

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of an Annual General Meeting of
FIRE AND EMERGENCY SERVICES COMMITTEE
Held at Dayspring & District Fire Hall, 13177 Nova Scotia Trunk 3, Upper LaHave
Wednesday, April 10, 2019 – 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
Hebbsville Fire Department
Hemford Fire Department
Indian Point Fire Department
Italy Cross/Middlewood & District Fire Department
LaHave Fire Department
Martin's River Fire Commission
Midville & District Fire Department
New Germany Volunteer Fire Department
Northfield 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
Wileville Fire Department

Also in attendance:

Mayor Carolyn Bolivar-Getson
Brian Keizer, District 1 & 2 Fire Commission, Chair
Councillor Martin Bell
Councillor Reid Whynot
Councillor John Veinot
Councillor Wade Carver
Councillor Eric Hustvedt
Deputy Chief Steve Patterson, Cornwall Fire Department, Vice Chair
Deputy Chief Dean Schmeisser, Dayspring & District Fire Department

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

1. CALL TO ORDER

Mr. Keizer called the meeting to order at 7:01 p.m.

A moment of silence was held in honor of fallen firefighters.

2. MAYOR'S WELCOME & OPENING REMARKS

Mayor Bolivar-Getson addressed the group and thanked them all for their service to the District recognizing that all the volunteers and auxiliaries are an integral part of our communities and

are highly thought of throughout. The Mayor noted the important work being carried out by the Fire & Emergency Services Insurance Sub-Committee in working towards a standardized personnel insurance policy, with the intent to achieve affordable and equitable coverage for all departments. The Mayor acknowledged that Council has expressed an interest in cost sharing, and strongly supports a personnel insurance grant. She also acknowledged the work of the Fire & Emergency Services Committee (FESC) for their project on developing a strategy for Recruitment & Retention. This strategy will be presented to Lunenburg Regional Fire & Emergency Services Committee (LRFES) later this month and will give departments tangible steps and items for their Recruitment and Retention “tool-boxes”.

3. INTRODUCTION OF COMMITTEE MEMBERS & COUNCILLORS

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

4. APPROVAL OF MINUTES OF ANNUAL MEETING OF APRIL 11, 2018

Moved by Deputy Chief Patterson, seconded by Chief Arab that the Minutes of the April 11, 2018 Annual Meeting be approved as circulated. Carried Unanimously.

5. CHAIR’S ANNUAL REPORT

Mr. Keizer had submitted the Chair’s Annual Report (circulated with Agenda). He thanked the FESC members for their service on the Committee and agreed that they had all worked hard on bringing forward the Recruitment and Retention strategy and moving along the joint personnel firefighters’ insurance. He reiterated the Mayor’s words that it is critical that all firefighters are treated equally. He noted that a 2% increase had been requested on funding for the departments and this was being taken forward to Budget deliberations for 2019/20. Mr. Keizer acknowledged that the Fire Services Coordinator position had recently been made a full-time position – something that had been wanted by the departments for a number of years. He added that he believed dialogue between FESC and LRFES has improved and written reports are being provided by the latter for members to take home to consider. This has meant that information is getting back to the FESC and things are being dealt with in a timely manner.

Moved by Chief Arab, seconded by Councillor Whycott that the Chair’s Annual Report be accepted as circulated. Carried Unanimously.

6. PRESENTATION FIREFIGHTER PERSONNEL INSURANCE

The PowerPoint on the Firefighter Personnel Insurance was presented to the members (circulated with agenda). The presentation explained the Why of the project, the Goals, the Work of the Sub-Committee So Far and listed the Project Steps, indicating where in the process the project was. The next steps will be to send out the RFP for brokerage services. Once a broker is engaged, they will be asked to develop a schedule of standardized coverage. Once quotes for coverage are obtained, the FESC will recommend possible cost allocations to Council. Consultation will then take place with the members.

7. FIRE SERVICES COORDINATOR’S REPORT

The PowerPoint on the Update from the Fire Service Coordinator was presented to the members (circulated with agenda). Mr. Kennedy discussed the service awards and maintaining and updating the database, ongoing liaison with departments and presenting to West Hants on the Coordinator’s position and role. He commented on the number and type of fire calls in the previous period, highlighting that 35% of calls were Medical and 24% were Mutual Aid. Mr.

Kennedy advised that he had recently completed training in the program Road to Mental Readiness and was a Level 2 Instructor, and Wendy Rafuse is a master trainer. He offered to carry out related training, at no cost to the departments, and pointed out there was training available to general membership with another level available for Officers.

8. ITEMS CIRCULATED WITH REGISTRATION PACKAGE

- 8.1 Annual Fire and Emergency Services Provider Update Form**
- 8.2 Fire Tax Rate/Money Request Form**
- 8.3 Officer Information Form**
- 8.4 Matching Grant Form**
- 8.5 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, 2019 in order to receive the June payment by June 30, 2019.

9. OTHER ITEMS CIRCULATED

- 9.1 Application for Fire Department Recognition (Plaques and Helmets)**
- 9.2 Updated Maps for Road Map Series Book**
- 9.3 Updated Civic Maps**

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

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

The existing representatives to the Fire & Emergency Services Committee had expressed their desire to re-offer for the Committee – namely Chief Tom Lockwood, Deputy Chief Dean Schmeisser, Brian Keizer and Deputy Chief Steve Patterson. As there were no other nominations, the four were acclaimed to continue serving on the Committee.

11. NEW ITEMS

11.1 Set Date for 2019 Annual General Meeting

The next Annual General Meeting will be held on Wednesday April 08, 2020.

Deputy Chief Patterson asked if the service provider lists given to Mr. Kennedy by the departments are based on calendar or fiscal years? A show of hands revealed the vast majority of departments provide reports based on Calendar year. It was suggested that this matter could be discussed further at the next regular meeting of the FESC.

12. ADJOURNMENT

There being no further business at 7:55 p.m., it was moved by Deputy Chief Schmeisser, seconded by Chief Hirtle that the meeting adjourn. Carried Unanimously.