



Flagstaff County Fire Protection Review



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Flagstaff County Fire Protection Review

Introduction

The Regional Emergency Services Coordinator has been tasked with performing a review of the fire protection required for Flagstaff County in terms of safety, efficiency, and effectiveness. The purpose of this review is to provide adequate information to assist Flagstaff County Council in making informed decisions on behalf of its citizens by reviewing its fire protection system and evaluating the data.

Objectives:

1. Assist in evaluating its current realities and determine the level of service that should be expected to protect its residential and business ratepayers.
2. Assist in determining the fire departments ability to provide the service required in a consistent manner.

Scope:

1. Risk Evaluation:
 - a. Non-Residential risks identified
 - b. Historical response data and trend analysis
2. Human Resources:
 - a. Recruitment / Retention
 - b. Staff availability
 - c. Training (i.e. is training adequate for expected level of service?)
 - d. Officer appointment process
 - e. Overall qualification of department.
3. Apparatus, Equipment and Facilities:
 - a. Maintenance program
 - b. Suitability for expected function
 - c. Water Supply and Availability
 - d. Suitability to Support Current and expected Functions
 - e. Relationship between apparatus, equipment and expected level of service
4. Levels of Service
 - a. Criteria for Fire fighting
 - b. Guide to Deliverable Services
5. Cost Comparisons with other communities
6. Recommendations

Areas outside the Scope of Evaluation:

1. This review will not assess specific personnel's qualifications or suitability for their positions.
2. This review will not deal with specific human resource issues.

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1. Risk Evaluation

Risk was reviewed in each fire response area of Flagstaff County and listed according to the area protected by the fire departments. The Non-Residential risks are listed on the following page. These Assembly, Medium and High Risk areas, are listed for each fire department response area. Some areas such as Alliance, Galahad, Heisler, Loughed, and Strome have few high risks or have some that are so far away the chance of mounting an aggressive fire attack is an unrealistic expectation. The level of service in these areas may not necessarily be expected to be as high as other fire response areas.

Hardisty and Daysland have the most potential for increased residential subdivisions due to employment in the area, but residential risks are low due to the lack of any subdivisions which would bring the population levels up in certain response areas. Although 2009 has been a very busy year for structure fires, the residential fire calls are traditionally low in the area.

Wildland/Grass fires, and Motor Vehicle Collisions are the most common rural fire department response here. Equipment will be addressed later towards Wildland/Grass fires. The Rescue truck owned by Flagstaff County and operated by the volunteers of Killam Fire Department has already been in place for a while and is serving the communities within Flagstaff County well. Training with the Rescue equipment has increased this year, and is anticipated to continue increasing as the low number of volunteers on the Killam Fire Department is expected to rise.

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a) Non residential Risks in Flagstaff County

Town	Name	Description	Risk Level	Distance from Fire Halls
Alliance	Battle Bend Hall	Community Hall	Assembly Area	13 miles
	Angel Tire	Mechanical Shop	Medium F-2	9 miles
Daysland	Spring Lake Ball Diamonds	Community Hall	Assembly Area	8 miles
	Crowfoot Agricultural Supply	Chemical Sales	Medium F-2	1 mile
Forestburg	Hastings Coulee Hall	Community Hall	Assembly Area	9 miles
	Pleasington Hall & Church	Community Hall	Assembly Area	9 miles
	Forestburg Seed Cleaning	Grain Elevator	High F-1	.5 mile
Galahad	No High Risk facilities nearby			
Hardisty	Bromby Welding	Welding Shop	Medium F-2	1 mile
	Husky Oil	Tank Storage	High F-1	3 miles
Heisler	County Grader Shed	Grader Shed	Medium F-2	1 mile
	Rough Rider Oil & Gas	Truck Shop	Medium F-2	.5 mile
	St. Boniface Church & Rectory	Church & Hall	Assembly Area	7 miles
Killam	O'Briens Autobody	Body Shop	High F-1	9 miles
	Killam Airport	Airport	Medium F-2	4 miles
	AgroPro Grain	Grain Terminal	High F-1	.5 mile
	UFA Cardlock	Bulk Fuel	High F-1	1 mile
Lougheed	Bells Hill Community Hall	Community Hall	Assembly Area	14 miles
	Cross Country Sales	Mechanical Shop	Medium F-2	5 miles
	Trinity Church	Church	Assembly Area	7 miles
Sedgewick	Merna Church	Community Hall	Assembly Area	15 miles
	Goose Creek Hall	Community Hall	Assembly Area	14 miles
	Dakota Agribusiness	Fertilizer Warehouse	Medium F-2	4 miles
	Esso Fertilizer	Fertilizer Warehouse	Medium F-2	1 mile
	Bergums Oilfield Service	Truck Shop	Medium F-2	.5 mile
	Savana Energy Services	Truck Shop	Medium F-3	.5 mile
	KUDU Industries	Warehouse	Medium F-3	.5 mile
	Sedgewick Service Station	Service Station	Medium F-2	.5 mile
	Wild Rose Coop Fertilizers	Fertilizer Warehouse	Medium F-2	1 mile
	Flagstaff Waste	Mechanical Shop	Medium F-3	8 miles
	Adventist Church & School	School	Assembly Area	12 miles
Strome	St. Peters Church & Cemetery	Church	Assembly Area	9 miles
	Viterra	Fertilizer Warehouse	Medium F-2	2 miles

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Assembly Areas:

Assembly areas (i.e. halls, churches) have potential for a large number of injuries in a fire. The incidence of structure fires has not been high historically in this county, but the loss can be devastating to both the public, and to fire fighters. The danger is extreme, and like training EMT's for preparation of someone having a heart attack, we should be spending much of our time training for those events that occur the least, but that are the most life threatening and where we can make the biggest impact.

A fire protection component should be considered when granting future development permits, (i.e. sprinklers). More counties throughout the country are adopting water supplies and sprinkler protection considerations in new residential and commercial development. At present there are numerous assembly areas in the county with little or no fire protection except the volunteer department that may be up to 14 miles away.

High Risk Industry areas:

High risk industry was also identified due to the possibility of fire in these facilities. Almost any municipality has a point where fire protection just cannot be provided with the people, equipment, or training available. An example could be a tank fire at Hardisty. An attempt to reach this level of service is cost prohibitive and the realized benefit is questionable in comparison with dollars spent. Standards could be increased in the county forcing new construction to have fire protection equipment such as fire suppression systems built in.

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b) Historical Response Data and Trend Analysis

Statistical data for the last five years was collected from the run sheets of fire departments from the ten towns and villages, to see what types of responses were required, and the availability of manpower for these runs. Attached is the historical response data of the fire department responses from 2004 to 2008. (See Schedule "A" Historical Responses)

Trends were reviewed to see if there were any problem areas that could be mitigated through education or prevention.

Wildland/Grass fires

Wildland/Grass fires continue to be a regular occurrence through the last five years and overall the greatest percentage of County fire calls. There have been no marked trends indicating problem areas. Many of the grass fires have been started by combines and balers and have been accidental in nature, and not something that needs to be addressed through fire prevention programs. A few of these have been started by controlled burns that got away. This issue has been addressed with the new burning bylaw that requires fire permits to be taken year round, and education to the permit holders that should address fire safety during and after the burn process. Extremely dry years such as 2009 will not likely change this increasing trend.

