

Minutes of the Facilities and Physical Plant Committee Meeting Salt Spring Island Fire Protection District

Meeting held: **November 9, 2017**
Training Room, Ganges Fire Hall

In attendance:

Committee Members: Trustee Per Svendsen (Chair), Chris Budd, Brian Cunningham, Mervin Walde

Staff Member: Chief Arjuna George

Trustees: Howard Baker, Mary Lynn Hetherington

Others Present: Driftwood Reporter

These minutes follow the order of the agenda although the sequence may have varied.

Committee Chair Svendsen called the meeting to order at 7:00 p.m.

1. Approval of Agenda

A proposed agenda was circulated to members prior to the meeting.

The following additions to the agenda were presented for consideration:

- 5.1 Discussion of 2018 projects to enhance water supply for fire flow purposes
- 5.2 Building Permit for Fulford Fire Hall Burn Simulator

By general consent the agenda was accepted as amended.

2. Minutes

The minutes of the October 12, 2017 meeting were distributed prior to the meeting.

Motion that the minutes of the meeting held October 12, 2017 be accepted as circulated moved by Committee Member Budd, seconded by Committee Member Cunningham.
CARRIED.

3. Correspondence - none

4. Old Business

4.1. Update regarding RFP Strategic Planning (10 Year Plan)

Committee Chair Svendsen reported that the Board has tabled consideration of the contract for phase 1 of the Master Fire Plan pending review by the Strategic Planning & Policy Development Committee – a meeting is scheduled for November 13 2017.

4.2. Update regarding water storage pond on Fulford Hall property

Chief George reported that CAO Peat is investigating options to try and work around having to pay a non-refundable application fee to the Agricultural Land Commission. Specifically if the ALR lands were leased to the Salt Spring Island Farmland Trust, water storage could be utilized for both agricultural and fire flow purposes.

Chief George reported that water would be stored in a pond with costs incurred for excavation and fencing.

4.3. Update regarding Fire Hydrant Maintenance Contract –none

4.4. Fire Hall tours

Chief George reported that tours are planned for November 24 2017 with departure time to be confirmed. Committee Chair Svendsen suggested that it would be useful to have basic data (square footage, number of bays, cost) on each of the fire halls to inform the Committee's recommendations to the Board.

4.5. Update regarding document management

Chief George reported that the District is adopting records management protocols recommended by the Local Government Management Association for smaller municipalities. Work has begun organizing the personnel files with the next priority being the financial records.

By **general consent** it was agreed that the Committee considers the item closed.

4.6. 2017 vehicle purchase Fire Engine to replace Engine 202

Committee Chair Svendsen made a presentation during which he asked that in addition to consideration a new-built to replace Fulford Fire Hall Engine E2 (Engine 202) the District should also consider the option of acquiring a pre-owned or demo unit. A nearly new demo unit that meets Chief's minimum specification is offered at Cdn\$395,000(US\$316,000) which is less than the Cdn\$500,000 estimated cost of a new-build apparatus.

Several trustees have suggested that instead of getting another engine to replace Engine E2, an aerial apparatus should be considered to address the changing risk profile of our community – increasing density in the Ganges core and the number of complex and three storey buildings. Several multi-purpose apparatus (quints) are for sale on the internet with prices ranging from Cdn\$190,000 for a 2001 apparatus to Cdn\$900,000 for a 2016 demo unit.

There was discussion. There was consensus purchasing a pre-owned or demo apparatus that meets minimum specifications should be an option. Concern was expressed that the "optics" of going for an expensive aerial apparatus now could negatively impact a referendum vote for a new fire hall.

Chief George spoke to his staff report. (Copy attached to the original minute.) He expressed a preference for purchasing a demo apparatus verses a pre-owned unit. Demo units are usually only a couple of years old and come well “decked-out”. An older aerial apparatus while adding to response capabilities may not receive recognition by Fire Underwriters Survey (FUS). Apparatus older than 20 years will not be considered for insurance grading purposes regardless of the results of Service Tests. Chief also said that demo units meeting our minimum specifications do not come up often and funding (cash or approved financing) would have to be in place to facilitate quick action.

Concern was expressed that acquisition of an aerial apparatus should not be driven by FUS grading and limitations to use as a main frontline apparatus – hilly terrain, driveway access and required turning radius. Older apparatus with a remaining service life are often available from the USA because of funding for new fire department apparatus through their Federal Emergency Management Act (FEMA). It was also suggested that if at some point Fire Halls No. 1 & 3 are consolidated, the number of apparatus in the fleet might be reduced with redundant apparatus kept in reserve.

In response to a question, Chief George reported that present he has identified 15 structures that are either complex or three stories and that proposals being considered by Islands Trust would increase that number.

By **general consent** it is the recommendation of the Facilities & Physical Plant Committee to the Board of Trustees that options to replace Engine E2 include consideration of purchasing a demo apparatus.

By **general consent** it is the recommendation of the Facilities & Physical Plant Committee to the Board of Trustees that consideration of the purchase of an aerial apparatus (quint or ladder truck) be deferred until the next engine is due for replacement in 2023.

By **general consent** it is the recommendation of the Facilities & Physical Plant Committee to the Board of Trustees that the Board begin moving forward with a proposal for the new fire hall.

By **general consent** it is the recommendation of the Facilities & Physical Plant Committee to the Board of Trustees that clarification be sought from FUS on the necessity for apparatus replacement and impact of insurance rating.

4.7. Update regarding Hall No. 1 Ventilation

Chief George reported that the HVAC system is installed and in operation.

By **general consent** it was agreed that this agenda item is closed.

4.8. Update regarding ground subsidence Fire Hall No. 1

After discussion it was agreed the matter will be monitored by staff.

By **general consent** it was agreed that this agenda item is closed.

4.9. Update regarding temporary storage structures for surplus apparatus

Chief George reported that his proposals to utilize surplus revenue from OFC 2017 Wildfire Deployment includes temporary storage structures for surplus apparatus. Interim payments of \$64,025.60 have been received to date.

5. New Business

5.1. Discussion of 2018 Projects to enhance supply of water for fire flow purposes

Developments discussed under **Old Business** item **4.2 Update regarding water storage pond on Fulford Hall property.**

5.2. Building permit for Fulford Fire Hall Burn Simulator

Chief George reported that for some seven years the District has conducted live fire training at Fulford Fire Hall using a burn simulator built out of shipping containers. The CRD has recently changed its original position and now considers shipping containers a “structure” and requires that a building permit be issued. To regularize matters would in part require that plans and electrical work have to be signed off by professionals.

After discussion it was the consensus of the meeting that the matter be referred to the Board of Trustees for direction.

6. Next Meeting

The next meeting of the Facilities and Physical Plant Committee is scheduled for December 14, 7:00 p.m., at the Ganges Fire Hall Training Room.

7. Adjournment

There being no further business, **motion** to adjourn moved by Committee Member Budd seconded by Committee Member Cunningham.
CARRIED

The meeting adjourned at 8:03 p.m.

Per Svendsen
Committee Chair

Andrew Peat
Corporate Administrator