

LACOMBE REGIONAL FIRE SERVICE ASSOCIATION

BOARD MEETING

February 24, 2004

REGULAR MEETING

| | | |
|----------------|------------------------|----------------------|
| Present: | Bill Knight - Chairman | Lacombe County |
| | Greg Gordon | Town of Lacombe |
| | Ray Prins | Lacombe County |
| | Peter Steringa | Village of Clive |
| | John Williams | Village of Alix |
| | Ken Kendall | Town of Lacombe |
| | Tim Timmons | Lacombe County |
| | Fred Millar | Regional Fire Chief |
| | Jim Von Hollen | Alix Fire Chief |
| | Tom Fisher | Lacombe Fire Chief |
| | Steve Christie | Lacombe Floor Member |
| Monte Zaytsoff | Clive Fire Chief | |
| Absent | Jim Dixon | Town of Lacombe |
| | Laurie Phillips | Town of Eckville |
| | Andrie Anderson | Mirror Fire Chief |
| | Hal Phillips | Eckville Fire Chief |

1. Call to Order

Bill Knight called the meeting to order at 7:05 p.m.

2. Adoption of Agenda

Bill Knight requested that Item 7.1 Supplemental Pension be moved to the end of the agenda in order that the fire department members could leave the meeting and the matter be discussed by the municipal representatives only.

Motion: By Greg Gordon that the agenda be adopted as amended.

Carried

3. Adoption of Previous Minutes

Chief Millar indicated that the item numbering was incorrect from 5.2 onward.

Motion: By Ray Prins that the minutes of the November 25, 2004 meeting be adopted as amended.

Carried

Jim Dixon entered the meeting at 7:10 p.m. and offered his apologies for being unable to attend the meeting. He left the meeting at 7:15 p.m.

4. Business Arising From Previous Minutes

4.1 Regional Fire Chief's Performance Assessment

Ken Kendall informed the group that the Performance Assessment Interview had been conducted by Bill Knight, John Williams and himself before the meeting. Chief Millar received another above average assessment.

4.2 Chief Millar explained that there had been some difficulty in obtaining the proposal from Lacombe Signmaster.

He explained that the proposal involved placing the Regional Fire Service logo on the doors of the vehicles, having the name of the fire district or municipality underneath it and having the applicable municipal crest(s) on the back compartments.

4.3 Village of Clive Exercise

Chief Millar informed the group that the Clive exercise had gone quite well. There had been some confusion regarding roles but that was as a result of the scenario rather than personnel.

Peter Steringa commented that he had heard nothing but positive comments regarding the exercise and its outcome.

4.4 Insurance Survey

Chief Millar stated that he had received the necessary information from Eckville Fire Department and would have the survey draft completed for Tim Timmons input and review before the next meeting.

Motion: By John Williams that Items 4.1 to 4.4 be accepted for information.

Carried

5. Information

5.1 Tim Timmons informed the members that he and Chief Millar had conducted an informal audit of Mirror Fire Department with a view to gathering information in order to apply for a Provincial Transition Grant and to understand the organization and how it operates.

The department is pressed for space and their equipment was in poor condition.

He mentioned that the County was in the process of providing them with a computer and a fax machine to help the department manage its affairs.

5.2 Chief Millar stated that 2004 would again have an ambitious training program. There would be more 1 or 2 days courses rather than 4 day courses.

Ray Prins inquired as to whether it was a problem for the volunteers to take these courses and if they had sufficient notice to participate.

Chief Millar stated that normally there was a least 3 months notice for a course and the volunteers managed to get the time necessary to participate.

Motion: By Ray Prins that items 5.1 and 5.2 be accepted for information.

Carried

6. Report From Technical Support

6.1 Alix District Chief

Chief von Hollen informed the members that Alix had responded to 4 fire calls, 1 motor vehicle collision. 1 assist to Clive Fire Department and 4 medical calls since January 1, 2004

He informed the group of an Anhydrous Ammonia training opportunity being conducted by Agrium tentatively on April 20 – 21, 2004. He requested that the Fire Chiefs let Chief Millar or Julian Veuger know if they would be interested in participating or not.