Motor Vehicle Collisions

There has been an overall increase in responses to Motor Vehicle Collisions. This trend will likely continue to increase due to protocols that require a fire truck to respond to all collisions to provide fire suppression, traffic, and rescue assistance. Traffic along the main corridors has increased over the years and likely will continue to increase, so this area of protection is not likely to diminish. The number of vehicles colliding with animals (moose) has hit an all time high this year, also a trend not likely to reverse.

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2. Human Resources

The quality of service to the community given by some of the volunteer fire services is impressive. Much is expected by the communities, with little credit given where due at times. The levels of service Flagstaff County can realistically expect from the ten fire departments vary depending on various factors, some of which are:

a) Recruitment/Retention

Recruitment has been a problem for many years everywhere, a recruitment pamphlet is being designed that encourages fire department volunteers, and is generic for all ten towns and villages, but still shows the importance of volunteering in your community. There has been a recommendation made to one department to make a change in leadership of the department where it is apparent this leadership is detrimental to recruitment. Retention is very often a problem with a lack of training combined with low call volumes. It is difficult to remain excited about volunteering if they don't get any satisfaction from it. Improving the type of training should assist in this regard.

b) Staff Availability

The Occupational Health & Safety (OH&S) Code of Conduct addresses some issues such as minimum manning for calls, bringing the question of availability of manpower for calls. At present some services are responding to incidents without enough personnel to handle the call. This is not uncommon for volunteer services where recruitment and retention are problematic. Protocols have been set up to immediately call for mutual aid for large events that have potential to be uncontrolled immediately. In order to meet National Fire Protection Association (NFPA) and OH&S Code of Conduct, multiple department responses are required, this has worked successfully at structure fires in Hardisty, Galahad, and Forestburg areas in the past year.

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c) Training

Training programs were looked at to ensure volunteers are trained appropriately, and training is consistent to ensure adequate delivery of levels of service. Training records in some cases were nonexistent and this is being addressed already. Although some of the departments train consistently, others are haphazard, and some, given the records available, simply do not train enough, if at all. Some are having monthly meetings, but are using this time for discussion and not for formal or informal training. Training is being addressed, but some departments are slow to engage themselves, and the leadership is simply not there to increase the quality of training.

Hardisty leads the other nine fire departments in terms of consistent, pertinent training on a weekly basis. No other department within Flagstaff County trains weekly. This could have repercussions for the County if a lawsuit started by an insurance company proved this lack of training. Flagstaff County should consider having in its next fire services agreement a written expectation that the fire departments are able to consistently provide a designated level of service that meet or exceed the OH&S Code of Conduct for Fire Departments. Such an agreement ensures consistent fire service level delivery, possibly removes some liability from the County, and should put it on the towns/villages that are contracted to provide this service.

d) Officer Appointment Process

There is very little succession planning on most departments. Often no thought into who should succeed an outgoing officer is in place. Officers in some cases have been the deputy for years, but are not in a position to be moved up to chief and succeed there. This leaves little room for improvement on a department and provides all the tools for the new chief to fail. A recommendation has been made to more than one department to consider a change in officers and have them trained in advance. A Strategy and Tactics course is being set up in the area to improve the ability of officers to perform.

e) Overall Qualification of Departments

At least one department advertises services it cannot provide. Ice/Water Rescue, and Paramedic services are listed where this training is extensive and specialized equipment is required. It is doubtful any of this is truly available. The Hardisty Fire Dept is the only service with Ice Rescue and Water Rescue equipment and training.

New Standard Operating Guidelines have been developed for the fire departments, and are in the process of replacing some outdated procedures. Some departments are only now beginning to implement Standard Operating Guidelines. The SOG's are a framework for safe work practises, and in some cases step by step instructions for how to implement procedures.

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3. Apparatus, Equipment and Facilities

Apparatus and Equipment:

- a. Maintenance program
- b. Suitability for expected function
- c. Water Supply and Availability
- d. Suitability for facility to support current and expected functions
- e. Relationship between apparatus, equipment and expected level of service

a) Maintenance Program

In the fall of 2007 most of the fire departments began operating under the “Emergency Vehicle Safety and Maintenance Program” under the Commercial Vehicle Certificate and Insurance Regulation. This requirement further enhances the reliability and safety of fire equipment on the roads. Previously not all fire departments were following the Highway Traffic Act and were not having mandatory annual equipment inspections completed. This change increased the reliability and safety of fire trucks operating in Flagstaff County.

b) Suitability for expected functions

Equipment is adequate in most areas. Class A Pumpers are housed in most fire halls, except for Galahad. However these are not all suited for moving grass or stubble fires. Loughheed, Hardisty, Killam, and Forestburg have a quick response truck that can attack these fires, and are not too heavy to get into fields. One area that could be improved upon would be a quick response unit in more of the fire halls. Flagstaff Regional Emergency Services Coordinator is implementing more joint responses, bringing the proper equipment to all calls but having a quick response truck respond from one town, and a pumper / tanker respond from another. This puts the right equipment in place, with better utilization of smaller, quick response trucks in the county. Many fires can be prevented from spreading with an early attack by a quick response truck, and the pumper arriving soon afterward. Forestburg and Killam presently send a quick response truck out to rural calls but do not get paid for this apparatus due to the current fire agreement.

At present, nine of the ten departments are trying to place themselves in the interior structural firefighting category due to having the equipment in place, but are lacking the proper trained personnel.

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c) Water Supply/Availability

What is lacking is consistent water supply throughout the county. Galahad and Hardisty have a small water truck, but the rest of the county has to rely on contract water haulers to assist when called. There have been numerous occasions within the last few years when water haulers are not available in a timely manner. Relying on contract water trucks means water supply is not always available when needed. Flagstaff County needs water trucks that can be operated from a local fire hall to ensure availability. The Alliance and Forestburg areas can be supplied by the water truck at Galahad. Daysland, Heisler, Strome, Killam, and Sedgewick areas rely on contract haulers that do their best, but cannot guarantee availability at all times. The Regional Emergency Services Coordinator is working with Flagstaff County Public Works dept so the availability of their two water trucks are known, keeping them ready to respond if requested. This has worked recently for some fires, but this should be a temporary measure only. Traditionally most rural municipalities purchase water trucks to ensure they are part of the fire fighting fleet when needed and housing these in fire halls strategically located throughout the county. Presently the only halls with available space to house water trucks are Killam, Lougheed, and Daysland. It is recommended consideration should be given to house a tanker in Killam.

d) Suitability for Facility to Support Current and expected Functions

Currently the facilities (fire halls) located at Daysland, Forestburg, Galahad, Hardisty, Heisler, Lougheed, Sedgewick and Strome are full with the equipment in place there. Heisler and Lougheed presently park a grader in one of the bays, this limits putting in place a quick response truck in these facilities that do not already have one. This also would not support supplying a water truck in these locations. The Villages of Galahad and Forestburg have antiquated halls that should be replaced soon, but do work for the equipment currently stored. Unless changes are made, the only fire halls that could hold a tanker are Alliance and Killam.

e) Relationship between Apparatus, Equipment and Expected Level of Service

There is some overlap in the amount of equipment required for Flagstaff County, but the fires in 2009 showed a demonstrated need for some smaller, quick response trucks to service the needs of the county in terms of brush/grass fires and motor vehicle collisions. The large Class A Pumper located in most towns and villages are simply too big and bulky for wildland/grass fires and not necessary for all motor vehicle collisions. Considering many of the volunteers are not trained to a level required for Interior Structural Firefighting, the deployment of a Class A pumper is not in line with the capabilities of the fire fighters themselves. A realistic expected level of service is determined later for each department. The following page shows current equipment in the fire halls.

