

REGIONAL DISTRICT OF NANAIMO

EMERGENCY MANAGEMENT SELECT COMMITTEE

MONDAY, MAY 7, 2012

2:00 PM

(RDN COMMITTEE ROOM)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

- 3 - 4 Minutes of the regular Emergency Management Select Committee meeting held on February 21, 2012.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

Letter to the Ministry of Transportation and Infrastructure requesting information on their process for undertaking seismic upgrades of highways and infrastructure within the Regional District of Nanaimo

REPORTS

- 5 - 8 Emergency Reception Center Generator Use and Maintenance Policy
- 9 - 10 Joint Emergency Preparedness Program Cancellation
- 11 - 12 Seismic Upgrades of Bridges and Highway Infrastructure in the Regional District
- 13 - 16 Authority to Respond to Emergencies Outside of Fire Protection Boundaries
- 17 - 26 Fire Department Building Project Approvals
- Emergency Program Coordinator Verbal Update

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

ADJOURNMENT

Distribution: M. Young (Chairperson), J. Stanhope, A. McPherson; H. Houle, G. Holme, J. Fell, B. Veenhof, B. Dempsey, C. Mason, P. Thorkelsson, N. Avery, T. Armet, J. Drew

For Information Only: M. Lefebvre; D. Willie; J. Ruttan, D. Brennan, D. Johnstone, B. Bestwick, J. Kipp, T. Greves, G. Anderson, M. Pearse, M. O'Halloran

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE EMERGENCY MANAGEMENT SELECT COMMITTEE
MEETING HELD ON TUESDAY, FEBRUARY 21, 2012 AT 12:00 PM
IN THE RDN COMMITTEE ROOM**

Present:

Director M. Young	Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H

Also in Attendance:

C. Mason	Chief Administrative Officer
P. Thorkelsson	General Manager, Development Services
T. Armet	Manager - Building, Bylaw and Emergency Planning Services
J. Drew	Emergency Coordinator

CALL TO ORDER

The meeting was called to order at 12:00 p.m. by the Chair.

MINUTES

MOVED Director Houle, SECONDED Director Fell, that the Minutes of the Emergency Management Select Committee held on September 22, 2011 be adopted.

CARRIED

UNFINISHED BUSINESS

Letter to the Ministry of Transportation and Infrastructure requesting information on their process for undertaking seismic upgrades of highways and infrastructure within the Regional District of Nanaimo is still under review with more information to be provided at next meeting.

REPORTS

Power Point presentation regarding Emergency Program Update

Moved Director Veenhof, Seconded Director Houle that the verbal update be received for information

ADJOURNMENT

MOVED Director McPherson, SECONDED Director Fell, that this meeting be adjourned.

TIME: 1:40 p.m.

CARRIED

CHAIRPERSON



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
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MEMORANDUM

TO: Tom Armet, Manager
Building, Bylaw and Emergency Planning Services

DATE: April 30, 2012

FROM: Jani M. Drew, Emergency Coordinator

FILE: 7130-03-01 RCGEN

SUBJECT: Use and maintenance of generators at Emergency Reception Centers

PURPOSE

To consider a Board policy regarding the use and maintenance of generators installed at designated emergency reception centers.

BACKGROUND

Local authorities are required under the *Emergency Program Act* to provide for Emergency Social Services (ESS). In an emergency or disaster, ESS volunteers provide community based assistance that typically involves conducting a needs assessment to determine if a client requires 72 hours of emergency accommodation, food, transportation etc. In a small scale event, ESS can be provided at the site, however, in a larger emergency involving evacuations, a designated reception center (RC) is activated and used by the volunteers to receive and assist evacuees. The reception centers are located in facilities owned or operated by community groups and are established under a License of Use Agreement between the RDN and the owner/operator of the building.

In order to operate reception centers during emergencies that involve power outages, the Board previously approved a capital plan to purchase and install generators at all eight (8) designated RCs. To date, five (5) generators have been purchased and installed at designated RCs as indicated below.

