

**Stettler Regional Fire
Advisory Agenda
December 7, 2018 at 12:00 pm
Stettler Regional Fire Station**

1. Additions
2. Agenda Approval
3. Confirmation of the Oct 5, 2018 Stettler Regional Fire Advisory Minutes
4. Business Arising from Minutes
5. Fire Agreement Statements – August 2018 - October 2018
6. Regional Fire Chief Report
 - a) Annual recruitment up-date
 - b) Fire Agreement discussion
7. Regional Response Incident Summary – September 2018 – November 2018
8. Additions
9. Next meeting
10. Adjournment

**STETTLER REGIONAL
FIRE ADVISORY MEETING MINUTES
October 5th, 2018
12 pm @ The Stettler Regional Fire Station**

Present: Regional Fire Chief M. Dennis
Regional Deputy Fire Chief E Brugman

Town of Stettler Mayor S. Nolls
Town Councillors M. Fischer, C. Barros (Vice Chair)

County of Stettler CAO Y Cassidy
County Reeve L. Clarke
County Councillor C. Neitz (Chair),

Rochon Sands Councillor B. Brinson

Big Valley Councillor H. Nibourg

Donalda Councillor P. McKay

Gadsby Councillor B. Kimball

Recording Secretary – V. Salmon

Absent: White Sands Mayor L. Thurston

Call to Order: Chair C. Neitz called the meeting to order @ 12:19 p.m.

1. **Additions**

None

2. **Agenda Approval**

Moved by C. Barros that the Agenda be approved as presented

3. **Confirmation of the June 15, 2018 Stettler Regional Fire Advisory Minutes**

Moved by B. Brinson the June 15, 2018 Stettler Regional Fire Advisory Meeting Minutes be approved as presented.

MOTION CARRIED
Unanimous

4. Business Arising from Minutes

After researching the low water pressure in the Village of Big Valley the County of Stettler Public works department confirmed the pumps that are to boost the pressure for domestic use are not turned on because the system can't handle the pressure and when turned on leaks are found. The COS Public Works Department informed M. Dennis there was a suggested plan to install a bypass manifold and a pressure control valve to mitigate the problem however it was never completed for unknown reasons. M. Dennis explained to the group in order to improve water supply for fire fighter purposes a fire pump system would need to be considered. Councillor H. Nibourg said the Village might have to consider hiring an engineer to deal with this ongoing problem. M. Dennis said he will write a letter to the Village council to explain what he discovered.

It was revealed after having a couple of fires in Gadsby area the water station was able to provided sufficient water for Fire Department tanker shuttle operations.

5. Fire Agreement Statements – May 2018 – July 2018

Moved by L. Clark that the May 2018 - July 2018 Fire Agreement Statements be accepted as presented for information.

MOTION CARRIED
Unanimous

6. Regional Fire Chief Report

a) Training and Recruitment

All the 1st year recruits have passed their level 1 training E. Brugman and another member took the Fire Apparatus- Pumping Operations course at Lakeland College, with their certification in advanced pumping and instructor status, they can teach others in the department to understand pumps, which will help fight fires, save equipment and cut time and costs.

Clearview has donated two buses for training. School Buses are built entirely different than other vehicles so being able to offer this hand's on training is extremely valuable. The buses will be used for many different types of scenarios and mock accidents which will involve the other community emergency services.

In November the annual recruitment process begins for all fire stations. Nothing has changed for the Donalds Station, 12 members are needed to open the Fire hall back up and the Colony seems to be dragging their feet on committing volunteers. M. Dennis plans on contacting a couple of

people who he heard had expressed interest, if a few people showed interest they could bring interest from others. It was questioned if the residents of Donaldda are aware the Under Writers have given a grace period of being semi protected, but not sure for how long and how long it will be before their insurance rates go way up. Also has the Village made it clear to all residents the importance of the Fire Hall operating in their village so it is protected again? P. McKay added Donaldda has a lot of retirees and the other people usually work more than 15 to 20 minutes away from the Village so the demographic makes it difficult to recruit volunteers for the Fire Department. M. Dennis mentioned in the case where a volunteer works in a different town away from their station they can keep their gear in their vehicle so when a call comes in they can respond directly to the incident location.

