

A Newsletter from the Mayne Island Improvement District

INTRODUCTION

2010 has been and continues to be a very busy year for the MIID.

One of our first actions this year was to form the New Fire Hall Task Force – as we had promised in late 2009. A group of Mayne Island property owners volunteered to take on the task of reviewing the need for a new fire hall and then created a revised design and cost estimate along with a construction project schedule and financial plan for public approval. This will be discussed at length below and debated in public over the ensuing three months leading up to a referendum.

We lost our longest serving Trustee with the passing away of Paddy Lambert in March. Paddy served as a firefighter, Fire Chief and Trustee over the past 30 or so years. He was dedicated to the Fire Rescue Service, being one of our earliest volunteers and he remained a stalwart supporter of the MIID and a new fire hall. We miss his words of wisdom, his efforts and expertise, and particularly, his sage advice.

Our 2010 AGM was held in April and three new Trustees were elected to serve for one-year (1) and three-year (2) terms on the Board. New Trustees always require additional efforts by way of introduction of current practices and development of new and/or revised policies and procedures. Our Administrator and Fire Chief have put in a lot of extra time to ensure that the new Trustees were brought up-to-speed in the course of the year.

A large part of the Board's activities are associated with finances – not just the spending of your hard-earned money but also the planning, budgeting and provincially required documentation that goes along with that. One issue that has been really difficult and expensive to manage is the requirement for direct billing of the Health Centre and Heliport Tax Levy. A significant number of property owners did not pay the levy over the last four years, although we have continually informed them of their debts. This meant that we were not able to properly fund needed repairs to the Health Centre. The province informed us during the summer that we have to go to a Tax Sale to recuperate any levies that were not paid for over the preceding 24 months. To this end, we carried out an intensive but polite campaign to recover the unpaid levies and I am pleased to report that, as of the time of writing, we have only three (3) properties with unpaid 2007 and 2008 taxes. A Tax Sale is scheduled for January 8th, 2011.

The Mayne Island Improvement District applied for permission to hold a Referendum for funding of the proposed new Fire Hall and recently received permission to do so. The formal Referendum process will begin on January 29th and conclude on March 12th, 2011.

MIID and MIFRS wish all island residents and property owners a Safe Holiday and a Happy New Year.

About the Volunteer Task Force

BACKGROUND

1. The September 2009 \$4.2 million borrowing referendum for a new fire hall and emergency operations centre was cancelled by MIID when the underlying annual repayment calculation (based on information provided by the bank advising the MIID) was determined to be significantly erroneous.
2. There was also community concern over: design and costing estimates, maintaining ongoing operations while a new fire hall was being built, and whether the concept plans were overly conservative in addressing emergency preparedness operational needs.
3. In January 2010 on advice from the community and to keep the urgent planning for a fire hall and emergency operations centre moving forward, MIID called for community volunteers with related expertise and subsequently formed the “Fire Hall Task Force”.

Collectively, the members of the community volunteer task force represent many years of hands-on experience in the planning, design, construction and delivery of significant public and private infrastructure projects, firefighting operations and project management, balanced with a knowledge of firefighting issues on Mayne Island.

Volunteer Task Force Members

- ✓ **Bill Warning, B.Sc (Chair):** 35 years of experience as an operations manager in the field of managing and operating industrial environmental laboratories – planning, budgeting, infrastructure maintenance.
- ✓ **Ian Birtwell:** 40 years of experience as a government and private sector development manager and consultant for major building and development projects in BC.
- ✓ **Sean Skiffington:** 22 years of project and construction management experience in engineering. His experience extends to finance, cost control and scheduling for major industrial projects.
- ✓ **Al Wood:** 43 years of experience in construction. Extensive experience working with architects, engineers, project managers and sub trades. Al was site supervisor for construction of steel service buildings at Lornex Mine (Logan Lake, BC).
- ✓ **Don DeRousie:** Long-time resident of Mayne Island with problem solving skills developed as a lighthouse keeper with the Canadian Coast Guard and practical experience in all areas of construction. Don maintains the Mayne Island Fire Rescue Service equipment.
- ✓ **Harry Lane:** 40 years of experience working with the Fire Department – MIID Board, Fire Chief, firefighter.
- ✓ **Bob Aldcorn:** 35 years of experience with firefighting operations, working for the Justice Institute of BC, advising BC fire departments on operations, capacity, facilities and systems.
- ✓ **Peter Waddell:** Retired mechanical engineer and former MIID Trustee with considerable exposure to the Fire Hall replacement issue.
- ✓ **Per Nielsen and Kyle Stobart:** Mayne Island Volunteer Firefighters Association representatives and experienced fire fighters.
- ✓ **Jim Marlon-Lambert and Aaron Somerville** representing the MIID Board of Trustees.

