

1. **ORDER** - 1:30 p.m.

2. **ADOPTION OF AGENDA**

3. **ADOPTION OF PREVIOUS MINUTES**

- February 19, 2020

✓

4. **ENFORCEMENT SERVICES**

a) **Reports / Recommendations**

- | | | | |
|------|---|---|-----------------|
| i) | Leduc RCMP Detachment 2019 Year In Review | ✓ | Insp. Kendall |
| ii) | Leduc RCMP Annual Policing Priorities (APP) 2020-2021 | ✓ | Insp. Kendall |
| iii) | Leduc RCMP Detachment Crime Statistics, January to May, 2016-2020 | ✓ | Insp. Kendall |
| iv) | Thorsby RCMP Detachment Council Report | ✓ | S/Sgt. Dhaliwal |
| v) | Community Peace Officer Performance Plan, Key Performance Indicators, January to April 2020 | ✓ | Clarence Nelson |
| vi) | Enforcement Services Action Items Update | ✓ | Clarence Nelson |
| vii) | Bylaw Enforcement Q1 Report, January to March 2020 | ✓ | Clarence Nelson |

b) **New Business**

- | | | | |
|----|---|--|-----------------|
| i) | Enforcement Services Q1 Hot Spot Reports to Council | | Clarence Nelson |
|----|---|--|-----------------|

c) **Information Items**

- | | | | |
|----|---|---|-----------------|
| i) | Enforcement Services, Secure your cargo: it's the law | ✓ | Clarence Nelson |
|----|---|---|-----------------|

✓ Attachment Provided

PROTECTIVE SERVICES COMMITTEE MEETING AGENDA

Wednesday, June 17, 2020

5. FIRE-EMERGENCY SERVICES

a) Reports / Recommendations

- | | | |
|---|---|----------------|
| i) East District Station Update | √ | Keven Lefebvre |
| ii) New 100-foot Aerial Ladder Apparatus (Tower 11) Update | √ | Keven Lefebvre |
| iii) Standard of Cover - Station Location Master Plan Update | √ | Keven Lefebvre |
| iv) Warburg Fire District Update | √ | Keven Lefebvre |
| v) Leduc County Fire Services 2019 Annual Report and 2020 Status Report | √ | Keven Lefebvre |
| vi) Discussion on Requirements for Consumer Fireworks | √ | Keven Lefebvre |
| vii) Sub-Regional Emergency Management Agency RFP Update | √ | Keven Lefebvre |

b) New Business

i)

c) Information Items

i)

6. IN-CAMERA (in accordance with F.O.I.P., Section 21(1))

- | | | |
|--|---|----------------|
| a) Status Update Leduc County and Edmonton International Airport Fire Services | √ | Keven Lefebvre |
|--|---|----------------|

7. ADJOURNMENT



√ Attachment Provided

Page 2 of 2

MINUTES OF THE PROTECTIVE SERVICES COMMITTEE, LEDUC COUNTY, HELD ON WEDNESDAY, JUNE 17, 2020 IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.

Order and Roll Call

The meeting was called to order at 1:28 p.m., Wednesday, June 17, 2020 by Chair Ray Scobie with Committee members Kelly-Lynn Lewis, Kelly Vandenberghe, and Larry Wanchuk, present.

Also present were:

- Keven Lefebvre, Fire Chief
- Officer Clarence Nelson, Director of Enforcement Services
- Lynn White, Recording Secretary
- Insp. Dale Kendall, Leduc RCMP Detachment
- Cst. Jeff Pocock, Leduc RCMP Detachment
- S/Sgt. Harp Dhaliwal, Thorsby RCMP Detachment

Agenda Adoption

13-20 Committee Member Lewis – that the agenda for the June 17, 2020 Protective Services Committee meeting be adopted.

Carried Unanimously

Previous Minutes – February 19, 2020

14-20 Committee Member Wanchuk – that the minutes of the February 19, 2020 Protective Services Committee meeting be confirmed as circulated.

Carried Unanimously

Enforcement Services

Leduc RCMP Detachment 2019 Year In Review and Annual Policing Priorities (APP) 2020-2021

Insp. Kendall went through the Leduc RCMP Detachment 2019 Year In Review and Annual Policing Priorities (APP) 2020-2021 with Committee members.