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Current Inventory of Fire Apparatus housed within each fire hall:

Alliance	Pump 1	Class A Pumper	50% jointly owned
Alliance	Fire Rescue	Personnel, equipment and command van	Village owned
Daysland	Pump 1	Class A Pumper	50% jointly owned
Forestburg	Pump 1	Fire Truck	Village owned, no longer meets requirements for a Class A Pump due to age
Forestburg	Pump 2	Class A Pumper	50% jointly owned
Forestburg	Rescue	Quick Response Truck	Village owned
Galahad	Pump 1	Water Truck	50% jointly owned
Galahad	Pump 2	Fire Truck	Village owned, does not meet requirements for Class A Pump
Hardisty	Pump 1	Fire Truck	Town owned, does not meet requirements for Class A Pump due to age
Hardisty	Snuffer	Fire Truck	50% jointly owned, does not meet requirements for Class A Pump due to size
Hardisty	Rescue	Rescue Truck	Town owned
Hardisty	Tanker	Water Truck	Town owned
Heisler	Pump 1	Fire Truck	Village owned, does not meet requirements or Class A Pump due to age
Heisler	Pump 2	Class A Pump	50% Jointly Owned
Killam	Pump 1	Fire Truck	Town owned, does not meet requirements for Class A Pump due to age
Killam	Pump 2	Class A Pump	50% jointly owned
Killam	Pump 3	Quick Response Truck	Town Owned does not meet requirements for Class A Pump due to size
Killam	Flagstaff	Rescue Truck	Flagstaff County owned
Lougheed	Pump 1	Class A Pump	50% jointly owned
Lougheed	pump 2	Quick Response Truck	Village owned, does not meet requirements for Class A Pump due to size
Sedgewick	Pump 1	Fire Truck	Town owned, does not meet requirements for Class A Pump due to age
Sedgewick	Pump 2	Class A Pump	50% jointly owned
Strome	Pump 1	Fire Truck	Village owned, does not meet requirements for Class A Pump due to age
Strome	Pump 2	Class A Pump	50% Jointly Owned

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Daysland



Alliance



Forestburg



Galahad



Hardisty



Heisler



Killam



Lougheed



Sedgewick



Flagstaff Rescue



Strome



Regional 1

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4. Levels of Service

Levels of Service can be determined by the equipment available for use by the fire department, combined with the training and practise to keep skill sets for these functions current.

Criteria for determining the ability to perform certain functions is based in part on NFPA 1500 standards, which are quite high, and available equipment along with the training and practise that goes along with that function. Volunteer fire services struggle at times to keep up with and meet these standards, and the volunteer fire departments within Flagstaff County have a long way to go to meet these standards. Training has been almost non-existent in some services, and practises rarely meet with NFPA 1500 5.3.3 which says skill sets have to be practised annually to be current.

I have shown the criteria that must be met if the fire department is going to perform that function. The standards listed are quite high, and at this time most fire departments within Flagstaff County cannot meet this standard. However this is also a good tool to determine what training should be brought to the area. The lack of training on these fire departments is most likely because there was not enough leadership on these departments, and probably not enough assistance from the Fire Commissioners Office. I have reviewed these with the Fire Commissioners Office and they agree with the standards I have listed.

I recommend the criteria for departments to achieve these Levels of Service, which are an accepted standard throughout much of the fire service. The first three, Wildland Fire Fighting, Exterior Structural Fire Fighting, and Hazardous Goods Response are Core services that all fire departments should be able to provide. The Specialty services such as Interior Structural Fire Fighting, Ice Rescue and Water rescue require specialized equipment, training and skills that cannot be maintained by one training meeting a month.

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Criteria for Wildland Fire Fighting

Wildland Fire Fighters are killed every year performing jobs that are often in remote locations with uneven terrain, with great potential for entrapment in high fuel areas. Experienced Wildland Fire Fighters are injured or killed every year in North America attempting to control these unpredictable fires. A good understanding of fuel loads, and fire spread is required. Accompanying this should be frequent practice and fire fighter competence. Each fire department Standard Operating Guideline lists proper Personal Protective Equipment required, such as Bunker Gear, or Nomex Coveralls.

The following is my suggested minimums for this function.

1. Pumper or pumper / tanker combination.
2. Turnout Gear shall be NFPA 1977 compliant for Wildland Fire Fighting.
3. Training Level minimum should be S300, 1051 Wildland Fire Fighting, or equivalent.
4. Volunteers should review safety and theory annually as per NFPA 1500 5.3.3.

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Criteria for Exterior Structural Fire Fighting

Exterior Structural fire fighting is a defensive strategy and is often considered exposure protection. There is still a degree of danger involved in this, and complacency often occurs due to ignorance of the hazards. Fire fighters are often injured performing this job. Extreme temperatures and length of time involved in sustained fire fighting operations can lead to exhaustion if not monitored properly.

The following is my suggested minimums for this function.

1. Pumper or pumper/tanker combination.
2. Breathing Apparatus shall be NFPA 1981 compliant.
Turnout Gear shall be NFPA 1971 compliant.
3. Training Level minimum shall be S200, S300, S400, and S500.
4. Volunteers shall practice skill sets at least annually as per NFPA 1500 5.3.3
5. The number of personnel on scene will depend on the operations required, and the officer in charge will need to consider enough personnel to cover the functions, rehab, and replacement of crews. This may require assistance from a neighbouring department.

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Criteria for Dangerous Goods Response

Dangerous Goods response at the awareness level is a matter of recognizing risks and hazards, securing the area, taking defensive actions to control / contain the situation. Responders in Flagstaff County will request the assistance of trained technicians to clean up Dangerous Goods that the responders have not been trained in. An example could be an Anhydrous Ammonia spill, if the responders have been trained, and have the proper equipment they could clean this incident up, if not, then the “experts” need to be called in. Fire fighters trained at the Dangerous Goods Technician level are not common in a rural setting, and mostly rely on assistance from a city Hazmat Team. The response for these operations is done after risk management factors are identified and managed, then acted upon.

The following is my suggested minimums for the Danger Goods Awareness Level.

1. Breathing Apparatus shall be NFPA 1981 compliant.
Turnout Gear shall be NFPA 1971 compliant. There are no fire departments within Flagstaff County who have self encapsulating hazmat suits; equipment must be relied upon to be brought in from elsewhere.
2. Training Level minimum should be S300, S500, and NFPA 472 Hazmat Awareness course.
3. Volunteers shall practice skill sets at least annually as per NFPA 1500 5.3.3
4. Fire Department Safety is the first priority. Canutec Guidelines should be followed, with Isolate & Wait being the first and foremost consideration.

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Criteria for Interior Structural Fire Fighting

Interior Structural fire fighting is a dangerous and complex procedure at best. This offensive strategy is an aggressive, well placed attack. Experienced fire fighters are injured or killed every year in North America performing this job. There is little or no room for error. A very good understanding of building construction, thermal hazards, and ventilation is important. Accompanying this must be frequent practice and fire fighter competence. Equipment utilized during structural fire fighting must meet a very high standard. The following is my suggested minimums for this function.

