



**TOWN OF SMOKY LAKE AND SMOKY LAKE COUNTY
JOINT COUNCIL COMMITTEE MEETING**



AGENDA: Town of Smoky Lake and Smoky Lake County Joint Council Meeting

to be held on Tuesday, **January 5, 2021** at **2:00 p.m.** through Zoom:

<https://us02web.zoom.us/j/85913468086?pwd=N1REMTZRcGxnZnMvU1dQdEcXNnJnZz09>

Or, by dialing in at 1-877-853-5257, Meeting ID: 859 1346 8086 Passcode: 965389

1. Meeting:

Call to Order.

2. Agenda:

Adoption of Agenda: as presented or subject to additions or deletions.

3. Minutes:

Minutes of the Joint Council Meeting held on:

November 26, 2020 and December 16, 2020 will be distributed for approval at later date.

4. Issues for Discussion:

4.1 Smoky Lake County Bylaw No. 1311-18 and Town of Smoky Lake Bylaw No. 001-18: Joint Operation Agreement for the provision of Fire Protection Services. ©

4.2 2021 Training & Supplies Budget for the Smoky Lake Fire Department. ©

5. Other Business:

6. Correspondence:

7. Delegations:

8. Executive Session:

9. Next Meeting:

Adjournment.

NUMBER: 4.1		DATE	Joint County and Town Meeting January 5, 2021
TOPIC	Smoky Lake County Bylaw No. 1311-18 and Town of Smoky Lake Bylaw No. 001-18: Joint Operation Agreement for the provision of Fire Protection Services.		
A g e n d a - m e t i n g	<p>BACKGROUND</p> <ul style="list-style-type: none"> • Original discussions on cost-sharing options started May 25, 2011 at a joint council committee meeting. • Letter received from the Town of Smoky Lake to Smoky Lake County on July 22, 2011 Re: Cost sharing of a new fire truck for the Smoky Lake Fire Department. • Joint council committee meetings held May 25, 2011 and August 23, 2011. • From August 23, 2011 Joint Committee meeting Smoky Lake County received October 5, 2011 Re: Joint Purchase Agreement- Fire Apparatus. • January 10, 2012 Ag/Fire Council meeting – Smoky Lake County passed a motion to agree to a Sixty (60) percent County and Forty (40) percent Town. • At the County and Town Fire Committee meeting on April 24, 2012 each respective council passed a motion to review the agreement and meet jointly to discuss the changes to the agreement. • Town and County administration met in March and April to draft an agreement to jointly cost share the Fire Department operations. • On September 27, 2012 Joint Town and County Meeting the Joint Operations Agreement was passed by each respective Council. • On December 12, 2014 Joint Town and County Meeting the Joint Operation Agreement was reviewed, amended and the new Bylaw was passed by each respective Council • On March 26, 2018 Joint Town and County Meeting the Joint Operation Agreement was review, amended and new Bylaw was passed by each respective Council. <p>CURRENT</p> <ul style="list-style-type: none"> • November 18, 2020 Joint Town and County Meeting the Joint Operation Agreement was reviewed and the following issues needed to be discussed by each respective council: 		
	<p>SECTION 5: Remove</p> <p>Add:</p> <p>Add:</p> <p>Add:</p> <p>SECTION 6: Further Review</p> <p>Remove:</p> <p>Add:</p> <p>Further Review</p>	<p>CAPITAL ASSETS</p> <p>5.1.1 Unit 320: 1979 GMC Crew Bus</p> <p>5.1.8 Unit 421 Polaris repaid attack 6x6 2010 with firefighting skid</p> <p>5.3.6 Fire Fighter Rehab Unit 2008 ford E550</p> <p>5.3.7 Alberta First Responder Radio Communication System (AFRRCS)</p> <p>OPERATIONAL COST SHARING ALLOCATION</p> <p>6.1 All Supplies, Training and Meetings will be cost shared between the County at Sixty (60%) Percent and the Town at Forty (40%) Percent.</p> <p>6.4.1 County is responsible for the cell phones issued to Unit 407;</p> <p>6.4.# Alberta First Responder Radio Communication System (AFRRCS) will be paid by the County (add list of radios including serial numbers)</p> <p>6.6 The County agrees to pay to Town \$900.00 per month towards utility costs (gas, heat and power) for the Fire Hall operations.</p>	

Add: 6.7.# NEW Radio Tower

Further Review 6.11.6 The conditions imposed by VFIS have granted preferential status to RMA Insurance (the County's insurer), therefore the Town of Smoky
6.11.6.1 Smoky Lake County will be the Policy Holder.