With longtime experience in project communications and administration, a communications sub-committee includes Carol Munro, Bette Hawes and Moira McCulloch.

Task Force Milestones

- Following its formation in January 2010, the Task Force (TF) reviewed the considerable background information from prior studies and proposals and subsequently made the following proposals to the board:
 - ✓ March 2010 - That a new Fire Hall is undoubtedly a necessity and the Board should proceed to engage in detailed design and costing.
 - ✓ That the Board consider reducing the scope of the project – including the elimination of RCMP offices and some Emergency Preparedness functions deemed more appropriately dealt with through the Capital Regional District.
- June 2010 - After consulting with all end users to determine minimum requirements, and considering the logistics of maintaining full firefighting operations during construction, the Task force concluded that:
 - ✓ It was more cost-effective to include necessary facilities under “one roof” as opposed to the two buildings previously proposed.
 - ✓ It would be more cost-effective to demolish the existing hall, temporarily house firefighting facilities, and build a new fire hall in the same location as the existing facility.
- The Task Force calculated the costs of site servicing – new septic systems, water storage facilities, truck and water servicing, site excavations, access, and site mobility requirements.
- In the latter design stages, based on advice from consultants regarding relative construction efficiencies, and after reviewing price trend projections for wood construction versus steel, a decision was made to design with wood. This decision will be revisited prior to final design approval.
- September 2010 - Detailed plans were cost estimated by independent consultants on a *per unit* basis, based on specific design and specifications, resulting in a substantially more accurate estimates than the previous *per square foot* estimates.
- The main construction estimates were augmented by internal and consultant estimates on inflation allowances, contingencies, move-in/out costs, temporary facilities, interim financing, taxes, existing reserves and grants, and recoveries.
- The Task Force subsequently developed an all-inclusive project cash-flow projection, which includes all costs incurred since Task Force inception, January 2010.

Project Cash Flow Projection

Pre-construction Costs (including Design, TF and Referendum	101,500
Design and Construction Project Management	387,500
Site Works, Demolition, New Services (Water, Septic, Tank Farm, Electric, Gravelled Turn-around)	408,000
Fire Hall Building Construction	2,074,000
Administration and Temporary Facilities	126,500
Contingencies and Inflation ¹	364,500
Interim Finance	80,500
Administration Soft Costs	42,500
GST/HST, Net After Rebates	53,000
TOTAL COSTS	3,638,000
Funded from MIID Reserves and Grants	-237,000
NET AMOUNT to be BORROWED	3,401,000

• The inflation allowance (2%) and contingency (10%) on ALL costs is considered to be generous, given the level of design and costing detail that is now in place.

• The Task force is aware of further identified and acceptable construction cost savings in the order of \$130,000 that are NOT included in these cash flow projections but can be incorporated into the final design.

- September 2010 - The Task Force recommended that the MIID Board adopt the design plans and project cash flow, as developed, and that the MIID proceed to obtain government and community permission to borrow UP TO the maximum estimated cost of the project – \$3.4 million. Subsequently, the MIID adopted the project and now has approval from the government to proceed with the borrowing Referendum.

New Fire Hall Task Force Update & Discussion
Saturday, January 15th, 2011 at 2:00 PM at the Agricultural Hall

Fire Hall Task Force Report

◀ THE NEED FOR A NEW FIRE HALL ▶

In March, 2010, the Task Force concluded that a new fire hall was needed because:

- The existing fire hall, built by volunteers in the 1960s, and expanded in the 1980s, cannot be remediated economically to conform to the current post-disaster building code seismic standards without a serious reduction in firefighting equipment storage and auxiliary facilities. If Mayne Island were to experience a significant earthquake, the existing fire hall would in all likelihood collapse. Firefighting, rescue and emergency services capacity would be critically reduced, or non-functioning.
- Apparatus currently housed in the Hall can only be housed with extreme caution. Trucks need to be full of water, hose locks turned sideways in order to enter/leave. Exhausting systems are “make-do”.
- The existing Hall accommodates only three of the current complement of five firefighting vehicles. The vehicles housed outside are at risk of vandalism, and could potentially be inoperable in extreme weather conditions.



