

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
FIRE AND EMERGENCY SERVICES COMMITTEE
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS
Monday, January 14, 2019 – 7:00 p.m.

ATTENDANCE

Brian Keizer, District 1 & 2 Fire Commission, Chair
Deputy-Chief Steve Patterson, Cornwall Fire Department, Vice Chair
Councillor Wade Carver
Councillor John Veinot
Deputy Chief Dean Schmeisser, Dayspring & District Volunteer Fire Department
Herbert Seymour, Member-At-Large
Mayor Carolyn Bolivar-Getson

Regrets: Chief Tom Lockwood, Indian Point Fire Department
Councillor Reid Whynot
Councillor Martin Bell
David Fancy, Member-At-Large

Staff: Chris Kennedy, Fire Services Coordinator/Administrator
Alex Dumaresq, Deputy Chief Administrative Officer
Sandra Challis, Administrative Assistant

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

Councillor Veinot asked to add a question regarding access to water on private lands as an agenda item.

Moved by Mayor Bolivar-Getson, seconded by Deputy Chief Schmeisser that the agenda be approved, as amended with the additional item. Carried unanimously.

3. Approval of Minutes of November 19, 2018 Meeting

Moved by Herbert Seymour, seconded by Councillor Carver that the Minutes of the Fire and Emergency Services Committee meeting of November 19, 2018 be approved as circulated. Carried unanimously.

4. Business Arising from Minutes and Unfinished Business

4.1 ID Cards – Format

Chris Kennedy circulated an example of the proposed ID card including the changes previously recommended by the Committee. A question was asked if rank should be included, but it was agreed to keep things simple to prevent the need to reprint these cards too often. Mr. Kennedy

advised that he would show the card at Thursday's Lunenburg Regional meeting and then begin the process of issuing them.

4.2 Firefighter Personnel Insurance Update

The Insurance Sub-Committee had met with a consultant in December to discuss the outline requirements for the RFP. Mr. Kennedy had received communication from the consultant today and wanted to discuss the matter further with Alex Dumaresq before setting the next formal meeting. Once the sub-committee is happy with the RFP, they will put forward a recommendation to the FESC.

4.3 Recruitment & Retention Update

It was agreed that Brian Keizer would present the revised draft Recruitment & Retention Strategy (original draft circulated with agenda of 14 May 2018) to Council at their Finance Committee meeting before budget preparations begin.

4.4 Letter to TIR re Detour Signage

The Committee received a copy of a letter (circulated with agenda) from the Mayor to the Department of Transportation and Infrastructure Renewal expressing concerns regarding the placement of detour signage. To date, a reply has not been received.

4.5 LRFES/FSANS Resolution of Dispatch - Update

The Committee received a copy of Council's motion and their letter of support (circulated with agenda) for the Fire Services Association of Nova Scotia's Resolution Regarding Fire Dispatch Services in Nova Scotia.

Concerns were raised over the way in which the Committee's motion of 19th November 2018 was handled at Council. The recordings did not show that the FESC motion was tabled or discussed. Alex Dumaresq confirmed that the Committee's recommendation together with all relevant information was provided in Council's agenda package. Council was also supplied with a motion sheet, laying out the proposed motions for the session. Mayor Bolivar-Getson explained that it was not uncommon for motions and recommendations from both Staff and Committees to be changed and council procedure allows this to happen. Chris Kennedy explained that the FSANS recommendation on the Resolution of Dispatch had been sent to all municipalities so that all three levels of government were talking about it at the same time with the hope that they would all be on the same page.

5. NEW BUSINESS

5.1 Fire Department Grants & Dispersals

The Committee received the current table of Fire Department Grants and Dispersals (circulated with agenda). It was questioned why Tri-District Rescue was still listed as three departments. Mayor Bolivar-Getson explained it was decided to make no structural changes to funding for Tri-District Rescue for a 5-year grace period following the amalgamation of the three departments. This term had been extended by Council until 2020.

