

LACOMBE REGIONAL FIRE SERVICE ASSOCIATION

BOARD MEETING

September 30, 2003

REGULAR MEETING

Present:	Bill Knight - Chairman	Lacombe County
	Greg Gordon	Town of Lacombe
	Ray Prins	Lacombe County
	Jim Dixon	Town of Lacombe
	Shelley Nicholson	Village of Clive
	Marc Luc Bailly	Village of Mirror
	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
	Andrie Anderson	Mirror Fire Chief
	Steve Christie	Lacombe Floor Member
	Darren Hiron	Alix Floor Member
Absent:	Monte Zaytsoff	Clive Fire Chief

1. Call to Order

Bill Knight called the meeting to order at 7:15 pm.

2. Adoption of Agenda

Ken Kendall that Items 7.7 2002 Audited Financial Statement and 7.8 Appointment of Auditors for 2003 be included.

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

Carried

3. Adoption of Previous Minutes

Chief Millar noted that in Item 3, the name of the person making the motion should be Shelley Nicholson not Johnson.

Motion: By Greg Gordon that the minutes of the May 27, 2003 meeting be adopted as circulated and amended.

Carried

4. Business Arising From Previous Minutes

4.1 Recruiting New Municipalities

Tim Timmons informed the Board that he was making arrangements for a presentation in Eckville. It will be either a joint presentation to their council and fire department or separate presentations to each. He felt that the meeting would take place in late October.

Chief Millar stated that volunteer fire chiefs from the Regional Service would augment the regular presenting team of Bill Knight, Tim Timmons and Chief Millar. He explained that they would be the best spokesmen for what the service could offer.

4.2 Donor Appreciation – Lacombe Fire Department

Chief Fisher informed the group that Lacombe Fire Department would be hosting an event to honor its fire fighters past and present on Nov 1, 2003 at LMC. As part of this function, they will be making presentations to donors who have contributed to the operations of Lacombe Fire Department.

Chief Millar showed the plaque that would be presented to donors.

4.3 Disposal of LFD County Pump

Tim Timmons had done some research regarding costs of keeping the LFD County pump and placing it in Clive. Because the intention was to strip most of the equipment from the old pump to put on the new pump, it would cost about \$20,000 – \$25,000 to fit it out either truck with equipment. There would also be ongoing costs for insurance, licensing and maintenance.

The general feeling was that from a cost benefit perspective, it was not feasible.

Tim Timmons informed the group that the proposal would still be sent to County Council.

Motion: By Jim Dixon that Items 4.1 to 4.3 be accepted for information.

Carried

5. Information

5.1 Lacombe Fire Department Equipment Van

Chief Millar informed the group that the truck was in service and that the LFD was very pleased with the vehicle.

5.2 Lacombe Fire Department New County Pump

Chief Millar informed the group that Superior, now E-One Canada had submitted the winning tender and the truck would be delivered in the summer of 2004.

5.3 All Terrain Vehicle

Chief Fisher informed the group that the ATV was now in service and was available as a County asset for use by various departments, police, etc. It was obtained through fund raising and a Community Initiative Program grant.

5.4 County Exercise

Chief Millar informed the group that the County exercise would be conducted on October 23, 2003 from 11:00 am to 2:00 pm. It will take place at 3 sites: the Hamlet of Joffre; Satinwood School and Nova/Procor Rail Yard.

The exercise will involve Clive, Alix, Mirror and Lacombe Fire Departments.

Tim Timmons mentioned that the County had a real response which activated the County's Emergency Plan. The plan worked well for the propane tanker rollover on July 28, 2003.

Motion: By Jim Dixon that Items 5.1 to 5.4 be accepted for information.

Carried

6. Report From Technical Support

6.1 Alix District Fire Chief

Chief Von Hollen tabled a written report on his department's activities since the last meeting. Alix Fire Department had 14 medical and 15 fire calls since the last meeting. To date this year there have been 39 medical and 28 fire calls.

Chief Von Hollen asked if the County had reviewed his policy manual yet and Tim Timmons informed him that it was going before Council next week.

6.2 Clive District Fire Chief

Chief Zaytsoff was absent and Chief Millar tabled a written report on Clive Fire Department's activities. They had 8 fire calls since the last meeting.

6.3 Mirror District Fire Chief

Chief Anderson informed the Board that there had been 1 Town fire call, 5 fire calls and 10 medical responses since the last meeting.

Mirror is still experiencing problems with scaling in the water tank. Tim Timmons recommended that if they consider it a problem, it should be brought to the shop's attention again.