SECTION 7: FIRE DEPARTEMENT

Further Review 7.1 The Fire Department shall deliver an adequate level of service as established by each Party through the Standard Operations Guidelines.

Remove: ~~7.4 Training and Meeting:
The County will compensate the Fire Department Members for Informal Training and Meeting at the rate of \$15.00 per hour and Formal Training (includes professional instructor) at the rate of \$15.00 per hour. The Training and Meeting rates will be paid by the County One Hundred (100%) Percent.~~

Change: 7.5 Formal and Informal Training and Meetings:
The County and Town will compensate the Fire Department members for Informal and Formal Training (Certified instructor and Certificate) as well as meetings at the rate of \$20.00 per hour. The Formal and Informal Training be paid at a cost share of Smoky Lake County Sixty (60%) Percent and Town of Smoky Lake Forty (40%) Percent.

Change: 7.6.2 Years of Service Recognition: As Per Policy will be cost-shared by the Town and County at Fifty (50%) Percent each.

Further Review 7.9 The County will provide their Safety Officer to the Fire Department and invoice the Town for Forty (40%) Percent of the cost.

Further Review 7.10 County will provide the Dress Uniform for the Fire Chief and Deputy Fire Chief at One Hundred (100%) Percent cost and the Station Gear Uniform for the Firefighter members (one-time only) on a cost-shared basis of 50/50 as part of the Department's Uniform Incentive Program.

Smoky Lake County Bylaw No. 1311-18 and Town of Smoky Lake Bylaw No. 001-18: Joint Operation Agreement for the provision of Fire Protection Services
J236-20: Cherniwchan That the **Smoky Lake County and Town of Smoky Lake** Joint Councils defer further discussion in regard to the current Joint Operation Agreement for the provision of Fire Protection Services for review as set out in Smoky Lake County Bylaw No. 1311-18 and Town of Smoky Lake Bylaw No. 001-18, to allow for this review by each respective Council.

Town of Smoky Lake: motion moved by Holowaychuk

LEGISLATION: Bylaw

- **Smoky Lake County Bylaw 1311-18: Joint Operation Agreement: - Fire Protective Services**
- **Town of Smoky Lake Bylaw 001-18: Joint Operations Agreement – Fire Protective Services**

REFERENCE INFORMATION:

4.1 A **Smoky Lake County Bylaw 1311-18: Joint Operation Agreement – Fire Protective Services.**

FOR INFORMATION:

ACTION

NEXT STEP:

1. That the Smoky Lake County and Town of Smoky Joint Council recommend the Joint Operation Agreement for the provision of Fire Protection Services Bylaw be amended as discussed on January 5, 2021 and incorporated into a new Joint Operation Agreement for Fire Protection Services "Schedule A" and proceed with the Bylaw process to enter into a JOINT OPERATION AGREEMENT for the provision of Fire Protection Services by adopting new respective bylaws which would respectively repeal Smoky Lake County Bylaw No. 1313-18 and Town of Smoky Lake Bylaw No. 001-18.

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1311-18**

Being a Bylaw of Smoky Lake County in the Province of Alberta, for the purpose to enter into a **JOINT OPERATION AGREEMENT** for the provision of **Fire Protection Services** with the **Town of Smoky Lake**.

WHEREAS, pursuant to the provisions of Section 54 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 a Municipality may provide any service or thing that it provides in all or part of the Municipality in another municipal authority with the agreement of the other municipal authority; and

AND WHEREAS, the Council of Smoky Lake County has determined it in the best interests as a municipal corporation to establish a joint undertaking to cooperatively provide fire protection services for fire suppression and emergency services in both Smoky Lake County and the Town of Smoky Lake, and

AND WHEREAS, the Council of Smoky Lake County and the Town of Smoky Lake have a longstanding fruitful, relationship and since 1981 have operated under a mutual aid agreement by which the County and Town already respond jointly to calls for fire and emergency services; and

AND WHEREAS, the Council of Smoky Lake County wishes to enter into an Joint Operation Agreement with the Town of Smoky Lake to provide services and personnel for Fire Protection Services to maintain a viable fire service within the Smoky Lake County, and to provide for efficient operation of such a fire service, all pursuant to the laws of the Province of Alberta, and operate such undertaking as per "**Schedule A**" attached to this Bylaw.

