

LACOMBE REGIONAL FIRE SERVICE ASSOCIATION

BOARD MEETING

February 26, 2002

ANNUAL GENERAL MEETING

Present:	Bill Knight - Chairman	Lacombe County
	Ray Prins	Lacombe County
	Jim Dixon	Town of Lacombe
	Greg Gordon	Town of Lacombe
	Christine Clampitt	Village of Alix
	Lorrie Dupuis	Village of Clive
	Ken Kendall	Town of Lacombe
	Tim Timmons	Lacombe County
	Fred Millar	Regional Fire Chief
	Tom Fisher	Lacombe Deputy Chief
	Jim Von Hollen	Alix District Fire Chief
	Monte Zaytsoff	Clive District Fire Chief
	Alen Scholing	Floor Member

1. Call to Order

Bill Knight called the meeting to order at 7:00 pm. Chief Millar informed the Board that Ken Kendall would not be attending the meeting due to illness.

2. Adoption of Agenda

2.1 Tim Timmons requested that agenda items on the Bentley Fire Truck and Alix Rapid Response Vehicle be added to the agenda.

Motion: By Christine Clampitt that the agenda be adopted as circulated and amended.

Carried.

3. Adoption of Previous Minutes

Motion: By Lorrie Dupuis that the minutes of the November 27, 2001 meeting be adopted as circulated.

Carried

4. Business Arising From Previous Minutes

4.1 RRV Joint Use Agreement

Tim Timmons informed the Board that the Lacombe County/Town of Lacombe Joint Use agreement is almost complete and will be presented to respective Councils in March 2002. He also stated that the Lacombe County/Village of Alix Joint Use agreement had been ratified by Alix Council and would be presented to Lacombe County Council shortly.

Motion: By Christine Clampitt that this item be accepted for information.

Carried

4.2 Equipment Concerns

Chief Millar informed the members that previous equipment concerns had been dealt with and were no longer an issue. Jim Dixon requested clarification on the communication problems that were discussed at the previous meeting.

Chief Millar felt that this problem was an education matter and not really related to a lack of frequencies. Departments that do not normally use the County radio frequency should change to the County frequency whenever they are on a County call. The department requesting mutual aid must inform dispatch what channel their Incident Commander is working on.

Chief Millar stated he had discussed radio systems with Communications Group in Red Deer who set up the existing County system. There is no easy solution to adding more channels for emergency use. The UHF frequencies we use are all in use and a change to VHF would be cost prohibitive.

Motion: By Greg Gordon that this item be accepted for information.

Carried

4.3 Lottery Grant Final Report

Chief Millar stated that the final report submitted was missing information, namely receipts. The missing items had been submitted and this item is now closed.

Motion: By Lorrie Dupuis that this item be accepted for information.

Carried

4.4 Performance Assessment

Chief Millar informed the group that the assessment is complete and that Ken Kendall had sent all Board members a memo regarding the final outcome of the appraisal.

Motion: By Jim Dixon that this item be accepted for information.

Carried

Ken Kendall entered the meeting at this time.

5. Information

5.1 NFPA Standard 1720

Chief Millar stated that there was a new recommended standard for operations by volunteer fire departments. He informed the members that he would be submitting a written report to Ken Kendall and Tim Timmons regarding where Lacombe Fire Department stands in relation to this recommended standard. Bill Knight requested that Chief Millar also report back to the Board on this matter at the next meeting.

Motion: By Greg Gordon that this item be accepted for information.

Carried

5.2 Lions Club Donation

Chief Millar informed the Board that Lacombe Lions Club had donated an additional \$500.00 towards the purchase of equipment for the Lacombe Rapid Response Vehicle.

Chief Millar also stated that there should be a photo opportunity held to publicize the generosity of local service clubs for their support towards this equipment.

Motion: By Greg Gordon that Chief Millar write a letter thanking the Lions Club and that he arrange a photo opportunity for the donors.

Carried

6. Report From Technical Support

6.1 Alix District Fire Chief

Jim von Hollen stated he did not have a written report. He informed the group that since the last report, they were involved in 6 structural responses that included 2 house fires, a motor vehicle collision and 7 medical calls.

Motion: By Christine Clampitt that the report be accepted as information.

Carried.

6.2 Clive District Fire Chief

Monte Zaytsoff stated he did not have a written report. Clive Fire Department's had responded to 2 calls since the last report, 1 fire in the village and an assist to Alix.

Lorrie Dupuis updated the Board as to progress regarding their new fire hall. Presently the paper work is at CP; the Mayor is expediting the process and the materials should be at the lawyer by March 1, 2002. From there it will go to land titles.