Reception Center Name	Electoral Area	Generator
Rollo Seniors Center	B	✓
Gabriola Community Association	B	2015
Cedar Community Hall	A	2012
Cranberry Hall	A	✓
Nanoose Place	E	✓
Coombs Fairgrounds/Arrowsmith Agricultural Assoc.	F	2016
Lighthouse Community Center	H	✓
Bowser Legion	H	✓

The generators were initially intended to be left in “start-up” or manual mode to ensure they are in a state of operational readiness, including sufficient fuel, in the event of prolonged power outages during extreme weather events. In some facilities, the emergency generators have been switched to “stand-by” mode without RDN approval, thus enabling the generators to be used as an alternative power supply outside the scope of their intended use. Some community groups have requested they be permitted to use the generators on “stand-by” mode in consideration of goodwill in having the RDN owned generators installed at their facilities.

Staff has undertaken a review of the potential risks associated with allowing the generators to remain on “stand-by” at all reception centers in the Regional District. Each unit is inspected annually by the manufacturer in accordance with the maintenance agreement and to date these inspections have not exposed any problems associated with occasional non-emergency use. Fuel usage in most cases has been in the 3 to 4 percent range. The manufacturer has advised that occasional use is actually beneficial to efficient operation of the units but cautions that more frequent use may have operational impacts and should be monitored. The attached policy has been developed to provide a standardized approach for the use, maintenance and monitoring of emergency generators to ensure operational readiness when required.

ALTERNATIVES

1. Approve a policy on the use and maintenance of generators at emergency reception centers.
2. Not approve a policy and provide further direction to staff.

FINANCIAL IMPLICATIONS

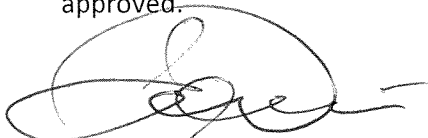
Annual maintenance of emergency generators is approximately \$1,500 per unit which includes testing, fuel swap and top-up. A report is provided by the manufacturer and reviewed by staff to ensure costs are reasonable and the units are performing within expectations. To date, fuel consumption with the occasional use of generators in “stand-by” mode has been minimal however, should fuel or maintenance costs increase as a result of excessive use, the proposed policy enables staff to direct that a generator be placed in “start-up” mode only.

SUMMARY

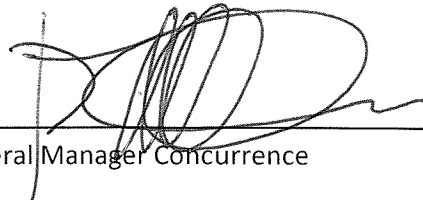
The *Emergency Program Act* requires the RDN to provide ESS and to designate and maintain emergency reception centers to receive and assist evacuees. The Board has approved a capital plan to purchase and install generators at all reception centers in order for them to be operational during power outages or extreme weather events. The intended use of the generators is to provide power during declared emergencies or certain extreme weather situations, with the knowledge and approval of the RDN. Some facilities are requesting that generators be placed in “stand-by” mode to provide an alternative source of power during non-emergency weather events and routine power outages. Staff has assessed the risk in permitting this use and recommends that the attached policy be approved as presented.

RECOMMENDATION

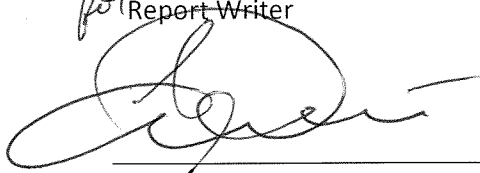
That the "Use and maintenance of generators at designated emergency reception centers" policy be approved.



for Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

POLICY

SUBJECT:	<i>Use and Maintenance of Generators at Designated Emergency Reception Centers</i> (Emergency Planning)	POLICY NO:	
		CROSS REF.:	
EFFECTIVE DATE:	May 31, 2012	APPROVED BY:	Board
REVISION DATE:		PAGE:	1 of 1

PURPOSE

To establish a policy for the use and maintenance of Regional District of Nanaimo owned generators installed at designated emergency reception centers.

POLICY

1. Generators are installed at emergency reception centers to provide a power source in the event of declared emergencies that involve extended power outages. Generators may also be used on a limited basis to provide power to the facility during routine power outages if such a use does not have a negative impact on the service budget or the operational readiness of the generator.
2. For this policy, “stand-by” refers to the mode set to automatically start the generator in the event of disruption to the main power supply.
3. For this policy, “start-up” refers to the mode requiring the manual start-up of the generator.
4. Generators are permitted to be set on “stand-by” or “start-up” mode.
5. The Regional District Emergency Program Coordinator shall review periodic maintenance reports supplied by the manufacturer to ensure that emergency generators are in a state of operational readiness.
6. Excessive fuel consumption or other matters affecting the operational readiness of a generator set to “stand-by” mode will be discussed with the facility organization. If necessary, the RDN Board may direct that a generator be switched to “start-up” mode.



