



AGENDA

REGULAR MEETING OF THE MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, JUNE 01, 2015 AT 4:30 PM.

	<u>MOTION</u>
ITEM No. 1. CALL TO ORDER	
ITEM No. 2. ADOPTION OF THE AGENDA	X
ITEM No. 3. DELEGATIONS	
ITEM No. 4. ADOPTION OF THE MINUTES	
ITEM No. 4.A. MUNICIPAL EMERGENCY MANAGEMENT MEETING MINUTES: APRIL 20, 2015	X
ITEM No. 5. BUSINESS ARISING FROM THE MINUTES	
ITEM No. 6. ACTION ITEMS	
ITEM No. 6.A. LEVEL OF SERVICE: MD OF TABER AND THE VILLAGE OF BARNWELL	X
ITEM No. 6.B. LEVEL OF SERVICE: TOWN OF TABER: MOVING FORWARD FOR THE TOWN OF TABER	X
ITEM No. 6.C. FIRE CHIEF'S REPORT: FOR THE MONTH OF MARCH AND APRIL	X
ITEM No. 7. MEDIA INQUIRIES	
ITEM No. 8. CLOSED SESSION	X
ITEM No. 8.A. DISCLOSURE HARMFUL TO ECONOMIC AND OTHER INTERESTS OF A PUBLIC BODY (FOIPP ACT, SECTION 25)	
ITEM No. 9. OPEN SESSION	X
ITEM No. 10. CLOSE OF MEETING	X



Municipal Emergency Management Committee Request for Decision

Meeting Date: June 1, 2015	
Subject: Municipal Emergency Management Meeting Minutes: April 20, 2015	
Recommendation:	That the Municipal Emergency Management Committee adopts the minutes of the Regular meeting held on April 20, 2015, as presented.
Background:	N/A
Legislation / Authority:	MGA, Section 208
Strategic Plan Alignment:	N/A
Financial Implication:	N/A
Service Level / Staff Resource Implication:	N/A
Justification:	Approval of minutes is in accordance with the Municipal Government Act, Section 208.
Alternative:	That the Municipal Emergency Management Committee adopts the minutes of the Meeting held on April 20, 2015, as amended.

Attachment(s):	Minutes
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE FIRE HALL BUILDING, ON MONDAY, APRIL 20, 2015, AT 4:30 PM.

Mayor

De Vlieger, Henk

Members

Ross-Giroux, Laura
Sparks, Randy

Absent

Brewin, Jack

Chief Administrative Officer

Birch, Greg

Staff

Debienne, Steven
Munshaw, Steve
Van Ham, Kerry

CALL TO ORDER

Chair Sparks called the Municipal Emergency Management Committee Meeting to Order at 4:30 PM.

ADOPTION OF THE AGENDA

Chair Sparks inquired if there were any additions or deletions to the Agenda and advised the addition to existing Closed Session Item 8.B).

RES.19/2015 MOVED by Mayor De Vlieger that the Municipal Emergency Management Committee adopts the Agenda as amended to include an addition to the existing Closed Session Item 8.B) "Local public body confidences" (FOIPP Act, Section 23).

CARRIED UNANIMOUSLY

9/2015

Meeting Date
4/20/2015

DELEGATIONS

None.

ADOPTION OF THE MINUTES

A) **Municipal Emergency Management Meeting Minutes: March 2, 2015**

RES.20/2015 MOVED by Councillor Ross-Giroux that the Municipal Emergency Management Committee adopts the Minutes of the Regular meeting held on March 2, 2015, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

ACTION ITEMS

A) **Municipal Emergency Management Committee: Setting Meeting Dates**

Fire Chief Munshaw stated that to this point, the Municipal Emergency Management Committee has met on an ad hoc basis. Administration is requesting that the Committee review the need to meet on a more regular basis for the remainder of 2015 and set the meeting dates accordingly, if the Committee so wishes.

RES.21/2015 MOVED by Mayor De Vlieger that the Municipal Emergency Management Committee sets the first Monday of the months of June, August, October and December as the 2015 meeting dates. If a meeting date falls on a statutory holiday, it is to take place on the next available business day. Also, additional meetings that are required will be at the Call of the Chair.

CARRIED UNANIMOUSLY

10/2015

Meeting Date
4/20/2015

ACTION ITEMS – CONT'D

B) Information For Committee

RES.22/2015 MOVED by Councillor Ross-Giroux that the Municipal Emergency Management Committee accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

C) Fire Chief's Update

Fire Chief Munshaw provided an overview of Taber Emergency Services statistical and departmental activities.

