

LACOMBE REGIONAL FIRE SERVICE ASSOCIATION

BOARD MEETING

September 24, 2002

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GENERAL MEETING

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

1. Call to Order

Bill Knight called the meeting to order at 7:05 pm. He welcomed the Mirror Fire Chief, Andrie Anderson to his first Board Meeting. Chief Millar informed the Board that Tim Timmons would not be attending the meeting because he was conducting the final inspection of the new County Offices with the contractor and the Mirror board representative, Darryl Stanyer would be unable to attend due to a special council meeting in Mirror.

2. Adoption of Agenda

The agenda was adopted as circulated.

Motion: By Ray Prins that the agenda be adopted as circulated.

Carried.

3. Adoption of Previous Minutes

Motion: By Jim Dixon that the minutes of the February 26, 2002 meeting be adopted as circulated.

Carried

4. Business Arising From Previous Minutes

4.1 Recruitment of Other Municipalities to LRFSA

Bill Knight stated that the membership agreement with the Village of Mirror had to be ratified by the Board.

Motion: By Lorrie Dupuis that the Lacombe Regional Fire Service Association Board of Directors ratify the membership agreement between the Village of Mirror and Lacombe Regional Fire Service Association

Carried

5. Information

5.1 fire etc. Training Update

Chief Millar stated that Alberta Fire Training School is now known as fire etc. and there was a new modular training system coming into effect April 1, 2003. He informed the Board that Wayne Girven, the fire etc. Operations Manager and Chris Senaratne, the Director of Equivalency and Quality Control had attended a meeting of local Training Officers at Lacombe Fire Department. Chief Millar briefed the Board on how the "Part" courses now conducted will be changed to "Series" courses that are roughly equivalent to the old courses. Chief Millar felt that there would be little difficulty in transitioning to the new format and that it would be similar to the move from imperial to metric.

5.2 Municipal 2000 Grant Applications

Ken Kendall informed the Board that the County application for an equipment/command post vehicle had been approved for \$97,000.00. He complimented Tim Timmons on the quality of his grant application and how it had obviously touched a chord with the provincial government. Ken Kendall briefly discussed the higher cost of the vehicle relative to the amount asked for. The higher costs are attributable to using old figures which were the only ones available at the time the application was submitted. Ray Prins noted that the County had already approved funding 50% of any costs over \$97,000.00. Ken Kendall stated that Town Council would be approached regarding covering the remaining extra costs.

5.3 Regional Fire Chief - Performance Assessment

Ken Kendall informed the group that Chief Millar would be due for his annual performance assessment in November. The group was requested to have completed assessment forms back to Ken Kendall as soon as possible and no later than October 25, 2002.

5.4 Update on Clive Fire Hall

Lorrie Dupuis informed the group that the new fire hall was at the lock key stage and that it should be completed by the middle of October.

5.5 Request to Lacombe County For New Fire Truck

Chief Millar informed the group that joint purchasing was indeed possible for this vehicle. However, this does not mean there will be less vehicles required. Ray Prins stated he realized this but thought that it would be more effective for both Town and County if the most modern trucks were available for first response. Chief Millar also provided the Board with a discussion paper from May, 2000 regarding vehicle replacement and the possibility of joint purchasing.

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Chief Millar also suggested that the County Pumper be kept as a reserve vehicle in the event any of the fire departments had problems with their county vehicles. In addition the County Pump could be brought out of reserve during grass fire season.

The Board agreed there was merit in the proposals and requested that Chief Millar and Lacombe Fire Department provide more information on this matter at the next meeting.

Motion: By Greg Gordon that items 5.1 to 5.5 be accepted for information.

Carried

6. Report From Technical Support

6.1 Alix District Fire Chief

Chief Millar stated that he had not received a report from Alix Fire Department.

6.2 Clive District Fire Chief

Chief Zaytsoff stated he had nothing to report.

6.3 Mirror District Fire Chief

Chief Anderson informed the Board that Mirror had responded to 15 County calls, the majority being requests for the tanker.

The department had one call in the village – a grass fire at the campground.

