






Subject: **Annual Appointment of Fire Guardians**
 Meeting Date: Tuesday, March 26, 2024
 Prepared By: Debra Grosfield, Protective Services Manager
 Presented By: Kevin Gannon, Director of Community Services

RECOMMENDED MOTION:

That Council appoint the following as Fire Guardians for the issuance of Fire Permits to March 31, 2025:

- Three Hills Fire Department: Ken Cinnamon, Murray Fenton, Brandon Rempel
- Acme Fire Department: Brian Fradgley, Bert Jackson, Robb Scott
- Carbon Fire Department: Jody Kranzler, Jordan Reed, Jeremy Kranzler, Austin Larsen, Travis Cormier, Riddel Wiebe
- Linden Fire Department: Kenton Klassen, Shawn Klassen, Carson Reimer, Max Penner
- Torrington Fire Department: Doug Fretz, Jason Michielsen, Derek Benedict
- Trochu Fire Department: Richard Hoppins, Alan Adam, Lawrence Hogg
- Kneehill County Administrative: CAO, Director of Community Services, Manager of Protective Services, Rural Fire Chief

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- The *Forest and Prairie Protection Act*, Section 4, requires that each year the Council of a municipal district shall appoint, for a term not exceeding one year with effect from the beginning of April, a sufficient number of fire guardians to enforce the Act within the boundaries of the municipal district except that part of the municipal district that is within a forest protection area.

The *Forest and Prairie Protection Act*, Section 4 (3), states, “the chief elected official, each councillor and the chief administrative officer are by virtue of their offices fire guardians in and for the municipal district except that part of the municipal district that is within a forest protection area”.

Council Bylaw/Policy (cite)- As per *Bylaw 1770 Fire Protection Bylaw*, Section 5, Council will appoint Fire Guardians to carry out the roles and responsibilities of the Bylaw. Fire Guardian and permitting details are in Bylaw 1770.

BACKGROUND/PROPOSAL:

These appointments have been recommended by each of the District Fire Department to the CAO/Designate, as per bylaw. Administrative staff can issue fire permits, should a volunteer fire department member not be available.

Because this is deemed an administrative function, Councillors are not set up with fire permitting accounts.

NOTE: *Should any of the appointed Fire Guardians leave their respective fire department, or leave their position at Kneehill County, their appointment will be revoked immediately.*



DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

- Fire permits are issued by Fire Guardians throughout the year to maintain control of burning throughout the County.
- Fire Guardians in all fire districts processed a total of 722 permits in 2023 (same as last year)
- The advantage of having all districts permitting access allows for the administrative weight to be balanced.
- The advantage of permitting to be completed by each district allows for fire department and dispatch notification and approval for burns are specific for that area in the County.

FINANCIAL & STAFFING IMPLICATIONS:

Fire Guardians are appointed through our Council, however, we do not offer compensation to them. They may be compensated through their own municipality.

Customer Service has helped many ratepayers with the online system, if necessary. Information Technology and Records Management maintain the user accounts for the fire permitting system.

No financial or other staffing implications.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Bylaw 1770 Fire Map Districts

COUNCIL OPTIONS:

1. To appoint Fire Guardians as recommended to March 31, 2025.
2. To amend Fire Guardian appointments.
3. To have Administration research further options for Council's consideration.

FOLLOW-UP ACTIONS:

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-