S/Sgt. Harp Dhaliwal, Thorsby RCMP Detachment

S/Sgt. Harp Dhaliwal, Thorsby RCMP Detachment entered the council chamber at 1:45 p.m.

15-20 Committee Member Vandenberghe – that the Leduc RCMP Detachment 2019 Year In Review and Annual Policing Priorities (APP) 2020-2021 be received as information.

Carried Unanimously

Thorsby RCMP Detachment Council Report

S/Sgt. Dhaliwal went through the Thorsby RCMP Detachment Council Report with Committee Members.



16-20 Committee Member Wanchuk – that the Thorsby RCMP Detachment Council Report to be received as information.

Carried Unanimously

Insp. Kendall, S/Sgt. Dhaliwal, and Cst. Pocock

Insp. Kendall, S/Sgt. Dhaliwal and Cst. Pocock exited the council chamber at 2:13 p.m.

Community Peace Officer Performance Plan, Key Performance Indicators, January to April 2020

Officer Nelson presented the Community Peace Officer Performance Plan, Key Performance Indicators, January to April 2020 to Committee Members.

Enforcement Services Action Items

Officer Nelson presented the Enforcement Services Action Items to Committee Members.

Bylaw Enforcement Q1 Report, January to March 2020

Officer Nelson presented the Bylaw Enforcement Q1 Report, January to March 2020 to Committee Members.

17-20 Committee member Lewis -- that the following reports be received as information:

- Community Peace Officer Performance Plan, Key Performance Indicators, Jan-Apr 2020
- Enforcement Services Action Items Update
- Bylaw Enforcement Q1 Report, January to March 2020

Carried Unanimously

Enforcement Services Q1 Hot Spot Reports to Council

Officer Nelson verbally reported on recent activity throughout Leduc County.

18-20 Committee Member Vandenberghe - that the Enforcement Services Q1 Hot Spot Report be received as information.

Carried Unanimously

Committee member Vandenberghe

Committee member Vandenberghe left the Council chamber at 2:45 p.m.

Enforcement Services, Secure your cargo: it's the law

Officer Nelson shared the "Secure your cargo: it's the law" information item.

19-20 Committee Member Lewis - that the "Secure your cargo: it's the law" information item be received as information.

Carried Unanimously

Committee member Vandenberghe

Committee member Vandenberghe re-entered the Council chamber at 2:46 p.m.

Fire-Emergency Services

East District Fire Station Update

Fire Chief Lefebvre reported that the Project team (himself, Deputy Chief Bennett and Project Manager Colin Roggeveen) met with Scott Builders on June 8, 2020. Scott Builders has been advised that Leduc County Council has provided approval to begin negotiations with them. As part of the negotiations, Scott Builders was advised that feasible cost savings need to be identified from the list of items that they provided at the interview stage. Some of those items include the following:

- reduce the size of the office space while maintaining functionality for today and potential future needs over the life of the building;
- removing the cost associated with the installation of a exhaust capture system (plymovent);
- along with many other small items that were considered to have minimal impact to the function of the building.

Fire Chief Lefebvre also reported that with the potential reduction in space on the second floor, Scott Builders is going to evaluate the option to go back to a single story office space and determine if this would also add to the cost savings in the overall project. Scott Builders was tasked with taking the recommended cost savings and determining if they can reduce the overall project cost to meet our target of \$3.6 million. The difference between the \$3.6 million and the total approved budget of \$3.97million are the costs associated with project management, utility connections, permitting, geotechnical, and contingency costs.

A follow-up meeting with Scott Builders will be scheduled for the week of June 22nd.

New 100-foot Aerial Ladder Apparatus (Tower 11) Update

Fire Chief Lefebvre reported that the new 100' Aerial Ladder (Tower 11) was delivered and will remain stationed in the Nisku District Station. The final fit out of the equipment mounts and locations on the new apparatus are currently underway at the fire services fleet shop. It is anticipated that the majority of these required fit ups will be completed by June 12th.

Starting June 12th, the manufacturers approved trainer will be on-site to provide three days of onsite training to the mechanics and operators. This training is part of the contract agreement. Training will be rolled out to the apparatus operators beginning June 15th with a required completion date of September 1st.