1. Class A Pumper shall be NFPA 1901 / ULC 515 compliant.
2. Breathing Apparatus shall be NFPA 1981 compliant.
Turnout Gear shall be NFPA 1971 compliant.
3. Training Level minimum shall be S200, S300, S400, S500, S600, and S700.
4. Volunteers shall practice skill sets at least annually as per NFPA 1500 5.3.3
5. Prior to attempting a rescue or interior attack in initial fire operations the minimum number of personnel on scene shall be 6 as per NFPA 1720 A.4.3.2. In sustained fire-fighting operations, the minimum number of personnel on scene must take into account members to perform the functions of rescue, fire attack, ventilation, water supply, with RIT team assembled. This will almost always require mutual aid from a neighbouring department.
6. Fire Fighter safety has to be the first priority and fire fighters should not be sent into a burning structure without careful consideration of all fire ground factors. Unless there is an imminent life threatening situation where immediate action can prevent the loss of life or serious injury, defensive operations are warranted, and easily justifiable.

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Based on training and equipment, I have listed expected services from each department, and who should currently provide these services. These levels of service could form the basis for future fire service agreements. I would suggest that agreements would be dependent on both Flagstaff County having a desire to procure these available services, and the fire department having the desire to keep skill levels current through training and practise. Many of these departments have still not given me training records to prove they can supply these services consistently, and within OH&S guidelines.

The Levels of Service that should be expected and delivered by each department are listed here:

Guide to Deliverable Services

Deliverable Services	Alliance	Daysland	Forestburg	Galahad	Hardisty	Heisler	Killam	Lougheed	Sedgewick	Strome
Core Services	-	-	-	-	-	-	-	-	-	-
Situation Size-up	√	√	√	√	√	√	√	√	√	√
Scene Security	√	√	√	√	√	√	√	√	√	√
Evacuation	√	√	√	√	√	√	√	√	√	√
Medical/Trauma First Response	√	√	√	√	√	√	√	√	√	√
Wildland Fire Suppression and Control	√	√	√	√	√	√	√	√	√	√
Exterior Fire Suppression	√	√	√	√	√	√	√	√	√	√
Hazardous Materials First Response	√	√	√	√	√	√	√	√	√	√
Specialty Services										
Interior Fire Suppression and Control		√	√		√		√		√	
Motor Vehicle Collision Extrication					√		√			
Ice Rescue					√					
Water rescue					√					

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5. Cost Comparisons with Communities of Similar Equalized Assessments

Costs of operating fire services were compared in Communities that share a similar equalized assessment with Flagstaff County. There are some anomalies in the way the communities are reporting. As an example, MD of Pincher Creek substantially subsidises their fire costs with Ambulance revenue, and this is not separated in the reporting. Most fire departments are housing one truck owned by the town/village, and another owned by the county or municipal district. If the fire call is a rural call the county truck will respond, if an urban call the town truck will respond. This gives ownership to each municipality. It appears Flagstaff County has never purchased a truck of their own, and has relied on the town or village to supply equipment. The 2006 fire agreement brought Flagstaff County closer to paying their share, however is behind many other municipalities in terms of sharing the true cost of fire services.

Fire Cost Comparisons of Counties and Municipal Districts with similar equalized assessments

	County Portion of Fire Budget	Set aside for Reserves	No. of Fire Departments	% of total Fire Budget paid by County
Paintearth County	\$ 175,000.00	\$ 57,000.00	3 Depts.	
MD of Pincher Creek*	\$ 200,000.00	\$ 25,000.00	3 Depts.	50%
Flagstaff County	\$ 230,204.00	\$ -	10 Depts.	65%
Vulcan County**	\$ 360,000.00	\$ -	6 Depts.	
MD of Provost	\$ 388,000.00	\$ 80,000.00	5 Depts.	
Kneehill County	\$ 452,000.00	\$ 167,000.00	6 Depts.	50 - 60%
Beaver County	\$ 559,740.00	\$ 110,000.00	3 Depts.	70 - 80%
MD of Taber	\$ 580,000.00	\$ 120,000.00	5 Depts.	
County of Lethbridge***	\$ 724,000.00	Grants	5 Depts.	75%

* Subsidized substantially with ambulance revenue.

** Fire Co-op, County fronts Capital Purchases with repayment over ten years.

*** Utilizes grants for equipment replacement.

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If Flagstaff County continues with the present fire agreement funding equipment and services, the County would be purchasing a Class A pumper in each town or village on average every second year at an estimated cost (based on present costs) of \$300,000, Flagstaff County's portion would be \$150,000 each. This would keep all trucks within the current twenty year age limit. I propose three options I see as viable for Flagstaff County:

Option 1

Continue funding fire services the way the current fire agreements are written. The cost to Flagstaff County over a 20 year period would be:

10 Class A pumpers	County Portion 50%	\$1,500,000
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These 1.5 million dollars could be better utilized to Flagstaff County with equipment better suited for rural fire fighting by purchasing quick response trucks, water trucks, and less Class A Pumpers. A quick response truck can be purchased and equipped for around \$100,000.

Supplying quick response trucks, and placing them in halls such as Alliance, Galahad, Heisler, Lougheed and Strome, would be a cost savings on Flagstaff County's part of at least \$50,000 per truck, and it could be solely owned by Flagstaff County, or jointly owned by both communities at a savings of \$150,000 to Flagstaff County. This cost savings could be put to use by purchasing tankers to be housed in Killam and Alliance. The cost of a tanker is around \$250,000.

This is how the costs for the County portion would average out over 20 years under this plan:

Option 2

5 Class A Pumpers	County Portion 50%	\$ 750,000
5 quick response trucks wholly owned by County	County Portion 100%	\$ 500,000
2 County owned water trucks	County Portion 100%	\$ 500,000
Total	County Portion	\$1,750,000

Another option would be if the villages agreed to own half the quick response trucks:

Option 3

5 Class A Pumpers	County Portion 50%	\$ 750,000
5 quick response trucks Jointly owned	County Portion 50%	\$ 250,000
2 County owned water trucks	County Portion 100%	\$ 500,000
Total	County Portion	\$1,500,000

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6. Recommendations

1. A water tanker is needed by Flagstaff County for rural fire fighting purposes. It is cheaper to hire contract water trucks, but the reliability is not good. In order to better protect assets and residents in Flagstaff County, at least one water truck should be purchased. This could be housed in the Killam Fire hall and would serve as a central location for the large area needing coverage.
2. Continue to fund Class A Pumpers in the Towns of Daysland, Hardisty, Killam, Alliance and the Village of Forestburg. These fire departments are located strategically to supply Specialty services such as Interior Structural Fire Fighting to their response area and surrounding municipalities. Village of Alliance should have a Class A Pump due to the large geographical distance from the other towns.
3. Additional Quick Response trucks which are more suitable for rural fire fighting are required to look after Flagstaff County interests. These could be housed in Alliance, Galahad, Heisler and Strome. These could be purchased instead of a Class A Pumper when the pumper is due for replacement.
4. Contract the Towns of Hardisty and Killam, and the Villages of Forestburg and Lougheed for their quick response truck, when utilized on calls in the County. The quick response trucks are valuable for rural fire fighting so it would be fair to pay the town or village for these.
5. Contract Core services from all the fire departments based on meeting or exceeding OH&S guidelines. This would force the town or village to supply the required service in order to receive their funding, or Flagstaff County would terminate the contract and continue service with another fire service. This minimizes liability exposure for all parties involved.
6. Contract Core Services from the fire departments that Flagstaff County requires these services from. The rate of payment should be based on the deliverable services required, instead of all being treated the same. As an example, the Village of Strome needs only supply Core Services, so their funding could be less than the funding for the Town of Killam, which will supply Interior Structural Fire Fighting, and Rescue Services. Flagstaff County could pay a base rate for Core Services, and if the Village of Strome wished to provide Interior Structural Fire Fighting to their residents it would be at their cost for the Class A Pumper required. This way Flagstaff County is still providing funding, but not for services they do not require.
7. Continue to fund 50% of operational costs for the fire departments. Eligible operating costs should be based on the requirements for the level of service they are contracted for. Example: Training for Core services would cost less than training for Interior Structural Fire fighting. The RESC would ensure costs are in accordance with each level of service.
8. A model of fire response areas is being developed that integrates joint response areas with Class A Pumpers, Water Trucks, and Quick Response trucks that would serve the towns and villages, and still address Flagstaff County requirements for fire services. This will be completed shortly and maps showing districts printed for consideration.

