

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

Tuesday Oct 24, 2023 7:30 PM

Present: Brent Kornelson, Gary Howell, Brian McCandless, Aran Puritch, Joel Cotter, Jim Potvin, Director Al Wickheim,

Absent:

Guests & Invitees: Vern McConnell, Art Wynans

Meeting called to order at 7:35 pm

1) Approval of Agenda

MOTION by Jim Potvin, **SECONDED** by Brian McCandless that the Agenda be accepted as presented, **CARRIED**

2) MOTION by Jim Potvin, **SECONDED** by Joel Cotter that the minutes of Sept 26, 2023 be accepted as presented, **CARRIED**

MOTION by Brent Kornelson, **Seconded** by Gary Howell that Vern McConnell be appointed to replace retired commissioner Paul Williams. **CARRIED**

3) Business Arising:

- a) Budget: Gary reviewed budget for 2024, was added to 2023 budget. Discussions followed:
Highlights: 3.5% overall increase, \$5000 added to the Fire Department budget, 2024 requisition \$145,730.
- b) Cell Tower: nothing new to report.
- c) Asphalt Hall Apron: nothing to report,
- d) Rodent Control: Brian received quotes, about \$800 initially then monthly charge of \$100
- e) Wild land Firefighting: Vern reports the Fire Department has submitted the invoice to the Province, expecting a net income of approximately \$35,000, several members have requested their pay ASAP.
- f) Water Cistern Project: Art reports grant has been approved, Joel will review project with Art

MOTION by Aran Puritch, **Seconded** by Vern McConnell that the 2024 operation budget is approved as presented with a requisition of \$145,730. **CARRIED**

MOTION by Aran Puritch, **Seconded** by Vern McConnell that \$20,000 from the 2023 operating budget surplus be transferred to the equipment reserve fund and the balance to be carried forward to the 2024 operating budget. **CARRIED**

MOTION by Brian McCandless, **Seconded** by Gary Howell that Victoria Pest Control is hired to provide pest remediation services for the Annex and Community Hall. **CARRIED**

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MOTION by Aran Puritch, **Seconded** by Brent Kornelson that the Fire Department utilizes up to \$20,000 from their operating funds to pay their members that participated in the summer Wild Lands fire call out. **CARRIED**

4) Fire Chief Report: Art reports the new engine 12 outfitting is proceeding, reports steady call out volumes. Engine 2 is being decommissioned for sale through CRD fleet services later this year. Several new recruits will be joining the department.

5) AGM: Aran will give report at the Nov 5 WPCA AGM and Gary will give a financial report. Up for election this year is Vern, Gary and Joel: Gary, Joel and Vern have all agreed to stand for election.

6) Governance Report: Director Al Wickheim provided perspective on the recent report that was sent out on the state of Fire Department Governance within the CRD. He reviewed the purpose of the report, outlined the subsequent meetings and discussions regarding the consultant's recommendations regarding commission and fire departments governance. Discussions followed and Director Al will relay the commission's priorities, concerns and suggestions to the relevant staff for consideration.

Motion by Brian, seconded by Brent to adjourn meeting 9:45 pm, CARRIED.