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
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MEMORANDUM

TO: Tom Armet, Manager
Building, Bylaw and Emergency Planning Services

DATE: April 27, 2012

FROM: Jani M. Drew, Emergency Coordinator

FILE: 1855-03 JEPP

SUBJECT: Joint Emergency Preparedness Program Cancellation

PURPOSE

To inform the Board of Public Safety Canada’s decision to terminate the Joint Emergency Preparedness Program, commencing in 2013.

BACKGROUND

The Joint Emergency Preparedness Program (JEPP) was introduced by Public Safety Canada (PSC), as a cost sharing arrangement with the provinces and territories 30 years ago to encourage them to undertake emergency preparedness projects that support national objectives and priorities. The RDN has used this 50/50 funding for various projects like: training, exercises, operational supplies for reception centers (RC), amateur radio/emergency communications equipment, Emergency Operations Center (EOC) supplies, hazard vulnerability risk analyses and more.

The federal government *Economic Action Plan 2012* identified deficit reduction measures intended to streamline government operations. Approved JEPP projects for the 2012/2013 cycle will continue, however, after that, the program has been terminated. PSC explains the program cut:

“The original objectives of this program, namely, to enhance local emergency preparedness and response capacity, have been met. PSC remains committed to ensuring a safe and resilient Canada and that the safety of Canadians is paramount”.

ALTERNATIVES

This report is presented for the information of the Board

FINANCIAL IMPLICATIONS

The Emergency Program has used JEPP funding annually, with our 50% reimbursement totaling \$49,497.95 since 2004. The cancellation of JEPP funding will have a direct impact on the Emergency Planning budget and financial plan beginning in 2013 as these grant funds have been used for equipment/supply acquisition and training opportunities to enhance our capacity for response and recovery.

SUMMARY

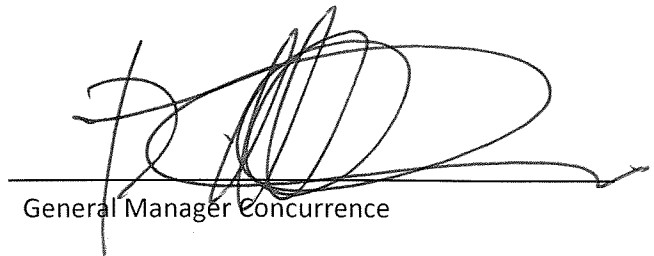
JEPP has been a source of funding for local government emergency programs for over 30 years. On March 29, 2012, Public Safety Canada announced that federal contributions for emergency preparedness projects under JEPP will end in 2013. The RDN has utilized JEPP funding since 2004 to offset the cost of operational projects and initiatives. The loss of this funding source may necessitate a reevaluation of the manner in which some core program requirements such as exercises and the purchase of operational supplies and equipment are funded.

RECOMMENDATION

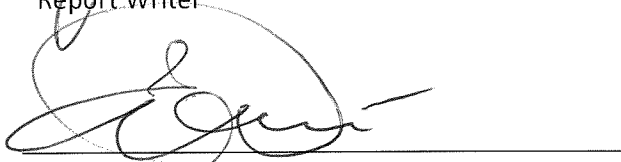
That this report on the cancellation of Joint Emergency Preparedness Program be received for information.




Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

COMMENTS:



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MEMORANDUM

TO: Paul Thorkelsson,
General Manager, Development Services

DATE: April 27, 2012

FROM: Tom Armet, Manager
Building, Bylaw & Emergency Planning Services

FILE:

SUBJECT: Seismic upgrades of bridges and highway infrastructure within the Regional District

PURPOSE

To provide the Board with information on seismic upgrades of bridges and highway infrastructure within the Regional District of Nanaimo.

