

**Municipality of the District of Lunenburg
Notes of a Fire & Emergency Services Committee Meeting
Held in Council Chambers and Virtually via Microsoft Teams
Monday, September 12, 2022 – 7:00 p.m.**

Attendance

Brian Keizer, District 1 & 2 Fire Commission (via Microsoft Teams)
Councillor Reid Whynot, District 9
Councillor Martin Bell, District 2
Councillor Pam Hubley, District 4
Councillor Michelle Greek, District 7
Chief Tom Lockwood, Indian Point Fire Department (via Microsoft Teams)
Deputy Chief Dean Schmeisser, Dayspring & District Volunteer Fire Department (Chair)
Herbert Seymour, Member-At-Large
Randy Harris, Member-At-Large

Staff

Chris Kennedy, Fire Services Coordinator
Alex Dumaresq, Deputy C.A.O. (via Microsoft Teams)
Sandra Challis, Administrative Assistant

Regrets

Angela Henhoeffler, REMO Coordinator
Mayor Carolyn Bolivar-Getson, Ex-Officio
Retired Chief Steve Patterson, Cornwall Fire Department

1. Call to Order

Deputy Chief Schmeisser called the meeting was called to order at 7:00 p.m.

2. Approval of Agenda

Moved by Brian Keizer, seconded by Councillor Whynot that the agenda be approved as circulated. Carried.

3. Approval of Notes – May 9, 2022

Moved by Brian Keizer, seconded by Councillor Hubley that the Notes of the May 9th, 2022 Fire & Emergency Services Committee meeting be approved as circulated. Carried.

4. Business Arising from Minutes

4.1 Fire Scene Security (update)

Mr. Kennedy updated the Committee that the contract was currently with the Commissionaires of NS, pending their signature. Once the contract was finalised, training could be offered to departments, either through LRFES or one-on-one; all policies and procedures were in place.

4.2 Mutual Aid Agreement (update)

Mr. Kennedy reported that a couple of Towns were having issues with the wording of the agreement, and it was decided to remove the towns from the agreement and add them back in with a rider at a later date, so that the agreement is not delayed further for the fire departments in the municipality.

4.3 Air Pack Certification/Turn-out Gear Safety (update)

It was agreed to include this discussion on the November workshop agenda.

4.4 Procurement of Equipment for Departments – Canoe Procurement Group of Canada

Mr. Kennedy had spoken with Canoe Procurement Group of Canada and was advised that fire departments, as non-profit organizations, can sign up to belong to the Group and would then have access to over 200 vendors, including vendors of fire equipment and apparatus. Mr. Kennedy would circulate this information to all departments.

5. L.R.F.E.S. Report

No report was available.

6. New Business

6.1 Volunteer Intake – Application Process

Mr. Harris had asked if there was a single, transparent application process in place for recruitment of volunteers across all departments as he had been advised of a negative experience in the application process by a resident with a local department. A discussion followed:

- There is no universal process, each department has their own application process and criteria for membership.
- A request through the LRFES can be made to FESC to explore the subject under the Recruitment & Retention program and MODL are prepared to assist in developing uniform standards

It was agreed that this matter be added to the November workshop's agenda, and further research on processes departments follow be carried out.

6.2 Department Personnel Policies – Diversity, Inclusiveness, Harassment

Mr. Harris asked if MODL requires departments to have personnel policies in place with respect to diversity, inclusiveness and harassment. It was noted that this should be added to the November workshop.

6.3 Fire Service Coordinator's Report (September 2022)

Mr. Kennedy presented his 2022 Annual report which would be presented to Council (circulated with agenda).

7. In Camera

Not required.

8. Next Meeting – Workshop to be held Monday, November 14th 2022, next regular meeting Monday, January 9th, 2023

It was agreed that the regular meeting (held on November 14th) would be a workshop, commencing at 6:00 p.m. and the next regular meeting will be held on January 9, 2023.

9. Adjournment

There being no further business at 7:52 p.m., it was moved by Brian Keizer, seconded by Councillor Whynot that the meeting adjourn. Carried.