

LACOMBE REGIONAL FIRE SERVICE

BOARD MEETING

March 14, 2000

REGULAR MEETING

Present:	Marilyn Sharp - Chairman	Lacombe County
	Ken Koob	Town of Lacombe
	Wayne Armishaw	Town of Lacombe
	Ken Kendall	Town of Lacombe
	Terry Hager	Lacombe County
	Tim Timmons	Lacombe County
	Fred Millar	Regional Fire Chief
	Bill Jackson	Lacombe Fire Chief
	John Veuger	Member From the Floor

Absent:	George Weenink	Lacombe County
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1. Call to Order

Marilyn Sharp called the meeting to order at 7:00 pm.

2. Adoption of Agenda

Marilyn Sharp requested that Membership Agreement and By Laws be added as the first item of New Business.

Chief Millar amended the date of the Financial Statement to read "to March 6" instead of March 14.

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

Carried.

3. Adoption of Previous Minutes

Motion: By Wayne Armishaw that the minutes to the January 18, 2000 meeting be adopted as circulated.

Carried.

4. Business Arising From Previous Minutes

4.1 Levels of Service

Chief Millar tabled a discussion paper on the types and levels of service he felt the Lacombe Fire Department could safely provide. After reviewing and discussing the document Marilyn Sharp asked if the Fire Chief's recommendations would cause future problems. Terry Hager and Ken Kendall stated that the Town and County Fire By Laws were due for revision and that there should be no problems with the specificity of the Chief's recommendations.

Motion: By Ken Koob that the Board support the recommendations of the Fire Chief regarding Levels of Service and take them to respective councils for approval.

Carried.

4.2 Fire Department Policy Document Review

Chief Millar submitted a draft Fire Department Policy Manual for review. He emphasized that it was incomplete and was submitted at this time to ensure the Board was satisfied with the policies. He requested the Board pay particular attention to the policies on Authority for the Department and Provision of Service

4.3 Medical Examination For Recruits

Chief Millar stated that he had discussed the matter with the Office Manager of the Family Medical Clinic in Lacombe. This type of medical would be a Third Party requirement and therefore would not be covered by Alberta Health Care. He felt there would be no problem in developing an examination to meet our requirements. Costs would probably be in the \$35.00 to \$50.00 range. John Veuger stated that the general membership was happy with the proposal and felt it was a positive step towards their welfare.

4.4 Vehicle Acquisition

Chief Millar stated that he had not had time to prepare a paper on emergency vehicle acquisition for the Department. Mr. George Proulx of the Insurance Advisory Organization in Calgary was away on business and had not been able to provide the Chief with any information at present. The Chief will try and have the information available for the next meeting.

5. Financial

5.1 Financial Statements

The financial statements for the period November 1999 to March 6, 2000 were presented and reviewed

5.2 Draft Budget

The Chief had included at Administration's request, a listing of additional items that he would require to do his job. The intent was to save time by having prior approval should the Fire Service have to spend the Municipal 2000 grant monies.

The Fire Chief will prioritize this list to ensure it meets the proposed \$7,588 surplus. The request for bunker gear will be taken off the list and included in operational expenses. The Town and County will share the cost equally.

Motion: By Ken Koob that the Board accept the financial statements and draft budget and submit to councils for review and approval.
Carried

6. Report From Administrative Support

6.1 Regional Fire Chief

The Chief stated that he and Bill Jackson had attended the Alberta Fire Chief's Association meetings in Drumheller on March 11, 2000. The meetings were productive and he informed the group of the Aquatic Rescue service provided by the Calgary Fire Department (CFD) and STARS. They have partnered and are providing joint response for ice or water rescue within 160 air km of Calgary. There would be no charge for this service for the first 90 minutes and after that the cost would be absorbed by the RCMP.

The Chief briefly discussed the TELUS GPS proposal that Julian Veuger was working on. There are definite possibilities with the system and it should make responses quicker and more efficient.

The Chief stated that the grant request for Fire Master Planning had been approved. \$1000.00 would cover training for two on Master Planning and that \$7,000.00 was for the planning process. Once the training was complete the Town and County would conduct joint Master Planning.

6.2 Lacombe Fire Chief

Bill Jackson stated that the Department was emphasizing training and that by the end of summer the majority of members would have the appropriate training.

6.3 Member From the Floor

John Veuger stated that there were no issues from the membership. Problems had been dealt with at the Advisory Committee meeting on March 6, 2000.

7. New Business

- 7.1 Tim Timmons tabled a draft membership agreement and By Laws for review. There are some revisions necessary. They will be completed and the documents will be re-submitted at the next meeting. The Board agreed to recommend the agreement after revision and forward to councils for their review.
- 7.2 Ken Kendall submitted a draft Fire Service Agreement for information only. He felt that it would be a logical step in the future and should be looked at after the first anniversary of Lacombe Regional Fire Service.
- 7.3 The draft budget was reviewed earlier in the meeting.
- 7.4 Chief Millar stated that he had been approached by the Village of Clive to make a presentation to their council on March 27, 2000. Terry Hager suggested that there wouldn't be enough time to prepare because any presentations would have to be approved by the Board. It was agreed that Chief Millar, Terry Hager and Tim Timmons would meet with the Village of Clive to determine what level of service would be expected from the Regional Chief
- 7.5 Marilyn Sharp asked Chief Millar if he intended to publicize the academic achievements of the Department's members. Chief Millar stated that it was in hand and there would be newspaper articles. Tim Timmons suggested that it be published in the County Newsletter as well.

8. Date of Next Meeting

The next meeting will be held at the Fire Hall on May 9, 2000 at 7:00 p.m.

9. Adjournment

Motion: By Wayne Armishaw that the meeting be adjourned at 9:15 p.m.
Carried.

Original signed by FG Millar
Recording Secretary

Original signed by Marilyn Sharp
Chairman