

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

**Tuesday, Oct 22, 2024 7:30 PM**

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

**Absent:**

**Guests & Invitees:** At Wynans,  
Meeting called to order at 7:32 pm

**1) Approval of Agenda**

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

**2) MOTION** by Brian McCandless, **SECONDED** by Gary Howell that the minutes of Sept 24, 2024 be accepted as presented, **CARRIED**

**3) Fire Chief Report:**, finalizing the accounting for last year's grant with approx \$1500 remaining, Replacing 13 year old tires on Engine #1, CRD vehicle maintenance staff are managing this, adding new lights on ATV, Fire Chief attended provincial wildfire conference and provided overview.

**4) Hall Managers Report:** Aran indicated he is discussing the hall manager's position with a potential recruit; Marian is resigning as of the end of Oct. Suggestions that we should consider a small shipping container placed by back door for chair storage.

**5) Budget:** Gary announced Rogers has paid their leases and hydro payments, old tower lease payment was paid for only 6 months till March 1 2025. Currently have a \$15 -20K budget surplus.

**6) Business Arising:**

- a) **Generator:** Brent reports CRD Jessica has sent Rogers a draft amendment to their tower lease for the use of the standby Generator: Terms: Rogers is responsible for all maintenance/repairs including replacement if necessary, limited to 20kw (50% of the total generator capacity) Payment \$3000/year.
- b) **Water Cistern Project:** Brian reports some settling is occurring around the tanks, hydro seeding completed, land owner wanting addition vegetation to be added, potential cost \$500 - \$1000.
- c) **Cell Tower:** Brent reports the damaged access gate has been repaired and tower work complete.
- d) **AGM:** Scheduled for Nov 3, Aran will give report, Vern to be nominating chair, 4 positions up for re-election: Brent and Brian are not standing; Vern has put forth 2 new candidates willing to stand.
- e) **Hall Maintenance:** Brian provided estimate (see attached) for a number of issues that need addressing on the Hall and Annex.

**MOTION** by Brian McCandless, **SECONDED** by Gary Howell that Brian precede with the capital improvements needed on the Hall and Annex, estimated to cost about \$7500, **CARRIED**

**Motion by Brent, seconded by Brian to adjourn meeting 8:50 pm, CARRIED**

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8:43 PM Tue Oct 22

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VPN 69%



Willis Point Community Hall Repairs Estimates.docx



Willis Point Community Hall Repairs Estimates

Replace approx. 30' plywood and flashing on exterior

\$600

Replace post and concrete block on front deck to raise deck to level

\$300

Replace plywood doors and hinges on outdoor storage shed

\$300

Replace 2 exterior doors on front structure

\$2500

Repair stairs and railings on front building (additional costs if replacing)

\$1500

Replace 1x6 batons at rear of main building

\$500