RES.23/2015 MOVED by Mayor De Vlieger that the Municipal Emergency Management Committee accepts the Fire Chief's update report for information purposes.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

CLOSED SESSION

RES.24/2015 MOVED by Councillor Ross-Giroux that the Municipal Emergency Management Committee moves to Closed Session to discuss matters subject to "Disclosure harmful to economic and other interests of a public body" (FOIPP Act, Section 25), and "Local public body confidences" (FOIPP Act, Section 23).

CARRIED UNANIMOUSLY AT 5:11 PM

OPEN SESSION

RES.25/2015 MOVED by Councillor Ross-Giroux that the Municipal Emergency Management Committee reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:19 PM

The Municipal Emergency Management Committee discussed existing fire agreements, volunteer firefighter education and training, service levels being provided to other communities and municipalities, and fire chief meetings.

RES.26/2015 MOVED by Mayor De Vlieger that the Municipal Emergency Management Committee recommends to Council the level of service for the Town of Taber Fire Services as follows:

- 1) Confined space rescue to awareness level;
- 2) Disaster response and management;
- 3) EMS/Police assist on as needed basis;
- 4) Fire inspections by request;
- 5) Fire investigations as mandated by Safety Codes Act;
- 6) Suppression on Flammable/Combustible hydrocarbon fires up 1000L not including oilfield facility fires;
- 7) Hazardous materials response to operations level (NFPA 472);
- 8) High-angle rescue to awareness level;
- 9) Low-angle rescue to operations level;
- 10) Machinery rescue to operations level;
- 11) Structural/wild land firefighting to professional firefighting standards (NFPA 1001);

12/2015

Meeting Date
4/20/2015

OPEN SESSION – CONT'D

- 12) Swift water/ice/dive rescue to awareness level;
- 13) Tunnel/excavation trench/structural collapse rescue to awareness level; and,
- 14) Vehicle extrication to operations level.

CLOSE OF MEETING

RES.27/2015 MOVED by Mayor De Vlieger that this Regular Meeting of the Municipal Emergency Management Committee is hereby closed.

CARRIED UNANIMOUSLY AT 6:42 PM

CHAIR

CHIEF ADMINISTRATIVE OFFICER



Municipal Emergency Management Committee Request for Decision

Meeting Date: June 1, 2015	
Subject: Needs for the MD of Taber and the Village of Barnwell	
Recommendation:	Administration is requesting to continue previous discussion on the level of service being provided by the Town of Taber.
Background:	Needs for the MD of Taber and the Village of Barnwell vary from that of the Town of Taber. Within the MD of Taber there are two major occupancies, Lamb Weston and Western Tractor. And the Village of Barnwell operates a school.
Legislation / Authority:	Town of Taber Fire Services Bylaw
Strategic Plan Alignment:	Governance: Build partnerships with other governments and organizations where synergies may exist.
Financial Implication:	Impacts on the budget will vary with the increase in equipment and training requirements
Service Level / Staff Resource Implication:	Not known at this time.
Justification:	Large commercial occupancies with the MD which have agreements already signed and in place.
Alternative(s):	The Committee could choose to ask for additional information.

Attachment(s):	
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APPROVALS:	
Originated By:	Steven Debiegne
Chief Administrative Officer (CAO) or Designate:	



Municipal Emergency Management Committee Request for Decision

Meeting Date: June 1, 2015	
Subject: Moving Forward for the Town of Taber	
Recommendation:	Administration is requesting to discuss training opportunities to increase the level of service being provided by the Town of Taber Emergency Services Department.
Background:	The current level of service provide to the citizens of Taber is attached to this item. It has recently been reviewed and adopted at the council level.
Legislation / Authority:	Fire Service Bylaw
Strategic Plan Alignment:	Governance: Make the Town of Taber an employer of choice, where employees are self-assured, valued, respected and viewed as the corporation's strongest asset.
Financial Implication:	Additional training may be supported by Alberta Health Services.
Service Level / Staff Resource Implication:	Moving forward there are a few areas in which we have identified within the service levels requiring review and adoption. These areas are: Hazmat Confined Space Rescue Medical First Responder
Justification:	Due to the risk of a hazardous material spill or leak within the town boundaries, and the amount of population which could be effected, increasing the training level and the resources for Hazmat is essential. With a growing number of confined spaces located with the manufacturing sector of Taber, having a confined space training and equipment could play a vital role in the event of a confined space incident. Due to the increase in the demand on the EMS system, and the eagerness of the firefighters, moving ahead on a Medical First Responder program allows



	our firefighters the opportunity to have advanced medical training which will allow them to be more effective when dealing with medical emergency. While keeping costs low as we can train in house.
Alternative(s):	No further changes to the current level of service.

