

**Protective Services Standing Committee**  
**Tuesday, September 12, 2017**  
**Minutes**

**Present:**

Councillor Ray Serack, Chair  
Mayor Rennie Harper  
Councillor Kerry Skowronski  
CAO Barry Elliott  
Bylaw Enforcement Officer Luc Morin  
S/Sgt Darren Wouters  
Assistant to the CAO Michele Sorensen

**Regrets:** Fire Chief Brian Starkell

**Call to Order:** The meeting was called to order at 9:03 a.m.

**Declaration of Conflict of Interest:** No conflicts were declared at this time.

**Agenda:** Skowronski: THAT the Agenda be approved as presented. Carried

**Minutes:** Skowronski: THAT the Minutes of the June 13, 2017 meeting be accepted as amended. CARRIED

**Continuing Business:**

- a) *Fire Suppression & Rescue Services Agreement – Cost Sharing Formula*  
The Committee discussed the current cost sharing formula and the upcoming Regional Fire Partners' meeting.
  
- b) *Traffic Bylaw*  
The Committee reviewed the proposed new Traffic Bylaw NO. 1028/17.

**Recommendation: (Harper) THAT the new Traffic Bylaw 1028/17 be adopted as corrected provided all schedules are confirmed as being up to date. CARRIED**

**New Business**

*RCMP:*

The Committee discussed the August, 2017 policing report, the current Dog Bylaw, and RCMP response time to calls in town. S/SGT D. Wouters explained the on-call response time to the Committee.

## **Bylaw Enforcement**

### *a) Bylaw Enforcement Officer Report / Discussion*

Discussion was held regarding bylaw enforcement. Bylaw Enforcement Officer Luc Morin explained the process followed when dealing with bylaw infractions and complaints received by the Town.

The Committee directed Administration to develop a clear policy/process to ensure all infractions are treated equally and consistently.

The Committee discussed unfinished buildings in town. This is partially a result of previous years' building permits not being finalized. The Development Officer, the Building Official and the Bylaw Enforcement Officer are working to finalize these open files.

Discussion was held regarding the requirement that property taxes must be up to date prior to a demolition permit being issued. CAO B. Elliott will follow up with the Town's Solicitor.

## **Fire Department**

### *a) Fire Department Monthly Reports*

The Committee discussed the monthly fire department reports and the information the Committee requires in order to make informed decisions.

### *b) Wild Land Truck Repair Report - Tabled*

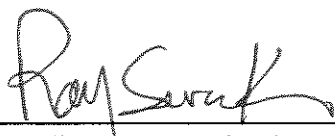
### *c) 2018 Rescue Vehicle RFP – Tabled*

### *d) Financial Report – Budget Variance Report - Tabled*

### *e) STARS: The Fire Chief is making arrangements to have STARS executive attend an upcoming Fire Partners Meeting.*

**Committee of the Whole:** The meeting recessed to an in-camera Committee of the Whole (10:50 a.m.) to discuss human resources.

**Adjourn:** The meeting adjourned at 11:13 a.m.



Councillor Ray Serack, Chair



Brian Starkell, Fire Chief