



SMOKY LAKE COUNTY

Minutes of the **Fire Protective Services Committee Meeting** held on Monday, **October 22, 2018** at 9:19 A.M. in the County Council Chambers.

The meeting was called to Order by the Chairperson, Craig Lukinuk in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Monday, Oct. 22, 2018</u>
1	Dan Gawalko	Present
2	Johnny Cherniwchan	Present
3	Craig Lukinuk	Present
4	Lorne Halisky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present @ 10:04 a.m.
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present @ 9:25 a.m.
Fire Chief	Scott Franchuk	Present
Fire Protect. Svc. Asst.	Spencer Kotylak	Present
GIS/Comm	Paul Miranda	Absent
Legislative Svcs/R.S.	Patti Priest	Present

One Member of the Public in attendance.
No Media in attendance.

2. Agenda:

1006-18: Orichowski That the Fire Protective Services Committee Meeting Agenda for Monday, October 22, 2018, be adopted, as presented.

Carried Unanimously.

3. Minutes:

1007-18: Halisky That the Minutes of the Fire Protective Services Committee Meeting held on Monday, August 27, 2018, be adopted as presented.

Carried.

1008-18: Cherniwchan That the Action List from the Fire Protective Services Committee Meeting held on Monday, August 27, 2018, be filed for information.

Carried.

4. Request for Decision:

Brenda Adamson, Finance Manager, entered Council Chambers, times 9:25 a.m.

Customer No. 4322 – Vehicle Owner and Customer & Customer No.4360 - The Personal Insurance Company

1009-18: Halisky That Smoky Lake County defer discussion on Customer No. 4322: Vehicle Owner and Customer No. 4360: The Personal Insurance Company and bring forward additional information on Collection Agency options, to a future Council Meeting.

Carried.

Bylaw No. 1324-18: Alberta First Responders Radio Communication System (AFRRCS)

1010-18: Orichowski That **Bylaw No. 1324-18: Alberta First Responders Radio Communication System (AFRRCS)**, a bylaw to authorize Smoky Lake County to enter into an agreement with the Province to access the AFRRCS up to December 31, 2031, with a Five (5) Year renewal provision requested by August 31, 2031, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko that **Bylaw No. 1324-18: Alberta First Responders Radio Communication System (AFRRCS)**, be given the **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan that **Bylaw No. 1324-18: Alberta First Responders Radio Communication System (AFRRCS)**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Halisky that **Bylaw No. 1324-18: Alberta First Responders Radio Communication System (AFRRCS)**, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary; **and** approve action taken by the Reeve in executing the AFRRCS "Access Agreement" on behalf of Smoky Lake County Emergency Services, September 10, 2018 with the Minister of Service for a term expiring December 31, 2031 with an option to extend for five years.

Carried.

Policy Statement No. 02-35-01: Alberta First Responders Radio Communication System
1011-18: Halisky That Smoky Lake County **Policy Statement No. 02-35-01: Alberta First Responders Radio Communication System** be adopted:

Title: Alberta First Responder Radio Communications System (AFRRCS)		Policy No.: 35-01
Section: 02	Code: P-I	Page No.: 1 of 3

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To implement AFRRCS designed to provide first responders with a highly resilient and reliable-radio network for the primary purpose of communications to improve responder safety and ultimately the safety of all residents within the boundaries of Smoky Lake County region.
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Policy Statement and Guidelines:	
1. STATEMENT	
1.1	Smoky Lake County has invested in new technology aimed at helping first responders communicate more effectively. The County and its neighboring municipalities: Town of Smoky Lake, Village of Vilna, and Village of Waskatenau will be moving over to the Alberta First Responder Radio Communications System (AFRRCS) for Emergency Services operations.
1.2	As a rural municipality, the County often faces unique challenges related to emergency service delivery. Among these are the impacts that geography and lack of infrastructure can have on radio communication among first responders in rural areas. This digital based province-wide radio network is a new system that integrates communications from different agencies across the province, supporting a more coordinated and efficient response and improving first responder safety.
2. OBJECTIVE	
2.1	The Smoky Lake County Emergency Services entered into a collaboration with the Province of Alberta for AFRRCS Access Agreement which is the document that sets out the AFRRCS obligations and commitments to the user agency: Smoky Lake County, in accordance with Bylaw No. 1324-18: Alberta First Responders Radio Communication (AFRRCS) and Schedule "A" AFRRCS Access Agreement .
2.2	Moving from an analog system to the new provincial wide digital system carries communications for the official government agencies of the Province of Alberta, including Alberta Health Services Emergency Medical Services (AHSEMS), Fish & Wildlife, Province wide Disaster Channels, and others. First responder agencies are the core "customers" of the system, and Smoky Lake County established their disaster services on the system.
2.3	Additional capacity on the system for County Public Works will also be included.