NOW THEREFORE, the Council of Smoky Lake County duly assembled, in consideration of the mutual covenants contained herein, agrees to a **Joint Operation for Fire Protection Services**, as jointly executed, by the municipalities of Smoky Lake County and Town of Smoky Lake.

REPEAL

That Bylaw NO. 1276-15, known as the "*Fire Bylaw*" be and is hereby repealed.

EFFECTIVE DATE

This Bylaw shall come into force and effect on the final date of passing thereof.

Read a First time this 17th day of April , 2018.

Read a Second time this 17th day of April , 2018.

**Read a Third and Final time this 17th day of April , 2018
and finally passed.**

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

Joint Operation Agreement for Fire Protection Services

BETWEEN:

SMOKY LAKE COUNTY - Bylaw 1311-18
a Municipal Corporation, in the Province of Alberta
Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
(hereinafter referred to as "County")

OF THE FIRST PART

AND

TOWN OF SMOKY LAKE - Bylaw 001-18
a Municipal Corporation, in the Province of Alberta
Box 460
56 Wheatland Avenue
Smoky Lake, Alberta T0A 3C0
(hereinafter referred to as the "Town")

OF THE SECOND PART

WHEREAS the Town owns, operates and manages a Fire Department for the residents of the Town of Smoky Lake; and

AND WHEREAS, both parties have a need for Emergency Fire Suppression and Rescue Service, year-round, twenty-four (24) hours per day, seven (7) days per week within the boundaries of Smoky Lake County; and

NOW THEREFORE, in consideration of the mutual provisions and covenants contained hereunder in this Agreement, and intending to be legally bound hereby, the parties agree as follows:

AGREEMENT

1. DEFINITIONS

The following terms are defined as follows in the Agreement:

- 1.1 **"County"** means the municipality of Smoky Lake County.
- 1.2 **"Emergency"** means a sudden unexpected happening or unexpected occasion for action; events or unexpected occasions requiring trained Firefighters to use their skill and judgement in the application of firefighting equipment and techniques to manage or properly extinguish fires and to provide emergency rescue services.
- 1.3 **"Fire Department"** means the one operating Fire Department located in the Town of Smoky Lake at the Fire Hall legal property: 246 – West Railway Drive.
- 1.4 **"Fire Protection"** means all aspects of Fire safety, including but not limited to, Fire prevention, Firefighting or suppression, pre-Fire planning, Fire inspection, Fire investigation, public education and information, training or other staff development, advising, and responding to a request for Fire Protection (including legitimate emergencies and False Alarms).
- 1.5 **"Fire Suppression"** includes, but is not limited to emergency rescue services where in the opinion of the Town such services are applicable.
- 1.6 **"Party"** means the County or the Town.

1.7 "Town" means the municipality of the Town of Smoky Lake.

2. TERM

This agreement shall be effective upon execution by both Parties, and shall continue to be effective until it is mutually terminated by the Parties. In addition, a Party may unilaterally terminate this agreement by providing written notice to the other Party. Such unilateral termination shall become effective one-year after written notice has been provided to the other party. Renewal of the **Joint Operation Agreement for Fire Protection Services** will be Two (2) Years from the date of execution.

3. ENTITY STATUS

This agreement is a joint cooperative undertaking.

4. PURPOSE

The purpose of this agreement is to establish a joint undertaking to cooperatively provide fire protection services for fire suppression and emergency response in both Municipalities.

5. CAPITAL ASSETS

It is hereby agreed by all the parties to this Agreement that the following vehicles/units used by the Parties are wholly owned as follows:

5.1 Smoky Lake County

- 5.1.1 Unit 320: 1979 GMC crew bus
- 5.1.2 Unit 414A: 2008 Keystone Sprinter Command Post Trailer
- 5.1.3 Unit 424: Command Post Trailer
- 5.1.4 Unit 431: Rapid Attack Skid
- 5.1.5 Unit 445: 1997 Ford F700 Rapid Attack Unit
- 5.1.6 Unit 470: 2002 Ford F550 Rapid Attack Unit
- 5.1.7 2006 Jordair: Air – Kat6 Compressor and Jordair Fill Station

5.2 Town of Smoky Lake

- 5.2.1 No Units.

