

**MINUTES OF THE STETTLER REGIONAL FIRE AUTHORITY MEETING HELD
JULY 27, 2012 @ THE STETTLER FIRE HALL**

Present:

Town of Stettler: CAO Rob Stoutenberg
Councillor Steve Wildeboer
Councillor Malcolm Fischer
Regional Fire Chief Mark Dennis
Recording Secretary Veronica Salmon

County of Stettler: Assistant Chief Administrative Office Yvette Cassidy
Chairperson Greg Jackson
Councillor Terry Schiffner

Summer Village of Rochan Sands: CAO Allan Willis
Summer Village of White Sands: Mayor Lorne Thurston
Village of Donalda: Mayor Bruce Gartside

Call to Order:

Vice Chairman Councillor Greg Jackson called the meeting to order at 12:20 pm

1. Additions

#8 White Sands business

2. Agenda Approval

Moved by Town Councillor Malcolm Fischer the agenda be approved as presented
MOTION CARRIED
Unanimous

3. Confirmation of April 27, 2012 Stettler Regional Fire Authority Meeting Minutes

Moved by Town Councilor Steve Wildeboer the April 27th, 2012 Stettler Regional Fire Authority Meeting Minutes be approved with the corrections to:

Page 1 - Present: Spelling error Rochan should be Rochon

Page 3 - #8 Regional Response Summary – There are 4 spelling errors in the last paragraph, fire band should be fire ban.

MOTION CARRIED
Unanimous

4. Business Arising from Minutes

Mark reported ATCO Electric is on board and a meeting is set for August 8th to compile the information i.e. phone numbers etc. The plan is to have the guides assembled and printed before October 1st and Fire Prevention Week.

5. Stettler Regional Fire Agreement Statements

Regional Fire Chief Mark Dennis reviewed the Fire Agreement Statements for the period of March to June 2012.

Councilor Jackson asked what Town expenses were purchased under A.A.M.D. &C. Fire Chief Dennis explained the Town purchased fuel which is invoiced under through A.A.M.D. &C.

Moved by Town Donalda Mayor Bruce Gartside the Fire Agreement Statements for the period of March to June 2012 be accepted for information

MOTION CARRIED

Unanimous

6. **Regional Response Summary**

Regional Fire Chief Mark Dennis reported the Stettler Regional Response summary for the period of March to June 2012.

Fire Chief Dennis explained the Summary is new in the sense the information gathered is more detailed and contains information from all the fire stations not just Stettler. Where calls have Assistance on the same line this shows multiple fire departments responded to that call. The department is able to respond within 10 minutes in Town but for during the day the respond time is faster and if in the evening, since the volunteers are usually ready and available during the day. Big Valley has a core of 5 responders who participate in most of the calls

Town CAO Rob Stoutenberg explained the new program produces new information. The information is entered into the system by staff at the Town of Stettler now; the goal for the future is to have the other Fire Stations enter their own information.

There is problem with logging onto the system, it being very slow, a solution is being worked on and an option would be to purchase a license for Remote Desk Top, which is being used by other stations and seems to work well, but this option is expensive and is not in the 2012 budget.

Moved by Town Councillor Fischer the Regional Response Summary for the period of March to June 2012 be accepted for information

MOTION CARRIED

Unanimous

7. **Review the draft of the Regional Fire Department Advisory Committee Governance Agreement**

Fire Chief Dennis handed out a revised Governing Agreement with the changes highlighted in yellow.

This Regional Fire Department Advisory Committee Governing Agreement replaces the Old Regional Fire Chief Agreement.

Rob mentioned the new Regional Fire Department Organization Governance and Authority Hierarchy will help clarify Authority Hierarchy

New agreements with the Villages need to talk about the committee

Yvette asked about the progress of the agreement between the Town and the County.

CAO Stoutenberg said the agreement is very close to being signed by both parties.

STETTLER REGIONAL FIRE DEPARTMENT ADVISORY COMMITTEE

2. The Parties will appoint representatives to the Advisory Committee as follows:

Omit the word each from the 3rd line should read as

- Each Village and Summer Village shall appoint one member

5. Add: Common practice alternating between Town & County

10. CAO Stoutenberg proposed a new rate, billed jointly, if negotiated fee will cover costs

11. CAO Stoutenberg stated this statement be reworded to make it more clear.

Duration and Termination

Chairperson Jackson suggested to change the word either to any should read as

1. This agreement shall remain in force for a period of 3 years from January 1, 2012, however should any party desire to exercise their right to terminate this agreement, the initiating party must provide the other parties with at least one (1) year written notice of its of its intention to terminate this agreement.

This is in line with the other agreements with the Botha, Gadsby and the Summer Villages. Big Valley and Donalda are indefinitely with 2 year written notice.

Liability

Councilor Fischer advised to take out the word (tort) on page 3 1s paragraph, last line should read:

is an intentional breach of any of the obligations under this Agreement.

Chairperson Jackson will drop off a copy of this Governing Agreement at Botha and Gadsby village offices so they have a chance to look at the draft and email any ideas within a week to receiving the draft.

8. Additions

Mayor Gartside asked about the progress of the new pumper trucks. Chief Dennis said they are in Red Deer, next week decals will be put on, should be ready the middle of August, then they will be equipped and training can start.

Chief Dennis reported they have posters and will be displaying them in windows of businesses that employ the volunteer fire fighters of our community. The Alberta Volunteer Firefighters have a website where volunteers can fill out an application off the website and then it will be forwarded to the municipality where they live. The website is a bonus for the fire departments across the province and is a real bonus to have.

The recruitment drive has seen 10 – Stettler Regional
 2 or 3 Donalda
 1 - Big Valley
 1 – Byemoor

Interviewed, have done the health form and RCMP checks, have gear and basic stuff. They serve a 1 year probation, the cost of physicals are high so they are done after the year, the department is hoping to do this recruitment drive again next year.

Big Valley fire station update – A permit is in place and the building has been gutted.

White Sands Business:

An escape route for the Summer Village of White sands north side subdivision and the Bar Harbor United Church camp needs to be developed for the 3 seasons, since there is only one excess road for each of these properties.

Mayor Thurston will keep the group updated.

9. Next Meeting

September 21, 2012 @ 12 noon Stettler Fire Hall

CAO Stoutenberg left @ 1:19 for prior commitment

10. Adjournment

The meeting was adjourned on a motion by Donalda Mayor Bruce Gartside @1:20 p.m.

MOTION CARRIED

Unanimous