



Municipality of the District of Lunenburg
Notes of a Fire & Emergency Services Committee Meeting

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, N.S.
Thursday September 4, 2025 – 7:00 p.m.

Attendance

Brian Keizer, District 1 & 2 Fire Commission, Chair
Deputy Chief Dean Schmeisser, Dayspring & District Volunteer Fire Department
Councillor Morgen Reinhardt, District 1, Vice Chair
Councillor Martin Bell, District 2
Councillor Pam Hubley, District 4
Councillor Alison Smith, District 6
Herbert Seymour, Member-At-Large (from 7:11pm)
Mayor Elspeth McLean-Wile, Ex-Officio

Regrets

Captain Emily Bowers, Hebbville Fire Department
Chief Darren Mulock, Northfield District Fire Department

Staff

Alex Dumaresq, Deputy C.A.O.
Chris Kennedy, Fire Services Coordinator
Sandra Challis, Administrative Assistant

1. Call to Order

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

2. Approval of Agenda (as circulated)

Moved by Councillor Hubley, seconded by Deputy Chief Schmeiser that the agenda be approved as circulated. Carried Unanimously.

3. Approval of Notes

The minutes of May 8, 2025, were approved as circulated.

4. Business Arising from the Notes

4.1 Member-at-Large Vacancy

One application had been received for the vacancy and was circulated with the agenda.

Moved by Councillor Hubley, seconded by Deputy Chief Schmeiser that the FESC recommend to Council that Brooke Gray be appointed to the FESC as a member-at-large for a 3-year term. Motion Carried Unanimously.

4.2 Governance Issue – the following reports were based on the discussions held at a joint workshop held with FESC and representatives from LRFES on July 10th 2025.

4.2.1 Code of Conduct

Mr. Dumaresq presented the report Code of Conduct for Senior Fire Officials circulated in advance of the meeting and reviewed the process and consultation that would occur before the presentation and intended adoption of the Code at next years FESC AGM. The Code is not meant to replace existing mechanisms that departments may already have, just to cover situations when there was a concern with a Department Chief or Senior Officer.

Four areas need to be addressed in a Code:

- Behaviours
- Investigation
- Remedial Action
- Enforcement

Questions:

- ✚ What would the status be of the Fire Service Member while the investigation is being conducted? (suspended from Dept activities, or not).
 - This could be determined by the investigator.
- ✚ What about a vexatious complaint during election time, complaints against a Councillor are held over until after the election.
 - Fire Department's executive usually serves a 1-year term, so this may not be an issue.
- ✚ Consideration should be made if the complaint is of relating to something illegal
 - Wording can be included that the RCMP or appropriate enforcement agency may be involved.
- ✚ Clarification requested on removal from executive of the department, would the person be removed from the department?
 - No, this would not be a decision of the committee. Respecting the autonomy of the department that their own personnel rules would apply.
- ✚ Council would have the final decision, but much of the dealings prior would be In Camera. Would it ever come to a public meeting?

- No, as this is a personnel issue, the motion could potentially be: Breach of this Section by XXXXX and the remedial action is XXXX

Discussion

- If the department was not complying with the outcome of the investigation, and a dept was de-registered as a subsequence, the municipality would work with the mutual aid partners to ensure cover for residents. This is the most extreme measure. It would be valuable to highlight the extremity of this in the document.
- The Committee agreed that the panel to review the investigator's report could be made up from members of the FESC who could be appointed on an annual basis.
- No timing is addressed in the report, wording will be added around completed in a timely manner and Mr. Dumaresq would explore reasonable timelines.
- The 3rd Party Investigator is already engaged by the Municipality to carry out investigations should there be a Code of Conduct issue with a member of Council. This is the only relationship with the Municipality.

Mr. Dumaresq will take revisions and present to LRFES and will then bring LRFES suggestions and comments back to this Committee.

4.2.2 Driver Standards

Mr. Kennedy presented the report Driver Training Standard circulated in advance of the meeting.

Moved by Deputy Chief Schmeiser, seconded by Herbert Seymour, that the Committee direct Staff to proceed with the directions identified in the report "Driver Training Standards" dated Sept 4, 2025. Motion Carried Unanimously.

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

No report - Not meetings had been held in July and August.

6. New Business

6.1 Fire Service Coordinator's Annual Report

Mr. Kennedy reviewed his Annual Report presentation, circulated in advance of the meeting.

7. **Added Items** – None

8. **In Camera** – None

9. Adjournment

The next meeting will be on November 6th, 2025. It was noted that this date conflicts with NSFM Conference so an alternate date will need to be found.

The meeting closed at 8:18 p.m.