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Policy Statement and Guidelines:	
<p>3. GUIDELINES:</p> <p>3.1 Smoky Lake County as an agency using AFRRCS will be able to:</p> <ul style="list-style-type: none"> ■ fully coordinate joint responses to emergency scenes. ■ improve and integrate radio communication among first responders from different agencies. ■ reduce the cost of radio system infrastructure, maintenance and licencing fees. ■ use robust, resilient radio technology in day-to-day operations. <p>3.2 Smoky Lake County as a "customer" on the system is assigned an Agency Number 248. All the Radio IDs will have the agency number as a prefix and Smoky Lake County will be assigning aliases to each radio as part of the ID</p> <p>3.2.1 The Agency Number is any/all digits to the left of the fourth digit (thousands) the alias radio number is any/all digits to the right of the agency number. Examples: Smoky Lake County Fire Chief radio IDs is 90248-0001 with an Alias of Regional Fire Chief, agency number is 248.</p> <p>4. PROCEDURES:</p> <p>To improve radio interoperability between all emergency services, the recommendation to migrate fire and rescue services to Alberta First Responder Radio Communications System (AFRRCS) as a user agency Smoky Lake County Council at its Fire Protective Service Meeting on October 22, 2018 approved to administer the following documentations:</p> <p>4.1 AFRRCS- Agency Administrator Form Agreement: <i>Alberta Service Alberta</i></p> <p>The agency administrator appointed is <u>Scott Randolph FRANCHUK</u>, Fire Chief for SMOKY LAKE COUNTY as the contact person who liaisons with AFRRCS to request system access right to AFRRCS, as of August 27 2018.</p> <p>4.2 AFRRCS- Distribution Key Creation Request: <i>Alberta Government</i></p> <p>The agency administrator creates a code plug that will be allowed to be programmed in the Smoky Lake County Emergency Services AFRRCS radios.</p>	

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Policy Statement and Guidelines:	
<p>4.3 AFRRCS- Agency UAS Creation: <i>Alberta Social Services</i></p> <p>Established subscriber unit, components and coverage ranges in the Unified Administration System (UAS).</p> <p>4.4 AFRRCS- Agency Shared Talkgroup: <i>Alberta Government</i></p> <p>Purpose is to authorize the shared talk group: <u>Bonnyville Regional Fire Authority</u>.</p> <p>4.5 AFRRCS- Agency Shared Talkgroup: <i>Alberta Government</i></p> <p>Purpose is to authorize the shared talk group: <u>Alberta Fish and Wildlife</u>.</p> <p>4.6 AFRRCS- Agency Shared Talkgroup Form: <i>Alberta Justice and Solicitor General</i></p> <p>Purpose is to authorize the shared talk group: <u>Alberta Health Service EMS</u>.</p> <p>4.7 AFRRCS- Requirements Gathering: <i>Alberta Government</i></p> <p>To inform AFRRCS authorities of the radio use and requirements needed for the Emergency Services in the Smoky Lake County region.</p> <p>4.8 AFRRCS- Coverage Offering Acceptance: <i>Alberta Government</i></p> <p>For Smoky Lake County to test the AFRRCS radio coverage in the Smoky Lake County Region and inform the Province, the AFRRCS radio coverage is acceptable for the Emergency Services to use.</p> <p>All original executed documentation with AFRRCS shall be filed behind Bylaw No. 1324-18: Alberta First Responder Radio Communications System.</p>	

Carried.

5. Issues for Information:

Joint Council Meeting with Town of Smoky Lake

1012-18: Orichowski

That the next Joint Town of Smoky Lake and Smoky Lake County Council Meeting be scheduled for **Friday, November 16, 2018** at **10:00 a.m.** to be held in County Council Chambers.

Carried.

Cory Ollikka, Chief Administrative Officer, entered Council Chambers, time 10:04 a.m.

Fire Chief's Report

1013-18: Orichowski That the report prepared by the Smoky Lake County Fire Chief dated October 22, 2018, be accepted as presented and filed for information.

Carried.

6. Correspondence:

AFRRCS Agency Administrator Form

1014-18: Halisky That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) "**Agency Administrator**" form on August 27, 2018, for the purpose of identifying Scott Franchuk, Smoky Lake County Fire Chief as the contact person who liaises with AFRRCS for system access rights.

Carried.

AFRRCS Agency Unified Administration System Creation

1015-18: Cherniwchan That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) "**Agency UAS (Unified Administration System) Creation**" form on September 20, 2018, for the purpose of providing information used to establish Smoky Lake County Emergency Services as Agency Number 248 and identifying components and coverage ranges in the UAS and listing "Coverage Classes Provided" as: E-Smoky Lake, E-Lamont, E-Lac La Biche, E-Athabasca, E-Two Hills, E-Thorhild and E-St. Paul.

Carried.

AFRRCS Coverage Offering Acceptance

1016-18: Gawalko That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) "**Coverage Offering Acceptance**" form on August 27, 2018, for the purpose of documenting the diligence in evaluating and determining the suitability of the AFRRCS coverage offering against Smoky Lake County Emergency Services' operational needs.

Carried.