The department had been involved in a train derailment in May and had responded to 5 medical assistance calls with Bashaw.

Present manpower of the department is 10 fire fighters and 3 dispatchers.

The department currently has 2 members taking EMR training and the remainder are learning how to use the new tanker and pumper.

Chief Anderson stated that he had just picked up the remaining hose adapters necessary for their new pumper to work in the village. There was some discussion regarding compatibility of hose couplings for the Board's education. Chief Millar informed the Board that the vehicles were compatible with other departments. The problem is the steamer ports on the hydrants. For example the Lacombe Fire Department requires 2 different adapters for Town hydrants because they are different in size.

6.4 Lacombe District Deputy Fire Chief

Deputy Chief Tom Fisher welcomed Mirror to the Regional Fire Service.

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He informed the Board that to date Lacombe Fire Department had responded to 70 County calls and 51 Town calls. The majority was vehicle related.

The Fire Department is hosting a Fire Fighter Part III Course at present and NOVA Chemicals is taking Captain Bruce Keiver to Texas A & M University for industrial fire fighting training.

Membership peaked at 36 but due to job promotions and career changes membership is currently 30.

Fire Prevention Week activities will include school tours, an Open house and pancake breakfast as well as the MacDonald's Fire Chief for the Day program

The fire department is working on Town and County 2003 budget requests.

#### 6.4 Member From The Floor

Tim Vander Roest requested an update regarding the issuing of T4 slips. Ken Kendall informed the Board that the matter had been discussed with the Town's auditors and that there was no way around this matter.

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

#### 6.5 Regional Fire Chief

Chief Millar tabled an activity report and informed the Board that he had conducted Fire Fighter Parts I and II, Pump A, Vehicle Extrication and C5 courses this year. There were a Part III and Part IV remaining for this year. Chief Millar felt that this many courses would not be required next year because Lacombe Fire Department had very few members requiring this training.

Chief Millar informed the Board that Clive Fire Department would be hosting a course at their new fire hall in 2003.

Chief Millar informed the Board that he had sent a sympathy card in the Board's name to Lacombe Fire Department member Jamin Bryan and his wife Angela on the loss of their baby daughter.

Ray Prins suggested that an article be published in the County News regarding the amount and type of work and services that Town and Village residents are providing to County ratepayers and as a means of publicizing the Regional Fire Service. He said he would talk to Tim Timmons regarding this matter.

Chief Millar suggested that Board meetings be held at the various fire halls in the Regional Fire Service. Bill Knight requested that the matter be discussed as item 7.4 in New Business.

Motion: By Greg Gordon that items 6.1 to 6.6 be accepted as information.

Carried

7. New Business

7.1 Lacombe Fire Department Equipment Van

There was no further discussion required.

7.2 Adoption of NFPA Standard 1720

Chief Millar tabled a letter outlining his recommendations regarding adopting this standard as the founding document for Lacombe Fire Department only. He stated that the department was already meeting the requirements of the standard through the policies approved by the Board and there would be no additional costs incurred.

Motion: By Ray Prins that NFPA 1720 be adopted as the founding document for Lacombe Fire Department.

Carried

7.3 Revised LRFSA Organization Chart

Chief Millar stated Mirror joining LRFSA made the revision necessary.

Motion: By Jim Dixon that the LRFSA Organization Chart be amended to include the Village of Mirror.

Carried

7.4 Rotating Board Meetings

Chief Millar requested the Board consider rotating board meetings amongst the various departments in LRFSA instead of solely at Lacombe Fire Department.

Rotating meetings will provide Board members with a better understanding of how the other departments are manned, equipped and organized. Chief Millar felt that it would also relieve the perception that LRFSA is predominately for Lacombe Fire Department.

Motion: By Lorrie Dupuis that LRFSA Board meetings be rotated throughout the member departments.

Carried

8. Date of Next Meeting

The next meeting will be held at the new Clive Fire Hall on November 26, 2003 commencing at 7:00 p.m.

9. Adjournment

Motion: By Greg Gordon that the meeting be adjourned at  
8:40 p.m.

Carried

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Recording Secretary

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Chairman