c) Tank Farm: the grant funding is no longer available due to a lack of funds.
- d) Mutual Aide: Art reports that Saanich is processing a Mutual aide bylaw that enacts mutual aide with Willis Point.
- e) Budget: the budget was discussed at length; Art presented detailed spreadsheets outlining long term funding projections with anticipated shortfalls for the department. Gary will review the impact of a potential 4% requisition increase this year.
- f) Pest Control: Brian reports the measures are ongoing.

MOTION by Brian McCandless, **SECONDED** by Paul Williams that the pest control contract is extended for an addition 6 months, **CARRIED**

- g) Picnic Shelter: Art reports the CRD has yet to approval permit, contractor has 45 day backlog once approved.

- h) Paving Hall Apron: Brian has estimated costs of up to \$20K to remove trees, stumps and broken concrete and applying pavement for a protective apron in front of the Hall.

MOTION by Brian McCandless, **SECONDED** by Brent Kornelson to authorize up to \$5300 for removal of the trees and stumps outside the front of the Hall that are damaging the building integrity and sidewalks in preparation for paving, **CARRIED**

- i) Aran reports he is continuing work with FD to identify long term goals and vision review

6) Fire Chiefs Report: Art reports attendance continues to be strong and Covid protocols are still in place. There are several new recruits; there were minimum call outs over the summer and no fires. Engine 1 was deployed to Kamloops area fires with a blended crew from the area for 1 day before being cancelled. Everyone in the FD is fully vaccinated.

7) Up for re-election this year: Joel, Brian, and Aran

8) WPCA Report: Daniel listed the current issues in the community including heavy equipment parked on Willis Point Rd and the garbage dumped along the road.

9) Grant Application Committee: Aran suggested we should consider a standing committee that focuses on applying for the numerous grants that are available to benefit the Fire Department. The commission is not allowed to apply for grants but applications could be funnelled through the WPCA or Fire Fighters association.

10) Next meeting Oct 5

Meeting adjourned 10:00 pm.

Subject: Re: Rogers cell tower

Hi Stephen: We had our commission meeting and completed a motion in support of the CRD's negotiations with Rogers for the replacement tower. I will forward you a copy of the draft minutes once they are completed.

As requested, following are some of the questions or concerns raised at the commission meeting regarding the draft agreement for the tower, most of the discussions focused on the information that is missing in the schedules:

2.2 Fees: In the schedules there are several different fees specified that Rogers will be paying, we are assuming these various one time fees are to offset the CRD's costs associated with creating and executing the licence agreement, however the total yearly tower lease funds will continue to go to the community, please confirm or clarify. **“I added a \$1,000 Licence Initiation fee to cover CRD admin costs for the licence. Then the yearly fee would go to the Willis Point fire service.”**

7.4 Transfer agreement/letter for generator, we don't feel a need for a letter as the previous agreement was clear the community now owns the generator, however there is no concern either way if the CRD prefers a clarification letter with Rogers. **“Agreed we can forgo, as this was covered in the licence 2018 agreement.”**

8.14 When Rogers removes and remediates the existing tower site the Fire Department may ask that the fence remain so the area can be used as a secure enclosure, this can be discussed/confirmed with the disposal crew during removal. **“This can be addressed when the Tower is removed and should be included in the Tower removal plan as per section 8.14”**

Express concerns that the lease rate include clauses for inflation and market rate increases during the lease and renewal terms. **“Is the concern that the inflation and market rate increases weren't included? This was an error and have been added back to the Schedule C Fee Schedule”**

Apparently the existing tower does not include CREST antennas, if CREST is included on the new tower will they be paying a co-locate fee and if so this should go to the community as any other co-locator entity utilizing the tower. **“CREST pays a licence fee at other tower sites. Similar to when Freedom Co-locates on the Tower Willis Pt Fire service will receive the co-lo fees”**