

**STETTLER REGIONAL FIRE ADVISORY MEETING MINUTES**  
**February 24, 2017**  
**12 pm @ The Stettler Regional Fire Station**

---

**Present:**

Town of Stettler – Mayor Dick Richards, Councillors Malcolm Fischer & Sean Nolls

County of Stettler – Assistant CAO Yvette Cassidy, Councillors Greg Jackson & Ernie Gendre

Summer Village of Rochon Sands – CAO Jason Olson, Councillor Blaine Brinson

Summer Village of White Sands – Mayor Lorne Thurston

Village of Big Valley – Councillor Sandra Schell

Village of Botha – Mayor Flo Iskiw

Village of Donalda – Councillor Bruce Gartside

Village of Gadsby – Deputy Mayor Brian Burks

Regional Fire Chief - Mark Dennis

Regional Deputy Fire Chief - Etienne Brugman

Recording Secretary - Veronica Salmon

**Call to Order:** Chairperson Greg Jackson called the meeting to order at 12:15 pm

**1. Additions**

9.1 Radio expenses – County of Stettler

9.2 South Lake signage – Summer Village of White Sands

7.1 Ambulance Dispatch – Village of Donalda

**2. Agenda Approval**

Moved by Sean Nolls the Agenda be approved as presented

MOTION CARRIED  
Unanimous

### **3. Election of Regional Advisory Chairperson & Vice Chairperson**

Councillor Jackson called for Chairperson Nomination  
Mayor Richards Nominated Councillor Nolls  
Councillor Nolls Accepted  
Moved by Councillor Jackson to Declare Councillor Nolls as Chairperson

MOTION CARRIED  
Unanimous

Councillor Nolls called for Vice Chairperson Nomination  
Councillor Fischer nominated Councillor Gendre  
Councillor Gendre Accepted  
Moved by Councillor Nolls to Declare Councillor Gendre as Vice Chairperson

MOTION CARRIED  
Unanimous

### **4. Confirmation of the July 22, 2016 Stettler Regional Fire Advisory Minutes**

Moved by Councillor Fischer that the Minutes of the July 22<sup>nd</sup>, 2016 Stettler Regional Fire Advisory Meeting Minutes be approved as presented with the following amendments:

*Present:* - It be noted Carla Tuck is the CAO of the Village of Gadsby.

#7. FFRIAA – Call for expression of interest for fire smart funding.  
It be noted the \$400,000.00 grant was not a shared grant, each Summer Village could apply. The SVWS and the SVRS both applied for the grant, but both were turned down.

Mayor Richards expressed a concern the Fire Advisory Committee were not meeting as often as required, stating if it is not necessary to meet quarterly then is there is no need for the Advisory Board.

A discussion ensued Fire Chief Dennis admitted he was not prepared to hand over the December meeting to Deputy Fire Chief Brugman, going forward he will be better organized having all the information and files required for the meetings accessible to Deputy Fire Chief Brugman to set up the meetings in the absence of Fire Chief Dennis.

MOTION CARRIED  
Unanimous

**5. Business Arising from the Minutes**

Fire Chief Dennis reported Dust Fairies were hired to do a complete cleanup of Station #3 Donalda and a Janitor has been hired to clean twice a month starting on March 1<sup>st</sup>.

County Assistant CAO Cassidy stated the County of Stettler has invested a lot into the Donalda Fire Hall which acts as the EOC for the County in the event of an emergency, the costs to maintain this facility are raising so the County of Stettler has drawn up a Renal Agreement for users of the Donalda Fire Hall facilities to help cover these costs, the rental agreement is \$50.00 per event the renters are responsible for mopping floors, washing dishes, taking care of chairs and tables, if a cleanup is not done by the renter they will be charged an additional \$50.00.

**6. Fire Agreement Statements – July 2016 to January 2017**

Regional Fire Chief Dennis reviewed the Fire Agreement statements for the period of July 2016 to January 2017, no inquiries developed.

