

LACOMBE REGIONAL FIRE SERVICE

BOARD MEETING

June 20, 2000

REGULAR MEETING

Present:	Marilyn Sharp - Chairman	Lacombe County
	Wayne Armishaw	Town of Lacombe
	Ken Koob	Town of Lacombe
	George Weenink	Lacombe County
	Ken Kendall	Town of Lacombe
	Tim Timmons	Lacombe County
	Fred Millar	Regional Fire Chief
	Kelly Treleaven	Captain - Lacombe Fire Department
Absent:	John Veuger	Member From the Floor

Dave Hughes from Nova Chemicals brought a Jack Rabbit fire vehicle to the hall to give the Board an idea of what a mini-pumper was. The Board viewed the vehicle prior to the meeting and was impressed with the capabilities and the cost of the vehicle. Marilyn Sharp thanked Mr. Hughes for coming in and helping the Board to understand this new concept in fire fighting vehicles.

1. Call to Order

Marilyn Sharp called the meeting to order at 7:20 pm.

Chief Millar informed the Board that John Veuger was unable to attend the meeting and that Captain Kelly Treleaven would be representing the membership at this meeting.

2. Adoption of Agenda

Chief Millar requested that item 4.2 Advisory Committee Proposal be removed. Tim Timmons requested that an update on the Society Application replace item 4.2.

Motion: By Ken Koob that the agenda be adopted as circulated .
Carried.

4. Business Arising From Previous Minutes

4.1 Fire Department Policy Document Review

Chief Millar requested the Board approve the previously submitted job descriptions for Regional Fire Chief, District Chief and Operations Officer. He emphasized that they were very much still works in progress but it was important to have job descriptions in place so that members would know what senior management responsibilities were.

Motion: By George Weenink that the Board approve the job descriptions for Regional Fire Chief, District Chief and Operations Officer contained in Policy 102, Job Descriptions – Fire Department Positions.
Carried.

4.2 Society Update

Tim Timmons informed the Board that all necessary paperwork for the Regional Fire Authority was in Edmonton awaiting processing and that the Society's name has been reserved. In addition both the County and the Town have formally appointed their members and alternates to the Regional Fire Authority.

5. Financial

5.1 Financial Statements

The financial statements for the period November 1999 to May 31, 2000 were presented and reviewed.

Chief Millar pointed out that the grant monies were totally expended.

Motion: By Ken Koob that the Board accept the financial statements.
Carried

6. Report From Administrative Support

6.1 Member From The Floor

Chief Millar requested that Captain Treleaven make his presentation first. Captain Treleaven stated that the membership had some concerns regarding the direction the Department was taking. The membership had held a meeting to discuss these concerns without the Regional Fire Chief being present. This was done so that "authority figures" would not stifle discussion. Captain Treleaven outlined issues such as low morale, were Board meetings open to the public, respecting the members, an identity for the Lacombe Fire Department and appointing a spokesperson.

Marilyn Sharp requested that Captain Treleaven elaborate.

Captain Treleaven stated that members felt morale was low for several reasons; poor communications, rate of change and lack of respect for the membership being examples. Members feel they are in the dark regarding matters affecting them. They were also concerned about perceived lack of respect especially regarding the issue of the Chief asking for their pagers. Captain Treleaven stated instead of asking members for their pagers, the Chief should just take them away. The general consensus of all present was that morale would improve somewhat with the appointment of a District Chief and Operations Officer.

Chief Millar responded that asking for pagers of members who could not accept the change was offering a graceful way for the member to leave the Department rather than be fired. He felt that it was a way of making him out to be the bad guy rather than the member taking responsibility for his actions. Wayne Armishaw reinforced the Chief's comments by stating he felt that it was a legitimate management tool to ask for the pagers in such a manner.

Regarding communications, Chief Millar stated that he had made numerous attempts to communicate his intentions and that of the Board to the membership. Proposed changes were discussed at Advisory Committee and General Meetings as well as items posted on the bulletin board and in the front office. There is no clear consensus as to why the membership feels information was not passed on. Board members stated they felt Chief Millar was attempting to communicate in the correct manner, i.e. the Chief passing information to the Advisory Committee was sufficient. What was done with the information after that point was the responsibility of the Advisory Committee and the membership.