Brian Kaiser explained that, in previous years, the Committee had recommended a 2% increase to the municipal grants to fire departments and asked the Committee to consider *not* applying for this increase and instead ask Council for a proportion of the money budgeted in the Recruitment & Retention Strategy (see table below) in order to be ready to implement the strategy once approved, and an amount of money that could also help realize the group personnel insurance policy. Mr. Kaizer noted the two items were closely linked. He acknowledged that full costs of neither the strategy nor the insurance policy would be ready in time for budget consideration, but anticipating that both items would begin sometime in the 2019/2020 fiscal year, felt it would be prudent to put forward some costs.

	One-time expense	Annual expense
Develop recruitment marketing materials	\$3,000	\$200
Developed and distribute recruitment package	\$500	\$100
Print & distribute annual recruitment & recognition newsletter		\$2,000
Paid newspaper ads		\$2,000
Paid radio ads		\$3,000
Paid Facebook ads		\$500
Increased community presence		\$1,000
Annual thank you BBQ		\$8,000
Online soft skills training		\$1,000
EFAP		\$16,000
Municipal fire rate rebate		\$65,900
Additional staff resource – dependant on tactics selected		\$5,000-\$25,000
Total	\$3,500	\$104,700-\$124,700

Extract taken from revised draft Fire Retention & Recruitment Strategy (intended to be presented to Council February 2019), differing from the original draft presented to FESC on May 14, 2018.

Alex Dumaresq added that Council would be unlikely to approve the full amount in the Retention & Recruitment Strategy draft budget as more consultation is required before recommendations can be made to Council. Mayor Bolivar-Getson suggested the Committee should consider prioritizing some of the budget items.

It was noted that membership of the Canadian Volunteer Fire Fighters Association included a death benefit of \$10,000. An option was suggested that perhaps the Municipality could partner with the Association to provide this benefit to the area's fire fighters.

Following discussion, it was agreed to request a 2% cost of living increase on the grants to fire departments and request a place saver in Council's budget of 50% of the budgeted items listed in the revised draft Recruitment & Retention Strategy, removing the Municipal Fire Rate Rebate and using the highest estimated cost for the additional staff resource. It was understood that the Committee would not be restricted to use the funds exactly as specified, as the strategy was still in draft, further consultation was required and final recommendations had not been made. The Committee also requested that Council be alerted to the potential of a request for additional funding when the group personnel insurance costs were known.

Moved by Deputy Chief Patterson, seconded by Councillor Carver that the Fire & Emergency Services Committee recommend to Council that the grants to fire departments be increased by 2%, and further that the Municipality include funds to implement the proposed Recruitment and Retention Strategy, but removing the municipal fire tax rebate, for a total Recruitment & Retention request of \$58,800, recognizing the potential need for funding to implement group personnel insurance for the fire service. Carried unanimously.

5.2 Request for Decision – Fire Services Coordinator/Administrator Position

Alex Dumaresq presented his request for decision (circulated with the agenda). It was agreed that the position has been valuable to both Council and to the Fire Departments and a great deal had been accomplished.

Moved by Councillor Veinot, seconded by Deputy Chief Schmeisser that the Fire & Emergency Services Committee recommends to Council that Municipal Council create a permanent Fire Services Coordinator position. Carried unanimously.

5.3 Access to Water on Private land in an Emergency Situation

Councillor Veinot asked for clarification on a fire department's right to use water on posted (e.g. No Trespassers) land in a fire emergency. It was explained that the Nova Scotia's *Fire Safety Act* grants these powers to departments and gives them the authority to use water from private lands if deemed necessary. Mr. Kennedy had also confirmed this with the Municipal Solicitor.

6. IN CAMERA (Nil)

7. NEXT MEETING – Monday March 11th, 2019. (Note: A.G.M.: Wednesday 10th April 2019)

8. ADJOURNMENT

There being no further business at 8:26 p.m., it was moved by Mayor Bolivar Getson, seconded by Deputy Chief Schmeisser that the meeting adjourn. Carried unanimously.