

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

Tuesday Nov 28, 2023 7:30 PM

**Present:** Brent Kornelson, Gary Howell (video), Brian McCandless, Aran Puritch, Joel Cotter, Jim Potvin, Vern McConnell

**Absent:** Director Al Wickheim,

**Guests & Invitees:** Art Wynans, Darren Pine, Daniel Kenway, Camille Halsey

Meeting called to order at 7:38 pm

**1) Approval of Agenda**

**MOTION** by Vern McConnell, **SECONDED** by Brent Kornelson that the Agenda be accepted as presented, **CARRIED**

**2) MOTION** by Brian McCandless, **SECONDED** by Vern McConnell that the minutes of Oct 24 and Nov 5 (AGM), 2023 be accepted as presented, **CARRIED**

**3) Business Arising:**

- a) **Rodent Control:** Brian reports the rodent issue has been resolved, holes plugged in new Hall. Brian will get quote to replace problematic annex door.
- b) **Cell Tower:** Brent reports that after 8 years the replacement cell tower project has finally begun, 3 trees to be removed Dec 1 and excavation starting following week, Brent will try to get large dirt pile behind hall removed by contractor if possible. Villamar is the project contractor. Emil Khamidullin is the contact.
- c) **Asphalt Hall Apron:** nothing to report, waiting for tower construction
- d) **Water Cistern Project:** Joel reports they have developed a plan to use 10 @ 2800 gal concrete tanks; Brian is working on drawings to submit to MOT for approval. Using concrete tanks could reduce cost by up to 50%.
- e) **Engine 2:** Art reported that Robin Cooper will coordinate the disposal of old Engine 2, there is private interest, estimated residual value \$10-20K,

**MOTION** by Gary Howell, **Seconded** by Vern McConnell that the commission approve the sale of Engine 2 through CRD Fleet Services. **CARRIED**

**4) Fire Chief Report:** Art reports the new engine 12 outfitting is complete; there was light call out volume.

Jim has recently submitted a request for a grant to Wawanesa Mutual Insurance under Wawanesa's Community Wildfire Prevention Grant for \$14,671.49 for a water cistern and wildfire equipment for the WPVFD. The grant closes on Dec. 15<sup>th</sup> and is hopeful that we are one of 10 entries chosen across Canada

Art expressed concern over the lack of younger recruits; average age of department is 48 years: commission will work with FD to develop strategists to find younger recruits.

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**5) Hall Managers Report:** see attached

**6) New Business:**

- a) **Hall Lighting:** Brian reports that the electrical contractor is ready to proceed with upgrading the lighting, Camille asked if the kitchen lighting could be included in upgrade, Brian will get quote.
- b) **Governance Report:** Aran reports the CRD staff would like to meet with commission to clarify, discuss and get our feedback on their report at our next meeting, Jan 2024.
- c) **Hall Managers remuneration:** Camille passed along community concerns that the Hall Manager is a paid position \$204/month. Discussions: there is higher Hall usage by community creating a need for regular janitorial services, (cleaning is not parts of manager's job description) There is a need to review position and also potentially need to modify manager's responsibilities to include regular cleaning; Aran will discuss this with Mariann.
- d) **WPCA Rep:** Jim Potvin has volunteered to represent the commission at the WPCA meeting

**MOTION** by Joel Cotter, **Seconded** by Vern McConnell that the commission proceed with the LED lighting upgrade in the Annex. **CARRIED**

**Motion by Brent, seconded by Vern to adjourn meeting 9:50 pm, CARRIED.**

**November 28, 2023**

**Hall Managers Report:**

The WPCA hosted a successful Octoberfest at the Hall on October 20<sup>th</sup> and the Firefighters hosted the traditional Halloween bonfire and fireworks event on October 31st. The AGM was held on November 5<sup>th</sup> followed by a WPCA sponsored dinner. A Remembrance Day ceremony was held the following weekend, on November 11th.

The Christmas Potluck is scheduled for December 10th and the Firefighters Christmas

Party is booked for December 16th. The Pickleball group continues using the hall four times per week and has booked into the new year.

There are no issues of concern at this time.

Submitted by,

Mariann Malvet, Hall Manager