5.3 Smoky Lake County and Town of Smoky Lake

- 5.3.1 Unit 405: 1997 Freightliner Fire Truck –
County: Sixty (60%) Percent and Town: Forty (40%) Percent
- 5.3.2 Unit 407: 2001 Ford 550 Rescue Truck -
County: Ninety (90%) Percent and Town: Ten (10%) Percent
- 5.3.3 Jaws of Life: 2010 -
County: Fifty (50%) Percent and Town: Fifty (50%) Percent
- 5.3.4 Unit 458: 2001 Dodge Ram 1500 4x4 Truck -
County: Sixty (60%) Percent and Town: Forty (40%) Percent
- 5.3.5 Unit 459: 2014 Freightliner 4x4 Fire Truck -
County: Sixty (60%) Percent and Town: Forty (40%) Percent

- 5.4 It is agreed that any Capital Purchases (new units) provided by Smoky Lake County and the Town of Smoky Lake will be purchased at a percentage basis of 60/40: County at Sixty (60%) Percent and Town at Forty (40%)

Percent; and will be located at the premises owned by the Town of Smoky Lake.

- 5.5 County and Town agree that the newest truck will be the First Response Truck.
- 5.6 County and Town agree that sale proceeds from any jointly purchased truck/equipment sold will be reimbursed as per 5.3 or 5.4 above, as circumstances warrant.
- 5.7 Any Capital Purchases (value over \$5,000.00) shall be purchased in accordance to the Fire Department Standard Operating Guidelines.

6. OPERATIONAL COST SHARING ALLOCATION

The basis for deriving the sharing of costs at the date of this Agreement is related to the following:

6.1 Supplies, Training and Meetings:

All Supplies, Training and Meetings will be cost shared between the County at Sixty (60%) Percent and the Town at Forty (40%) Percent.

6.2 Motor Vehicle Collision

- 6.2.1 The County will be responsible to invoice and collect all revenue from the motor vehicle collisions outside the Town boundaries.
- 6.2.2 The County will be responsible for invoicing motor vehicle collisions in the Town and the Town will collect all revenue.

6.3 Vehicle and Equipment Maintenance:

6.3.1 All Maintenance and Labour costs on Equipment used to perform the services under this agreement: minor and moderate repairs/parts, lubricants, and major repairs (pump tests, air compressor, air quality tests) will be apportioned and cost shared between the County and Town according to the percentage share of ownership as detailed in Section 5, herein.

6.4 Phones:

- 6.4.1 County is responsible for the cell phones issued to Unit 407; Unit 459, as well, the back-up phone line for dispatching; and phone line at the tower.
- 6.4.2 Town is responsible for the landlines and the fax line located at the Fire Hall.

6.5 Fuel:

The County will pay One Hundred (100%) Percent for all the fuel costs for the units used in emergency situations.

6.6 Utilities:

The County agrees to pay to Town \$900.00 per month towards utility costs (gas, heat and power) for the Fire Hall operations.

6.7 Inspections and Permits:

- 6.7.1 Vehicle re-certification for all units will be paid by the County.

6.7.2 Radio Towers, Rental and back-up Phone line will be paid by the County (NE 19-60-16-W4).

6.7.3 Radio Frequency Licenses will be cost-shared with County at Sixty (60%) Percent and Town at Forty (40%) Percent.

6.7.4 Fire Extinguisher Inspections in the Fire Hall and Fire Units will be paid by the Town.

6.7.5 GIS, GPS and IT Service will be paid by the County.

6.7.6 Internet at the Fire Hall will be paid by the Town.

6.8 Advertising:

All advertising will be cost-shared with County at Sixty (60%) Percent and Town at Forty (40%) Percent. County will initiate all advertising.

6.9 Equipment Marking

6.9.1 All equipment purchased jointly by the County and Town shall bear the markings **Smoky Lake Fire Rescue**.

6.9.2 The County will be responsible for the Inventory and Capitalization of all joint purchases annually.

6.10 Workers Compensation:

6.10.1 The County and the Town will each provide Workers Compensation to the Smoky Lake Fire Department and each respective municipality shall pay Workers Compensation premiums for to the Smoky Lake Fire Department.

