

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

Tuesday, June 25, 2024 7:30 PM

Present: Brent Kornelson, Gary Howell, Aran Puritch, Jim Potvin, Brian McCandless,

Absent: Joel Cotter, Director Al Wickheim, Vern McConnell

Guests & Invitees: At Wynans,

Meeting called to order at 7:30 pm

1) Approval of Agenda

MOTION Brian McCandless, **SECONDED** by Brent Kornelson that the Agenda be accepted as presented, **CARRIED**

2) MOTION by Brian McCandless, **SECONDED** by Jim Potvin that the minutes of May 28, 2024 be accepted as presented, **CARRIED**

3) Business Arising:

- a) **Budget Review:** Gary indicated the budget must be submitted by July 26, CRD recommends a 3% increase to cover inflationary costs. Art reviewed FD capital budget projections; he suggested we should consider increasing our yearly contribution from \$58K to \$70K to cover future capital purchases. Several new larger homes in WP that will be completed over the next year could provide increased tax revenue that may help offset the increased costs.
- b) **Water Cistern Project:** (see attached report).
- c) **Cell Tower:** Brent reports he emailed Rogers and informed them that based on the conditions in the environmental report; there are no locations in Willis Point that can accept the excess dirt.
- d) **Asphalt Hall paving:** project moved to next year
- e) **Hall Agreement:** Aran and Bob Scott are finalizing the Hall Usage Agreement; through a gentlemen's agreement, commission will continue to pay WPCA's directors liability and their general liability insurance.
- f) **Hall Cleaning:** Aran confirmed Shannon Pine doing monthly janitorial work at the Hall, expected cost about \$200/month; Aran will purchase a new vacuum cleaner for the Hall.
- g) **Wild land fire fighting callouts:** Aran will email rough notes listing considerations for accepting call outs.

4) Hall Managers Report: none

5) Fire Chief Report: training is underway, busy will callouts, 4 members available for wild land fire fighting call out if required.

6) New Business:

- a) none

Motion by Brent, seconded by Brian to adjourn meeting 9:10 pm, CARRIED

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Fire and Rec Meeting Report on Cistern Project June 25th , 2024

1. Culverts have been delivered. Cisterns have been ordered and deposit of 10K paid. The first 5 of 10 tanks will be ready for delivery week of July 1st.

2. A commitment has been made to Brentwood Excavating (Kevin Gese) to do the site excavation. He plans to start work around June 29 h or beginning of July.

Culvert and Bulk out of Soil timeline

a. Kevin will dig the ditch for culverts, grub out the parking lot and remove the bulk of the soil for the tank site. He will provide labour to compact gravel and install the culvert

b. Once the culvert is installed soil for parking lot/tank area loading into a gravel truck and taken to Joel's property. It can be stored there until needed at a later date for backfill.

c. Kevin will have a second hoe ram machine available if we run into bedrock and hammering is required.

Tank Install

a. Tanks will be delivered over a period of 2-4 days in early July. Plumbing on the first 5 tanks will be to be completed prior to the second group of 5.

Piping/plumbing will be done by Cullen Water Service (Lorne Hutchins)

b. Once all tanks are delivered and plumbing complete, Kevin will finish parking lot and backfill tanks.

Backfill, soil return and parking lot finishing

a. Pea gravel or road base will be used to fill the space between tanks; this may or may not be done with a Slinger (to be determined)

b. Soil for backfill and covering tanks will be brought back from Joel lot. I have a machine that can be used for loading the soil into Kevin's truck.

c. All surface plumbing (drafting and venting pipes) attached to top of tank will need to be done before the soil can be brought back to cover tanks

Parking lot finishing and drafting/vent pipes construction and plans have not been finalize and require further discussion with Fire Department.