



The Corporation of the Municipality of Highlands East

## **Fire Committee Meeting**

### **MINUTES**

Monday, March 11, 2019

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Committee Members in Attendance: Chair Councillor Cam McKenzie Ward  
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Co-Chair Mayor, Dave Burton  
Wayne Galloway  
Doug Bowen  
Brian Horner  
Gary Mount  
Brian Woods

Staff in Attendance: CAO/Treasurer, Shannon Hunter  
Acting Fire Chief Chris Baughman

Delegations:

Attendants:

#### **Call to Order/Opening of Meeting**

**Chair Councillor McKenzie called the meeting to order at 7:01 PM.**

#### **Disclosure of Pecuniary Interest**

None

#### **Approval of Agenda: Additions / Deletions**

**Fire Committee Meeting Agenda of March 11, 2019.**

### **Motion # 2019-1**

Moved by: Member Wayne Galloway

Seconded by: Member Doug Bowen

Recommendation:

That the agenda for the Fire Committee Meeting of March 11, 2019 be approved as circulated.

CARRIED

### **Introductions of Committee**

All Committee Members introduced themselves.

### **Committee Goals**

Acting Fire Chief Chris Baughman advised that the goal of the committee is to serve as a liaison between the Fire Department and Council. The Committee will be an entity that will deal with non - day to day operations.

### **Reports**

#### **2010 Peter Corfield and Associates Master Fire Plan Report Review:**

##### **Comments:**

- **Member Doug Bowen had concerns that the numbers were not accurate regarding Station #2.**
- **Member Wayne Galloway felt that some assumptions were made in completing this report regarding the use of some of the buildings and the viability of the possible sale of some of the properties.**
- **Acting Fire Chief Chris Baughman advised that this report is from 2010 and that some changes and improvements have been made since this report. Utility costs are not current and call numbers and locations would need to be updated.**
- **CAO Shannon Hunter advised that we are not here to make decision tonight. This is a process in order to identify where improvements may be made to service delivery with the Fire Department and bring those recommendations to Council where they would be tasked with the decision making.**

**Motion # 2019-2**

Moved by: Member Wayne Galloway

Seconded by: Member Gary Mount

That Acting Fire Chief Chris Baughman to provide updated statistics regarding calls numbers, locations and response times and:

Provide the Corfield and Associates Report to all members for the next meeting.

CARRIED

**Schedule of Next Meeting**

The next meeting will be held Monday April 8, 2019 and all meetings moving forward will be held the 2nd Monday each month.

**New Business**

Chair Councillor McKenzie advised that the item of Corfield and Associates Report was only the first subject the committee was looking into and that the committee would be ongoing and addressing other subjects. He referenced wildland fire training and asked if Acting Fire Chief Baughman would identify how many firefighters still require that training.

**Adjournment**

**Adjournment of the Fire Committee Meeting.**

**Motion # 2019-3**

Moved by: Member Gary Mount

Seconded by: Co-Chair Mayor Burton

That the Fire Committee Meeting of March 11, 2019 be adjourned.

CARRIED

Certified Correct

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Councillor Cam McKenzie, Chair

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Acting Fire Chief Chris Baughman, Secretary