

Fire & Emergency Services Committee Meeting AGENDA

Monday, May 9, 2022 – 7:00 p.m.

- 1. Call to Order**
- 2. Election of Officers – Chair & Vice Chair**
- 3. Approval of Agenda** (as circulated)
- 4. Approval of Minutes – March 14, 2022**
- 5. Business Arising from Minutes**
 - 5.1. Options for reduction in Insurance Premiums**
 - 5.2. Fire Scene Security 2-6**
 - 5.3. Mutual Aid Agreement**
 - 5.4. Air Pack Certification/Turn-out Gear Safety**
 - 5.5. Municipal Funding Options - Procurement of Equipment for Departments**
- 6. L.R.F.E.S. Report**
- 7. New Business (none)**
- 8. In Camera (if required)**
- 9. Next Meeting – Monday, July 11, 2022**
- 10. Adjournment**



Memorandum

To: Chair and Fire & Emergency Services Committee (FESC)
From: Chris Kennedy, Fire Service Coordinator
Date: May 09, 2022
Re: Council approval of MODL Policy 094 Fire Scene Security

Fire Scene Security

The request for posting fire scene security has been discussed at many Lunenburg Regional Fire and Emergency Services (LRFES) and Fire and Emergency Service Committee (FESC) meetings over the past several years.

The ability to maintain scene security once determined an investigation into cause and determination is required, and until it has been completed, offers challenges for volunteer fire departments. With the approval of MODL Policy 094 Fire Scene Security by council on April 26, 2022, fire departments now have a mechanism in place to call an approved security service and posted for such situations and again shows the support from MODL council.

The Fire Service Coordinator has put a procedure together and it is being review by the Municipal Clerk. Once done the procedure will be rolled out to fire departments and a training session can be held to go over the process.

A copy of the MODL Policy 094 Fire Scene Security and notice of council's approval are attached for your viewing.

Chris Kennedy

Fire Service Coordinator

Municipality of the District of Lunenburg

Council Policy

Title: Fire Scene Security	
Policy No. 094	Legislative Authority: MGA 296, Fire Safety Act 30(3), 31, 33
Effective Date: April 26, 2022	Amended Date:

Purpose

1 To provide a fire chief or, their designate the authority to utilize the municipality's procurement process and hire scene security through the municipal standing offer list and recover associated costs.

Definitions

2 In this Policy,

- (1) **"Fire Department"** means an organization that is registered with the municipality to provide fire-suppression and emergency services pursuant to section 294 of the Municipal Government Act (MGA)
- (2) **"Municipality"** means the Municipality of the District of Lunenburg (MODL)
- (3) **"Local Assistant"** means a person who is a local assistant pursuant to the Fire Safety Act and further that is typically the Fire Chief or designate of a fire department.
- (4) **"Fire chief"** means the senior official within, and in charge of the fire department.

Scene Security

- 3
- (1) Where the Local Assistant deems it necessary for the purpose of an investigation, the Local Assistant may, by oral or written order,
 - (a) close the land or premises,
 - (b) prohibit any entry, or lingering, and
 - (c) post a security watch.
 - (2) Orders for scene security will be posted at the fire scene to preserve chain of custody of evidence until a fire investigation can be undertaken.

(3) A representative from the Fire Marshall's Office should be on scene prior to a fire department departure, however there may be incidents where a representative is unable to attend up to (24) twenty-four hours, whereby scene security is required.

(4) The security firm(s) providing this service will be procured on the municipal standing offer list.

(5) Their duties will be spelled out in the contract for scene security.

Recovery of Cost

4 (1) The Local Assistant may direct the owner of a property to pay any costs of associated with carrying out the order, work or action, taken in section 3 and the order to pay costs will include:

- (a) a description of activity for which the costs were incurred and a statement of authority for conducting the activity,
- (b) a detailed account of the costs incurred, and
- (c) a direction that the owner pays costs to the municipality.


Costs, Liens and Enforcement

5 (1) Where an order to pay costs referred to in section 4 remains unpaid after all rights of appeal under the Fire Safety Act are exhausted, the Local Assistant can file with the clerk of the municipality the expenses incurred to carry out the order, but not exceeding the limits of one thousand dollars as per section 30 of the Fire Safety Act, and the clerk will pay, from the ordinary revenues of the municipality, the amount certified by the Local Assistant.

- (a) The amount of the costs is subject to interest, calculated at the rate applicable to overdue municipal rates and taxes, from the date of the original order for payment of costs; and
- (b) with any interest subsequently, constitutes a lien on the property that is the subject of the order.

(2) The amount of the costs and any interest is, for the purpose of collection and recovery, a first lien on the property collectable by the municipality as municipal taxes pursuant to the Municipal Government Act.

Annotation for Official Policy Book

Date of Notice to Council	April 11, 2022
Date of Passage of Current Policy	April 26, 2022
I certify that this policy MODL-094 was adopted by Municipal Council as indicated above.	
 <hr/> Municipal Clerk	<u>April 26, 2022</u> Date



Memorandum

To: Chris Kennedy, Fire Services Coordinator

From: Tom MacEwan, Chief Administrative Officer

Date: April 26, 2022

Re: 2022-069 Approval of MODL Policy 094 Fire Scene Security

Please be advised that Municipal Council, in session on Tuesday, April 26, 2022, made the following motion:

“that Municipal Council approve MODL Policy 094 Fire Scene Security”.

A handwritten signature in blue ink, consisting of a large, stylized 'T' and 'M' that loops together.

Tom MacEwan
Chief Administrative Officer

/jgp