BACKGROUND

At its regular meeting held October 4, 2011, the Board directed staff to send a letter to the Ministry of Transportation and Infrastructure (MOTI) requesting information on their process for undertaking seismic upgrades of highways and infrastructure within the Regional District of Nanaimo. MOTI staff has responded to this request and advises that their seismic program prioritizes seismic retrofits of bridges and highway infrastructure in the province using the following priorities:

- Bridges on Disaster Response Routes (DRRs) – those routes selected for use by responders after a disaster.
- Major Structures
- Economic Sustainability Routes
- Other Structures

There are no MOTI designated Disaster Response Routes within the Regional District of Nanaimo. Those routes are located primarily in the Lower Mainland area. All bridges and highway infrastructure within the Regional District of Nanaimo fall into the “other structures” category. Anything constructed after 1985 is considered to meet MOTI seismic engineering standards and post-earthquake accessibility which includes all major highway infrastructure within the region.

ALTERNATIVES

This report is presented for the information of the Board.

FINANCIAL IMPLICATIONS


There are no financial implications in receiving this report for information.

SUMMARY

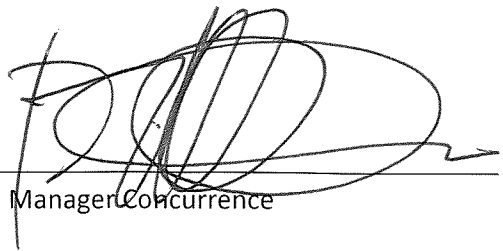
The Ministry of Transportation and Infrastructure has provided advice that all major bridges and highway infrastructure within the Regional District of Nanaimo meet their current seismic and post-earthquake accessibility standards.

RECOMMENDATION

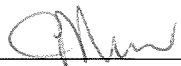
That the report on the MOTI policy on the seismic upgrading of bridges and highway infrastructure within the Regional District of Nanaimo be received for information.



Report Writer



General Manager Concurrence



CAO Concurrence

COMMENTS:



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MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: April 14, 2012

FROM: N.Avery
General Manager, Finance & Information Services

FILE:

SUBJECT: Authority to Respond to Emergencies Outside Fire Protection Boundaries

PURPOSE:

To authorize Regional District Volunteer Fire Departments to respond to requests for fire suppression outside of service area boundaries for the 2012 fire season.

BACKGROUND:

The Regional District of Nanaimo is responsible for six volunteer fire departments as follows:

- Extension (Electoral Area C)
- Nanoose Bay (Electoral Area E)
- Coombs Hilliers (Electoral Area F)
- Errington (Electoral Area F and G)
- Dashwood (parts of Electoral Areas F, G and H)
- Bow Horn Bay (Electoral Area H)

Since 2009 the Regional Board has passed resolutions which authorize the use of Regional District assets for fire suppression beyond the statutory fire department boundaries during fire season.

Requests for support are most often generated by the Ministry of Forests Coastal Fire Centre (CFC) headquartered near Parksville. This unit is responsible for fires occurring on Crown land outside of fire department boundaries. On occasion the CFC has been called on to provide additional support to fire departments fighting fires on Crown land within their boundaries. In recognition that costs are incurred by fire departments if requested to assist with local fires outside of their boundaries, the Ministry of Forests established an Operational Guideline for Mutual Aid (SOG 1.06.01) setting out its policy approach to reimbursing departments if they are called out for fire fighting support as well as stating that no similar reimbursement is required if the CFC itself is called to assist a local fire department. While most requests from the CFC occur during fire season, they can occur at any time of the year. Requests will typically involve only the closest fire department and does not usually affect the level of service available in the community during these events.

In recent discussions with several fire departments it became apparent that there is some confusion about the authority to respond and the Guideline, with the assumption that the guideline is a mutual aid agreement. To clarify this relationship staff recommends a new resolution that will authorize all fire departments to respond at any time to Ministry of Forests requests which fall under Operational Guideline S.O.G. 1.06.01.

The Office of the Fire Commissioner (OFC) also sends requests to all fire departments in the province, on an annual basis, seeking information about the resources that could be available in the event of a major event. An event of this type would involve a declaration of emergency and involve coordination from the OFC. Under this set of circumstances a declaration of emergency would result in the Provincial Emergency Program issuing a task number to a responding department and reimbursement being available under the Emergency Management Act. Departments must have personnel trained to a common standard identified by the OFC – and many departments do not meet this standard. The Errington Volunteer Fire Department has invested in training and equipment called a Structural Protection Unit (SPU) and has had several opportunities to deploy the equipment in this type of circumstance. The equipment requires a four man crew and resources if necessary have been pooled from the Dashwood and Coombs Hilliers departments, with Errington being the lead department. The remaining volunteer fire departments have indicated that their response capabilities fit best under the Ministry of Forests calls within close proximity to their boundaries. A separate resolution is recommended for the potential deployment of SPU equipment and personnel from the Errington and Dashwood fire departments (Coombs has declined this year due to turnover and the need to train new recruits).