b) Village of Donaldda

P. McKay stated the Reservoir is up & running but is not totally fixed, and might freeze up again this winter.

c) Medical First Response

Protocols have been worked out and are working well which have brought the calls within reason.

d) Fire Department 911 dispatch contract renewal

The 5-year 911 dispatch contract with the City of Red Deer expires in December 2018. M. Dennis has been negotiating a new contract which would increase 3.5% each year down from 4% in the previous contract. Currently the total cost is \$28,288.04 - \$2.39 per capital, this contract is cheap considering the highly trained dispatcher's the City of Red Deer have on staff. M. Dennis will recommend the Town CAO G. Switenky and County CAO Y. Cassidy sign the current proposed contract

e) Communication Equipment

The Town Water department will install equipment on the Tower to communicate with the WTP, and a generator for backup power, freeing up the need for Battery backup. The Fire Department is currently researching security cameras and warning devices for the Communication Tower since someone tried to break in, damaging the lock and breaking lights. Hoar Frost has proven to be a problem with antennas on the communication towers, but the \$100,000.00 Quote to fix this problem came in higher than what was expected. Chief Dennis will evaluate the existing analog system to determine how to proceed into the future. We are planning a transition to AFRRCS in 2021

f) Summer Village of White Sands truck fire department connection has been tested with new suction hose.

A new valve and supply hose have been purchased for the Red Willow truck fill site.

g) Paradise Shores:

An incident this summer with campers from Paradise Shores RV Resort having camp fires during the Fire Ban has prompted the need for a Fire Ban Sign to be installed at the Entrance of the RV Resort before the next season. M. Dennis confirmed the Fire Department and the other emergency services have been given the code for the gate to Paradise Shores in case they need to response to a call at the RV Resort

7. Regional Response Incident Summary – June 2018 – August 2018

The protocol for Delta and Echo calls have changed which has decreased the number of emergency responses.

Station 1 receives auto dispatch only for Echo calls.

M. Dennis provided an explanation of Public Service Miscellaneous calls:

The two calls under this response type where:

Responding to a pregnant milk cow stuck in a manure dug out not being used, this call ended in the safe recovery of the milk cow by fire crews entering the dugout wearing dry suits directing the cow with ropes.

The second response was a fire investigation using the drone.

Moved by M. Fischer the Regional Response Incident Summary June 2018 – August 2018 be accepted as presented for information.

MOTION CARRIED
Unanimous

9. Additions

None

9. Next Meeting

December 7th, 2018 12 noon @ the Stettler Regional Fire Hall

10. Adjournment

Moved by M. Fischer that this meeting be adjourned @ 1:13 pm

MOTION CARRIED
Unanimous

August 2018 Fire Agreement

DATE	WAGES			County Cost
2-23-00-00-00-111	PP16	Fire Chief & Deputy Fire Chief	9,797.04 x 50%	4,898.52
2-23-00-00-00-111	PP17	Fire Chief & Deputy Fire Chief	9,797.04 x 50%	4,898.52
2-23-00-00-00-111	PP18	Fire Chief & Deputy Fire Chief	9,524.42 x 50%	4,762.21
			19,594.08	
		<i>Fire - County Agreement - Regional</i>		<u>14,559.25</u>
2-23-00-00-00-138		WCB Premiums -	0.00 x 50%	0.00
2-23-00-00-00-158		County Honorarium	9,891.43 x 100%	9,891.43
2-23-00-00-00-158		Joint Honorarium - Aug 2018	48.96 x 50%	24.48
		On Call	X 50%	0.00
			9,940.39	<u>9,915.91</u>