6.11 Insurance:

Property Coverage:

6.11.1 Insurance premiums for all vehicles and equipment will be covered by County.

6.11.1.1 The County shall maintain at its own expense the insurance with insurers allowed by the laws of the Province of Alberta to issue insurance policies in Alberta and in forms satisfactory to the Town.

6.11.1.2 An All Risk Property insurance policy covering the full replacement value for physical damage to specified vehicles and equipment, relevant to this Agreement. Such policy shall include the Town as a Loss Payee relating loss of or damage to all property supplied by the Town and which is in the care, custody and control of the County.

6.11.2 Property Insurance for the Fire Hall will be the responsibility by the Town.

6.11.2.1 Property Content Insurance for the Fire Hall will be the responsibility of the Town; and the County

will supply a list of purchases for the year. Such policy shall include the County as a Loss Payee relating loss of or damage to all property supplied by the County and which is in the care, custody and control of the Town.

6.11.2.2 Town of Smoky Lake will be the Policy Holder.

Automobile Coverage:

6.11.3 An Automobile Third Party liability insurance policy (Owner's Form) for bodily injury (including death) and property damage in an amount of not less than Five Million Dollars (5,000,000.00) inclusive limit per occurrence covering all automobiles relevant to this agreement.

Liability Coverage:

6.11.4 Comprehensive General Liability Insurance for Fire Fighters will be paid by the Town at Forty (40%) Percent and County will pay Sixty (60%) Percent of these premiums for Liability Coverage. Such policy shall name the County as an Additional Named Insured and the insurer agrees to endeavour to give the County at least (30) days written notice prior to cancellation.

6.10.4.1 Town of Smoky Lake will be the Policy Holder.

VFIS (Volunteer Firefighter Insurance) Coverage:

6.11.5 Fire Fighter Member Insurance will be paid as follows: County at One-third (1/3) cost, Town at one-third (1/3) cost and Fire Fighter Member at one-third (1/3) cost.

6.11.6 The conditions imposed by VFIS have granted preferential status to Jubilee Insurance (the County's insurer), therefore the Town of Smoky Lake would not be authorized to write this coverage. The policy would be written by the County on exactly the same basis.

6.11.6.1 Smoky Lake County will be the Policy Holder.

7. Fire Department

- 7.1 Level of Services: The Fire Department shall deliver an adequate level of service as established by each Party through the Standard Operations Guidelines.
- 7.2 Administration: The County will provide the Fire Department \$150.00 per month for all paperwork relating to Fire Suppression and Emergency Calls. County will withhold payment for the month if all paperwork is not completed within 10 days from the first of each month.
- 7.3 Remuneration: The County and Town will compensate the Fire Department members for Fire and Emergency Calls in accordance with the remuneration and expense rates set by each municipality, from time to time.
- 7.4 Training and Meeting: The County and Town will compensate the Fire

Department Members for Informal Training and Meeting at the rate of \$15.00 per hour. The Training and Meeting rates will be paid by the Town at Forty (40%) Percent and County will pay Sixty (60%) Percent.

- 7.5 Formal Training: The County and Town will compensate the Fire Department Members for Formal Training (Certified instructor and Certificate) at the rate of \$20.00 per hour. The Formal Training be paid by the Town Forty (40%) Percent and County will pay Six (60%) Percent.
- 7.6 Recognition:
- 7.6.1 Social Fund: County and Town will each donate to the Fire Department the amount of \$600.00 towards the event annually.
- 7.6.2 Years of Service Recognition: As per County policy.
- 7.7 Fire Chiefs Convention: The County will pay for one fire department member to attend the annual Fire Chiefs Convention.
- 7.8 Membership Fees: The County and the Town will cost-share the Alberta Fire Chief Association membership fees for the Fire Chief and Deputy Fire Chief of the Fire Department on a Sixty (60%) Percent County and Forty (40%) Percent Town.
- 7.9 Safety Training: The County will provide their Safety Officer to the Fire Department and invoice the Town for Forty (40%) Percent of the cost.
- 7.10 Clothing: County will provide the Dress Uniform for the Fire Chief and Deputy Fire Chief at One Hundred (100%) Percent cost and the Station Gear Uniform for the Firefighter members (one-time only) on a cost-shared basis of 50/50 as part of the Department's Uniform Incentive Program.