Attachment(s):	Schedule
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APPROVALS:	
Originated By:	Steven Debiegne
Chief Administrative Officer (CAO) or Designate:	

**Schedule
"A" Level
of Service**

Response levels are in accordance with NFPA 1001 and 1670 standards

- Confined space rescue to awareness level
- Disaster response and management
- EMS / Police assist on as needed basis
- Fire inspections by request
- Fire investigations as mandated by Safety Codes Act
- Suppression on Flammable / combustible hydrocarbon fires up to 1000 L not including oilfield facility fires
- Hazardous materials response to operations level (NFPA 472)
- High-angle rescue to awareness level
- Low-angle rescue to operations level
- Machinery rescue to operations level
- Structural / wildland firefighting to professional firefighting standards (NFPA 1001)
- Swift water / ice / dive rescue to awareness level
- Tunnel / excavation / trench / structural collapse rescue to awareness level
- Vehicle extrication to operations level



Municipal Emergency Management Committee Request for Decision	
Meeting Date: June 1, 2015	
Subject: For the Month of March and April	
Recommendation:	The Municipal Emergency Management Committee accepts the Fire Chief's update report for information purposes.
Background:	The Chief's update report is provided to the Committee for information. In most cases, this communication is provided simply as information and no comment is needed. In some cases, though, the Committee may wish to seek clarification on the matter, or even to challenge the matter through Committee discussion.
Legislation / Authority:	MGA, Section 207(c).
Strategic Plan Alignment:	Governance: Make the Town of Taber an employer of choice, where employees are self-assured, valued, respected and viewed as the corporation's strongest assets.
Financial Implication:	N/A
Service Level / Staff Resource Implication:	The service level will remain status quo.
Justification:	To keep the Municipal Emergency Management Committee informed of departmental happenings.
Alternative(s):	The Committee could seek clarification on any of the matters from Administration.



Attachment(s):	Report
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APPROVALS:	
Originated By:	Steven Debiegne
Chief Administrative Officer (CAO) or Designate:	

Taber Emergency Services March / April 2015 Activity Report

Fire Department Incidents: 23 March / 18 April

Town

11- Alarms
 3- MVC
 3- Structure Fires
 5- Ambulance Assist Town
 1- Heavy Rescue
 1-Elevator rescue