Chief Anderson will check the vehicle on their training night to see if the problem still remains.

6.4 Lacombe District Fire Chief

Chief Fisher informed the Board that the department had responded to a total of 62 calls to date. Most were vehicle related.

Lacombe Fire Department is hosting an S200 Building Construction Course in November.

6.5 Member From The Floor

Steve Christie reported that he had handled 5 complaints from the membership to date this year. They had all been dealt with to the satisfaction of the members.

He stated the morale was high in Lacombe Fire Department because of the high caliber training put out by the Training Department. He felt this undoubtedly contributed to their success in the extrication competition and at Westerner Days.

6.6 Regional Fire Chief

Chief Millar informed the group that planning was underway for the 2004 distance learning program. Alix will be hosting a Vehicle Extrication Course and Lacombe a Dangerous Goods Operations Course.

Chief Millar commented briefly on the training he had recently taken in Hinton through Alberta Sustainable Resource Development. Chief Millar felt it was important to maintain the relationship with the SRD Rocky Mountain House Office because they were a valuable resource.

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

Carried

7. New Business

7.1 Insurance Survey – Lacombe County

Chief Millar informed the Board that he was in the process of completing a survey for the Insurer's Advisory Organization. They are an organization that set insurance ratings for municipalities.

Chief Millar is waiting for information from Mirror and Bentley before he can complete the questionnaires.

Tim Timmons recommended that municipalities who have not been rated should go through this process as it could possibly result in lower insurance rates.

7.2 Alix Parade of Lights

Chief von Hollen mentioned that Alix would be holding a Parade of Lights November 29, 2003. He invited departments to decorate and enter a truck in the festival if they wished.

John Williams mentioned that this event was intended to bolster the winter spirit and bring people to down town Alix.

7.3 Standardized Marking – Fire Service Vehicles

Chief Millar requested direction from the Board with regards to marking of emergency vehicles. He stated that there were various marking schemes in the departments and recommended that a standard marking scheme for the trucks.

The Board agreed and also discussed extending the marking scheme to other than jointly operated vehicles in consultation with the municipalities that purchased the vehicles.

Chief Millar was asked to develop several marking schemes for the Board's consideration.

7.4 2004 fire etc. Training Schedule

Chief Millar stated that this item had been discussed during his technical report.

7.5 New Pumper Vehicle – Town of Lacombe

Chief Millar informed the Board that the town's Pump 2 was scheduled for replacement in 2004 but due to circumstances replacement should be re-scheduled to 2005.

Due to growth in the town, he felt that it was important that an aerial fire fighting vehicle be obtained instead of a pumper vehicle. An aerial vehicle is significantly more expensive, about \$750,000 instead of \$300,000.

Chief Millar stated that Lacombe Fire Department had stood up a committee to research various options. It is important to go through this process, which could be at least 6 months to ensure council had all the necessary information to make their decision.

Ken Kendall suggested that the Town and County should consider another joint purchase. He also informed the Board that the Inter-Municipal Committee requested that that recommendation for a replacement vehicle be channeled through the Board before going to respective councils.

7.6 Draft Policy Training Qualifications for Volunteer FFs

Chief Millar tabled the draft policy requested by the Board. He stated that some of the volunteers were concerned that they were being forced to take training they didn't want.

Chief Millar emphasized that this policy's only purpose is to provide a focus or direction for a department's training program to take.

The District Fire Chiefs present agreed that this was a valuable document and that they agreed with its contents.

Motion: By Shelley Nicholson that the draft policy, Training Qualifications for Volunteer Fire Fighters be approved as submitted.

Carried

7.7 2002 Audited Financial Statement

Ken Kendall submitted the audited financial statement for 2002.

Tim Timmons inquired as to where the surplus funds identified came from.

Motion: By Jim Dixon that surplus funds identified in the statement be transferred to the Capital Reserve fund for vehicle replacement.

Carried

Motion: By Ray Prins that the audited financial statement for 2002 be accepted as submitted.

Carried

7.8 Appointment of Auditor for 2003

Ken Kendall informed the Board that an auditor must be appointed to audit the 2003 financial dealings of LRFSA.

Motion: By Greg Gordon that Cookson Kooyman, Chartered Accountants be appointed as auditors for 2003.

Carried

8. Date of Next Meeting

The next meeting will be held at Clive Fire Hall on November 25, 2003 commencing at 7:00 p.m.

9. Adjournment

Motion: By Marc Luc Bailly that the meeting be adjourned at 9:00 p.m.

Carried

Recording Secretary

Chairman