Lastly, staff have included a resolution formalizing a long standing practice of the Coombs Hilliers fire department of providing highway rescue services toward Port Alberni. This resolution will ensure that the department is not denied reimbursement from PEP because of a lack of local government authorization.

ALTERNATIVES:

1. Approve resolutions to authorize out of boundary responses on an annual basis.
2. Provide a continuing authority for out of boundary responses as outlined in this report.

FINANCIAL IMPLICATIONS:

Alternatives 1

Under Alternative 1 the only restriction on deployment of equipment and firefighters would be with respect to the Errington Fire Department's Structural Protection Unit. There are approximately 12 (including Errington's) of these units in the Province so the likelihood of a call for the equipment is low. Based on recent years' experience there does not appear to be any compelling reason to renew this resolution on an annual basis.

Responding departments are reimbursed at scheduled rates for the use of equipment and personnel in all circumstances. The rates paid by the Province for fire protection resources have been approved by the Fire Chiefs Association as adequate compensation.

Other costs which might be incurred include equipment or vehicle damage and injury to responders. The Regional District is responsible for its own property, vehicle and liability insurance whenever it responds to a provincial request. The Regional District carries replacement property insurance coverage for equipment and is adequately insured for liability through the Municipal Insurance Association. Vehicles are insured for their depreciated value and this would not in most cases be entirely adequate should a vehicle be completely destroyed. Complete destruction of a vehicle in a fire is a rare event.

One area of some exposure is injury to personnel. Volunteer firefighters have limited coverage with WorkSafe BC, based on reported firefighting earnings which are typically low. Most departments purchase additional life insurance and accident coverage. To summarize, it is difficult to project the potential costs, however there is considerable experience in these situations and no department has been impacted financially.

Based on the foregoing staff recommends Alternative 2 - approving out of boundary responses as outlined in this report on a continuing basis.

SUMMARY/CONCLUSIONS:

Since 2009 the Regional Board has passed annual resolutions which authorize the use of Regional District assets for fire suppression beyond statutory fire department boundaries during fire season.

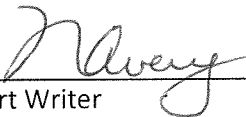
In a recent discussion with the Fire Commissioner's Office staff have clarified that there are two "tiers" for provincial requests for additional assistance. The Ministry of Forests may call a fire department to assist with a fire in close proximity to the department. The Ministry provides compensation to a department called to a 'local' fire under an operating guideline (labelled Mutual Aid SOG 1.06.01) established for its department. This is not a formal mutual aid agreement although it has been considered so for many years by volunteer fire departments. The number of requests of this sort is relatively frequent but of short duration. Often it is a request to make an initial response until the Coastal Fire Center can get to the scene. Staff recommends that all departments be authorized to respond at any time to Ministry of Forests requests which fall under their Operational Guideline S.O.G. 1.06.01.

The second tier involves major events that will have resulted in a declaration of an emergency. In this set of circumstances the Office of the Fire Commissioner becomes the coordinating agency and formal task numbers are issued under the Emergency Management Act. A department must have firefighters trained to a specified standard in order to identify itself as a resource for this type of situation. The Errington Volunteer Fire department has Structural Protection Unit (SPU) equipment and personnel which is of particular interest to the OFC. A separate resolution is appropriate for this additional equipment. To date staff have presented an annual resolution for this purpose but based on the experience of these past years now recommend an ongoing authority.

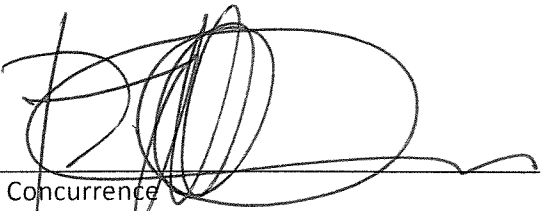
Lastly, the Coombs Hilliers fire department has for many years provided highway rescue services towards Port Alberni as assistance to the Port Alberni fire department. The department has clarified that response could be as far as Coombs Country Candy store and accordingly staff have drafted a resolution to formalize this response area.

