

ANNUAL GENERAL MEETING

AGENDA

FIRE AND EMERGENCY SERVICES COMMITTEE

Held at Best Western Hotel, Cookeville

Thursday April 7th - 7:00 p.m.

- 1. CALL TO ORDER**
- 2. WELCOME AND OPENING REMARKS – Mayor Bolivar-Getson**
- 3. INTRODUCTION of COMMITTEE MEMBERS & COUNCILLORS**
- 4. APPROVAL OF MINUTES OF ANNUAL MEETING OF APRIL 10, 2019 2-4**
- 5. CHAIR’S ANNUAL REPORT 2020 & 2021 – Fire and Emergency Services Committee..... 5-6**
- 6. FIRE SERVICES COORDINATOR’S REPORT 7-24**
- 7. ITEMS CIRCULATED WITH REGISTRATION PACKAGE – to be returned by June 15, 2022**
 - 7.1. Checklist for Registration**
 - 7.2. Annual Fire and Emergency Services Provider Update Form**
 - 7.3. Fire Tax Rate/Money Request Form**
 - 7.4. Officer Information Form**
 - 7.5. Matching Grant Form**
- 8. OTHER ITEMS CIRCULATED**
 - 8.1. Application for Fire Department Recognition (Plaques and Helmets)**
 - 8.2. Updated Maps for Road Map Series Book (Discontinued, unless requested)**
 - 8.3. Updated Civic Maps**
- 9. APPOINTMENT FOR FOUR REPRESENTATIVES TO FIRE & EMERGENCY SERVICES COMMITTEE**
 - 9.1. Report of Nominations – Chris Kennedy**
- 10. NEW ITEMS**
 - 10.1. Set Date for 2023 Annual General Meeting**
- 11. ADJOURNMENT**

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	Fire & Emergency Services Committee AGM
Conquerall Bank Fire Department	Date: April 7, 2022
Cornwall & District Fire Department	Item: 4
Dayspring & District Fire Department	Authorization: Alex Dumaresq
District 1 & 2 Fire Commission	
Hebville 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	
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	
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 Whyntott 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.

Annual Report - 2020

Fire and Emergency Services Committee of the Municipality of the District of Lunenburg

For my report I could just simply say Covid-19 and we all could relate to the impact of the Pandemic on our lives. In 2020 when the pandemic struck, we were unable to have the Committee's annual meeting and as Society's and Commissions many did not have an annual meeting. Compromise was made, different processes were put into place and things continued, sort of.

I want to first thank all the members of committee, both from the Fire Services side and the Municipal Council side. The group worked well together, and several goals were met. Because there was no annual meeting last year, I want to include a few things that were either started or done in 2019.

- In 2019 we were able to conclude a new policy for liability and Fire Insurance on property and equipment. This new policy provided better coverage and better pricing, with some savings for most Departments. It replaced a policy that had its beginning in 1999 when the MGA (Municipal Government Act) came into affect. There was an insurance sub-committee established with many meetings to bring this matter to a successful conclusion.
- Fire Fighter or Fire Services Personnel insurance has been a high priority with the committee. It was felt that all members should be treated the same no matter what department they were part of. Selecting the right combination of coverage and by having a group policy provided good pricing. The insurance sub-committee also worked on this matter.
- The Province of Nova Scotia enacted legislation to require registered Fire and Emergency Services providers to have Workers Compensation Coverage. This was a significant step in benefits for our volunteers and the premium is covered by the Municipality. We thank them for that.
- It was also during 2019-2020 that mandatory Pump testing was discussed and the necessary protocol to require this to be done was put into amendments in Policy MDL-36 for 2021-2022.

As you can see from this report the Committee members put into place the initiatives to ensure health and safety benefits of the Fire Personnel. In 2020 we had 3 meetings before the Pandemic and one in November.

I also wanted to take this opportunity to thank Chris Kennedy our Fire Services Coordinator for his support.

Brian Keizer, Committee Chair

Annual Report - 2021

Fire and Emergency Services Committee of the Municipality of the District of Lunenburg

Again, for this years report I could just simply say Covid-19 but I said that last year. Things have changed and we can all relate to the impact of the Pandemic on our lives. In 2021 with the pandemic still happening we were unable to have the Committee's annual meeting and as Society's and Commissions, many did not have an annual meeting. Compromise was made, different processes were put into place and things continued, sort of.

I want to first thank all the members of committee, both from the Fire Services side and the Municipal Council side. The group worked well together, and several goals were met. Because there was no annual meeting last year, I want to include a few things that were either started or done in 2021.

1-Fire Scene Security is near its final stages in the Municipal Solicitors hands

2-Member Family Assistance program has been implemented by the municipality

3-Working at Air pack Certification/Turn out gear

4-Mutual Aid agreement is being signed by Fire and Emergency Service providers

5- Poor Cell coverage been referred to appropriate officials

As you can see from this report the Committee members put into place the initiatives to ensure health and safety benefits of the Fire Personnel.

