



DISTRICT OF METCHOSIN AGENDA

FIRE HALL STEERING COMMITTEE MEETING

Tuesday, November 4, 2025, at 7:00 p.m.
Council Chambers

1. **Agenda, Additions, Approval**
2. **Presentation**
3. **Public Participation**
4. **Adoption of Minutes**
 - a) Fire Hall Steering Committee Meeting, October 8, 2025..... 1
5. **Business Arising from the Minutes**
 - a) Firehall Project Open House – JDa to provide materials
6. **Reports**
 - a) Chair's Report
 - b) CAO Update -Verbal
7. **Other Business**
8. **Adjournment and next meeting**

District of Metchosin

Minutes

Firehall Steering Committee Meeting
Wednesday October 8, 2025 at 7:00 p.m.
Council Chamber
Metchosin Municipal Hall

Present: Mike Hornick, Brent Donaldson, Steve Maklow, Bruce McCall, Councillor Shelly Donaldson, Shayne Cyr.

Bob Payette, Chief Administrative Officer

Absent: Johnny Carline, Scott Henning, Councillor Sharie Epp

The meeting was called to order at 7:00 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Brent Donaldson and Steve Malkow
THAT the agenda be approved as circulated.

Carried

2. Public Participation

- There was no input from the public.

3. Adoption of Minutes

Moved and Seconded by Brent Donaldson and Bruce McCall
THAT the minutes of the Firehall Steering Committee meeting held August 13, 2025, be approved.

Carried

4. Reports

a) Chair's Report

The Chair reported that Council discussed revisiting and reworking the Firehall Steering Committee Terms of Reference at their October 6 Council meeting.

- CAO Bob Payette will undertake the rework with Council with input from Staff and Chairman Mike Hornik.
- Staff Report to Council to be made on proposals in coming weeks.

b) CAO Update (Verbal)

The CAO reported that the UBCM grant application went well. He spoke to the Grant Coordinator who was satisfied with the submission in every respect.

- Decision is unlikely before August 2026 on results of application.

- Noted that there are 200 municipalities all vying for a piece of the \$100MM grant.
- There are no other infrastructure grants at this time, but discussions with other local authorities may provide some opportunities for support.

5. Other Business

a) Firehall Project Open House:

Extensive discussion. Clarification on following points.

- Mayor is the host of the open house
- Staff will prepare the program and materials
- Steering committee will preview materials one week prior to Open House and offer refinements as appropriate.

6. Adjournment and Next Meeting Date

The next meeting is scheduled for Tuesday, November 4, 2025, or at the call of the Chair.

Moved and Seconded

THAT the Committee adjourn the October 8, 2025 Firehall Steering Committee Meeting at 8:00 p.m.

Carried