Inadequate Storage For Modern Equipment

◀ NEW FIRE HALL PROPOSAL ▶

THE FIRE HALL BUILDING ▶

The proposed Fire hall is designed to support the level of firefighting services deemed appropriate for Mayne Island, as determined by Firefighting Authorities and agencies having jurisdiction, and provides flexibility for modest upgrades over time.

The proposed Firehall is designed as a multi-purpose facility – 8,946 sq ft plus a utility mezzanine (832 sq ft).

Operational space around all vehicles and workspace areas will meet Worksafe BC standards.

There are three basic zones:

1. A fire fighting facility operational zone which will house the five existing vehicles, provide adequate storage for equipment, and include shower and laundry facilities for decontaminations purposes. The firefighting zone provides access to an unfinished mezzanine level (832 sq ft) over the offices area which will be used for equipment storage, and a mechanical room.
2. A multi-purpose zone which includes:
 - a. A firefighters’ ready room with lockers and space for 33 firefighters (current complement is 20)
 - b. Two multi-purpose rooms for meetings and training
 - c. Washrooms
 - d. A communications room with independent exterior access. This room provides for an operations radio control serving Mayne Island and the Southern Gulf Islands in major emergencies.
3. A public administration zone, which will house MIID offices, secure data storage facility, Fire Chief, Deputy Fire Chief and operations offices, notice display wall and a wheelchair accessible washroom.

Fire Hall Task Force Report

SITE FACILITIES ►

The proposed fire hall will be located where the existing hall is sited. During the construction period, temporary accommodation will be made for housing firefighting equipment and operations. In addition:

- ✓ The existing water tank will be moved south, to provide vehicle access to the rear of the hall.
- ✓ A water tank farm, with four 4150 gallon tanks, sufficient to provide rapid replenishment water capacity in summer droughts will be located south west of the new Fire Hall.
- ✓ The two existing water wells, having a combined supply capacity of 10 gallons per minute, will remain in service.
- ✓ The existing hose drying tower will be replaced by a tower within the new fire hall building,
- ✓ The new fire hall will require installation of a new septic sewage system,
- ✓ The existing Firefighters Association facility (the old Mayne School building) will be relocated on site.

TIMELINES/NEXT STEPS ►

- The Task Force has scheduled an update presentation and discussion for **January 15 2011 at 2 PM** at the **Ag Hall**.
- Having now received Government approval to proceed to a borrowing Referendum, the MIID has tentatively scheduled a mandated public meeting for **January 29th 2011 at 2 PM at the Ag Hall**. Times and date are subject to verification.
- **A Referendum date of March 12 2011 has been established.** (For details see following page, upcoming issues of the *MayneLiner*, or www.miidonline.com.)
- Given community approval and MIID go-ahead, the final building review, then final design and tendering will occur in April/May/June 2011. Site servicing and temporary structures installation could commence May 2011, with a construction start in July 2011. The new fire hall should be available for temporary vehicle occupancy by December 2011, and is scheduled for final completion February 2012.

SHORT- AND LONG-TERM FINANCING ►

Approval of the New Fire Hall Referendum in March will immediately start the process of carrying out the final detailed design which will include construction drawings and tender documents. Our cost analyses indicate that over the course of final design, tendering, contracting, construction and commissioning we will require to pay *up to* \$3.4 million. The long-term financing will be by way of a 20-year loan from the Provincial Ministry of Finance. Discussions to-date indicate that the interest rate afforded by the Ministry would be the best that we could obtain from any source and would be fixed over the life of the loan.

The MIID Board of Trustees will determine at a later date the method of taxation. If taxes are based on assessed values, the annual cost (for 20 years) would be approximately \$50 per \$100,000 of assessed value. If taxes are based on parcel tax, the annual cost (for 20 years) would be approximately \$190 per parcel.

Short-term financing (i.e. up to the 'commissioning' of the Fire Hall) would be through a Letter of Credit issued by a chartered bank or, possibly, through the Ministry of Finance. The Letter of Credit would be the subject of a public bidding process.