Captain Treleaven stated that the membership wished to know if anyone could attend Board meetings. Marilyn Sharp stated that Regional Fire Authority Board Meetings were open to the public the same as any other municipal board. This fact was communicated during the review process on several occasions. She emphasized that she would be very happy to see members of the Department at Board meetings but representations to the Board would still go through the Member From The Floor.

Marilyn Sharp expressed reservations about the "closed door" meeting held by the membership because it was her experience that this type of meeting often was counter-productive. She also stated it was unfair to have such a meeting and not provide Chief Millar with a written summary of the proceedings and a chance to make an informed response. Captain Treleaven agreed and stated that the remaining issues would be presented to Chief Millar in writing.

All Board members expressed very clearly to Captain Treleaven that they felt Chief Millar was taking the Department in the right direction and at the correct pace. They felt that it was vital that the members committed to change bring the uncommitted members on board or at least control their negative actions. Otherwise they would fully endorse Chief Millar firing disruptive members.

Marilyn Sharp thanked Captain Treleaven for his candor in presenting the membership's concerns and repeated that he or any other member was welcome to attend future meetings.

6.2 Regional Fire Chief

Chief Millar informed the Board that emergency incidents had dropped considerably mainly due to rain reduced risk from grass fires.

The Chief stated that training within the Department had advanced considerably and the membership had taken many AFTS courses. In addition, several derelict houses, barns, etc had become available and were making training nights much more interesting. The proposed new vehicle raised spirits also.

Chief Millar announced that Grant Fulton would be taking a six month leave of absence. He may come back as an auxiliary.

The Chief stated that the application for publications had been received at the Fire Commissioner's Office. Unfortunately there was little support within the teaching community for the Risk Watch Program. There are too many other

competing programs already within the school system. However, Krista Grayson, an auxiliary is in the process of developing programs for Lacombe Action Group, seniors groups, etc.

The Chief informed the Board that the Fire Service Exemplary Service Medal presentation for Ian Orum would take place in Edmonton in October or November 2000.

7. New Business

- 7.2 Chief Millar passed out pictures of different types of mini-pumpers to the Board. Included was a vehicle from Fort Saskatchewan that cost approximately \$52,000.00. It had a 300 gallon water tank and 15 hp motor. Given the price quoted by Phoenix Fire Equipment, approximately \$85,000.00, he felt that it made better sense to buy a complete package rather than parting out the process.

There was some discussion regarding how and where such a vehicle would be used. Chief Millar stated it could be used for wildland fires, structural fires, motor vehicle accidents or any situation that required a rapid response. In addition it would enable the Department to get members to a rural fire safely.

Chief Millar also asked the Board if they would agree in principle to the Fire Department conducting auto extrication. The Board agreed and will bring the matter forward at the Ambulance Board meeting in September. Chief Millar requested that the cost of auto extrication equipment be included in the grant application.

Motion: By George Weenink that the cost of auto extrication equipment be included in the grant application.

Carried

- 7.3 Tim Timmons presented hard copies of the proposed presentation to Clive Council on June 24, 2000. He explained that Marilyn Sharp, Chief Millar, possibly Linda Landmark and himself would be present. Most of the presentation was taken from the Fire Department Review Report and should take about 30 minutes to deliver. He requested the Board review the presentation and let him know if there were any errors or omissions.

7.4 Ken Kendall discussed the joint application for the Municipal 2000 grant for a new vehicle. He explained the application was finished except for the vehicle and auto extrication equipment specifications and that Chief Millar would have them ready the next day. The deadline for applications is June 30, 2000

8. Date of Next Meeting

The next meeting will be held at the Fire Hall on September 26, 2000 at 7:00 p.m.

9. Adjournment

Marilyn Sharp adjourned the meeting at 9:20 p.m.

Recording Secretary

Chairman