PERIOD	INVOICE#	UTILITIES:	AMOUNT	X 50%	County Cost
July 2018	201807-3687	Access Gas Services	125.30	X 50% =	62.65
July 2018	47140	CanPak Environmental	182.88	X 50% =	91.44
August 2018	48303	CanPak Environmental	182.88	X 50% =	91.44
June 2018	18-2778641	Enmax	1,305.98	X 50% =	652.99
May 19 - Jun 18	1898854726	Rogers	52.00	X 50% =	26.00
Jul 19 - Aug 18	1920130547	Rogers	52.00	X 50% =	26.00
Jun 22 - Jul 21	2018.06.23	Telus - 742-0041	108.79	X 50% =	54.40
Jun 22 - Jul 21	2018.06.23	Telus - 742-0413	99.84	X 50% =	49.92
Jun 22 - Jul 21	2018.06.23	Telus - 742-8388	65.05	X 50% =	32.53
Jun 22 - Jul 21	2018.06.21	Telus Mobility (403-742-7846)	60.44	X 50% =	30.22
Jun 22 - Jul 21	2018.06.21	Telus Mobility (403-742-9463)	60.44	X 50% =	30.22
Jun 22 - Jul 21	2018.06.21	Telus Mobility (403-742-9558)	10.00	X 50% =	5.00
Jun 22 - Jul 21	2018.06.21	Telus Mobility (403-742-9622)	55.44	X 50% =	27.72
Jun 22 - Jul 21	2018.06.23	Telus Mobility (403-742-8493)	102.00	X 50% =	51.00
Jul 22 - Aug 21	2018.07.23	Telus - 742-0041	104.59	X 50% =	52.30
Jul 22 - Aug 21	2018.07.23	Telus - 742-0413	95.64	X 50% =	47.82
Jul 22 - Aug 21	2018.07.23	Telus - 742-8388	65.05	X 50% =	32.53
Jul 22 - Aug 21	2018.06.21	Telus Mobility (403-742-7846)	60.44	X 50% =	30.22
Jul 22 - Aug 21	2018.06.21	Telus Mobility (403-742-9463)	60.44	X 50% =	30.22
Jul 22 - Aug 21	2018.06.21	Telus Mobility (403-742-9558)	10.00	X 50% =	5.00
Jul 22 - Aug 21	2018.06.21	Telus Mobility (403-742-9622)	55.44	X 50% =	27.72
Jul 22 - Aug 21	2018.06.23	Telus Mobility (403-742-8493)	102.00	X 50% =	51.00
Jul 2 - Aug 1	2018.08.01	Town of Stettler (111370.00)	154.62	X 50% =	77.31
Jul 2 - Aug 1	2018.08.01	Town of Stettler (111372.00)	10.00	X 50% =	5.00
		Total Utilities:	<u>0.00</u>		<u>1,590.63</u>

INVOICE DATE	INVOICE#	JOINT EXPENSES	AMOUNT	X 50% =	County Cost
2018.07.27	W29757	Action Plumbing	3,320.00	X 50% =	1,660.00
2018.06.15	2976	Brenda's Country Catering	198.75	X 50% =	99.38
		Brugman, Etienne (Visa)			
	<i>visa</i>	<i>London Drugs</i>	39.99	X 50% =	20.00
2018.07.13	ABRED76084	Canada Fastenal	1,243.15	X 50% =	621.58
2018.07.12	2018-11	Cold Creek Carpentry	820.00	X 50% =	410.00
		Dennis, Mark (Visa)			
	<i>visa</i>	<i>Apple Store</i>	14.99	X 50% =	7.50
	<i>visa</i>	<i>Apple Store</i>	12.99	X 50% =	6.50
	<i>visa</i>	<i>Stettler Mobile Solutions</i>	19.99	X 50% =	10.00

August 2018 Fire Agreement

<i>visa</i>		<i>The Home Depot</i>	151.59	X 50% =	75.80
<i>visa</i>		<i>Stettler Home Hardware</i>	19.49	X 50% =	9.75
<i>visa</i>		<i>Sobey's</i>	92.07	X 50% =	46.04
2018.08.02	1446863	Dr. Phil Vogel	150.00	X 50% =	75.00
2018.07.18	000-301219	GT Hydraulic & Bearing Inc	46.80	X 50% =	23.40
2018.07.24	001-390351	Heartland Auto & Industrial Supply	82.14	X 50% =	41.07
2018.08.15	6608	Ingenious Software	444.00	X 50% =	222.00
2018.08.26	20920	Lakeland College	435.00	X 50% =	217.50
2018.08.02	20925	Lakeland College	1,935.00	X 50% =	967.50
2018.07.03	042263	Sobey's	47.85	X 50% =	23.93
2018.08.01	110876	Wet Water Industries	73.23	X 50% =	36.62
2018.07.29	471589	Work Authority	351.98	X 50% =	175.99
		Total Joint Expenses	9,499.01		<u>4,749.51</u>
		Administration Fee	916.66	X 50% =	458.33
				Fire - County Agreement - Local	<u>16,714.38</u>
		TOTAL COUNTY COSTS			<u><u>31,273.63</u></u>