RECOMMENDATIONS:

1. That all of the Regional District of Nanaimo's volunteer fire departments be authorized to respond at any time to Ministry of Forests requests for assistance outside or inside of their boundaries which fall under S.O.G. 1.06.01.
2. That the Errington and Dashwood volunteer fire departments be authorized to respond at any time to requests to deploy SPU equipment and firefighters upon request from the Office of the Fire Commissioner.
3. That the Coombs Hilliers volunteer fire department be authorized to respond at any time to a request for highway rescue services west of its service area boundaries to the Coombs Country Candy store near the City of Port Alberni.
4. That staff send correspondence confirming these authorities to the relevant fire departments and E911 fire dispatch centres.



Report Writer



A CAO Concurrence



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MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: April 25, 2012

FROM: Nancy Avery
General Manager, Finance & Information Services

File:

SUBJECT: Fire department building project approvals

PURPOSE:

To discuss and obtain approval to proceed with constructing additions to the Meadowood and Errington firehalls.

BACKGROUND:

Dashwood Firehall #2 (Meadowood)

The Meadowood fire station was completed and occupied in June 2009. It was the first new fire station to be constructed in the Regional District in over 20 years and the first to be built to post disaster standards. It is a two and a half bay firehall with a two storey administrative space – training room, kitchenette and washroom on the lower floor and a large open day room, kitchenette and shower/toilet on the second floor. The building operates as a secondary station to the main Dashwood firehall located on Hobbs Rd.

The water supply for the hall has been marginal from the outset, having a high iron and sodium content leading to fairly severe staining of fixtures and unpleasant taste. The department with staff's assistance considered alternatives to provide a more palatable source of potable water. Treating the water on site would be cost prohibitive given the use of the building. The recommended alternative is to purchase and install a 2,500 gallon tank which would be filled periodically by water truck. The estimated cost to supply and install the tank is between \$6,000 to \$8,000.

In considering a secure location for the water tank, the department also considered some of its operating practices and future needs. It currently has a fire pump which it uses to draft water from the large onsite tank for firefighting purposes, but has found it best to bring that pump inside when not in use. Secondly, the department plans to purchase and install a compressor so that SCBA tanks can be refilled on site rather than being shuttled to and from the main firehall. The drawings attached to this report illustrate a shed roof addition approximately 22' x 22' with a small loft space for additional storage. The addition should have no net impact on the seismic stability of the building. The estimated cost of the addition is \$30,000 to \$35,000. Including the supply and installation of the water tank, the total project cost is estimated not to exceed \$43,000.

Errington Firehall #1

The Errington firehall #1 dates from 1974 at which time it consisted of a two storey building with three bays on the lower floor and meeting/training/kitchen space on the second floor. A four bay addition was added in 2004/2005. The original hose tower has been converted to a stairwell for access to the second floor. The department is seeking approval to add a 14' x 22' frame addition onto the end of the original three bay building. This elongates the building further from its current configuration. The department has received advice that adding the addition in this location and paying attention to how it is fastened to the existing building could actually improve the seismic stability of this section of the building. The addition would house two washrooms and the laundry facilities.

The estimated cost of the project is \$30,000 to \$35,000 although further detailed design work is required to confirm the final budget.

ALTERNATIVES:

1. Authorize both projects to proceed in accordance with the concept drawings presented.
2. Seek further information before authorizing one or both projects to proceed.

FINANCIAL IMPLICATIONS:Alternative 1

Meadowood (Dashwood) fire station: The 2012 budget anticipated a smaller compressor only building at an estimated cost of \$15,000. The funds were to be drawn from building reserve funds on hand. If the Board supports this project the financial plan would be amended to show a budget of \$43,000 fully funded from reserves on hand.

Errington Firehall #1: The 2012 budget included \$200,000 to undertake a major refurbishment of two of the department's primary firefighting vehicles, with the funds drawn from reserves on hand. The budget also includes contributing a further \$109,545 to its reserve funds.

A tender for the refurbishment work resulted in prices higher than obtained in preliminary discussions. The department can scale back the refurbishment requirements and estimates completing the revised scope of work at a cost of \$60,000. Staff suggests that rather than draw any funds from the reserve, that the \$109,545 reserve fund contribution be redeployed to cover the cost of the revised vehicle upgrade budget of \$60,000 and the cost of adding a washroom/laundry room addition at an estimated cost of \$35,000.

In the case of this building and the proposed improvement to the seismic stability from the addition staff recommend that a written report outlining the impact of the addition on the old building section be required as part of its submission for a building permit.