Schedule "A" Historical Responses within Flagstaff County Jurisdiction

	Alliance					Daysland					Forestburg				
	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008
Wildland / Grass Fires		1	4	3	6	2	2	2	8	3	1	1	2	6	4
Barn / Shed Fires			1	1		1	1	2	2		1	3	2	3	2
Structure Fires	1														
Vehicle Fires		1	4	3		2	2	1	2	1		1	1		1
Alarms Ringing									3		2		3		
False Alarms						1	1		2	1	2		1		1
Motor Vehicle Collisions			2		5	1	4	4	2	5	1	3	5		2
Medical Assists						1			2	1			1	1	
Other: i.e. Dumpster			1						1		1	1	1		1
Total	1	2	12	7	11	8	10	9	23	11	8	9	16	10	11

	Galahad					Hardisty					Heisler				
	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008
Wildland / Grass Fires	2			2	1	2	4	9	2			2	1		7
Barn / Shed Fires		1	1				2	1	1		2				1
Structure Fires		1					2		1						1
Vehicle Fires			1	1	1	1	1	5	2						
Alarms Ringing						5	1		2						
False Alarms				1				2	3			1		1	
Motor Vehicle Collisions		1		1		7	7	14	10		1	1			2
Medical Assists						4	8	4	2						
Other: i.e. Dumpster			1					4	2						
Total	2	3	3	5	2	19	25	39	25		3	4	1	1	11

Schedule "A" Historical Responses within Flagstaff County Jurisdiction continued

	Lougheed					Sedgewick					Strome				
	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008	2004	2005	2006	2007	2008
Wildland / Grass Fires		4	2		4	2	2	3	5	5	2				1
Barn / Shed Fires		1										1			
Structure Fires								1		1					1
Vehicle Fires	1	2	1		2	1	1		1			1			
Alarms Ringing							2		4	2					
False Alarms							1	3	3						
Motor Vehicle Collisions					1		1		3	5					
Medical Assists					1			10	8	3					1
Other: i.e. Dumpster		1				1		1							
Total	1	8	3	0	8	4	7	18	24	15	2	2	0	0	3

* Some Killam call volumes unavailable

	Killam				
	2004	2005	2006	2007	2008
Wildland / Grass Fires				3	8
Barn / Shed Fires					
Structure Fires					
Vehicle Fires				2	
Alarms Ringing				6	1
False Alarms					6
Motor Vehicle Collisions				3	3
Medical Assists				1	1
Other: i.e. Dumpster					
Total				15	19

Schedule "B" Fire Agreement

THIS AGREEMENT MADE THE _____ DAY OF _____ 2006.

BETWEEN:

FLAGSTAFF COUNTY

("The County")

OF THE FIRST PART

- and -

("The Town")

OF THE SECOND PART

FIRE SERVICES AGREEMENT

WHEREAS the County and the Town (the "Parties") to this Agreement wish to recognize that they are co-operating to improve the provision of fire protection services (the "Fire Services") within their respective municipalities;

AND WHEREAS the Parties have in the past each contributed funding necessary for the purchase and operation of vehicles, equipment and facilities necessary for provision of Fire Services and agree to share in the future expenses of the Fire Service;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises, covenants and agreements herein contained, the Parties hereto agree as follows:

1. DEFINITIONS and SCHEDULES

1.1 For the purposes of this Agreement, the following terms will have the meanings herein specified:

- (a) "Fire Service Equipment" means that equipment set out in Schedule "A";
- (b) "Shared Costs" includes but may not be limited to those costs identified in Schedule "B";

1.2 The Parties hereby confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that the same and the Schedules "A" and "B" hereto are expressly incorporated into and form part of this Agreement.

2. PURPOSE

2.1 The Parties hereby enter into this Agreement for the limited purpose of establishing the joint ownership of certain Fire Service Equipment and sharing the costs of providing Fire Services.

3. TERM, TERMINATION and RENEWAL

3.1 Upon execution of this Agreement by the Parties, the Agreement is deemed to be in effect commencing January 1, 2006 and will continue for a term of five years terminating December 31, 2010 subject to earlier termination or renewal, as the case may be, in accordance with the terms of this Agreement.

3.2 Either party may terminate the Agreement by providing to the other party six (6) months written notice of its intention to terminate the Agreement.

3.3 Upon notice of termination of this Agreement, the parties interest in the Fire Services Equipment shall be dealt with as follows:

(a) the party not terminating the Agreement shall have the option to purchase the terminating party's interest in the Fire Services Equipment (valued according to the market value of the equipment at the time the Agreement terminates) and shall provide notice it intends to exercise that option at least three (3) months prior to the termination of the Agreement;

(b) if the non terminating party does not exercise its option as set out in 3.3(a) the terminating party shall be obligated to purchase the non-terminating party's interest in the Fire Services Equipment (valued according to the market value of the equipment at the time the Agreement terminates);

(c) Market value in section 3.3(a) and (b) shall be determined by a third party acceptable to the Parties.

3.4 This Agreement may be renewed by both Parties consenting in writing to the renewal on or before the termination of the Agreement.

4. OWNERSHIP AND REPLACEMENT OF FIRE SERVICE EQUIPMENT

4.1 The County and the Town agree that the Fire Services Equipment that has been purchased with at least a 50% contribution of the County shall be registered in the names of both Parties.

4.2 The Town shall provide to the County the option to acquire a 50% interest in the Fire Service Equipment as set out in Schedule "A". The County may exercise this option where, in its opinion, the Fire Services Equipment is suitable to the needs of the County. In exchange for acquiring a 50% interest in the Fire Service Equipment the County agrees to provide to the Town a one time payment in the amount set out in Schedule "A". Upon receipt of payment the Town shall take steps to have the Fire Service Equipment registered in the names of both Parties.

4.3 The Parties shall consult each other at least 18 months prior to the anticipated replacement of Fire Service Equipment and, subject to the parties agreeing that the replacement Fire Service Equipment is suitable for the provision of Fire Services in its municipality, each party shall pay 50% of the cost of the replacement Fire Services Equipment.

5. EXPENDITURES and FUNDING

5.1 The County and the Town agree that the costs of housing Fire Service Equipment and operating the Fire Service shall be shared between the Parties and that each party shall provide funding towards the Shared Costs set out in Schedule "B".

5.2 The Town shall on or before February 1 of each year prepare and submit to the County a budget on a prescribed form identifying the Shared Costs.

5.3 The County on or before April 1 of each year will review the budget and upon approval provide an advance of 25% of the total budgeted shared costs and the \$10,000 housing grant set out in Schedule "B"

5.4 The Town shall on or before December 31 of each year, provide a summary of actual expenditures with copies of all invoices. The summary will indicate the difference between budgeted and actual expenditures. The County will then forward the remainder amount of the 25% up to 50% of the total shared costs. If the actual expenditures are less than 50% of the County's share of budgeted amount, the difference shall be refunded to the County.