Chief von Hollen will be sending a written invitations to the County once the details have been worked out.

6.2 Clive District Chief

Chief Zaytsoff informed the group that Clive Fire Department had responded to 3 fires and 1 false alarm since January 1, 2004. The fires were 1 house fire, 1 shed fire and a straw pile.

6.3 Mirror District Chief

Chief Anderson was absent and did not submit a report.

6.4 Eckville District Chief

Chief Millar informed the group that Chief Phillips could not attend but had submitted a report.

Eckville Fire Department had responded to 2 motor vehicle collisions and 1 ambulance assist since January 1, 2004.

The department had 1 town hall meeting with the Regional Fire Chief and a training session on Electrical Safety for the Fire Fighter.

The new Eckville Emergency Services Building committee have approved Camdon Contracting of Red Deer as the project manager for the 7600 square foot building. Approximately 2/3 of the space will be fire and the remaining 1/3 ambulance.

6.5 Lacombe District Chief

Chief Fisher informed the group that Lacombe Fire Department had responded to 33 calls broken down as 19 County and 14 Town responses.

The department has submitted a training grant request to the Fire Commissioner's Office for \$3,000.00 to conduct a North American Professional Driver's (NAPD) course.

6.6 Lacombe Member From the Floor

Steve Christie informed the group that he had dealt with 2 matters from the floor since the last meeting and that everyone seemed to be happy.

6.7 Regional Fire Chief

Chief Millar tabled a written report and informed the group that he had done quite a bit of training with Town of Lacombe staff on fire extinguisher and fire drill training. When the weather warms up he will be conducting practical fire extinguisher training for approximately 1/3 of the Town's work force.

Motion: By Greg Gordon that Items 6.1 to 6.7 be accepted for information.

Carried

7. New Business

7.1 Re-write of LFD Policy Manual

Chief Millar explained that through an oversight, the LFD Policy Manual had not been approved by the County. Rather than issue numerous amendments, a complete new manual will be submitted to the Town of Lacombe and County for approval.

Chief Millar stated that the existing policies had a lot of operational material in them. The new manual has much of the operational items removed so that if there is a change in the way of doing things, councils will not have to approve every change. The policies will set out what the fire department must have in their guidelines and the guidelines will be controlled by the fire departments.

These policies will be a template for the membership in developing their policies. Chief Millar explained that this is feasible but there will be differences between departments based on the services they offer, training, equipment and organization.

7.2 Policy/Guideline Development

This item was discussed in Item 7.1.

7.3 Bill 207 – Protection of Emergency Responders

Chief Millar tabled information on this Private Member's Bill and explained that it was being tabled shortly. This bill is in response to an incident on Highway 2 several years past where a fire fighter was seriously injured when a motorist failed to slow down.

Chief Millar requested the members go to their respective councils and recommend that they support this bill through their respective municipal organizations.

Motion: By John Williams that the Board accept this information for recommendation of support by their respective councils.

Carried

At 8:10 p.m. the Fire Chiefs left the meeting.

7.4 Supplementary Pension for Regional Fire Chief

Ken Kendall explained to the group that the original agreement between the Town of Lacombe and Lacombe County placed Chief Millar under the Town's benefits plan. Chief Millar is one of those Town management team members that Town Council permitted to participate in AUMA's APEX supplementary pension plan. Projected cost to the Regional Fire Service is approximately \$1800.00 per year. Lacombe Regional Fire Service

Motion: By Ray Prins that the Lacombe Regional Fire Service Association approve the participation of the Regional Fire Chief in the AUMA APEX Supplementary pension plan, effective January 1, 2004.

8. Date of Next Meeting

The next meeting will be held at Alix Fire Hall on May 25, 2004 commencing at 7:00 p.m.

10. Adjournment

Motion: By Peter Steringa that the meeting be adjourned at 8:21 p.m.

Carried

Recording Secretary

Chairman