8. INVOICING

- 8.1 The Fire Department is responsible to submit all operational and administrative requirements to the County within 10 days of the event or upon request.
- 8.2 The Parties shall invoice on a quarterly basis for all costs incurred as per this agreement.
- 8.2.1 The County will provide the Town copies of all Fire Calls, Expenses, and Capital purchases on a quarterly basis.

9. HOLD HARMLESS

9.1 Indemnity by the County

The County shall indemnify and hold harmless the Town, its Councillors, directors, officers, employees, agents and representatives and each of them from and against, any and all liabilities, claims, suits or actions, costs, damages and expenses (and without limiting the generality of the foregoing, any direct or indirect losses, costs, damages and expenses of the Town or

such individuals including costs as between solicitor and client) which may be brought or made against the Town or such individual or which the Town or such individual may pay or incur as a result of or in connection with any breach, violation or non-performance of any covenant, condition or agreement of this Agreement required to be fulfilled, kept, observed or performed by the County or any negligent act or omission of the County, its directors, officers, employees, agents and representatives in connection with or arising out of this Agreement or the performance of the Agreement.

9.2 Indemnity by the Town

The Town shall indemnify and hold harmless the County, its Councillors, directors, officers, employees, agents and representatives and each of them from and against, any and all liabilities, claims, suits or actions, costs, damages and expenses (and without limiting the generality of the foregoing, any direct or indirect losses, costs, damages and expenses of the County or such individuals including costs as between solicitor and client) which may be brought or made against the County or such individual or which the County or such individual may pay or incur as a result of or in connection with any breach, violation or non-performance of any covenant, condition or agreement of this Agreement required to be fulfilled, kept, observed or performed by the Town or any negligent act or omission of the Town, its directors, officers, employees, agents and representatives in connection with or arising out of this Agreement or the performance of the Agreement.

10. ASSISTANCE FOR EMERGENCIES

Additional Emergency Services

Either party may assist the other in an emergency situation upon the following conditions:

- 10.1 upon receiving request from the Chief Administrative Officer for assistance.
- 10.2 all costs will be invoiced to the requesting party.

11. AMENDMENTS

This Agreement and any of its provisions may be altered or amended when any such changes are submitted by the Parties in writing and subject to full negotiations and mutual ratification thereof, but not otherwise.

12. SEVERABILITY

If any provision of this agreement or its application is held invalid, then the remainder of the agreement or the application of the remainder of the agreement shall not be affected.

13. APPLICABLE LAW

This agreement shall be subject to and governed with all Federal, Provincial, and Municipal laws, rules, regulations and guidelines that apply.

14. HEADINGS

The headings in the Agreement have been inserted for reference in **Schedule "B": Table of Contents** as a matter of convenience only and in no way define, limit or enlarge to scope or meaning of this Agreement or any provisions thereof.

IN WITNESS WHEREOF the parties hereto execute this Agreement and affixed their corporate seals of its proper signing officers duly authorized:

SMOKY LAKE COUNTY

DATE: _____

Reeve
Smoky Lake County

Chief Administrative Officer
Smoky Lake County

TOWN OF SMOKY LAKE

DATE: _____

Mayor
Town of Smoky Lake

Chief Administrative Officer
Town of Smoky Lake

Schedule "B"

Table of Contents

<u>SECTION</u>	<u>HEADING</u>	<u>PAGE</u>
1	Definitions	2
2	Term	3

3	Entity Status	3
4	Purpose	3
5	Capital Assets:	3
5.1	Smoky Lake County	3
5.2	Town of Smoky Lake	3
5.3	Smoky Lake County and Town of Smoky Lake	3
5.4	New Capital Purchases	4
5.5	First Response Truck	4
5.6	Sale of Joint Purchases	4
5.7	Capital Purchases in accordance with SOG's	4
6	Operational Cost-Sharing Allocations	4
6.1	Supplies, Training, and Meetings	4
6.2	Motor Vehicle Collision	4
6.3	Vehicle and Equipment Maintenance	4
6.4	Phones	4
6.5	Fuel	4
6.6	Utilities	4
6.7	Inspections and Permits	5
6.8	Advertising	5
6.9	Equipment Markings	5
6.10	Workers Compensation	5
6.11	Insurance	5
7	Fire Department	6
7.1	Level of Services	6
7.2	Administration	6
7.3	Remuneration	7
7.4	Training and Meeting	7
7.5	Formal Training	7
7.6	Recognition	7
7.7	Fire Chiefs Convention	7
7.8	Membership Fees	7
7.9	Safety Training	7
7.10	Clothing	7
8	Invoicing	7
9	Hold Harmless	8
9.1	Indemnity by the County	8
9.2	Indemnity by the Town	8
10	Assistance for Emergencies	8
11	Amendments	8
12	Severability	8
13	Applicable Law	9
14	Headings	9