5.5 The County and the Town agree that each party shall pay all costs arising from fighting fires within their respective municipalities.

5.6 The County and the Town agree that a party will not be required to contribute towards an unbudgeted expenditure unless the party proposing the unbudgeted expenditure consults the other party prior to the expenditure and the other party shall have the opportunity and right under this agreement to agree to or refuse to contribute to the unbudgeted expenditure.

6. GENERAL OBLIGATIONS OF THE PARTIES

6.1 The Town shall be responsible for obtaining or maintaining necessary permits, licenses and approvals for the operation of the Fire Service Vehicles and Equipment and shall comply with all requirements of law respecting the use, condition and operation of the Fire Service.

6.2 The Parties will schedule meetings not less frequently than quarterly amongst the respective Fire Chiefs of the Parties hereto to share information and keep all Parties apprised of events within the Service Area and any issues that are considered relevant, by any party, to the relationship of the Parties under this agreement.

6.3 The Parties shall maintain and operate the Fire Services as would a prudent municipality operating a facility similar in nature, use, location and condition.

7. GENERAL PROVISIONS

7.1 Further Assurances - The Parties and each of them do hereby covenant and agree to do such things and execute such further documents, agreements and assurances as may be necessary or

advisable from time to time in order to carry out the terms and conditions of this Agreement in accordance with their true intent.

7.2 Notices - Any notice required to be given pursuant to this agreement by any Party will be deemed to have been well and sufficiently given if delivered personally or mailed by pre-paid registered mail to the address of the other Party. A notice or other document sent by registered mail will be deemed to be sent at the time when the same was deposited in a post office or public letter box as aforesaid and any notice mailed will be deemed to have been received on the fourth (4th) day after the date it is postmarked.

7.3 Entire Agreement - The Agreement constitutes the entire agreement between the Parties relating to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Parties in relation to the subject matter hereof and there are no warranties, representations or other agreements among the Parties in connection with the subject matter hereof except as specifically set forth herein.

7.4 Unenforceable Terms - If any term, covenant or condition of this Agreement or the application thereof to any Party or circumstance will be invalid or unenforceable to any extent the remainder of this Agreement or application of such term, covenant or condition to a Party or circumstance other than those to which it is held invalid or unenforceable will not be affected thereby and each remaining term, covenant or condition of this Agreement will be valid and will be enforceable to the fullest extent permitted by law.

7.5 Remedies Not Exclusive - No remedy herein conferred upon any Party is intended to be exclusive of any other remedy available to that Party but each remedy will be cumulative and will be in addition to every other remedy given hereunder or now or hereafter existing by law or in equity or by statute.

7.6 No Waiver - No consent or waiver, express or implied, by any Party to or of any breach or default by any Party in the performance by such other Party of his obligations hereunder will be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by such Party. Failure on the part of any Party to complain of any act or failure to act of another party or to declare such other Party in default, irrespective of how long such failure continues will not constitute a waiver by such Party of his rights hereunder.

7.7 Time will be of the essence of this Agreement.

IN WITNESS WHEREOF the Parties have hereunto executed this Agreement the day and year first above written.

FLAGSTAFF COUNTY

Per: _____

Per: _____

TOWN OF _____

Per: _____

Per: _____

Schedule "A"

1. Contribution required from Flagstaff County to acquire a 50% ownership interest the Fire Service Equipment:

Location	Equipment Purchased	Year of Purchase	Purchase Price	50 % Variance [County's additional contribution under s. 4]
Hardisty	1999 Snuffer Compressed Air Foam	1999	150,000	25,000
Lougheed	1999 GMC Top Kick Pumper - Front Mount	1999	160,000	30,000
Sedgewick	Snuffer Compressed Air Foam 1999 Ford F550 Ser# 1FDAW57F4XEA46065	1999	138,000	19,000
Killam	Pumper – Mid-ship 1999 IHC Superior Fire Pumper 4900 VIN# 1HTSDAAR0XH589050	2000	176,000	38,000
Strome	Pumper - Midship 2004 Freightliner FL 70 Chassis SE: 3336 Vin# 1FVABUCS84HM79539	2004	196,000	43,000
Daysland	Pumper - Midship 2005 Freightliner M2-106 VIN# 1FVACYDJ45HN70898	2005	256,000	78,000
Heisler	1991Ford Pumper – Mid-ship	2005	65,000	0
Forestburg	1990 Ford Fire truck – VIN# 1FDPF82KOLVA38180		160,000	30,000
Galahad	1992 IHC – Pumper/Tanker VIN# 1HTSCPEP7NH461190	1999	123,000	11,500
Alliance	Pumper – Front Mount 2002 Chev Top Kick VIN# 1GDL7H1E52J504960	2002	115,000	7,500
Total				\$282,000

Schedule "B"

Contribution of the Parties

1. The County shall provide a yearly payment of \$10,000.00 to the Town for the housing of Fire Service Equipment.
2. The County shall contribute funds in the amount of 50% of the Shared Costs.
3. Shared Costs may include:
 - Dispatch, telephone and communications costs;
 - Radio equipment;
 - Repairs and maintenance of jointly owned Fire Service Equipment;
 - Equipment and Hose replacement related to jointly owned Fire Service Equipment;
 - Insurance on jointly owned Fire Service Equipment;
 - Fuel for jointly owned Fire Service Equipment;
 - Firefighters insurance and Workers Compensation Board expenses;
 - Firefighter training costs (which may include course costs and wages if paid by the Town).
 - Firefighters gear;
 - Breathing apparatus;
 - Supplies (and related fuel and freight);
 - Such other items that the parties may agree to;

Schedule "C"

Flagstaff County Fire Protection Review

Town of Killam Fire Department

Standard Operating Guidelines



September 30, 2009

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Section 2	Fire Bylaws
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Section 10	Tactical Operations

September 30, 2009

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 1 Introduction

The Killam Fire Department recognizes the need for Standard Operating Guidelines to ensure maximum benefit to the community which it serves in terms of life safety, property conservation, and any possible rescue services it may provide.

It is also imperative that the Killam Fire Department protect the lives and safety of its members. The fire department and its activities would not be possible without the volunteer members who give of their time, energy and bravery to perform these functions.

Occupational Health and Safety guidelines state that employees are to be trained for every job function they do or may perform. While it is not possible to mitigate all risks associated with Emergency Services, particularly during fire fighting operations, these SOGs were developed with the intent of protecting fire department members through:

1. Hazard Awareness associated with firefighting and emergency operations and mitigating these hazards.
2. Training to ensure members who perform these hazardous duties are adequately qualified, suitably trained, and have sufficient experience to safely perform these duties.
3. Proper tools and equipment to effect these emergency operations.
4. Bylaws to enable the members to perform their duties without fear of personal liability while carrying out these duties.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 3 FIRE FIGHTERS RESPONSIBILITIES