September 2018 Fire Agreement

DATE	WAGES			County Cost
2-23-00-00-00-111	PP21	Fire Chief & Deputy Fire Chief	10,457.04	x 50% = 5,228.52
2-23-00-00-00-111	PP22	Fire Chief & Deputy Fire Chief	9,782.36	x 50% = 4,891.18
			20,239.40	
		<i>Fire - County Agreement - Regional</i>		<u>10,119.70</u>
2-23-00-00-00-138		WCB Premiums -	0.00	x 50% = 0.00
2-23-00-00-00-158		County Honorarium	7,944.84	x 100% = 7,944.84
2-23-00-00-00-158		Joint Honorarium - Sept 2018	65.03	x 50% = 32.52
		On Call		X 50% = 0.00
			8,009.87	<u>7,977.36</u>

PERIOD	INVOICE#	UTILITIES:	AMOUNT	X 50%	County Cost
August 2018	201808-3687	Access Gas Services	122.30	X 50% =	61.15
September 2018	49896	CanPak Environmental	182.88	X 50% =	91.44
July 2018	18-2790319	Enmax	1,278.41	X 50% =	639.21
August 2018	18-2794026	Enmax	1,408.02	X 50% =	704.01
Aug 19 - Sep 18	1920130547	Rogers	52.00	X 50% =	26.00
Aug 22 - Sep 21	2018.08.23	Telus - 742-0041	104.59	X 50% =	52.30
Aug 22 - Sep 21	2018.08.23	Telus - 742-0413	95.64	X 50% =	47.82
Aug 22 - Sep 21	2018.08.23	Telus - 742-8388	65.05	X 50% =	32.53
Aug 22 - Sep 21	2018.08.21	Telus Mobility (403-742-7846)	60.44	X 50% =	30.22
Aug 22 - Sep 21	2018.08.21	Telus Mobility (403-742-9463)	60.44	X 50% =	30.22
Aug 22 - Sep 21	2018.08.21	Telus Mobility (403-742-9558)	10.00	X 50% =	5.00
Aug 22 - Sep 21	2018.08.21	Telus Mobility (403-742-9622)	55.44	X 50% =	27.72
Aug 22 - Sep 21	2018.08.23	Telus Mobility (403-742-8493)	102.00	X 50% =	51.00
Aug 2 - Sep 1	2018.09.01	Town of Stettler (111370.00)	154.62	X 50% =	77.31
Aug 2 - Sep 1	2018.09.01	Town of Stettler (111372.00)	10.00	X 50% =	5.00
		Total Utilities:	<u>0.00</u>		<u>1,880.92</u>

INVOICE DATE	INVOICE#	JOINT EXPENSES	AMOUNT	X 50% =	County Cost
		Auton, Troy (Expenses)			
exp		honorarium	375.00	X 50% =	187.50
exp		Stettler Registry	195.30	X 50% =	97.65
		Brugman, Etienne (Visa)			
visa		Nick's family Restaurant	41.51	X 50% =	20.76
visa		Taco Del Mar	33.75	X 50% =	16.88
visa		Nick's family Restaurant	64.79	X 50% =	32.40
visa		Nick's family Restaurant	24.18	X 50% =	12.09
visa		Subway	22.88	X 50% =	11.44
visa		Nick's family Restaurant	41.64	X 50% =	20.82
visa		Nick's family Restaurant	34.57	X 50% =	17.29
visa		Kin's Restaurant	61.30	X 50% =	30.65
visa		Boston Pizza	34.70	X 50% =	17.35
visa		Nick's family Restaurant	35.73	X 50% =	17.87
visa		Subway	9.29	X 50% =	4.65
visa		Taco Del mar	24.97	X 50% =	12.49
visa		Nick's family Restaurant	36.77	X 50% =	18.39
visa		Royal Canadian Legion	56.23	X 50% =	28.12
visa		Southern State BBQ	50.93	X 50% =	25.47
visa		Super 8 Vermilion	618.80	X 50% =	309.40