Moved by Councillor Gendre that the Fire Agreements Statements from July 2016 to January 2017 be accepted for information

MOTION CARRIED  
Unanimous

**7. Regional Fire Chief Report**

Regional Fire Chief Dennis reported the Fire Quality Management Plan has been signed by all the Villages with the exception of Village of Botha. Village of Botha Mayor Flo Iskiw confirmed she will look into by the plan has not been signed and ensured the plan would be signed in a timely manner. All Villages must be signed on before the self-audit is due by the end of March.

In a meeting with Town CAO Greg Switenky, County CAO Tim Fox and Regional Fire Chief M. Dennis it was decided the Village Fire Agreements will be calculated using the Alberta Customer Price Index effective Jan 1<sup>st</sup>, 2017 instead of the old calculation using an inflation formula.

**7.1 Ambulance Dispatch – Village of Donalda**

Village of Donalda Councillor Bruce Gartside questioned the 911 Medical Assist protocol. Fire Chief M. Dennis reported 911 calls coming in from cell phones can bounce to different dispatch centers depending where the caller is located and dispatch decides who responses to Donalda.

Medical 1<sup>st</sup> response has 1400 protocols; each municipality sets their own protocol based on their volunteer base and training. The 911 dispatch has a great tracking system they know where all units are and which ones are able to respond.

Donalda Councillor Gartside asked Fire Chief Dennis if he could give him a written report to clarify.

The Regional Fire Department has received \$3,000.00 from the Stettler Superfluity. Eric Coleman a former volunteer fire fighter himself has agreed to do a perceptual architect drawing to build a training house behind the Fire Hall, the front to be a replica of the Old Stettler Fire Station, very lucky to have Eric do at such a low cost. Once the drawings are done they will be presented to the Fire Advisory Committee, then the Fire Department can look to the community and local businesses for monetary, labor and material donations and look into any grants that might be out there.

Having a facility like this in Stettler will be cost effective, time saving and increase the ability to train on a regular basis and have a higher level of training. Live fire training will still have to be done in Red Deer.

## **8. Regional Response Incident Summary – July to December 2016**

Regional Fire Chief Dennis reported on the summary of emergency responses for July to Dec 2016. The summary has been simplified. The responding personnel numbers are down, the department lost approx. 60% in 2016

There are 51 responders in total

Stettler has 23 members and 8 are in classes

Moved by Councillor G. Jackson the July to December 2016 Regional Response Incident Summary be accepted for information.

MOTION CARRIED

Unanimous

## **9. Additions**

### 9.1 County Radio Fire Expenses

Councillor Gendre questioned why the Regional Fire Department's capital budget for new Radio's has been consistent for the past 3 years. Regional Fire Chief Dennis reported no new pagers have been ordered for the County, the department is using the analog system until it is phased out. The Alberta First Response system will replace the old system once it is phased out, all other government agencies use to the digital system, all towers are in place with no cost to the municipalities, the only cost will be to purchase the radio's. It was suggested the 3 years carried forward should be ear marked to reserves for the new Radios.

## 9.2 SVWS South Buffalo Signage

The SVWS are looking into purchasing 400 signs from Alberta Traffic Supply, they did not get the grant they applied for. Regional Fire Chief Dennis would like to be involved with the sign design and would like all signs in the county to be the same design, consistency and contain the same pertinent information, which will assist in emergency services when locating properties. Regional Fire Chief Dennis and Mayor Thurston agree to meet to discuss this matter, and will get in touch with Andrew & Steve at the County since they are updating 900 of the old signs.

## 10. **Next Meeting**

May 26<sup>th</sup>, 2017 at 12 noon @ the Stettler Regional Fire Hall

## 11. **Adjournment**

Moved by Sandra Schell to adjourn @ 1:17 pm

MOTION CARRIED  
Unanimous