Referendum Returning Officer Information

NEW FIRE HALL ABSENTEE VOTING & INFORMATION ACCESS

Absentee Ballots

To enable early requests for Absentee Ballots for the New Fire Hall Referendum and ensure adequate time for mail exchanges, the Returning Officer's mail box will be available from December 1, 2010 through February 15, 2011.

All requests must be in writing and signed by the voter. If more than one person is on Title, each person must apply separately. Owners of real property on Mayne Island, who are on Title, and meet all other requirements pursuant to the Local Government Act, may send their request to:

**Returning Officer,
Site 9, Comp 50,
Mayne Island, BC, V0N 2J0**

Absentee ballot packages will be sent to Mayne Island addresses only. It is the voter's responsibility to have mail forwarded to their location and returned to the Returning Officer prior to 5 p.m., March 11, 2011. All ballots received after that date will be returned to the sender by Canada Post.

The Returning Officer will hold such requests until the printing of ballots and information is complete. Mail-outs for Absentee Ballots should begin early in January. Voters leaving the country for an extended period will require the LEGAL property description, which is the Plan, Lot #, Section, (not the street address). The LEGAL address of the property can be found on a CRD assessment form, Health Centre tax, title, or survey.

To ensure that your vote will be counted when voting by Absentee (or Mail In Ballots for off-island owned properties), please be sure to read the instructions carefully. The Declaration Forms must be completed fully. The Declaration Form remains outside of the Secrecy Envelope, which, when sealed, contains the marked ballot ONLY.

Additional Information

- **Each person who is 'on title' for a property has one vote, subject to all other voter requirements being satisfied.**
- **Regardless of how many properties one person owns, they may vote only once.**

Who may Vote

A voter must be:

- a Canadian citizen, 18 years of age or older prior to Voting Day,
- a resident of British Columbia for at least 6 months prior to Voting Day,
- an owner of real property on Mayne Island for at least 30 days prior to Voting Day,
- an authorized agent, designated in writing as the said agent of a Board or Corporation that owns real property on Mayne Island.

Access to Information

The MayneLiner will publish a complete list of Voting Opportunities and information in each issue leading up to the Referendum. Voting procedures, notices and Voter information will be posted on the MIID website for the convenience of Mayne Island property owners.

The information included here and on the MIID website is published as a courtesy to the Returning Office, for the information of Mayne Island property owners and voters, and in no way endorses or denies the Referendum question.

Mary E. Cooper
Returning Officer

Potential Insurance Savings

◀ SUPERIOR SHUTTLE SERVICE ▶

In the near future, the goal of the Mayne Island Fire Rescue Department is to achieve accreditation at the Superior Shuttle Service level equal to hydrant rating. This accreditation would allow most island property owners to qualify for a lower fire insurance rate.

The Superior Shuttle Accreditation requires the department to deliver a water flow rate of not less than 1200 LPM (265 IGPM) within two minutes of arriving. The department must be able to deliver the flow rate, which will be accredited within ten minutes of arriving at the test site, with the first major piece of apparatus. The volume of water available for firefighting must be adequate to sustain the accredited flow rate for a duration in accordance with the Fire Underwriters Survey Water Supplies for Public Fire Protection.

In order to meet the flow standard, the equipment used must be available at all times, and housing all vehicles securely in a weather-protected fire hall is one key

element toward achieving the Superior Shuttle rating. To be recognized for fire insurance grading purposes, the protected property must be located within 5 km of a fire station and 2.5 km of an approved water supply point for commercial property. Personal property must be located within 8 km of a fire station and 5 km of an approved water supply for fire insurance grading purposes. This is a very high standard and the Department training program is focussed on preparing our volunteers to meet this service level.

To check your potential personal insurance savings, ask your agent/broker what your insurance would cost at “equivalent to hydrant” rating, compared to existing “fire hall with 8 km rated”. Some islanders have been informed of potential insurance cost savings in the order 25% to 30% annually. The higher the value insured, the greater the potential savings. Potential savings have been reported ranging from \$250- \$500 *per annum*.

Fire Prevention & Education



Fire Prevention and Education is the number one method of preventing fires. Smoke alarms installed on every level of the home provide a critical early warning when a fire starts, and allow occupants time to escape to a safe meeting place. You should have a properly maintained and operational fire extinguisher, which you know how to use. This, combined with early reporting of any fire to 911, will greatly increase the ability of the Fire Department to respond quickly and be most effective in reducing losses and fire damage to property. If you experience a fire in your home, remember to **Get Out and Stay Out** – never go back into a burning building. If your clothing catches fire, **Stop, Drop and Roll** to smother the flames.