I also wanted to take this opportunity to thank Chris Kennedy our Fire Services Coordinator for his support.

Brian Keizer, Committee Chair



Lunenburg Regional
FES
Fire & Emergency Services

FIRE SERVICE COORDINATOR FESC AGM UPDATE

APRIL 07, 2022



Fire & Emergency Services Committee AGM
Date: April 7, 2022
Item: 6
Authorization: Alex Dumaresq



Covid-19 2021



Fire Service Coordinator Role

Work with Fire
Departments in MDOL

Service Awards

- ***Fire Service Awards 2021***
Firefighter Years of Service
3 -50 yr. 4- 45 yr. 1-35 yr. 5- 20yr. 3-20yr.
- ***Station years of service were given also***
2-75 yr.(NGFD, RDFD), 1-55 yr.(DDFD).
1-50yr.(HFD) 1-45yr.(UCFD) 1-30yr.(WFD)

Firefighter Service Awards



Topic	RANK
Maintenance & Testing Standards	1
Training (R&R) Standard/Best Practices	2
Mental Health (R&R, EFAP)	3
Bulk Purchasing	4
Coordination with REMO	5
Financial Capacity	6
Governance	7
Assessment Coding	8



From FESC Workshop on Priorities

- **Mutual Aid Agreement**
- **Scene security**
- **Leadership training**



Requirement for Mandatory Pump Testing Standard





New Joint Pump Testing Facility
Hopefully more departments will
utilize it in 2022

**One day, I will fill
these boots !!!!!**





Firefighter Safety Initiative Everyone Goes Home

Registration Information Update from 2020

Registered Medical First Responders – 224

2019 was 214

Structural Firefighters- 333

2019 was 349

Active Firefighters- 597 +8

2019 was 589

Junior Firefighters- 35 +1

2019 was 34

Auxiliary members- 191

2019 was 191

Honorary and Other members- 145

2019 was 182

New personnel insurance \$38,542.00 (\$10,900 Grant)

