

MEMORANDUM OF UNDERSTANDING

Between

The Board of Governors of Lakeland College

and

The County of Vermilion River

1. Purpose

This Memorandum of Understanding (MOU) establishes a collaborative framework between Lakeland College's Emergency Training Centre (ETC) and the County of Vermilion River to support emergency response and logistical needs where feasible. ETC's involvement will be aligned with Work-Integrated Learning (WIL) principles, ensuring student participation remains an educational experience rather than an emergency response role.

Nothing in this MOU shall create an obligation or expectation for the ETC to provide emergency response or support. Participation in any emergency activity is entirely at ETC's discretion and subject to operational feasibility, student and staff competency and availability, risk assessment, and resource capacity. ETC shall not be held liable for declining or being unable to provide assistance in any given situation.

2. Scope of Collaboration

ETC may assist the County of Vermilion River in emergency situations on a tertiary-response basis, subject to operational feasibility, resource availability, and risk assessment. Support may include, but is not limited to:

- Wildland and Structural Fire Support – Assisting in fire suppression under appropriate supervision.
- Flood Response – Providing personnel for sandbagging and logistical efforts.
- Search and Rescue – Supporting large-scale search operations in non-hazardous conditions.
- Logistical Assistance – Loaning firefighting equipment, apparatus, breathing apparatus, bunker gear, hoses, and drones with operators.
- Incident Command Support – Assisting in Emergency Coordination Centers (ECC) or at incident sites in a supporting role under County direction.

Participation in any emergency response is subject to ETC availability and a case-by-case evaluation of timing, resources, and risk. There is no obligation or expectation that the ETC

3. Request and Activation Process

The County of Vermilion River will submit requests for assistance in writing (email or formal request) whenever possible. In urgent situations, verbal requests may be made but must be followed up in writing as soon as practicable.

A separate Request and Activation Procedure will be developed under this MOU to outline the steps for submitting, evaluating, and approving requests. This procedure document will be flexible and amendable without requiring modifications to this MOU.

4. Liability and Safety Considerations

- Any student participation under this MOU is considered a Work-Integrated Learning (WIL) experience, ensuring alignment with Lakeland College's educational objectives. Students are not acting as emergency responders but rather engaging in supervised, real-world learning opportunities.
- The County of Vermilion River retains full command and control over any emergency operations in which ETC participates. ETC assumes no liability for incident outcomes, including but not limited to property damage, injuries, or operational decisions made by the County or its personnel.
- The County agrees to indemnify and hold harmless Lakeland College, the ETC, its staff, and students from any claims, demands, or legal actions arising from ETC's participation in emergency support activities.

5. Reimbursement for Services and Assets

- Any deployment of ETC resources (personnel, students, or equipment) in an emergency situation shall be subject to full reimbursement, in accordance with the Alberta Government's Wildland Urban Interface (WUI) guidelines and other applicable provincial frameworks.
- Rates for personnel and assets will align with provincially established compensation structures.
- Where no applicable provincial rate exists, ETC will submit a rate that is reasonable, based on comparable industry standards and widely accepted rates within the emergency services sector.
- The County will ensure that requests for assistance are structured in a manner that allows for eligible cost recovery through provincial mechanisms. ETC reserves the right to decline requests where reimbursement cannot be secured or where deployment would negatively impact institutional operations.

6. Media and Public Communications

- Lakeland College and ETC may publicly acknowledge their participation in emergency support activities, focusing on the educational value and collaborative nature of the partnership.
- ETC and Lakeland College will not comment on the details, circumstances, or operational aspects of any emergency response, as those matters fall under the County of Vermilion River's jurisdiction.
- The County agrees to consult with Lakeland College before making public statements that reference ETC's involvement. Any use of Lakeland College or ETC branding, logos, or names in media releases, social media, or public communications must be approved by the College to ensure accuracy and alignment with institutional values.

7. Review and Renewal

- An informal review of this MOU will be conducted annually to assess its effectiveness and discuss any operational or procedural improvements.

- A formal review is required every two years, at which time amendments may be proposed by either party.
- Either party may request modifications at any time; however, formal amendments must be mutually agreed upon in writing.
- Either party may terminate this MOU with 90 days' written notice to the other party.

8. Signatures

This Memorandum of Understanding is entered into on this ____ day of [Month], [Year], by:

County of Vermilion River

Date: _____

Per _____
Alan Parkin
Chief Administrative Officer

THE BOARD OF GOVERNORS OF LAKELAND COLLEGE

Date: _____

Per _____
Dr. Alice Wainwright-Stewart
President and CEO