



# REPORT

To: Chair and Directors

Report Number: CS-BRD-068

From: Trish Morgan, General Manager of Community Services

Date: March 11, 2021

**Subject: Moberly Lake Fire Department Amendment Bylaws 2441, 2021 & 2442, 2021**

---

## **RECOMMENDATION #1: [Corporate Unweighted]**

That the Regional Board give the Moberly Lake Fire Department (North) Amendment Bylaw No. 2441, 2021 first and second reading.

## **RECOMMENDATION #2: [Corporate Unweighted]**

That the Regional Board give the Moberly Lake Fire Department (North) Amendment Bylaw No. 2441, 2021 third reading.

## **RECOMMENDATION #3: [Corporate Unweighted]**

That the Regional Board give the Moberly Lake Fire Department (South) Amendment Bylaw No. 2442, 2021 first and second reading.

## **RECOMMENDATION #4: [Corporate Unweighted]**

That the Regional Board give the Moberly Lake Fire Department (South) Amendment Bylaw No. 2442, 2021 third reading.

## **BACKGROUND/RATIONALE:**

On January 28, 2021, the Regional Board passed the following resolution:

*MOVED, SECONDED and CARRIED*

That the Regional Board commit to working with the Moberly Lake Volunteer Fire Department Society to begin the transition from a society operated fire service to a Peace River Regional District administered and managed fire service.

In 1996, the Peace River Regional District (PRRD) established a fire protection area on Moberly Lake's north side through Bylaw No. 1074, 1996. Later in that same year, a fire protection service was established on the south side of the lake through Bylaw No. 1076, 1996. Both of these bylaws allow the PRRD to provide financial assistance to the Moberly Lake Fire Department Society to provide fire prevention and suppression services within the service areas.

## **Bylaw Amendment Process:**

As part of the process to transition the fire department from being operated by the Society to the PRRD, amendments to the two service establishment bylaws must be made so that the PRRD has the authority to directly operate the service rather than provide financial assistance to the Society.

Before the adoption of the bylaws, approval of the Inspector of Municipalities is required. After the attached bylaws receive three readings, the bylaws will be forwarded to the Inspector for approval. Approval is anticipated to be received around the middle of May.

Staff has discussed the bylaws with staff from the Ministry of Municipal Affairs. Although the Inspector of Municipalities will likely accept the amendments without requiring elector assent, there is a chance that they will see this as a change in scope and require elector approval. If that is the case, staff will bring a report back to the Regional Board to authorize the method of assent and the question that will be posed to the taxpayers.

It is important to note that while the PRRD will take over direct operation of the fire department, including all administrative duties, the rate is not changing, nor the service area boundaries; therefore, the recipients of the fire prevention and suppression service will not see any change. When someone calls 9-1-1 for fire response, the Moberly Lake Fire Department will respond to the call as they have since the 1990's.

**Transition Working Group:**

While the bylaws are being reviewed by the Inspector of Municipalities a working group will be established to develop an operational transition plan that will address the following:

- Transfer of records and assets
- Training gap analysis and training plan
- The future role of the Society in recruitment, retention and appreciation of volunteers
- Service agreements with West Moberly and Sauteau First Nations
- Communicating changes to the communities who receive the service

**ALTERNATIVE OPTIONS:**

1. That the Regional Board provide further direction.

**STRATEGIC PLAN RELEVANCE:**

- ☒ Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):**

\$15,000 has been budgeted in 2021 for costs associated with a public engagement and/or elector approval process if necessary.

**COMMUNICATIONS CONSIDERATION(S):**

A communications plan will be developed to inform the communities of the change in administration and management, if the bylaws are approved. If an elector approval process is required by the Ministry, there will be additional communications and mandatory advertising.

**OTHER CONSIDERATION(S):****Draft Transition Process**

Item	Timeline	Status
1. Regional Board provides approval to transition the Moberly Lake Fire Department to a PRRD operated fire service.	Approval provided Jan. 28, 2021	Completed
2. Regional Board provides 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> reading of the amendment bylaws to provide authorization for the service to be operated by the PRRD	March 11, 2021	In Progress
3. Bylaws sent to Inspector of Municipalities for approval	March 12, 2021 sent (give 6-8 weeks for return)	Pending
4. Working group established to develop operational transition plan	End of March 2021	Pending
5. Public engagement to inform the community of the change in administration and management of the Department.	Mid-May 2021	Pending
6. Elector assent (referendum) if required	July 17, 2021	Pending decision of Inspector of Municipalities
7. Transition of fire department from Society to PRRD	TBD: August to October 2021	Pending

**Attachments:**

1. Moberly Lake Fire Department (North) Amendment Bylaw No 2441, 2021.
2. DRAFT Consolidated Moberly Lake Fire Department Local Service (North) Establishment Bylaw No. 1074, 1996.
3. Bylaw No. 1074, 1996 Establishment.
4. Moberly Lake Fire Department (South) Amendment Bylaw No 2442, 2021.
5. DRAFT Consolidated Moberly Lake Fire Department Local Service (South) Establishment Bylaw NO. 1076, 1996.
6. Bylaw No. 1076, 1996 Establishment.