- 3.1 Firefighters are responsible to respond safely from home or work to the fire hall while operating private vehicles. All traffic laws must be followed (you break them at your own risk and consequences).
- 3.2 All information seen on pagers, heard on radios and/or emergency scenes is strictly confidential and is to be kept as such.
- 3.3 If impaired by alcohol or drugs, please do not respond; do not drive fire department apparatus if you have had even one drink.
- 3.4 It is a firefighter's responsibility to attend training nights and emergency calls, (this includes cleanup) if possible.
- 3.5 Firefighter is responsible for ensuring his/her personal protective clothing are complete and in good condition. If in doubt, contact the Fire Chief.
- 3.6 Tours of fire hall / equipment to friends or relatives are welcomed and encouraged as long as fire hall / equipment are left as found. IE: Do not let children play with controls, switches, make sure compartment doors are closed. *Make sure children are supervised at all times.*
- 3.7 Do not borrow any equipment from fire hall without first asking the Fire Chief.
- 3.8 Any concerns you have as a firefighter, please contact the Fire Chief so we can address them. We are always open to suggestions, solutions, better methods, etc.
- 3.9 Please remember whether you are carrying a pager, or wearing a fire department jacket, you represent not only yourself but your coworkers and village, so please act accordingly.
- 3.10 No member is to wear SCBA into a structure during an emergency call unless he/she has Firefighter S300 or equivalent training, which must be approved by the Chief.
- 3.11 All fire fighters will work in a minimum of teams of two, no one fire fighter will perform any activity by themselves, "two in two out".
- 3.12 Breaking these standard operating guidelines may result in suspension or dismissal at Fire Chiefs Discretion.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 4 PERSONAL PROTECTIVE EQUIPMENT

- 4.1 All firefighters are required to wear appropriate PPE when responding to incidents.
- 4.2 SCBA will be worn when entering any IDLH atmosphere and will be kept on until the situation is declared safe by the officer in charge.
- 4.3 All PPE must be on before boarding or operating emergency response vehicles.
- 4.4 Drivers need not wear jackets and helmets if it interferes with driving.
- 4.5 Turnout gear approved by the Fire Chief is to be worn properly; this means all closures are securely fastened ensuring no exposed skin which could be burned by fire or corrosives.
- 4.6 4.6 describes acceptable PPE for various incidents.
 - 4.6.1 **Structural Fires**
 - (a) Fire boots
 - (b) Turnout Pants
 - (c) Turnout Coat
 - (d) Balaclava
 - (e) Fire Gloves
 - (f) Fire Helmet with visor
 - 4.6.2 **Wildland Fires**
 - (a) Fire Boots or Leather Boots
 - (b) Flame retardant coveralls
 - (c) Fire Gloves
 - (d) Fire Helmet with visor
 - 4.6.3 **Medical Assists**
 - (a) Street clothes or coveralls
 - (b) Neoprene gloves

 - (c) Safety Glasses
 - 4.6.4 **Traffic Control**
 - (a) Fire Boots
 - (b) Turnout pants and coats

 - (c) Fire Helmet
 - (d) Gloves
 - (e) Safety Vest

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 5 TRAINING

5.1 All fire fighters are offered training at either the awareness level through in house discussion, courses or seminars, or at the technical level through courses offered and taught

by experienced, competent instructors.

5.2 Killam Fire Department intends to train firefighters for any job or duty they may be required to perform, prior to being allowed to engage in emergency operations.

5.3 In emergency incidents a fire fighter may occasionally be asked to perform a task prior to

being trained to perform this task, it is your duty to inform the officer asking you to do this

that you are not yet trained for this task.

5.4 Training and practise sessions will be geared towards functions which you may be required

to perform, and reviews may be necessary due to the complexity of the function to ensure

adequacy of the training.

5.5 It is the intent of the Killam Fire Department to train all members to the basic firefighting level S300, hose operations level S400, and pump operations level S600.

5.6 In addition to these courses there may be others that are determined to be relevant that

you may be asked to take.

5.7 Training is meant to be fun, informative, and may save your life one day, take all training

seriously, and appreciate it for what it can do for you.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 6 OPERATION OF EMERGENCY VEHICLES

- 6.1 Drivers of a pumper responding to an emergency will be the pump operator and stay with the apparatus at all times. Driver/Pump Operator must know how to operate the apparatus /pump.
- 6.2 Firefighters responding on apparatus will stay with that unit unless assigned other duties by Officer in charge.
- 6.3 All apparatus will be driven in a safe and courteous manner.
- 6.4 Officer riding on apparatus (Driver if no officer) will make sure he/she knows the location of emergency before leaving Fire Hall.
- 6.5 If less than a full crew responds then let the officer in charge know immediately.
- 6.6 All fire fighters shall wear seatbelts when the apparatus is moving.
- 6.7 New fire fighters will not operate apparatus on emergency incidents until approved by Fire Chief.
- 6.8 Driver and officer in charge will be responsible for ensuring all equipment is back in service and apparatus is full of water after each call.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 7 RESPONDING TO INCIDENTS

7.1 Town Structure Fire

- (a) Killam Fire 1
- (b) Killam Fire 2
- (c) Killam Fire 3
- (d) Killam Rescue
- (e) If confirmed structure fire, consider calling for additional backup from neighbouring department, i.e.: Sedgewick, or Strome.
- (f) Nearest available ambulance.
- (g) Personnel accountability system must be used.
- (h) Officer in charge will determine staging of apparatus.
- (i) Interior attacks will be accomplished only when sufficient trained personnel and resources are on scene.

7.2 Rural Structure Fire

- (a) Killam Fire 2
- (b) Killam Fire 3
- (c) Killam Rescue
- (d) If confirmed structure fire, call for additional backup from neighbouring department, i.e.: Sedgewick, Forestburg or Strome.
- (e) Nearest available ambulance.
- (f) Personnel accountability system must be used.
- (g) Officer in charge will determine staging of apparatus.
- (h) Interior attacks will be accomplished only when sufficient trained personnel and resources are on scene.

7.3 Wildland Fire

- (a) Killam Fire 2
- (b) Killam Fire 3

7.5 Medical Assist

- (a) Killam Rescue

7.4 Vehicle Fire

- (a) Killam Fire 2
- (b) Killam Fire 3

7.6 Alarms Ringing

- (a) Full truck response until confirmed if false alarm or fire.

7.7 POV's (Personal Owned Vehicle)

- (a) Vehicles not registered as an Emergency Vehicle must follow all traffic rules.
- (b) Do not park POV's near emergency scenes.

September 30, 2009

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 7 STRUCTURE FIRES

7.1.1 Fire ground Strategies

- (a) **Tactical Priorities** should govern action on the fire ground. These three separate functions should be completed in order, one cannot move to the next priority until the objective of the first priority is met. The three tactical priorities are:
 - a. **Rescue:** Those activities required to protect occupants of involved structures, to remove those who are threatened, and to treat the injured. The benchmark for rescue is **“All Clear.”**
 - b. **Fire Control:** Fire control operations are those activities required to stop or reduce loss of property. The benchmark for Fire Control is **“Under Control.”**
 - c. **Property Conservation:** Those activities needed to stop or reduce the loss of property, including water damage. The benchmark for Property Conservation is **“Loss Stopped.”**

- (b) Remember the 20 minute timer rule. A structure should be considered unsafe to enter after 20 minutes from the time the call was initiated.

- (c) **Offensive Strategy** is an offensive, well placed interior attack. Any resources needed to bring the fire under control should be used to support the attack. Resources needed should be considered to support all aspects of fire fighting including Water Supply, Attack, Ventilation, RIT Team, Replacement crews, Rehab, etc.

