



Wednesday, January 8, 2025 - 7PM
Provincial Building - Wainwright

MINUTES

BOD Present.

- Chair - George Glazier - County of Paintearth.
- Vice chair - Jim Jackson - Village of Mannville.
- Sec - Treasurer - Bruce Cummins - MD of Wainwright.
- Director - Bradley Adams - Village of Amisk.
- Director - Brandon Parsons - Village of Irma.
- Director - Stacey Hryciuk - County of Vermilion River .

Absent.

- Director - Kevin Martin - Town of Vermilion.

Members Attending.

North Zone:

- County of Minburn. - Eric Anderson.
- Village of Kitscoty. - Kevin Miciak.
- Village of Paradise Valley. - Don Bergquist.

Central Zone:

- Town of Wainwright. - Bruce Pugh.
- Village of Chauvin. - Don Prokopetz.
- Village of Edgerton. - Della Hughes.

South Zone:

- County of Provost. - Darryl Motley.
- Town of Castor. - Kevin McDougall.
- Town of Provost. - Alvin Schultz.
- Village of Hughenden. - Kathy Hall.

Additional Attendees:

- West End Fire Dept. - Orrin Ford.
- West End Fire Dept. - Blake Moser.
- Blackfoot Fire Dept. - John McGerrigle.
- Vermilion Fire Dept. - Anton Krys.
- Town of Castor. - Donna Rowland.
- Islay Fire Dept. - George Steiner.
- County of Vermilion River. - Kirk Hughes.



Administration:

CAO. - Stephanie Spornitz.
911 Coordinator. - AJ Keller.

1. Presentation by AFRRCS.

- a. At 7 PM there was an AFRRCS Presentation by Brian Saunders, the Business Relations Coordinator. An overview of what AFRRCS was, and the status of the Radio system across the province was provided to the attendees. There was information on how to get started and the first steps in planning for AFRRCS. There were numerous questions from the group.

2. Call to Order by the Chair, George Glazier.

- a. The meeting was called to order at 7:50 PM.
- b. The Chair opened the floor for introductions. Notably, in addition to the members, there were a few attendees present from Fire Depts, given an interest in AFRRCS.

3. Approval of Agenda.

- a. George Glazier asked to add "a discussion about AFRRCS" to the agenda under New Business.

Motion GM2024-09: Kevin McDougall, Town of Castor moved to approve the agenda as amended.

Carried.

4. Approval of AGM meeting minutes.

- a. General Meeting - June 12, 2024 (sent by email).

Motion GM2024-10: Alvin Schultz, from the Town of Provost, moved to approve the meeting minutes.

Carried.

5. OPEN FORUM.

- c. There were no topics raised during open forum.

6. Chairs Report.

- d. George Glazier reported that EC911 tried to get Two Hills County to contract with us for 911 services and Fire Dispatch. George reported that we were unsuccessful. Glazier indicates that part of the reason that we were unsuccessful was due to our current status of not being ready with AFRRCS services already in place. The chair reported that the County of Two Hills went to Bonnyville 911. Glazier said that our move to AFRRCS is inevitable, and it is something that we have to address as soon as possible.
- e. The chair further advised that we recently completed union negotiations, and we currently have a three-year contract.

Discussion from the floor: There were numerous questions and comments from the floor about the details of the collective agreement, including starting wages, terms, benefits etc.

Motion GM2024-11: Darryl Motley, MD of Provost, moved to receive the Chairs report.

Carried.



7. Business arising out of past meeting(s).

- f. There was no business arising out of past meetings.

8. Admin Report.

- a. The CAO provided the members with event statistics for 2024. There were 16,034 events. There was a further breakdown, categorizing the following event types.
 - i. 43% of all events were transfers to Police and Ambulance.
 - ii. 3 - Aircraft emergencies.
 - iii. 296 - Alarm calls from Outside agencies (alarm companies).
 - iv. 2423 - Burn permits.
 - v. 1266 - After-hours, work-alone events and community alarms.
 - vi. 5 - Elevator rescues.
 - vii. 463 - Co-Medical responses.
 - viii. 197 - Motor Vehicle Collisions.
 - ix. 744 – Other Fire Related Events (All Fires)
- b. Stephanie briefly spoke on her efforts in connecting with F/Depts over the course of the year, attending meetings and impromptu visits looking for feedback and addressing problems/concerns as they arise.
- c. The CAO spoke about her role as a liaison between the local F/Chiefs and the Alberta Medical First Responders (MFR) program.
- d. The CAO spoke about EC911's work with Next Generation 911 (NG911). She updated the members about our progress with transition. She advised "we are ready to go", but that TELUS is still conducting testing. We are hoping to be the 3rd Agency in Alberta to transition.
 - i. There is a delay in dealing with Wainwright Canadian Forces Base, given problems drafting service agreement (by TELUS).
- e. The members were updated on our efforts to coordinate with some of the small communities to update the GIS mapping.
- f. Stephanie updated the members on our current staffing situation. She reported that we are stable and adequately staffed.
- g. Union negotiations concluded Dec. 13th
- h. Stephanie reported that we continue to work to stay on top of our technological needs. We have a stable environment. We have over recent years chosen to migrate to technologies that are managed by a provider rather than invest in systems that draw heavily on Capital resources.

