

**MUNICIPAL DISTRICT OF BIGHORN NO. 8
EMERGENCY SERVICES COMMITTEE MEETING**

**March 23, 2022 – 5:00 P.M.
Virtual Meeting**

IN ATTENDANCE:

Dino Senn	Chair
Robert Ellis	C.A.O.
Brad Coleman	Jamieson Road Fire Dept. Representative
Kevin Hebb	Member-at-Large
Rick Lyster	Exshaw District Chief, Director of Emergency Management
Tom McFadden	Ghost River Fire Dept. District Fire Chief
Jen Smith	Council Representative
Lana Hill	Facilitator
Leslie Rea	Executive Assistant/Facilitator
Lynda Gale	Recording Secretary

REGRETS: Wayne Dick, Jamieson Road Fire Dept. District Fire Chief

CALL TO ORDER

The Chair called the meeting to order at 5:06 p.m.

1. APPROVAL OF AGENDA

Moved by J. Smith to approve the agenda as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by K. Hebb that the minutes of the January 13, 2022, ESC meeting be adopted as presented.

CARRIED

3. DELEGATIONS

There were no delegations.

4. BUSINESS ARISING FROM THE MINUTES

a) **Moved** by K. Hebb that the Emergency Services Committee recommends that Council approve Policy ES-9 Emergency Services Organization, as amended.

CARRIED

Moved by K. Hebb that the Emergency Services Committee recommend that Council approve Policy ES-17 Hazardous Materials at Highway Incidents, as amended.

CARRIED

Moved by K. Hebb that the Emergency Services Committee recommend that Council approve Policy ES-18 Limitations to the Provision of Fire Protection Services, as amended.

CARRIED

Moved by J. Smith that the Emergency Services Committee recommend that Council approve Policy ES-21 Out-Of-Province Training: MD Volunteer Firefighters with the following amendment: That payment of reimbursement shall take place in two (2) equal instalments to coincide with the anniversary dates of successful completion of the course.

CARRIED

The ESC asked Administration to include Officer Training, Standard Operating Guidelines and Standard Operating Procedures to a future ESC agenda.

5. UPDATE FROM DISTRICTS

Chief Lyster gave an update as the Director of Emergency Management and said he is working with a contractor for mass emergency alerts to be area-specific instead of municipal-wide. He said he would like higher enrolment in the alert database, including industry.

Chief Lyster said Alberta Emergency Management performed an audit of the MD's Disaster Emergency Preparedness Plan. He is waiting for a report with results. The audit will ensure components required under legislation are included in the Plan.

Chief Lyster said new fire fighters and administrative staff are working on ICS training and said he has scheduled ICS section-specific training in May along with a tabletop exercise.

Chief Lyster said the MD will be involved with the Canmore Wildfire Plan.

Chief Lyster said there are two new members at the Exshaw firehall.

Chief Lyster announced his retirement as of June 1, 2022. Chair Senn asked about succession planning for Fire Chief. The C.A.O. said he is working on a replacement.

Jamieson Road Fire Department (JRFD) Captain Brad Coleman gave an update and said they have had calls for unpermitted burning and have called Alberta Forestry and have provided education to citizens.

Captain Coleman said he and District Chief Dick attended a tabletop exercise with the Summer Village of Ghost Lake (SVGL), RCMP and facilitator, Daryl Black. He said the exercise was focused on evacuation of the village and Jamieson Road area. He told ESC that Chief Dick would provide information on that session.

Captain Coleman told ESC that JRFD has returned to bi-weekly training sessions, have one new member from the SVGL and are training on the new truck.

Ghost River Fire Department (GRFD) Chief McFadden said the crew has responded to one wildfire call on the TransAlta Road near Trappers Hill Lodge. He said Alberta Forestry responded with two members to supervise the response. He said investigation showed the fire was started by ignition of fireworks.

Chief McFadden said the new tender will be arriving from Winnipeg within the next few weeks. He said the tender is 2,000 imperial gallons and is single axle and drivers only need a Class 5 with Q endorsement license to operate the truck. He said the team will start training on the new truck once it arrives.

Chief McFadden said GRFD responded to a structure fire in Benchlands in an old cabin and have responded to a few medical calls.

Chief McFadden said they have split their fire fighters into two teams that will alternate training weeks starting in April. He said they are more comfortable working in smaller groups.

Chief McFadden said Saracen Fire and Rescue are hosting an NFPA 1051 Standard for Wildland Firefighting Personnel course that two GRFD members are registered for. He said if any spots open, he would inform Chief Lyster and District Chief Dick.

Chief McFadden gave an update and said members training for Critical Incident Stress Management, Fire Investigation and Fire Prevention. He said first-aid, CPR, AED, and rope training are mandatory training that need to be completed this spring.

6. **NEW BUSINESS**

a) Memorandum Re: Emergency Preparedness Information

J. Smith told the ESC she would like citizens to be informed that the MD has emergency evacuation and emergency management plans without compromising personal information. Chief Lyster said he is trying to encourage more registration for the emergency alert system by referring people to the MD website for enrolment.

b) Memorandum re: Letter received from Dead Man's Flats Fire & Safety Committee

Chief Lyster said he will be attending the Bow Valley Wildfire & Vegetation Management Strategy session on March 25 and will bring a report back to ESC. He said the group will be looking at priorities of the larger area.

ESC discussed responses that will be returned to the Dead Man's Flats Fire & Safety Committee.

J. Smith requested that administration include information on the WASP sprinkler system in the next ESC agenda under Business Arising.

7. **INFORMATION**

There were no items for discussion.

8. **CLOSED SESSION**

There were no items to discuss.

9. **NEXT MEETING**

The next meeting date will be May 18, 2022, at 5:00 p.m., to be held in-person at the MD Administration Office.

ADJOURNMENT

Moved by K. Hebb that the meeting be adjourned at 8:09 p.m.

CARRIED


CHAIRMAN