

**Thursday, January 16, 2020
Town of Creston Council Chambers
4:00 – 5:00 pm Meeting Notes**

Attendees:

Councillor Jim Elford, Town of Creston
Councillor Arnold DeBoon, Town of Creston
Blake Elford – BCEHS
Wendell Marshall
Bruce McFarlane
Ted Moffatt
Ernie Polsom – FireWise Consulting (Chairperson)
Rita Scott

Via Phone/Webex:

Darren VanStone - BCEHS
Joann Francis - BCEHS
Blake Kendon - BCEHS

Town of Creston Staff:

Mike Moore, CAO
Jared Riel, Fire Chief
Ross Beddoes, Director of Community Services
Marsha Neufeld, Executive Assistant

Regrets:

Brandon Vigne
Gertie Brown
Glenn Guthrie
Randall Fabbro

JD Architecture & Consultants:

Kim Johnston – Johnston Davidson Architecture

Gallery:

Joanna Wilson, Councillor (Alternate)
Dallas Magrum, Resident
Jensen Shields, JuiceFM (media)

Call to Order

E. Polsom called the meeting to order at 4:08 p.m.

Minutes

Moved by R. Scott, seconded by B. McFarlane
THAT the Minutes of the Fire Hall Technical Building Advisory Committee held October 29, 2019 be adopted.

MOTION CARRIED

Johnston Davidson Architecture & Consultant Project Updates

- Review of 'Division 0' and 'Division 1' project specification documents: Johnston Davidson Architecture reviewed the 'Division 0' and 'Division 1' project specifications with the Committee and requested that they provide input into this process based on

their past experiences. The current iteration of these documents is based on industry standards and JDA's experience but they would like a review by the Committee as they govern how the bidding system will run. M. Moore suggested that those committee members who would like to provide their input based on their past experiences or interest, do so by providing their marked up copies to M. Neufeld for consolidating and sending to JDa. Deadline to provide comments to the Town established for January 30, 2020.

- Revit Model Review of CESB: Reviewed with the Committee, working on coordinating remainder of interior building spaces and details. Ongoing discussions with Creston Fire Rescue and BCEHS regarding their respective building spaces to ensure programmatic needs are being met. Details on interior finishes will be discussed at next meeting. Reviewed reflective ceiling plans and structural elements of the building. Bi-weekly meetings with project consultants are ongoing.
- Landscape Elements: Development of landscape plan including public art components. Opportunity for other public art other than the feature element, to be incorporated into the landscaping around the site. Minimal fencing to be put in place for safety (I.E. around training areas and areas with fuel). J.Elford noted that as long as there are opportunities for public art at the site, this would be sufficient for site plan purposes.
- Cost Estimate: K. Johnston advised that this would be undertaken by Hanscombe, a cost estimating firm, once working drawings are closer to completion (currently at approximately 65%) for a Class A estimate. B. McFarlane advised that in his experience, the cost estimate is best undertaken when the drawings are between 75% - 90%. K. Johnston advised that JDa will get a quote from Hanscombe and further discussion would take place when the Town chooses to engage the firm.
- Social Media: K. Johnston advised that JDa can provide content to provide updates on social media such as elements from the REVIT model. JDa can contribute content such as drawings, etc. but would like Committee input into what they would like to see. Cannot issue full drawings because those are for tender and could give an unfair advantage to anyone viewing them beforehand. R. Scott advised that the information should not be overly technical or detailed, but a general picture of what the project might look like.

Community Update - Discussion

- Discussion on the finalization of the land purchase for the CESB from Choice Properties. Suggestions from R. Scott, B. McFarlane and W. Marshall on providing "fun facts" to overview project elements such as drone videos and having an open house once tenders have closed and the contract has been awarded to showcase

the various project elements, allowing the opportunity for individuals to ask questions one on one.

Questions from TBAC to Consultants

- B. McFarlane confirmed that JDa would be in physical attendance at the next meeting to present exterior and interior finishes.

Wrap Up and Next Steps

- TBAC members who choose to review 'Division 0' and 'Division 1' project specifications need to provide input to the Town by January 20, 2020.
- Communications strategy to be developed in the near future.

Next Meeting

- To be established at the call of the Chair – most likely end of February / early March.

Adjourn

The meeting adjourned at 5:00 p.m.

PUBLIC ATTENDANCE SIGN-IN SHEET
JANUARY 16, 2020

NAME (please print)	TOWN/ORGANIZATION
Dallas Magrum	Creston
Jensen Shields	JuiceFM
Joanna Wilson	Councillor, Town of Creston