NUMBER: 4.2		DATE	Joint County and Town Meeting January 5, 2021
TOPIC	Fire Services: Smoky Lake Fire Department 2021 Draft Operational Budgets		
A g e n d a M e t i n g	BACKGROUND		
	<ul style="list-style-type: none"> • Before 2012 Smoky Lake County and Town of Smoky Lake Councils would meet jointly to determine Smoky Lake Fire Department's training and supplies budgets and agreeing on a cost sharing formula. • In September of 2012 Smoky Lake County and Town of Smoky Lake passed a Joint Operations Agreement for the provision of Fire Protection Services Bylaws which created a set cost sharing agreement for all of Smoky Lake Fire Department operations and is to be review every two (2) years. • In December of 2014 Smoky Lake County and Town of Smoky Lake met jointly to discuss the Joint Operations Agreement Bylaw and made amendments to the Bylaw. • In April of 2018 Smoky Lake County and Town of Smoky Lake met jointly to discuss the Joint Operations Agreement Bylaw and made amendments to the Bylaw. • As per the Bylaw an annual Joint Council Meeting is required to determine the training and supplies budgets for the Smoky Lake Fire Department. 		
	County Council Meeting: October 14, 2020 – Fire Protective Services Committee Meeting:		
	1224-20:	<p>That Smoky Lake County offer the following meeting dates, starting at 9:00 a.m. of:</p> <p style="padding-left: 40px;">Thursday, November 5, 2020, Friday, November 6, 2020, Tuesday, November 10, 2020, Wednesday, November 18, 2020 and Thursday, November 19, 2020,</p> <p>to schedule Joint Council Meetings to review the Joint Operation Agreement for the provision of Fire Protection Services Bylaws, and Operating Budget & Capital Budgets, with each respective municipality: Village of Vilna, Village of Waskatenau, and Town of Smoky Lake.</p>	
Joint Town of Smoky Lake and Smoky Lake County Meeting: November 18, 2020			
J237-20:	<p>That the Smoky Lake County and Town of Smoky Lake Joint Councils defer the Year-2021 proposed budget for Personal Protective Equipment, Equipment and Supplies and OH&S Requirements for the Smoky Lake Fire Department, in the proposed amount not to exceed \$27,000.00, and defer the Year-2021 proposed budget for Training for the Smoky Lake Fire Department, in the proposed amount not to exceed \$60,000.00, to allow further review by each respective Council.</p>		
Town of Smoky Lake Council Meeting: December 1, 2020			
891-2020:	<p>That Town of Smoky Lake acknowledge the increase in the Smoky Lake Fire Department's 2021 Supplies Budget from \$25,000.00 to \$27,000.00; and adopt the Smoky Lake Fire Department's 2021 Operational Budget in the amount totaling \$27,000.00 for Personal Protective Equipment, Equipment and Supplies and Occupational Health & Safety (OH&S)</p>		

892-2020:

Requirements for the Smoky Lake Fire Department, not to exceed the Town's portion of Forty percent in the amount of \$10,800.00; in reference to Agenda item No. 4.4 presented at the Joint County and Town Meeting on November 18, 2020.

That Town of Smoky Lake acknowledge the increase in the Smoky Lake Fire Department's 2021 Training Budget from \$47,000.00 to \$60,000.00; and adopt the Smoky Lake Fire Department's 2021 Training Budget totaling \$60,000.00, not to exceed the Town's portion of Forty percent in the amount of \$24,000.00; in reference to Agenda item No. 4.4 presented at the Joint County and Town Meeting on November 18, 2020.