Self-contained Breathing Apparatus(SCBA) Functional Testing All but 1

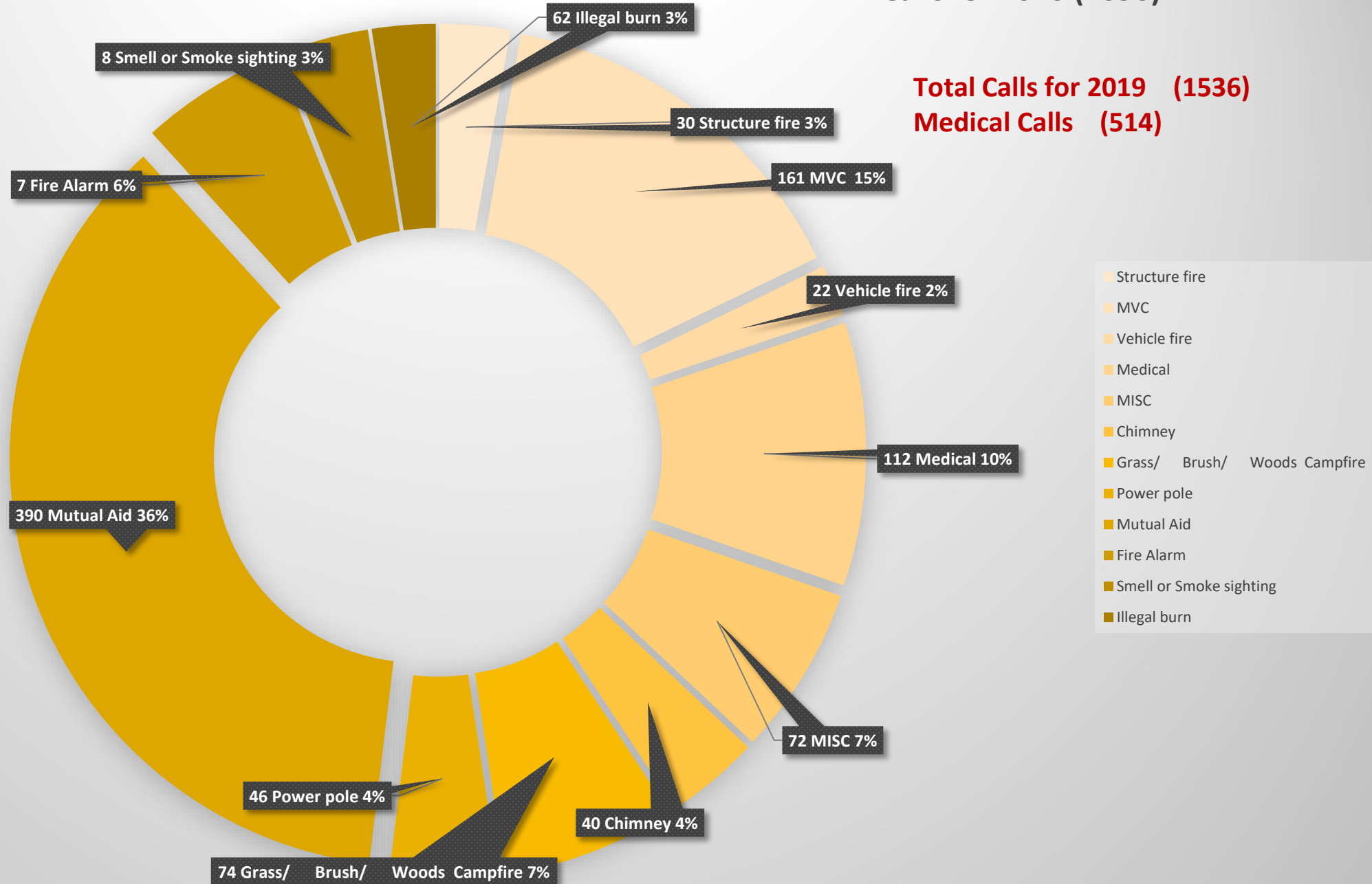
Pump Testing all completed in 2020

Fire Department Fund Raising -\$373,329.00 -54% (FF 50/50 Helped some)

2019 was \$691,052.00

Calls for 2020 (1096)

Total Calls for 2019 (1536)
Medical Calls (514)



- Structure fire
- MVC
- Vehicle fire
- Medical
- MISC
- Chimney
- Grass/ Brush/ Woods Campfire
- Power pole
- Mutual Aid
- Fire Alarm
- Smell or Smoke sighting
- Illegal burn

FD's requested Mutual Aid 165(42%) that in turn caused an additional 225(58%) responses to total the 390

*TOB FD 203 calls and had 56 MA calls outside of town and called into town twice.
 44 active members
 3 juniors
 33 non active honorary members
 14 honorary active*

TOMB FD- 30 Active FF, 5 Junior FF, 1 auxilliary, 6 Honorary members

TOL FD, 47 active FF, 16 Auxiliary, 8 Juniors, 42 Honorary.



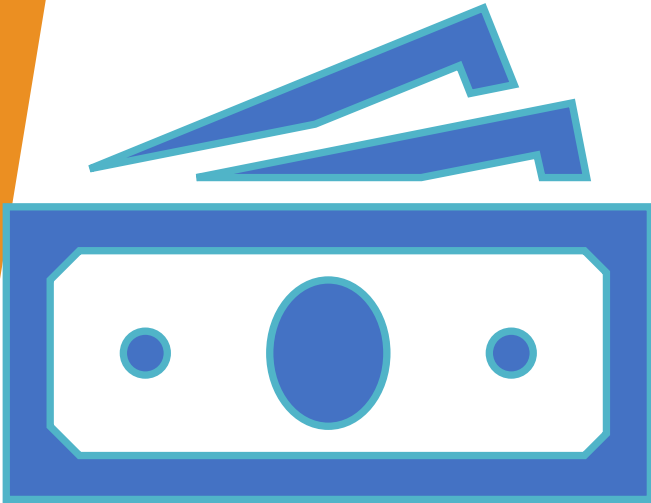
RECRUITMENT & RETENTION

- Recruitment and retention moving forward
- MODL continued funding to help with Recruitment and Retention
Advertising/Newsletters, Flyers
- Have heard from some dept's this has helped with recruitment
- *EFAP for firefighters*
- *Fire Service Coordinator offering sessions to fire services on grounding centering exercises*

Cost to Outfit One Firefighter

Helmet	\$300-\$500
Hood-	\$170
Mask-	\$400 and up
SCBA	\$13,500.00
Bunker Gear	\$2400
Radio	\$600 to \$2500 TMR
Pager	\$600
Boots	\$200 to \$800
Gloves	\$200
Avg Total	<u>\$17,900.00</u>

Funding to fire services outside of FD Area Rates



- Recruitment and Retention \$44,500.00
- WCB Premiums est. \$40,000.00
 - **Total Non-grants \$ 74,500.00**
- **Municipal Grants ;**
- Matching Grant \$42,400.00
- Municipal Grant \$64,100.00
- Training Grant \$10,900.00
- Insurance Grant \$54,100.00
- Group Personnel Insurance \$10,900.00
\$182,400.00
- **Total MODL Funding \$256,900.00**

Recruitment & Retention Ideas

\$44,500.00 approved by council for areas to aid in recruitment and retention

- **Marketing \$10,000**
- **EFAP \$12,000 (Slated for September 2021 launch)**
- **Leadership Training Grant 7,500 ...**
- **Recognition Grant \$15,000**
- ***New Post Merger Grant***

Nova Scotia Firefighter 50/50 Draw

Funds raised by departments from the NS firefighter 50/50 draws can be claimed as fundraising and applied in the calculation of the MODL Matching Grant.,

These funds have assisted many departments through the past year during Covid related restrictions who were unable to maintain traditional fund-raising activities.

Allowed some departments to apply these funds to purchase new equipment that may not have been otherwise possible

