

## THE CORPORATION OF THE TOWN OF LASALLE

Thursday, January 26 2017

Minutes of a meeting of the Town of LaSalle Fire Committee held this date at 10:00 a.m. in the Conference Room, LaSalle Fire Service, 1900 Normandy St.

Members of the Committee present: Mayor Ken Antaya, S. Desjarlais; T. Burns

Administration present: Fire Chief D. Sutton; K. Miller, CAO; S. Nantais, Recording Secretary.

Regrets: Deputy Chief E. Thiessen

### Pecuniary Interest

None.

### Minutes

The Committee reviewed the minutes of the meeting held November 3, 2016.

Desjarlais/Antaya

That the minutes of the LaSalle Fire Committee meeting held November 3, 2016 BE ADOPTED as printed.

Carried.

### OLD BUSINESS

#### Radio Communication Update

The Chief updated the committee on the new radio system installed by Kelcom. The new system is now operational and working well. Several minor follow-up items are expected to be completed within the next two weeks.

### REPORTS

#### Quarterly Report

Chief Sutton reviewed the Quarterly Report for the 4th quarter of 2016 ending December 31, 2016.

Desjarlais/Antaya

Motion to RECEIVE the Quarterly Report for the 4th quarter of 2016 ending December 31, 2016.

Carried.

Smoke/CO Alarm Policy

Chief Sutton reviewed the copy of Report to Council FIRE 17-01 Residential Smoke/CO Alarm Policy.

Antaya/Desjarlais

Motion to RECEIVE Report to Council FIRE 17-01 regarding Residential Smoke/CO Alarm Policy.

Carried.

Second Station Location Analysis

Chief Sutton reviewed the copy of Report to Council FIRE 17-02 Second Fire Station Location Analysis.

Antaya/Desjarlais

Motion to RECEIVE Report to Council FIRE 17-02 regarding Second Fire Station Location Analysis.

Carried.

OTHER ITEMSVolunteer Hiring Process

Chief Sutton provided information on the most recent Volunteer (paid-on-call) hiring process. Six candidates were hired and started employment on December 12, 2016. Two more candidates were offered employment this month and are scheduled to start in February pending paperwork completion.

Fire Prevention Officer succession mentoring program

Job description for this position is in progress. Recommendation by the Fire Chief to post the position as early as possible to allow for job shadowing. The Chief will be working with Human Resources and the bargaining unit to provide a suitable transition period for this position.

Antaya/Desjarlais

Motion to RECEIVE the verbal reports on the volunteer hiring process and the Fire Prevention Officer succession mentoring plan.

Carried.

OTHER BUSINESS

General discussion regarding retention of volunteer firefighters and training costs incurred in initial two years of employment. Suggestion was made by committee

members to investigate the possibility of extending current policy of reimbursement of training costs to all new volunteer firefighter positions, regardless of reason of leaving within the first two years of employment. The Chief will investigate further with other comparator departments.

#### Proposed Meeting Schedule 2017

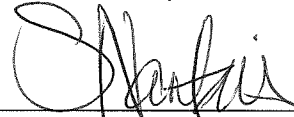
A proposed 2017 meeting schedule was provided to the committee. Schedule was reviewed and finalized.

#### Adjournment

There being no further business, the meeting adjourned at 10:37 p.m.



T. Burns, Chairperson



S. Nantais, Secretary