September 2018 Fire Agreement

visa		Super 8 Vermilion	579.00	X 50% =	289.50
visa		Tim Hortons	15.97	X 50% =	7.99
2018.06.13		Caroline's Homespun	6.00	X 50% =	3.00
2018.06.27	907	Dave's Electric	169.91	X 50% =	84.96
2018.07.03	908	Dave's Electric	511.59	X 50% =	255.80
2018.07.10	909	Dave's Electric	893.00	X 50% =	446.50
2018.08.30	947	Dave's Electric	118.55	X 50% =	59.28
		Dennis, Mark (Visa)			
visa		Apple Store	14.99	X 50% =	7.50
visa		Apple Store	12.99	X 50% =	6.50
visa		Canadian Tire	196.83	X 50% =	98.42
visa		No Frills	80.25	X 50% =	40.13
visa		Sobey's	131.46	X 50% =	65.73
visa		Stettler IDA	23.37	X 50% =	11.69
visa		Action Plumbing	45.00	X 50% =	22.50
visa		Action Plumbing	51.85	X 50% =	25.93
2018.08.09	001-391905	Heartland Auto & Industrial Supply	99.80	X 50% =	49.90
2018.08.17	001-392686	Heartland Auto & Industrial Supply	159.96	X 50% =	79.98
2018.08.10	12073	Heartland Stationers	15.96	X 50% =	7.98
		Rempe, Tara (Expenses)			
exp		Gadsby Ball Association	151.00	X 50% =	75.50
		Rempe, Tara (Expenses)			
exp		Sobey's	33.91	X 50% =	16.96
exp		Sobey's	33.54	X 50% =	16.77
exp		No Frills	39.69	X 50% =	19.85
exp		Sobey's	54.54	X 50% =	27.27
exp		Sobey's	54.46	X 50% =	27.23
exp		Heartland Auto & Industrial Supply	22.99	X 50% =	11.50
2018.05.16	5002064792	UPS Brokerage COD	10.00	X 50% =	5.00
2018.09.01	111512	Wet Water Industries Ltd	73.23	X 50% =	36.62
2018.08.22	612-621254	Woody's Auto Stettler	9.49	X 50% =	4.75
		Total Joint Expenses	5,371.67		<u>2,685.84</u>
		Administration Fee	916.66	X 50% =	458.33
		Fire - County Agreement - Local			<u>13,002.44</u>
		TOTAL COUNTY COSTS			<u><u>23,122.14</u></u>

October 2018 Fire Agreement

DATE		WAGES			County Cost
2-23-00-00-00-111	PP21	Fire Chief & Deputy Fire Chief	19,782.29	x 50%	9,891.15
2-23-00-00-00-111	PP22	Fire Chief & Deputy Fire Chief	9,676.89	x 50%	4,838.45
			29,459.18		
		<i>Fire - County Agreement - Regional</i>			<u>14,729.59</u>
2-23-00-00-00-138		WCB Premiums -	0.00	x 50%	0.00
2-23-00-00-00-158		County Honorarium	6,942.85	x 100%	6,942.85
2-23-00-00-00-158		Joint Honorarium - Oct 2018	170.60	x 50%	85.30
		On Call		X 50%	0.00
			7,113.45		<u>7,028.15</u>