Motion: By Lorrie Dupuis that the report be accepted as information.

Carried.

6.3 Lacombe District Fire Chief

Tom Fisher stated he did not have a written report. Lacombe Fire Department responded to 33 calls since the last report. The department had just finished hosting a C5 Strategy and Tactics Course composed of 13 Lacombe members, 2 Alix members and 1 Clive member.

Tom Fisher requested an update from Tim Timmons regarding landowners calling Lacombe Dispatch prior to initiating controlled burns.

Tim Timmons stated that council had discussed the matter and had decided not to proceed with the matter at this time due to concerns regarding the amount of calls that could possibly be generated.

Tim Timmons informed the group that he was arranging training for Fire Guardians and County staff through Alberta Environment out of Rocky Mountain House. The training would involve issuing fire permits and the responsibilities of Fire Guardians.

Motion: By Ray Prins that the report be accepted as information.

Carried.

6.4 Member From The Floor

Alen Scholing brought up the matter of T4 slips for volunteers. A member had approached him regarding how his volunteer remuneration had placed him in a higher income tax bracket.

The Board members agreed it should not cost a volunteer money to be a fire department member.

Ken Kendall stated he would discuss the matter with the Auditors and report back to the Board.

Motion: By Greg Gordon that the report be accepted as information.

6.5 Regional Fire Chief

Chief Millar tabled an activity report and outlined upcoming fire prevention activities.

Motion: By Lorrie Dupuis that the report be accepted as information.

Carried

7. New Business

7.1 Amendment to Lacombe Fire Department Policy 202

Motion: By Jim Dixon that Policy 202 be amended as submitted.

Carried

7.2 Emergency Medical Response Training

Chief Millar tabled a discussion paper regarding increased first aid training for Lacombe Fire Department personnel.

Motion: By Jim Dixon that Option 1 - Basic Life Support training be offered to Lacombe personnel.

Carried

7.3 Motor Vehicle Collision Response

Chief Millar tabled a letter informing the Board that Lacombe Fire Department was now fully capable of performing auto extrication functions without the oversight of Lacombe Ambulance Service.

Chief Millar emphasized that all approaches to motor vehicle accidents would involve a team approach.

Motion: By Ray Prins that the letter be accepted for information.

Carried

At this time Jim Dixon and Greg Gordon had to leave the meeting so it was decided that the next meeting would be May 28, 2002.

7.4 Recruiting Municipalities To Regional Fire Service

Tim Timmons requested direction from the Board as to recruiting additional municipalities.

There was some discussion regarding which municipalities to target and it was decided that Mirror would become the focus of our attention.

Chief Millar stated that training as well as the single point of contact was the biggest selling point for the fire service. This raised the issue of conducting effective training for the members. Chief Millar is conducting 7 courses in 2002 which represents 28 weekend days and 7 week nights of actual training not including preparation time.

Ken Kendall offered that it may be necessary to hire instructors or in the near future a Training Officer.

Motion: By Christine Clampitt that Tim Timmons to arrange an information session with Mirror Council.

Carried.

7.5 Purchase of Bentley Fire Truck

Tim Timmons informed the Board that the County had taken delivery of the new Bentley Fire Truck purchased from Superior Emergency Vehicles of Red Deer. The truck will be on display at the County Office at 10:00 a.m. on March 5, 2002.

7.6 Purchase of Alix Rapid Response Vehicle

Tim Timmons informed the Board that the tenders from Lacombe Ford for the chassis and Western Truck Manufacturing for the fire fighting package had been accepted. The vehicle should be delivered in May 2002. Village of Alix Council have already ratified the costs and it is being presented shortly to Lacombe County Council.

7.7 Purchase of Town Equipment Van

Ken Kendall mentioned that he and Chief Millar had visited Edmonton truck manufacturing facilities recently with a view to seeing what was available to replace the Town's Equipment Van scheduled for replacement in 2003. Ray Prins again affirmed that Lacombe County would partially fund the vehicle.

7.8 JJ Collett Brush Fire

Tim Timmons informed the group that the final bill for this fire was \$60,000.00 and that CP Rail had agreed to pay the entire bill save for the vehicle repair costs. The reasoning for this is because CP feels that vehicle repair costs are factored into the per call charges.

8. Date of Next Meeting

The next meeting will be held at the Fire Hall on May 28, 2002 at 7:00 p.m.

9. Adjournment

Motion: By Christine Clampitt that the meeting be adjourned at 8:30 p.m.

Carried

Recording Secretary

Chairman