SUMMARY/CONCLUSIONS:

The Dashwood and Errington fire departments have contacted staff to propose small additions to their buildings. The Dashwood fire department proposes to add a 22' x 22' shed addition to house a potable

water tank and compressor for SCBA equipment. The addition will have a small loft space for miscellaneous storage. To address poor onsite potable water a 2500 gallon water tank will be supplied and installed in the shed. The estimated cost of the water tank and the shed is \$43,000. Approving this project would require an amendment to the 2012 budget to increase the original budget estimate for a smaller addition from \$15,000 to \$43,000. The costs would be funded from reserves on hand and have no net impact on the 2012 budget.

The Errington fire department proposes to add a 14' x 22' addition to one side of the original building portion of its firehall on Errington Rd. to house two shower/washrooms and laundry equipment. The addition is also intended to improve the seismic stability of the three bays adjacent to the addition. This would be confirmed by certified engineered drawings submitted as part of the building permit process. This project is estimated at \$35,000. Additionally the department will be doing some relatively major upgrading to its two main fire fighting vehicles at a cost of \$60,000. The budget contains sufficient funds to undertake this project by amending the contribution to reserve fund downward by \$95,000 with the remainder of \$5,545 being contributed to the reserve fund. This is in lieu of drawing \$200,000 from the reserve fund to fund the original estimate for the vehicle upgrades. These adjustments have no net impact on the 2012 budget.

RECOMMENDATIONS:

1. That the Dashwood Volunteer Fire Department be authorized to proceed with the construction of a 22' x 22' addition at the Meadowood firehall as outlined in the drawings submitted to date.
2. That the Dashwood Fire Department 2012 budget be amended to increase the use of reserve funds from \$15,000 to \$43,000 to cover the costs of purchasing and installing a potable water tank and constructing the proposed building addition.
3. That the Errington Volunteer Fire Department be authorized to proceed with the construction of a 14' x 22' addition at the Firehall #1 as outlined in the drawings submitted to date and that certified engineered drawings indicating improved seismic stability for the building be submitted as part of the application for a building permit
4. That the Errington Fire Department 2012 budget be amended to reduce the contribution to reserve funds from \$109,545 to \$5,545 and to show funds applied to vehicle upgrades at \$60,000 and to the construction of the proposed building addition in the amount of \$35,000.


Report Writer


CAO Concurrence



PLANNING FRESH AIR
SUPPORTING LOCAL BUSINESS



Avery, Nancy

From: Deputy <deputy@evfd.ca>
Sent: Saturday, April 21, 2012 5:23 PM
To: Avery, Nancy
Cc: Colin & Diane Catton
Subject: Fire Hall Extension
Attachments: Extension.jpg; Floor Plan.jpg

Nancy:

The drawings are rough as one is the sketch Colin did for the floor plan and the other the designer had the existing building from the other end from the previous extension we did and he just inverted it and we added on to it (thusly why you can't read the words). The elevation would be the height of the existing bays (approx. 12 ft.) and the front would tie into the existing Mansford roof that is there and then just a single pitched roof on the side to tie into the top floor. As for the traffic flow through the building it would not change as this would just be for washrooms, showers and laundry. Personnel and the general public would not normally be passing by this as traffic flow would be as always, entering the front door and proceeding straight through to the stair well. We believe the budget to be between \$30-35,000 and as we originally had budgeted for \$200,000 to be spent on the refurbishing of the two engines and now they are going to come in at approx. \$60,000 for the both we feel we have sufficient funds to go ahead with this needed upgrade. The project will be drawn up by a professional designer and signed off on by an engineer that feels we could significantly improve our seismic stability by doing this. The biggest area of concern on the report was our front wall as it consists of 3 bay doors and thus has very little seismic structure in that wall. This addition would tie into the front wall and again half way down the building to add to the buildings seismic structure.