Comment from the Floor: Kevin McDougall reported that in Castor they recently began using EC911's work-alone services. They enjoy the service and report that it is working very well for them. He recommended the work-alone program to others that might be interested.

There was further discussion about how the work-alone program is flexible and how it can accommodate the unique needs of different communities. It was highlighted that this service is free to all members.



Question from the floor: “How are call volumes changing? Are they trending up? The same?” The CAO reported that they are trending up. There was further discussion on changing trends. Information was provided on iPhone crash alerts, how we deal with them and what EC911 is seeing.

Motion GM2024-12: Della Hughes, Village of Edgerton moved to approve the Administration Report.
Carried

9. Financial

a. Review of unreconciled 2024 Operational Budget.

- i. The CAO presented the operational budget to Dec 31st, 2024. The members were advised that the 2024 budget was met, having collected all revenues and having finished the year at 98% of budgeted spending. The CAO went on to address any budget lines that were significantly under or significantly over budgeted spending.

Questions from the floor: The CAO addressed questions from the members about specific line items, in revenue and expenses.

Motion GM2024-13: Kathy Hall, from the Village of Hughenden, moved to approve the 2024 Operational Budget report.
Carried

b. Review of unreconciled 2024 Capital Budget.

- i. Stephanie provided a report on the Capital Budget to Dec 31, 2024. She reviewed Capital Revenues over the year and Capital spending. The spending has been completed on the NG911 project and the Evac Centre. All 2024 Capital spending has been completed, and we are left with a balance of \$92K.

Motion GM2024-14: Eric Anderson, from the County of Minburn, moved to approve the 2024 Capital Budget report.
Carried

c. 2025 Operational/Capital Budget Approval

- i. The CAO presented the 2025 Operational budget as recommended by the BOD to the membership. The revenue lines and the expense lines were reviewed in detail with the membership as was the rationale for each budget line. The budget sees an increase of the per capita rate bringing the operational requisition rate to \$6.50 per capita.
 1. Key to the rationale for the increase was the loss of membership and non-member revenue with the County of Two Hills leaving the organization and increases to staff as a result of collective bargaining.



- ii. The Capital budget was reviewed with the membership. It will be necessary to fund a new AFRRCS radio console and as a result we will need to generate Capital over the next couple of years. A total of \$1.50/capita will be needed for 2025. It is expected that a new AFRRCS console will cost in the neighbourhood of \$175K. With our existing capital, and with the new capital generated, it is believed that we can fund the project over the next 2-years. Any shortfalls in revenue beyond that will be addressed through existing funds or a smaller additional Capital requisition in 2026.

Discussion from the floor. There was discussion among the members as to the funding model to pay for the AFRRCS radio panel, and the length of time needed to collect these funds for the project.

Motion GM2024-15: Kevin Miciak, from the Village of Kitscoty, moved to approve the 2025 Operational and Capital Budgets. **Carried**

10. New Business

- a. Review of the Bylaws – Article 32 – Minimum Capital Balance.
 - i. George Glazier led a discussion on the current Bylaw that is in place. Article 32 says that we need to keep \$75K in the capital budget. As there may not be the need for that much capital moving forward, we might consider lowering it. Further there is awkward wording within the Bylaw that does not address how we can use and replace the Capital funds. (Example. The inference is that; if we use the Capital funds then technically, we break the Bylaw).

Discussion from the floor: Members are interested in knowing how low the Minimum Capital Balance should be. Suggestions of \$30K - \$60K were discussed. Further revisions to the Bylaw were discussed as to wording to better describe how the Capital dollars can be used and replaced.

- ii. The Board of directors advised that they will put together some language for proposed changes to the Bylaw and then bring recommendations to the membership at the Spring AGM.

Motion GM2024-16: Kevin McDougall, from the Town of Castor, moved to have the BOD review and draft a revised Bylaw for the member's review. The revisions can then be addressed at the Spring AGM. **Carried**

- b. AFRRCS – purchase of a Dispatch Console

Discussion from the floor. It is important that communities share their plans. Are they going to migrate to AFRRCS? What kind of timeline will they be considering? This information will impact EC911's selection of Console. Further it was recommended that councils that are just starting down this path seek a more specific presentation from Brian Saunders the AFRRCS Business Relations coordinator.



11. Elections.

- a. The respective members of the three zones broke into individual groups and elected representatives for the board of directors.
 - iii. North zone.
 - 1. Position #1 - (Stacey Hryciuk incumbent).
 - a. The North zone advised that they had re-elected Stacey Hryciuk, from the County of Vermilion River, to sit on the BOD.
 - 2. Position #2 - (Kevin Martin incumbent).
 - a. The North zone advised that they had re-elected Kevin Martin - Town of Vermilion, to sit on the BOD.
 - iv. Central zone.
 - 1. Position #1 (Brandon Parsons incumbent).
 - a. The Central zone advised that they had re-elected Brandon Parsons - Village of Irma, to sit on the BOD.
 - v. South zone.
 - 1. Position #1 (George Glazier incumbent).
 - a. The South zone advised that they had re-elected George Glazier - County of Paintearth, to sit on the BOD.

12. Adjournment

- g. The meeting was adjourned at 9:35 PM

Minutes Approved:

George Glazier - Chairman

Bruce Cummins - Sec-Treas

ajk