



VILLAGE OF BUENA VISTA

Briefing Note

To:	Mayor and Council
Date:	September 22, 2026
Subject:	Updated Mutual Aid Agreement

PURPOSE:

The Mutual Aid Agreement is an agreement between different fire departments and emergency services to share personnel, equipment, and resources during emergencies that exceed a single department's capabilities. To meet Provincial Fire Minimum Standards, mutual aid agreements must be updated every five years. Because our current agreement is older than that, the Town of Pense and the RM of Pense have prepared an updated version.

BACKGROUND:

The consensus from all municipalities was in support of a simplified agreement.

Key notes about the proposed changes:

- 1) We received a request to use more simple language, so we created a **Simple Version** that mirrors the existing agreement.
- 2) **Section 5.2** (in the original) and **Section 6.3** (in the simplified) was added.
- 3) Signature pages are now separated to make assembly easier as each party completes their page.

Notes of Changes to Simplified Mutual Aid Agreement

In addition to some spelling corrections and Fire Department Name corrections, below is a summary of the changes made to the simplified Mutual Aid Agreement based on feedback from participating municipalities:

6. RIGHT TO DECLINE

- 6.1. The Fire Chief of any party may decline a request based on resource availability, competing emergencies, or other priorities.
- 6.2. The Fire Chief of any party may divert their resources to respond to another emergency.
- 6.3. No liability will be incurred by a party that declines to respond to a request for assistance.

8. COST AND COMPENSATION

- 8.1. Fees for Fire Services will be charged as per the Assisting Party's bylaw, policy, resolution, or the current SGI Vehicle Fire and Accident callout rate.

- 8.2. Changes to fees must be communicated among the parties.
- 8.3. The Assisting Party will invoice the Requesting party within thirty (30) days after service. Payment for services is due within ninety (90) days of receipt of the invoice.
- ~~8.4. Late payments will incur interest at 2% per month.~~

CONSIDERATIONS:

The finalized agreement requires approval from all respective community Councils.

RECOMMENDATION

That Council approve the finalized updated agreement.