



**COWICHAN BAY IMPROVEMENT DISTRICT**  
4461 Trans Canada Highway, Cowichan Bay, BC V0R 1N1



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## **CBID-ASC Minutes January 26, 2021**

**Present:** Trustee Gord Fraser, Fire Chief C. Gaw, Lew Penney, Owen David

**Adminstration:** Rhonda Smith Hodgkin

**ASC Members:** Lori Iannidinardo, Bryce Rawson, , Scott Murray, Keith Grandbois,  
Rick Mellson, Jason Murray and Craig Krystia

**Absent:** David Vanderschaaf,

**Chair:** Ernie Polsom

The 7th ASC meeting via Zoom started at 7:30 pm

### **1. Welcome:**

Chair E Polsom welcomed everyone to the meeting. Greetings were exchanged.

### **2. Introductions:**

There were no new attendees.

### **3. Approval and Adoption of the Minutes:**

A motion to Approve and Adopt of the January 12, 2021 ASC meeting was made by Scott Murray and seconded by Lori Iannidinardo, approved

### **4. Additions to the Agenda:**

There were no additions to the agenda

### **5. Business arising from the minutes:**

E. Polsom presented a revised version of the newsletter, addressing the committees recommendations. Further discussion was held. It was suggested that the newsletter be one two sided page. B. Rawson stated that his wife was a graphic designer and possibly

she could help with the layout.

## **6. Board Policy Direction:**

- a. E. Palsom informed the committee that he had a good session with the CBID Board. His key take away was that the hall is and will continue to be a **Paid On Call** fire department. Current service levels, including the use of paid on call or volunteer firefighters, the general number and types of vehicles will need to be accommodated in any fire station design.
- b. The location of an upgraded, renovated or new hall is already established. The property is already owned and will accommodate any new or upgraded facility.
- c. Any plans should reflect current design plans of 18,000 sq feet plus or minus 10%.
- d. The Board recognizes that recent overall increases in the cost of materials, including lumber and steel have an impact on the overall project costs.

## **7. Johnson Davidson Feasibility Study:**

- a. Johnson Davidson Architects were commissioned in 2018 to provide a feasibility study to examine the options for the provision of appropriate spaces for Cowichan Bay Fire Rescue. The study evaluated the existing building and identified a number of spaces that were either below standard or simply did not exist. This included adequacy of washrooms, vehicle bays that are too small and various health and safety spaces missing entirely. the review also reinforced an engineering review that noted the building does not meet post disaster design requirements in the BC Building Code
- b. The review identified two options. The first would be an addition to the existing fire station with a renovation to the existing building. The second viable option identified was the construction of a new fire station and demolition of the existing building. Both options fit the site, although some design constraints were identified that limited the size of the vehicle bays.
- c. Based on a cost comparison between the two options, the CBID Board determined it more effective to elect to further explore building a new fire station. Costs were similar for each option, with the renovation-new build option limiting future use options and requiring existing operations to accommodate design constraints.
- d. The current fire station is not connected to piped water and sewer systems. The ASC inquired if water supplies for the facility were included in existing building cost estimates. These cost have been included to a degree, but as the planning is early, more work will be required. Most of the costing estimates to date have focused on the building and have not considered other costs, like connecting to water and sewer

systems and inclusion of on-site electrical generator services.

**8. Approved Space Program for CBID Fire Station:**

- a. A space plan was developed by HCMA Architects as part of a costing and initial design exercise in August 2020. The space plan identified 18,216 square foot building. The ASC did a high level review of the document and identified the need for a more detailed assessment of the plan and background documents. Those documents will be provided to ASC members prior to the next meeting to inform the discussion.
- b. A number of items were identified for further discussion including apparatus bays that are shorter than standard design practices.
- c. A review of some current fire station construction projects was undertaken and has identified that the recent "all in " for a fire station in British Columbia ranges from \$525 to \$670 per square foot. Covid 19 and escalation costs for materials are contributing to cost escalations that will need to be factored into design and construction plans.
- d. There was general agreement that building energy, sustainability and performance is important, but certifications such as LEEDS is not a they come with a cost that would be better focused on the building or savings.

**9. Agenda Items for Upcoming Meetings:**

- a. Next meeting to focus on discussions around projected facility costs, floors space and design and discussion around the most recent architectural understandings.
- b. The ASC will discuss the implications of various building costs to individual property owners.
- c. The ASC will also discuss their thoughts on presentation of the current status of discussions to the CBID Board at Meeting # 8.

**10. Questions from the Public**

None

**11. Next Meeting - February 9, 7:30 pm**

**12. Key Messages from the ASC**

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- a. Where we are, is not where we will end.
- b. The process of developing plans that address the needs of the Cowichan Bay Fire Department and its community is still in the early stages
- c. Any acceptable solution will balance the needs of the fire department and its ability to provide a safe and effective workplace with the needs of the community for affordability.

**13. Adjournment**

The meeting was adjourned at 9.08 pm