PERIOD	INVOICE#	UTILITIES:	AMOUNT	X 50%	County Cost
September 2018	201809-3687	Access Gas Services	194.43	X 50% =	97.22
September 2018	18-2799485	Enmax	1,389.96	X 50% =	694.98
Sep 19 - Oct 18	1930793755	Rogers	52.00	X 50% =	26.00
Sep 22 - Oct 21	2018.09.23	Telus - 742-0041	104.59	X 50% =	52.30
Sep 22 - Oct 21	2018.09.23	Telus - 742-0413	95.64	X 50% =	47.82
Sep 22 - Oct 21	2018.09.23	Telus - 742-8388	65.05	X 50% =	32.53
Sep 22 - Oct 21	2018.09.21	Telus Mobility (403-742-7846)	60.44	X 50% =	30.22
Sep 22 - Oct 21	2018.09.21	Telus Mobility (403-742-9463)	60.44	X 50% =	30.22
Sep 22 - Oct 21	2018.09.21	Telus Mobility (403-742-9558)	10.00	X 50% =	5.00
Sep 22 - Oct 21	2018.09.21	Telus Mobility (403-742-9622)	55.44	X 50% =	27.72
Sep 22 - Oct 21	2018.09.23	Telus Mobility (403-742-8493)	102.00	X 50% =	51.00
Sep 2 - Oct 1	2018.10.01	Town of Stettler (111370.00)	103.84	X 50% =	51.92
Sep 2 - Oct 1	2018.10.01	Town of Stettler (111372.00)	10.00	X 50% =	5.00
		Total Utilities:	<u>0.00</u>		<u>1,151.92</u>

INVOICE DATE	INVOICE#	JOINT EXPENSES	AMOUNT	X 50% =	County Cost
2018.09.19	IN18-1004	Alberta Fire Chief's Association	95.56	X 50% =	47.78
		Brugman, Etienne (Visa)			
	<i>visa</i>	<i>London Drugs</i>	99.99	X 50% =	50.00
	<i>visa</i>	<i>Stettler Home Hardware</i>	13.96	X 50% =	6.98
	<i>visa</i>	<i>Amazon</i>	260.00	X 50% =	130.00
		Dennis, Mark (Visa)			
	<i>visa</i>	<i>Dairy Queen</i>	10.79	X 50% =	5.40
	<i>visa</i>	<i>Boston Pizza</i>	427.36	X 50% =	213.68
	<i>visa</i>	<i>Apple</i>	12.99	X 50% =	6.50
2018.09.26	12464	Heartland Stationers (2014) Ltd	135.35	X 50% =	67.68
2018.09.13	00011457	Prism Integrated Solutions Inc	625.00	X 50% =	312.50
2018.08.24	438950462	Purolator	29.96	X 50% =	14.98
2018.09.28	439269025	Purolator	78.37	X 50% =	39.19
2018.10.01	112124	Wet Water Industries Ltd	73.23	X 50% =	36.62
2018.10.03	112233	Wet Water Industries Ltd	148.39	X 50% =	74.20
		Total Joint Expenses	<u>2,010.95</u>		<u>1,005.48</u>
		Administration Fee	916.66	X 50% =	458.33
		<i>Fire - County Agreement - Local</i>			<u>9,643.87</u>

TOTAL COUNTY COSTS **24,373.46**

Stettler Regional Fire Department

Box 280 Stettler AB
Stettler AB T0C 2L0

Date
Nov 30 18

Totals by Type From Sep 1 18 to Nov 30 18

Response Type	# of Incidents	Staff Hours	Average # of Responding Personnel	Average Response Time
10 Fire	1	20 h 24m	12.00	11:00
12 Rubbish or grass fire (no dollar loss)	10	295 h 20m	8.60	16:38
13 Medical Assist	12	33 h 15m	2.92	15:15
14 Vehicle Fire	1	17 h 48m	12.00	19:00
31 Vehicle Accident	12	131 h 48m	6.92	03:00
40 Public Hazard - gasoline or fuel wash down	1	9 h 0m	9.00	11:00
53 Gas leak - response to carbon monoxide detector alarm	2	32 h 29m	6.50	15:00
73 Alarm No Fire - detector activated	12	51 h 45m	3.92	11:43
75 Alarm No Fire - unknown odours investigated	1	11 h 42m	6.00	07:00
89 False Alarm - miscellaneous	1	7 h 0m	7.00	17:00
Total Number of Responses	53	610 h 31m	5.85	23:03