

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of an Annual General Meeting of
FIRE AND EMERGENCY SERVICES COMMITTEE
Held at the Hebbville Fire Hall, 205 Century Drive, Hebbville
Wednesday, April 11, 2018 – 7:00 p.m.

ATTENDANCE

Blockhouse Fire Department
Conquerall Bank Fire Department
Cornwall & District Fire Department
Dayspring & District Fire Department
District 1 & 2 Fire Commission
Hebbville Fire Department
Hemford Fire Department
Indian Point Fire Department
LaHave Fire Department
Lapland & District Fire Department
Mahone Bay Fire Department
Martin's River Fire Commission
Midville & District Fire Department
New Germany Volunteer Fire Department
Northfied District Fire Department
Oakhill & District Fire Department
Petite Riviere Fire Department
Pleasantville & District Fire Department
Riverport Fire Department
Tri-District Fire Services
United Communities Fire Commission

Also in attendance:

Brian Keizer, District 1 & 2 Fire Commission, Chair
Chief Steve Patterson, Cornwall Fire Department, Vice Chair
Deputy Chief Dean Schmeisser, Dayspring & District Fire Department
David Fancy, Member-at-Large
Herbert Seymour, Member-at-Large
Mayor Carolyn Bolivar-Getson
Councillor Martin Bell
Councillor Reid Whynot

Staff: Chris Kennedy, Fire Services Coordinator/Administrator
Alex Dumaresq, Deputy Chief Administrative Officer
Sarah Kucharski, Communications Officer
Trudy Payne, Director of Recreation Services (Acting Deputy CAO)
Rachel Eisenhauer, Administrative Assistant

1. CALL TO ORDER

Mr. Keizer called the meeting to order at 7:00 p.m.

A moment of silence was held in honor of the Humboldt Bronco's recent tragedy.

2. INTRODUCTION OF COMMITTEE MEMBERS & COUNCILLORS

Mr. Keizer introduced the members of the Fire & Emergency Services Committee and staff members that were in attendance.

3. APPROVAL OF MINUTES OF ANNUAL MEETING OF APRIL 12, 2017

Moved by Deputy Chief Schmeisser, seconded by Lindy Hyson that the Minutes of the April 12, 2017 Annual Meeting be approved as circulated. Carried.

4. CHAIR'S ANNUAL REPORT

Mr. Keizer reviewed the Chair's Annual Report (circulated with Agenda). The main items discussed included Recruitment and Retention of Firefighters and Insurance.

Moved by Deputy Chief Schmeisser, seconded by Chief Stuart Hirtle that the Chair's Annual Report be accepted as read. Carried.

Mayor Bolivar-Getson addressed the group and thanked them all for their service to the District and noted the cooperation and positive work being done by the Fire & Emergency Services Committee.

5. FIRE SERVICES COORDINATOR'S REPORT

Mr. Kennedy gave a report on his work over the last year. He discussed the Recruitment and Retention Strategy, Insurance, a Financial Template, updates to the Registration Package and Policy MDL-36 "Fire and Emergency Services", Fire Department Coding, and Rebates available to Departments.

Ms. Kucharski noted that a survey was done regarding Recruitment and Retention. Both firefighters and non-fire members of the public were asked to complete the survey, and the responses received were excellent. The public sees firefighters as brave, dedicated, leaders of their community, etc. The next steps are to create strategies and tactics, which will have responsibilities for Fire Departments and MODL. Each Department will have the option to utilize the strategies. A final document will be presented to the Fire and Emergency Services Committee for review, and then will be sent to Department's for further input.

6. ITEMS CIRCULATED WITH REGISTRATION PACKAGE

- 6.1 Annual Fire and Emergency Services Provider Update Form**
- 6.2 Fire Tax Rate/Money Request Form**
- 6.3 Officer Information Form**
- 6.4 Matching Grant Form**
- 6.5 Application for Firefighter Recognition (Medals and Print)**

It was noted that the above listed items are to be returned to Mr. Kennedy no later than June 15, 2018 in order to receive the June payment by June 30, 2018.

7. OTHER ITEMS CIRCULATED

- 7.1 Application for Fire Department Recognition (Plaques and Helmets)**
- 7.2 Updated Maps for Road Map Series Book**
- 7.3 Updated Civic Maps**

Mr. Kennedy noted these items were distributed with the packages each Department received at this meeting.

8. APPOINTMENT OF FOUR REPRESENTATIVES TO THE FIRE & EMERGENCY SERVICES COMMITTEE

Those nominated for the Committee were: Chief Tom Lockwood, Deputy Chief Dean Schmeisser, Brian Keizer, Chief Steve Patterson, Chief Dennis Hynes, Bruce Blackwood and Deputy Chief Arthur Jensen.

Chief Dennis Hynes and Bruce Blackwood declined their nominations. Those in attendance agreed that, as Deputy Chief Jensen was not in attendance and did not indicate his interest in being on the Committee, his name would be struck from the list of nominees. Lindy Hyson was present and advised that Chief Lockwood was interested in being on the Committee.

As there were only four nominations left, Chief Tom Lockwood, Deputy Chief Dean Schmeisser, Brian Keizer and Chief Steve Patterson were elected as representatives on the Fire and Emergency Services Committee.

At this meeting, ballots were provided to those in attendance. Each Department received one ballot and were asked to provide their nominations by ballot. It was noted that during the Annual General Meeting, nominations are typically received from the floor. Staff advised that nominations by ballots are a more formal process, that is typically done at the Fire & Emergency Services Committee.

Those present agreed that a discussion on the nomination process should be held at an upcoming meeting of the Fire and Emergency Services Committee.

9. NEW ITEMS

9.1 Set Date for 2019 Annual General Meeting

The next Annual General Meeting will be held on April 10, 2019. A motion was made at the 2017 AGM to set the AGM to be the second Wednesday in April each year.

9. ADJOURNMENT

There being no further business at 7:55 p.m., it was moved by Councillor Bell, seconded by Councillor Whynot that the meeting adjourn. Carried.