The old 1999 75-foot Aerial unit will be advertised for sale in the next couple of weeks.

Standard of Cover - Station Location Master Plan Update

Fire Chief Lefebvre reported that Standard of Cover - Station Location Master Plan Update final project deliverable is expected to be received by Q4 2020 from Darkhorse Analytics. The project centers around historical data which will show trends ensuring Leduc County Fire Services is properly prepared for future growth within Leduc County. A Station Location Master Plan and a program which immediately shows generally where to local future fire stations in line with growth targets, and the impact of adding or subtracting firefighters and crews into a geographical area is also part of this project which Leduc County Fire Services will have at its disposal, again, used for Fire Service forecasting in line with growth.

A handwritten signature in black ink, appearing to be 'RS', located at the bottom right of the page.

Warburg Fire District Update

Fire Chief Lefebvre reported that the Warburg Fire District has been under the direction of a temporary Warburg Fire Chief / Leduc County District Fire Chief since the retirement of the previous fire chief in December 2019. Warburg Village Council has made a decision to extend the temporary contract with the current fire chief until September 2020. After meeting with Warburg administration, Leduc Fire Services has also agreed to extend the temporary contract with the fire chief until September in order to further research the future of fire services in Warburg and the Warburg Fire District. Outcomes of the research will be presented to committee members and Council for direction before the September expiry as soon as information is available.

20-20 Committee Member Wanchuk - that the following items be received as information:

- East District Station Update
- New 100-foot Aerial Ladder Apparatus (Tower 11) Update
- Standard of Cover - Station Location Master Plan Update
- Warburg Fire District Update

Carried Unanimously

Leduc County Fire Services 2019 Annual Report and 2020 Status Report

Fire Chief Lefebvre went through the Leduc County Fire Services 2019 Annual Report and 2020 Status Report with committee Members.

21-20 Committee Member Wanchuk - that the Leduc County Fire Services 2019 Annual Report and 2020 Status Report be received as information.

Carried Unanimously

Discussion on Requirements for Consumer Fireworks

Fire Chief Lefebvre presented the Requirements for Consumer Fireworks to committee members. A number of options were discussed.

22-20 Committee Member Vandenberghe -- that the Protective Services Committee directs Fire Services Administration to prepare a Consumer Fireworks Bylaw to be presented at a Council Workshop.

Carried Unanimously

Sub-Regional Emergency Management Agency RFP Update

Fire Chief Lefebvre provided a Sub-Regional Emergency Management Agency RFP Update to committee members, highlighting the following:

- RFP was posted on April 30, 2020 and closed on May 29, 2020.
- Review committee consisted of representatives from Leduc County, City of Leduc and Town of Thorsby. Offer to participate also went out to Town of Calmar, City of Beaumont and Village of Warburg.
- The committee reviewed five submissions and completed interviews of the short-listed candidates on June 10, 2020. The project will be awarded to Behr Integrated Solutions.
- Phase 1 of the work is dedicated to: research and information gathering; it requires the political and philosophical understanding of each participating municipality and the understanding of current emergency preparedness; completion August 30, 2020.
- Phase 2 will consist of development of draft agreements, bylaws and emergency response plan; completion October 30, 2020.



23-20 Committee Member Vandenberghe -- that the Sub-Regional Emergency Management Agency RFP Update be received as information.

Carried Unanimously

In-Camera Session

24-20 Committee Member Lewis -- that Protective Services Committee meet In-Camera in accordance with Section 21(1) *Freedom of Information and Protection of Privacy Act* (F.O.I.P.) to discuss the following:

- Status Update Leduc County and Edmonton International Airport Fire Services

Carried Unanimously

The in-camera session commenced at 3:43 p.m.

Revert to Protective Services Committee Open Session

25-20 Committee Member Wanchuk -- that the in-camera session revert to the regular Protective Services Committee open session.

Carried Unanimously

The in-camera session reverted to the open session of the Protective Services Committee meeting at 4:02 p.m.

Adjournment

26-20 Committee Member Vandenberghe - that the Protective Services Committee meeting be adjourned.

Carried Unanimously

The Protective Services Committee meeting concluded at 4:03 p.m.



Chair, Protective Services Committee



Deputy County Manager