

**TOWN OF CRESTON**  
**REGULAR COMMITTEE OF THE WHOLE MEETING MINUTES**  
**January 20, 2015**

Minutes of a Regular Committee of the Whole Meeting of Council held on Tuesday, January 20, 2015 at 3:30 p.m. in the Town of Creston Council Chambers, 238 - 10th Avenue, North.

**PRESENT:** Mayor Ron Toyota  
Councillors Boehmer, Comer, Snopek, Unruh, Wilson

**ABSENT:** Councillor Elford

**ALSO PRESENT:** Lou Varela, Town Manager  
Steffan Klassen, Director of Finance & Corporate Services  
Ross Beddoes, Director of Municipal Services/Chief Building Official  
Michael Moore, Fire Chief  
Jared Riel, Assistant Fire Chief  
Helene Miles, Local Government Intern  
Bev Caldwell, Executive Assistant

**GALLERY:** Garry Jackman, RDCK Director, Area A  
Dave Mitchell, Dave Mitchell & Associates Ltd.  
Ian MacDonald, Dave Mitchell & Associates Ltd.  
Kim Johnston, Johnston Davidson Architecture & Planning Inc.  
John Botelho, Johnston Davidson Architecture & Planning Inc.

**CALL TO ORDER:** Mayor Toyota called the meeting to order at 3:30 p.m.

**ADOPTION OF AGENDA** Moved by Councillor Boehmer, seconded by Councillor Comer  
THAT the agenda for the Committee of the Whole meeting of January 20, 2015, be adopted. CARRIED

**DELEGATION:** Mayor Toyota welcomed Mr. Dave Mitchell and Mr. Iain MacDonald of the firm  
► **CRESTON FIRE & RESCUE** Dave Mitchell & Associates Ltd., to the meeting at 3:32 p.m.

**STRATEGIC PLAN** Mr. Mitchell and Mr. MacDonald proceeded with a power point presentation on the Creston Fire Rescue Department Strategic Plan 2014 for the Creston Fire & Rescue Department, a copy of which is attached to these minutes as Appendix 'I'.

Mr. Mitchell stated that the project involved the development of a new strategic plan for the Department which identifies and addresses its principal issues and challenges. The process included consultation with a steering committee composed of members of the Fire Department, Town staff and the Mayor. The project included a review of certain applicable standards of service, a response analysis and review of Operational Health and Safety matters, bylaws and agreements, and Fire Underwriters' issues. The Plan also includes a prioritized list of issues to be addressed, with timelines and accountabilities. The presentation provided both general fire service context and a review of principal issues and matters arising in the strategic review.

When asked what Council could do to aid in recruitment for the Fire Department, Mr. Mitchell stated that Council could take the time to recognize the efforts of the volunteer members, if the members are appreciated, retention will have a much higher success rate. Council could work with local business to encourage their employees to participate (such as a 'Duty Crew'). Consider a Junior or Cadet program through local schools. Additionally, marketing and advertising through social media and the local newspaper may bring the younger generation forward. A key to retaining your volunteers is to have interesting training procedures. The new training grounds in Creston are a very valuable resource in this area.

Mayor Toyota thanked Mr. Mitchell and Mr. MacDonald for their presentation.

**COUNCIL****COMMITTEE****► CRESTON FIRE  
RESCUE  
STRATEGIC PLAN****RECOMMENDATION NO. 1:**

THAT the verbal presentation by Dave Mitchell & Associates Ltd., regarding the proposed Creston Fire Rescue Department Strategic Plan 2014, be received; AND FURTHER, THAT the Fire Chief bring forward the proposed Creston Fire Rescue Department Strategic Plan 2014, to an upcoming Committee of the Whole Meeting for further consideration and recommendation.

**ADJOURN**

The Meeting adjourned at 5:10 p.m.

AS TO THE MINUTES OF THIS COMMITTEE OF THE WHOLE MEETING:

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Mayor Ron Toyota

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Bev Caldwell, Executive Assistant