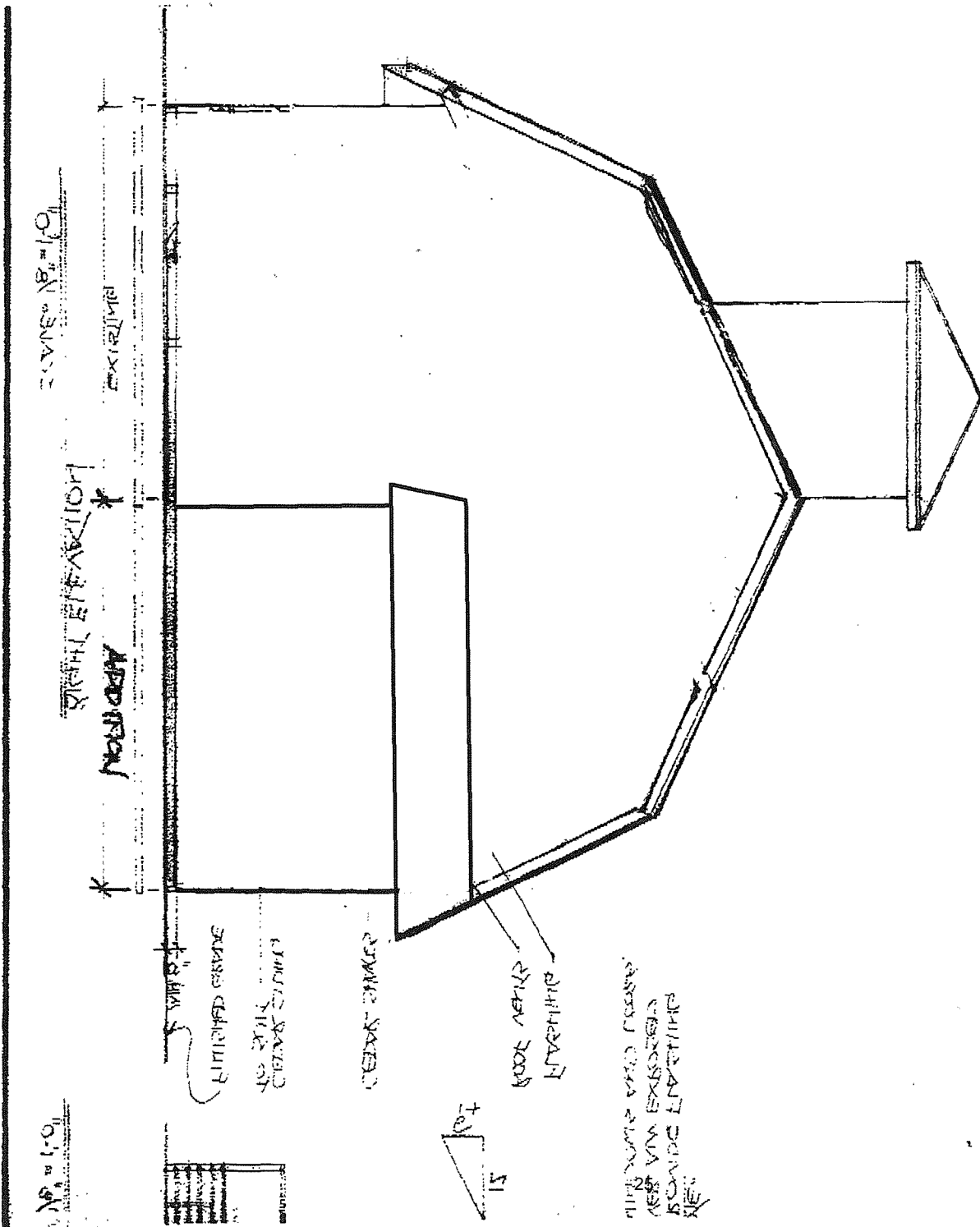
We were planning on using the reserve funds to complete this project and before beginning construction we would definitely pass on to you the design drawings as well as the engineer's report on what this addition would add to our seismic stability.

Basically we are looking to accomplish three things in one:

- We need to free up some room in one of our bays by moving the laundry facilities out to another location.
- We have long needed shower facilities for emergency decontamination of fire fighters.
- According to an engineer a 14 x 24 addition with structurally engineered end walls, tied in to the existing building would significantly stabilize it seismically.

Hopefully this answers all your questions you had and if you need any more info or need answers to more questions you can get a hold of me on my cell 250-951-1359. Thanks!





PLANTA N.º 101

APROBADO
SISTEMA DE TUBERIAS

ESTRUCTURA DE
ACERO Y
CONCRETO

ESTRUCTURA DE
ACERO

ESTRUCTURA DE
ACERO

ESTRUCTURA DE
ACERO Y
CONCRETO



N.º 101

Alberni Highway

Errington Rd.