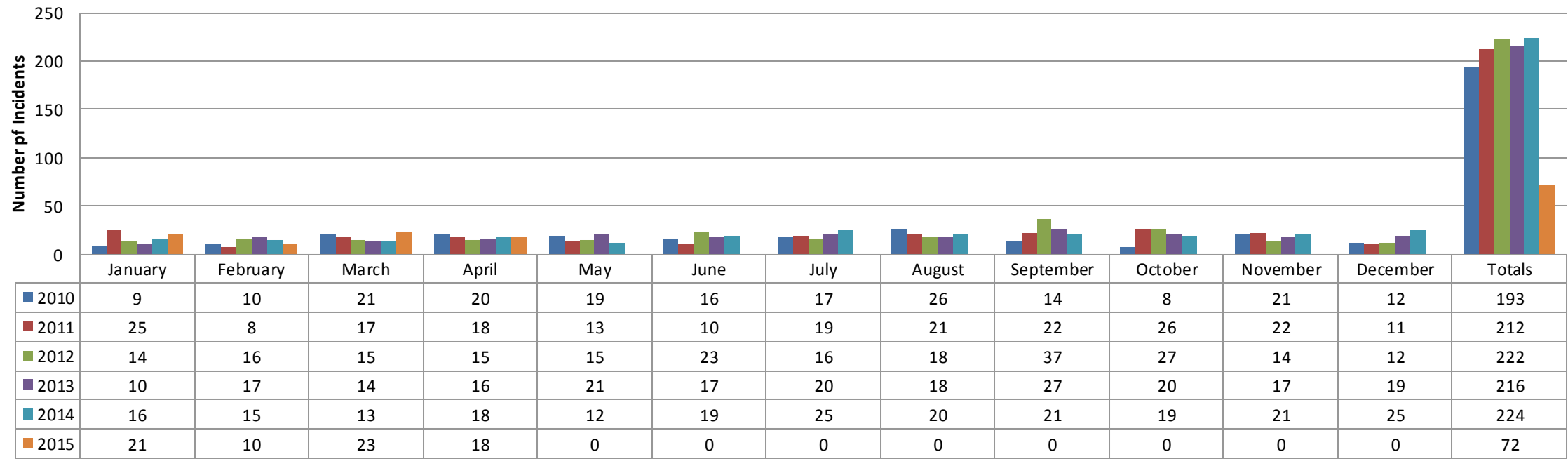
MD

1- Mutual Aid Call Grass fire
 14- Grass Fires
 1-Structure Fires

Barnwell

1-Structure Fire
 2-Alarm Calls

Comparison by Year by Month with Totals 2010 - 2015

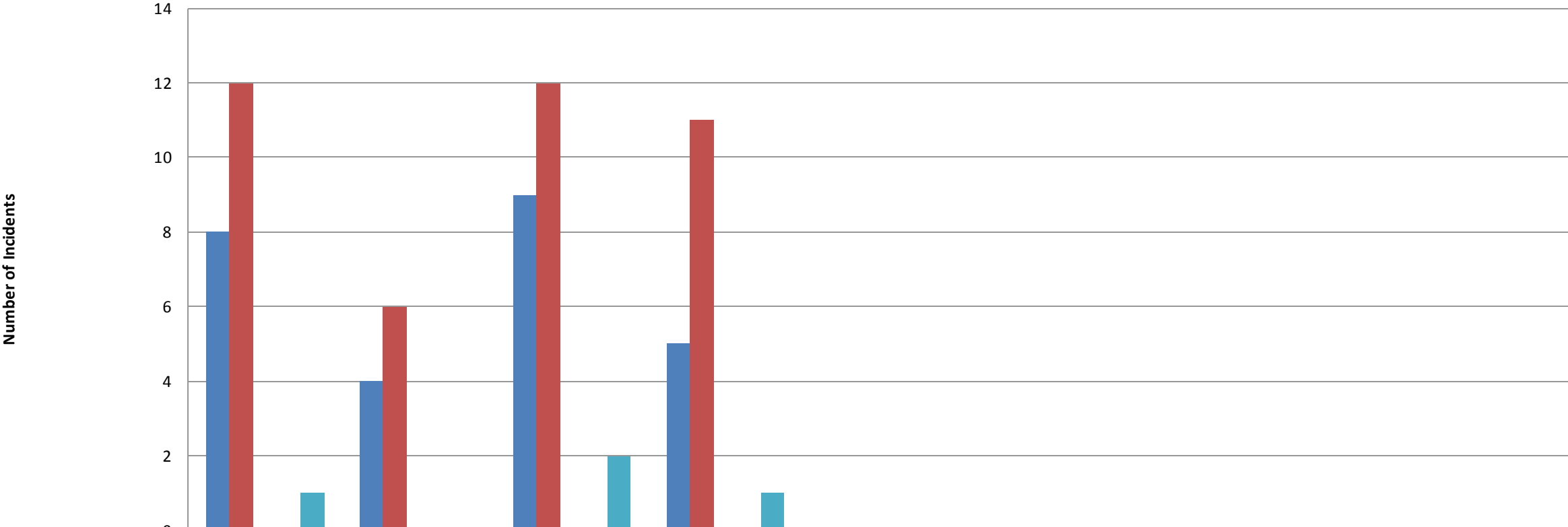


Year to Date Incidents 72 Total Calls

Same Time last year 62 Total Calls

Below is a graph that shows the number of calls by location

Number of Calls by Location for Year to Date



	January	February	March	April	May	June	July	Augst	Sept
MD OF TABER	8	4	9	5					
TABER	12	6	12	11					
GRASSY LAKE									
JOHNSONS ADDITION									
BARNWELL	1		2	1					

Fire Chief Department report this will include March and April

- Completed 13 Fire inspections of different buildings within the Town of Taber.
- Completed 1 NEW Fire inspections of a buildings within the MD of Taber
- Attended 41 Fire Calls.
- Reviewed 4 building permits.
- 6 members certified as Level 2 Fire Service Instructors NFPA 1041 Pro Board certified.
- 5 members certified as Level 1 Fire Service Instructors NFPA 1041 Pro Board Certified.
- 3 Members attended training in Colorado Offered by CP Rail. The course and Travel expenses were fully PAID for by CP Rail. The course was based on Derailments dealing with Crude oil. We were one many other department that attend including Medicine Hat/ Crowsnest pass/ Sparwood and other United States departments...
- 20 people attended the final stage of the winter storm Table top exercise.
- May will kick off the next table top exercise this will include a summer event.
- 13 members attended Part 1 of a 2 part Hazmat Operations course completion in May.
- Attended and supported the Taber Charity Action
- Attended the Easter egg hunt and showed off the trucks
- 2 Members attended the funeral for long service member Lawrence Rosia 67yrs Volunteer with Crowsnest pass Fire Rescue long serving member.
- Engine 62 added a new step on the rear of the vehicle to cover a safety concern.
- Chief attend ½ day work shop regarding Zone Fire Training
- Chief and one Lieutenant attend the area training meeting
- All members Fit Test with SCBA Quant ITive tested.

Staff Numbers:

27 Paid On call members 2 fulltime and one fulltime administrative assistant.