PROPOSAL

Budgets:

- Smoky Lake Fire Department is proposing to increase the supplies budget from \$25,000.00 to \$27,000.00 for the 2021 year. **See A1**
- Smoky Lake Fire Department is proposing to increase the training from \$47,000.00 to \$60,000.00 for the 2021 year. **See A2**
- **As indicated above the Town of Smoky Lake has already adopted the 2021 Smoky Lake Fire Department operational budget.**

LEGISLATION: Bylaw

- Smoky Lake County Bylaw 1311-18: Joint Operation Agreement: - Fire Protective Services
- Town of Smoky Lake Bylaw 001-18: Joint Operations Agreement – Fire Protective Services

REFERENCE INFORMATION:

4.1 A Smoky Lake County Bylaw 1311-18: Joint Operation Agreement – Fire Protective Services.

FOR INFORMATION:

ACTION

NEXT STEP:

1. That Smoky Lake County Council adopt the 2021 budget for Personal Protective Equipment, Equipment and Supplies and OH & S Requirements for the Smoky Lake Fire Department from the previous budget of \$25,000.00, not to exceed the amount of \$27,000.00 for Year 2021.
2. That Smoky Lake County Council adopt the 2021 for Training for the Smoky Lake Fire Department, from the previous budget of \$47,000.00 not to exceed the amount of \$60,000.00 for Year 2021.

2021 Smoky Lake Fire Department Draft Supplies Budget

A1

Personal Protective Equipment			
Item	Quantity	Cost	Total
Bunker Gear	2	\$2,400.00	\$4,800.00
Structure Firefighting Helmets	4	\$360.00	\$1,440.00
Structure Firefighting Gloves	5	\$200.00	\$1,000.00
Boots	4	\$650.00	\$2,600.00
Balaclavas	10	\$40.00	\$400.00
Firefighting Coveralls	4	\$250.00	\$1,000.00
Wildland Helmets	4	\$20.00	\$80.00
Wildland Gloves	12	\$45.00	\$540.00
Wildland goggles and Respirators	8	\$160.00	\$1,280.00
Safety Glasses	12	\$20.00	\$240.00
Hearing Protections	2	\$25.00	\$50.00
Glove Strap	10	\$15.00	\$150.00
Ice Cleats	2	\$35.00	\$70.00
Bunker Gear Cleaner/Disinfectant	1	\$600.00	\$600.00
Subtotal			\$14,250.00

Equipment			
Item	Quantity	Cost	Total
Grote Headlights - Engine 405	1	\$750.00	\$750.00
Thermo Imaging Camera	1	\$800.00	\$800.00
High Visible Hose 44mm	6	\$365.00	\$1,400.00
Forestry Cheater valves	6	\$100.00	\$600.00
Stop Sign	4	\$125.00	\$500.00
Helmet Lights	4	\$80.00	\$320.00
Forestry Fire hose	6	\$200.00	\$1,200.00
Wildland Fire bags	5	\$49.00	\$245.00
Equipment Clamps	2	\$300.00	\$600.00
Medical Supplies (gloves, airway and trauma)	2	\$200.00	\$400.00
Ready Rack Hose Cart	1	\$3,500.00	\$3,500.00
Fire Scene Tape	4	\$20.00	\$80.00
Fire Hall Cleaning Supplies	1	\$200.00	\$200.00
Fire Hall Supplies (paper/ink cartridges)	1	\$200.00	\$200.00
Subtotal			\$10,795.00

Occupational Health and Safety			
Item	Quantity	Cost	Total
Clean and Inspect Bunker Gear	2	\$500.00	\$1,000.00
Fit Testing SCBA Masks	15	\$50.00	\$750.00
Subtotal			\$1,750.00

Total = \$26,795.00

2021 Smoky Lake Fire Department Draft Training Budget

Training	
Items	Cost
S400 - Hose Deployment and Fire Ground Operations (10 Members)	10,400.00
S500 - Ventilation (10 Members)	10,400.00
Meeting and Practices	18,720.00
First Aid and AED Training (15 members)	2,750.00
Mental Health Training	2,000.00
Flagging Course	1,500.00
WMIS Course	1,500.00
TDG Course	1,500.00
Alberta College of Paramedics Registration (2 members)	1,200.00
Alberta Fire Chiefs Conference (1 members)	1,250.00
Alberta Emergency Management Agency Conerence (1 member)	350.00
Secretary and Treasure Wages (\$250/month x 2)	6,000.00
Fire Department Chaplian Training	2,000.00

Total = 59,570.00

Meeting and Practices = 13 members x 3 hours x 24 meeting x \$20/h

Note: Budget pending Joint agreement on Joint Operations Bylaw