Residents of Mayne Island have good fire prevention awareness – this is demonstrated by the low number of serious fire occurrences in recent memory. Still, fires continue to occur. Fire Department staff and Volunteer Firefighters are constantly planning and training to meet

and exceed expectations and provide our community with effective emergency response services.

One such major incident was the Simpson Road Structure fire on July 18th of 2010. Firefighters knew an aggressive defensive attack combined with a large volume of water would be required to combat the fire. The Incident Commander, Deputy Fire Chief Steve DeRousie, assisted by Captain Matt Taylor, acted quickly and decisively to establish that water supply. The Water Tanker Shuttle system was set up to shuttle water from water storage tanks at the Fire Hall and from ponds previously tested by the firefighters. Because of their diligent training over the past months, the firefighters performed the Water Tanker Shuttle quickly and efficiently, delivering 23,000 gallons of water to control and extinguish this intense fire and then overhaul, to extinguish the last burning coals. Firefighters were able to contain the fire to the original structure while protecting the surrounding values and forests. This response and

Fire Prevention continued . . .

result is a testament to the level of fire protection service the Mayne Island Fire Rescue Service is committed to providing in our community and the potential to achieve Superior Shuttle Service accreditation..

The 13 firefighters on the scene were assisted by no less than 11 additional Emergency Response Agencies, including the Auxiliary firefighters, Southern Gulf Islands Emergency Program, Mayne Island Emergency Program, Mayne Island Emergency Support Services, BC Ambulance Service, RCMP, Pender Island Fire Rescue, BC Forest service and many others. These emergency personnel worked tirelessly in the background and apart from the fire scene to provide invaluable support and assistance throughout the 8 ½ hour long firefight.

Working in the background, Emergency Program volunteers responded 15 minutes after the 911 call, preparing for evacuation procedures if the Incident

Command had been required to order evacuations, and to supply firefighters with food and hydration. Emergency Program volunteers were available to provide situation reports, staff radios and telephones, and assist with clean-up of food and garbage, and leaving food for firefighters at the end of the day.

We value and appreciate all of the volunteers and career emergency workers that give their time to serve their friends and neighbours when emergencies occur. Thank you!

To inquire about becoming a Volunteer Firefighter – Contact the Mayne Island Fire Rescue at 250-539-5156, visit us online at www.mayneislandfire.com or email the Fire Chief at mifd@shaw.ca. To inquire about joining the Mayne Island Emergency Program please contact Gerrie Wise at miepc@shaw.ca or call 250-539-3716 and leave a message.

To subscribe to
MIID Matters on line
and receive the latest
Updates & Notices

miidonline.com/subscribe.html

ADVANCE NOTICE

MIID AGM

Saturday, April 16 2011
1:30 pm
Agricultural Hall

MIID

The MIID and the MIFD maintain two websites on the Internet. If you want information on the legal or historical status, meetings and operational activities of the MIID, or Task Force updates, then go to:

www.miidonline.com

The Fire Department web-site is:

www.mayneislandfire.com

If you do not have a computer and a connection to the Internet you can go to most local libraries and request assistance in accessing the Internet. The MIID prefers to use the Internet to publish all documents as it is more cost-effective than printing and mailing documents.

How to Contact Us:

Address: Mayne Island Improvement District,
PO Box 19, Mayne Island, BC V0N 2J0
Telephone: 250-539-5116
Fax: 250-539-5146
e-mail: miid@shaw.ca

Meetings: Meetings of the Board of Trustees are scheduled for the third (3rd) Thursday evening each month starting at 7:00PM at the Fire Hall on Felix Jack Road. These meetings are public. Space in the Meeting Room is limited and if you would like to attend please phone 250-539-5116 in advance so seating can be arranged. If you would like to make a presentation please send a letter or e-mail to us at least seven days in advance of the meeting date.

Authority for Improvement Districts: Improvement Districts operate under the Local Government Act and the Community Charter. Both of these Acts are available on the Internet, refer to:

www.qp.gov.bc.ca/statreg/stat/L/96323_00.htm
for the Local Government Act

www.qp.gov.bc.ca/statreg/stat/C/03026_00.htm
for the Community Charter.