

Fire Prevention and Fire Response Committee

Meeting Minutes: January 28, 2017 10:00am

Attendance: F Smith, W Bauer, B Oblak, B Bawtinhimer, P Ireland, 3 Residents

The meeting agenda is attached. All items on the agenda were presented and discussed.

1. **Reviewed the committee's mandate and duties set out in the Bylaw. Attached to these minutes are the materials circulated at the meeting**
2. **The proposed Mission Statement was discussed and suggestions incorporated.**
ACTION - B Oblak will confirm that Village has liability insurance to cover volunteers and property with respect to response to fires
3. **The Safety Fitness Certificate for the yellow truck has been received. The procedures and forms required by this certificate were circulated and discussed. Comments on the procedures should be provided to co-chairs by Feb 4/17**
ACTION - These will be submitted to council for approval
4. **Discussion of annual maintenance for the pump**
ACTION - B Oblak has a contact for repair/maintenance of the Hale pump.
5. **There is a first aid workshop Mar 11/17**
ACTION - members wishing to attend to contact Sharon directly
6. **We will need volunteers for the 911 MagicJack.**
ACTION - A village responder callout list is required
7. **We will send Sharon input for the newsletter, including a request for volunteers.**
ACTION – Newsletter input
8. **A few corrections will be made to the Wildfire Preparedness Guide**
ACTION - This will be sent to council for approval. It will then be provided to, and reviewed with area fire departments so they have knowledge of conditions prior to any response
9. **B Oblak informed the committee that the province will issue Fire-pit regulations.**
ACTION - The village will enforce them
10. **Sharon has been informed that the province will provide a pump again this spring.**
ACTION - Send alternative ideas to Sharon
11. **We are to clear all communications with area fire departments with Sharon**
ACTION – we need to contact Big Horn, Cochrane Fire Departments and Forestry re our Procedures and the Wildfire Preparedness Guide
12. **B Oblak will coordinate our committee activity and procedures with the Emergency & Disaster Services Committee**
ACTION – committees should hold a joint meeting to coordinate activities, procedures and purchases