AFRRCS Requirements Gathering

1017-18: Cherniwchan That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) "**Requirements Gathering**" form on August 27, 2018, for the purpose of informing the AFRRCS migration team about pertinent information specific to Smoky Lake County Emergency Services' in order to develop and assist in a successful migration project as well as to be used for load prediction on the system.

Carried.

AFRRCS Distribution Key Creation Request

1018-18: Orichowski That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) "**Distribution Key Creation Request**" form on October 1, 2018, for the purpose of having AFRRCS prepare a Distribution Key to be picked up at the AFRRCS office located at 30 Sir Winston Churchill Avenue in St. Albert, Alberta.

Carried.

AFRRCS Agency Shared Talk Group

1019-18: Halisky That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) “**Agency Shared Talkgroup**” form on October 2, 2018, for the purpose of authorizing the following **Bonnyville Regional Fire Authority** Talkgroup ID numbers: 4819, 4820, 4821 and 4822 to be shared with Smoky Lake County Emergency Services.
Carried.

AFRRCS Agency Shared Talk Group

1020-18: Gawalko That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) “**Agency Shared Talkgroup**” form for the purpose of authorizing the following **Alberta Health Services EMS** Talkgroup ID numbers: 941, 942, 943 and 944 to be shared with Smoky Lake County Emergency Services.
Carried.

AFRRCS Agency Shared Talk Group

1021-18: Halisky That Smoky Lake County approve action taken in executing and submitting the Alberta First Responders Radio Communications System (AFRRCS) “**Agency Shared Talkgroup**” form for the purpose of authorizing the following **Justice and Solicitor General** Talkgroup ID numbers:
380-JSG_MA_North_1,
381-JSG_MA_North_2,
382-JSG_MA_North_3,
383-JSG_MA_North_4,
384-JSG_MA_Central_1,
385-JSG_MA_Central_2,
386-JSG_MA_Central_3,
387-JSG_MA_Central_4,
388-JSG_MA_South_1,
389-JSG_MA_South_2,
390-JSG_MA_South_3,
391-JSG_MA_South_4,
392-JSG_MA_Provincial_1,
393-JSG_MA_Provincial_2,
394-JSG_MA_Provincial_3 and
395-JSG_MA_Provincial_4
to be shared with Smoky Lake County Emergency Services.
Carried.

Fire Invoice No. 4225 – Write Off Penalties

1022-18: Orichowski That Smoky Lake County Council approve to **waive penalties** on **Fire Invoice No. 4225** in the amount of **\$804.28** as the original balance has been paid off by Wawanesa Insurance on October 19, 2018.
Carried.

Executive Session:

Legal Issue: NW-33-58-19-W4

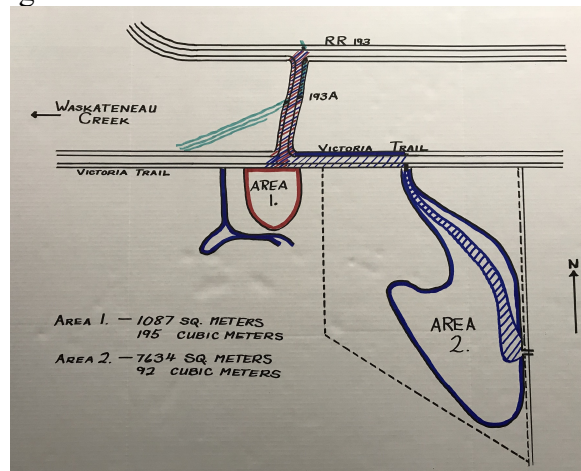
1023-18: Orichowski That Smoky Lake County Council go into Executive Session, to discuss a **Legal Issue:** under the authority of the FOIP Act Section 27: Privileged Information, in regard to sand/clay deposits from the portion of Range Road 193A commonly known as Elsie Hill Road onto the lands legally described as NW-33-58-19-W4, further to Council’s September 27, 2018 Motion# 991-18., time 10:36 a.m.
Carried.

1024-18: Orichowski That Smoky Lake County Council go out of into executive session, time 11:16 a.m.
Carried.

NW-33-58-19-W4

1025-18: Halisky

That Smoky Lake County enter into a Hold Harmless Agreement with the owner of the land legally described as NW-33-58-19-W4, for the County to provide labour and equipment services in the amount not to exceed \$17,000.00 without prejudice or admission of guilt, to remove sand/clay deposits coming from the portion of Range Road 193A commonly known as Elsie Hill Road as of October 22, 2018 within "AREA 1." as depicted below; and, further to the Landowner's request presented at the September 27, 2018 County Council Meeting, the County shall not provide any other compensation to the said landowner including no compensation for "AREA 2." depicted below, as it is a natural drainage course.



Carried.

Next Meeting

The next Smoky Lake County **Fire Protective Services Committee Meeting** will be scheduled for Wednesday, December 12, 2018 at 9:00 a.m. to be held in County Council Chambers.

ADJOURNMENT:

1026-18: Lukinuk

That this meeting be adjourned, time 11:17 a.m.

Carried.

CHAIRMAN

S E A L

CHIEF ADMINISTRATIVE OFFICER