- (d) **Defensive Strategy** is an exterior attack directed to reduce fire spread and bring the fire under control. This is usually determined due of the size or extent of the fire, and availability of resources.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 7 SPRINKLERED BUILDINGS

7.1.2 **Structure Fire in Sprinklered Buildings**

- (a) When responding to properties protected by automatic sprinkler systems, take prompt action to supply the system. A minimum of one sprinkler supply line should be connected to the fire department connection and should be supplemented according to fire conditions. The supply line should be pumped and the line charged to a pressure of 1000Kpa unless the system is posted for a different pressure.
- (b) Additional lines should be advanced to the fire area as per the officer in charge.
- (c) Where hose streams will be used, water should be taken from sources that do not reduce the sprinklered protection.
- (d) Immediately after all water supply connections have been completed and the fire department connection has been charged, the officer in charge should verify that water is flowing into the sprinkler system. If water is not flowing the officer in charge should take action to verify that all accessible control valves are open. If a valve is found to be closed, the officer in charge should be notified promptly and the valve should be opened fully unless it is tagged "Closed for Repairs."
- (e) Valves found closed should be reported to the fire investigator after the incident.
- (f) If the system is supplied or augmented by a fire pump, a fire fighter should also be assigned to verify that the pump is in operation.
- (g) Residential sprinkler piping is not tested to the same level as commercial sprinkler piping. Therefore, if this system has a fire department connection, a residential sprinkler system should not be pressurised to the more than the water main pressure.

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 8 RADIO PROCEDURES

8.1 Radio Procedures – General

- (a) The Radio Procedures SOG shall be used by all department members for sending messages by radio.
- (b) The use of a radio will be limited to communications essential to the conduct of department activities.
- (c) The Officer in Charge is responsible for :
 - Maintaining Channel Discipline
 - Control and assignment of all radio channel
- (d) The first unit to arrive on scene shall advise arrival on scene and provide an arrival report.

8.2 Talking to Strathcona Dispatch

- (a) All communications with Strathcona dispatch will be on the West, Central, or East Dispatch frequency.
- (b) All pages must be acknowledged within 4 minutes that you have received the page.
- (c) If you cannot reach Strathcona Dispatch by radio, phone them to acknowledge receipt of page at **1-866-464-8016**.
- (d) Remember to say which incident you are responding to. (This is important to dispatch when they are dealing with a multiple call situation.)
- (e) Responding unit shall radio on dispatch frequency “Strathcona Dispatch, Killam Fire 2 en-route”. Dispatch will respond to you with confirmation of location and description of call.
- (f) Dispatch should be notified when you are acknowledging the page, responding, arriving on scene, and clear of the scene, back in service at the hall. (If dispatch does not respond to you, wait for 10 seconds to rebroadcast as they may be busy, remember all transmissions are recorded and the information can be retrieved from the tapes.)
- (g) A Communications Template is provided (see Appendix 1)
- (h) Radio ten codes are not used by Strathcona Dispatch (See 8.3 Member in distress). All communications will use Standard Authorized Words and Phrases. (See Appendix 2)

KILLAM VOLUNTEER FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Section 8 RADIO PROCEDURES

8.3 Member in Distress

- a) "10-33" is a member in distress warning code. It is the only "10" code used by Strathcona County Emergency Services.
- b) If an emergency response crew or member perceives themselves to be in a life threatening situation, they will broadcast the code "10-33". This will be interpreted by the Communication Operator to imply a potential life or death situation; that the crew is unable to communicate further information and requires police assistance urgently.
- c) The Communication Operator will acknowledge the request for urgent help by stating only "message received". No further attempts at clarification will be made.
- d) Code "10-33" is not to be used when a fire fighter is injured and needs assistance.

8.4 Radio Communications on Scene

- (a) Radio communications on scenes will be conducted over the Provincial Fire frequency.
- (b) Radio Communications may be conducted over the Killam Fire frequency at the discretion of the officer in charge.
- (c) Officer in charge will monitor the Dispatch Frequency(s) to ensure communications are maintained with Dispatch.
- (d) Radio communications should be conducted over the Provincial Fire frequency during training sessions.
- (e) In Mutual Aid situations communications may be conducted on the Killam frequency, and the officers may be on the Provincial Fire frequency, at the discretion of the officer in charge.

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Section 8 RADIO PROCEDURES

8.5 **Benchmarks to be Communicated to Dispatch**

- a) Benchmarks are to be communicated to Strathcona Dispatch immediately after achieving the benchmark.
- b) Benchmarks to be communicated to Strathcona Dispatch include:
 - I. Page Received
 - II. Units En-Route
 - III. Arrived on Scene
 - IV. Situation Report
 - V. All Clear (if Rescue applicable)
 - VI. Under Control
 - VII. Loss Stopped
 - VIII. Clear of Scene / Back in Service
 - IX. Back at Station

Appendix 1 – Communications Template

Received Page	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire Dept, we received the page for this fire call”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, message received, you are responding to”.....(normally Dispatch will provide confirmation of information and any further information obtained.
En-Route	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire 2, we are en-route to.....
	Dispatch:	“Killam Fire 2, Strathcona Dispatch, you are responding to”....(normally Dispatch will provide confirmation of information and any further information obtained.)
	Unit:	“Dispatch, Killam Fire 2, message received”
Arrived On Scene	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire 2, we’ve arrived on scene”
	Dispatch:	“Killam Fire 2, Strathcona Dispatch, Message received”
Situation Report	Unit:	To any incoming units and Dispatch “We have a working fire, (details)”.
	Unit:	Killam Fire 2, Killam Fire3 , message received”
All Out	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire 2, We have an all out at this fire.”
	Dispatch:	“Killam Fire 2, Strathcona Dispatch, message received.”
Clear Scene	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire 2, clear of this scene returning to station” Or “Dispatch, Killam Fire 2, back in service and returning to station.”
	Dispatch:	“Killam Fire 2, Strathcona Dispatch, message received.”
Back In Station	Unit:	“Dispatch, Killam Fire Dept”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, go ahead”
	Unit:	“Dispatch, Killam Fire Dept, we are back in station.”
	Dispatch:	“Killam Fire Dept, Strathcona Dispatch, message received.

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Section 8 Radio Procedures

Appendix 2: Standard Authorized Words and Phrases

Word/Phrase	Meaning
Acknowledge	Let me know that you have received and understood this message
Advise	Give this message to or provide me with the necessary information
Affirmative	Yes, or permission granted
Available	Unit is available for another task
Be Advised	This is to advise you that...
Break	Used to separate distinct portions of a message (e.g. to two different parties)
Cancel	Action/response request is terminated (e.g. return to station due to false alarm)
Channel	Change to channel... before proceeding
Confirm	"Have I received the following" or "Did you receive the message?"
Correction	An error has been made, the correct version is...
Disregard	Consider this transmission as not sent
Go Ahead	Proceed with your message
How do you read	What is the readability of my transmission?
I say again	Self explanatory (use instead of "I repeat")
Message Received	Self Explanatory
Monitor	Listen on...(channel)
Negative	Self Explanatory
On Scene	Unit has arrived at the location it has been dispatched to
On the air	Correct manner in which to notify the Communication Operator that a unit is going on a non-emergency call and is available by radio
Out of service	Unit is unavailable for response
Radio Silence	No transmissions except for party requesting radio silence. Concluded with "radio silence lifted"
Read Back	Repeat the entire message back to me exactly as received
Responding	Correct manner in which to place a unit on the air when dispatched to an emergency call
Say again	Self explanatory (do not use the word "repeat")
Stand by	I must pause for a period of time, wait and I will call you. May also be applied to all units (i.e. "all units stand by").
Stand by your position	Stand by your assigned position and await instructions
Stand down	Response terminated
That is correct	Self explanatory
Verify	Verify entire message and correct if necessary

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