

**Wednesday, April 18, 2018**  
**Town of Creston Council Chambers**  
**6:30 p.m. – 8:35 p.m. Meeting Notes**

**Attendees:**

Gertie Brown  
Don Cherkas  
Randall Fabbro  
Harry Haberstock  
Larry Hogan  
Olivia Kettle  
Tony Mulder

James McLeod  
Brandon Vigne  
Kerry McArthur – Facilitator  
Mike Moore - Fire Chief  
Stacey Hadley – Recording Secretary  
Marsha Neufeld – Executive Assistant  
Ernie Polsom – FireWise Consulting

**Regrets:**

Director Larry Binks, Electoral Area C  
Director Tanya Wall, Electoral Area B  
Councillor Jim Elford, Town of Creston  
Councillor Adam Casemore, Town Creston  
Wendell Marshall  
Ryan Tucker

**Gallery:**

Jared Riel  
Sam Parsons

Bob Foreman  
Irv Miller

**Agenda**

Moved by Tony Mulder, seconded by Harry Haberstock that the agenda be adopted.  
MOTION CARRIED

**Minutes**

Moved by Larry Hogan, seconded by Randall Fabbro that the Minutes of March 21<sup>st</sup>, April 4<sup>th</sup>, and April 11<sup>th</sup>, 2018 be adopted.  
MOTION CARRIED

**Procedural Updates**

S. Hadley provided an update regarding the process in which the Community Fire Hall Advisory Committee (ASC) can forward recommendations to Council. Once a recommendation is made by the ASC, the appropriate Town of Creston staff member will draft a report to Council for consideration of the recommendation.

### **Council Representation on ASC**

S. Hadley advised that Mayor Ron Toyota has stepped down as a member of the ASC to pursue fundraising for a future Fire Hall, and that Councillor Adam Casemore, having attended all meetings as a designate and/or member of the gallery, has been appointed by Council in Mayor Toyota's place to ensure a seamless transition.

### **CAO Transition**

S. Hadley provided an update with respect to the impending departure of the Town Manager and advised that the transition of a new CAO will not impact the work of the ASC.

### **Design Development Report Update**

S. Hadley advised that the Design Development Report from Johnston & Davidson Architecture Ltd. constitutes intellectual property under the *Freedom of Information and Protection of Privacy Act*, that the contract between the Town of Creston and Johnston & Davidson Architecture Ltd. does not allow for the distribution of the document, that for the purposes of the ASC's work the document will be reviewed as it becomes applicable and that ASC members and members of the public are welcome to schedule an appointment to view the document in Town Hall.

### **Biographies**

Discussion was held regarding posting ASC member biographies on the website and it was noted that at least one member is opposed to posting their personal information online.

*This item was placed in the Parking Lot for future discussion.*

### **Public Input Process**

K. McArthur noted that requests to present as a delegation and/or to provide public input to the ASC can be made through her, that such requests will then be brought forward to the ASC for review and discussion and that should the ASC wish to receive the delegation or information, the item will be addressed when it is applicable to the Committee's work.

*Consensus was received with respect to the public input process.*

### **Proposed Workplan**

Moved by Harry Haberstock, seconded by James McLeod that the Proposed Workplan be accepted as presented.

MOTION CARRIED

## Spatial Analysis

E. Polsom reviewed the three options contained in the Spatial Analysis provided by Johnston & Davidson Architecture Ltd. to establish legislated and industry standard requirements for a full-service fire department.

Options:

- Option 1: Fire Hall including BC Ambulance
- Option 2: Fire Hall and Colocation (i.e. Search and Rescue)
- Option 3: Fire Hall only

Discussion was held regarding each option, the cost per square foot, the inclusion of BC Ambulance Service as a cost neutral benefit to a new Fire Hall and the potential inclusion of Search and Rescue, and it was noted that BC Ambulance's space requirements are established by BC Ambulance and that their decision of participation will be forthcoming. The following was also established:

- that an Emergency Operations Centre is required;
- that Council establishes service levels;
- that a municipality is required by legislation to engage an architect per the *BC Architects Act*;
- that a facility is required to be built in accordance with post disaster standards;
- that the department is required to comply with Occupational Health & Safety legislation;
- that there are minimum standards required of a full-service department.

Discussion was held regarding the need for a facility to last 50 – 100 years, the proposed inclusion of Search and Rescue and BC Ambulance Service.

E. Polsom reviewed the proposed site selections with the ASC and advised that the Work Experience Program (WEP) addresses shortfalls in volunteer fire departments.

Discussion was held at a high level regarding the importance of site selection for a Fire Hall and it was advised by E. Polsom that proximity to residential areas is a priority with respect to response times.

Moved by Randall Fabbro, seconded by Tony Mulder that the Spatial Analysis be received as information.

MOTION CARRIED

**Next Meeting:** Wednesday, May 2<sup>nd</sup>, 2018 at 6:30 p.m. in Town of Creston Council Chambers.

**Meeting adjourned at 8:35 p.m.**