

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

Tuesday June 29, 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

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 1, 2021 be accepted as presented, **CARRIED**

3) Chair Report: Vern discussed concerns regarding the long term financing of FD replacement equipment due to persistent cost increases.

4) Hall Report: nothing new to report

5) Business Arising:

- a) Durrance Close: Chris Vrabel is working on the application for Durrance Close fire protection.
- b) Cell Tower: Stephen Henderson has requested a motion that the commission supports their negotiations for the replacement Rogers cell tower, also asked for our feedback on the Rogers draft Licence agreement. A number of items were discussed; Brent will email Stephan with the concerns.(see attached)

MOTION by Brent Kornelson, seconded by Vern McConnell that the commission supports the CRD to negotiate with Rogers for a replacement cell tower. CARRIED

- c) Tank Farm: still waiting to hear about grant application. Aran expressed a need for a review of the FD by Fire Underwriters that will provide perspective and information needed to prepare a strategic plan for water needs and department priorities. Aran will follow up with the Fire Chief.
- d) Hall Heating: Brian reported that West Bay Mechanical has completed Hall heating upgrade, Brian will program timer into AC/heater units to ensure they auto shut down after use.
- e) Pest Control: Brian reports the measures are ongoing.
- f) Picnic Shelter: nothing new to report
- g) Fire Dispatch: Saanich has been selected as the new dispatch center for the surrounding areas.
- h) Hall Fridge: Joel will source another replacement fridge now needed for Annex.
- i) Financial Report: Gary reported on financials, estimating \$40K surplus

j) Art reports the Covid related expenses grant is approved but not received yet.

6) Fire Chiefs Report: Several members have completed a Wild land Fire Fighting course, 3 experienced members moving away, 2 new members starting. Concerns expressed that with steadily rising equipment costs our monthly contribution to the ERF may be insufficient.

7) WCPA Report: none

8) Apron Paving: Brian has expressed concerns that concrete apron at the front of the Hall has settled combined with tree roots caused movement over the years is causing water to be directed towards the foundation. Suggested the most cost effective solution is to consider paving over concrete and adjoining section of the parking area to properly channel water away from foundation. Brian will seek quote. Concerns expressed that the 3 large trees in the parking area should also be removed to address the ongoing damage to drainage, roofing and decking.

9) It has been announced that Covid restrictions will be removed as of July 1, therefore Hall rentals will now be accepted, Paul will email Mariann.

Meeting adjourned 9:30 pm.

to Vern, Stephen, me, Geoff, Jessica

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 license agreement, however the total yearly tower lease funds will continue to go to the community, please confirm or clarify.

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.

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.

Express concerns that the lease rate include clauses for inflation and market rate increases during the lease and renewal terms.

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.

The final tower site is not yet identified so we cannot comment on this; however I would be happy to make myself available to meet with the Rogers engineering people to assist them in identifying a suitable site for the replacement tower. Please feel free to forward them my contact information.

Regards
Brent