

MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
Minutes of a Meeting of  
**FIRE AND EMERGENCY SERVICES COMMITTEE**  
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS  
**Monday, November 19, 2018 – 7:00 p.m.**

**ATTENDANCE**

Brian Keizer, District 1 & 2 Fire Commission, Chair  
Chief Steve Patterson, Cornwall Fire Department, Vice Chair  
Councillor Martin Bell  
Councillor Reid Whynot  
Councillor Wade Carver  
Chief Tom Lockwood, Indian Point Fire Department  
David Fancy, Member-At-Large  
Herbert Seymour, Member-At-Large

Regrets: Councillor John Veinot  
Deputy Chief Dean Schmeisser, Dayspring & District Volunteer Fire Department

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

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

**Moved by Councillor Whynot, seconded by Chief Patterson that the agenda be approved as circulated, with the addition, under New Business, of an email-circulated item– a memorandum regarding dispatch space. Carried unanimously.**

**3. Approval of Minutes of September 10, 2018 Meeting**

**Moved by Chief Patterson, seconded by Chief Lockwood that the Minutes of the Fire and Emergency Services Committee meeting of September 10, 2018 be approved as circulated. Carried.**

**4. Business Arising from Minutes and Unfinished Business**

**4.1 ID Cards – Format**

Chris Kennedy showed a mock-up ID card based on the accountability tags format. Information included a picture, department, current active member statement and expiry date. A discussion followed regarding the necessity of expiry dates and the workload that would be created by having to renew these cards regularly. It was suggested that the current member statement should include

reference to the card being the property of the Municipality if found and also to be returned to the Municipality if the person ceased to be a member. Chris agreed to make these changes and circulate a revision to Committee members for comment.

#### **4.2 Consultant re Firefighter Personnel Insurance**

The Insurance Sub-Committee had met earlier this evening and following Council's acceptance of FESC's recommendation to engage a consultant to assist with the development of an RFP, it had been agreed to engage the consultant to begin working on specifications and standards.

#### **4.3 FES Terms of Reference**

Following Council's approval of FESC's amended Terms of Reference, Chris Kennedy distributed updates for the Membership Package folder.

#### **4.4 Recruitment & Retention Update**

It was reported that no further action had taken place on this matter, and it was deferred to a later date.

#### **4.5 Member-at-Large Appointment**

David Fancy was welcomed back to the Committee.

#### **4.6 Budget/Insurance Costs to Fire Departments**

The Budget Items for next Fiscal Year (circulated with the agenda) were received as information. The Committee was advised that distribution and grant information will be available at the January meeting for discussion. It was requested that information be included to show grants to departments before reversals, and the spread of payments at this meeting.

#### **4.7 Request for Agenda Items form**

The proposed form (circulated with agenda) was discussed and it was agreed that it is a good way to streamline meetings.

**Moved by Councillor Whynot, seconded by Herbert Seymour that the Request for Agenda Items form be adopted for use by the Fire and Emergency Services Committee. Carried unanimously.**

#### **4.8 Narcan Kits – Budget for Replacement Costs**

Councillor Bell reported that a motion had passed at the Regional Emergency Management Organization (REMO) meeting that afternoon, that the costs to replace the Narcan Kits would be shared between REMO member units and not come from the Fire Services budget.

#### **4.9 REMO Comfort Centre Policy**

The REMO report regarding the Comfort Centre Policy (circulated with agenda) was received for information purposes.

### **5. NEW BUSINESS**

#### **5.1 Personnel Insurance – Subcommittee Update**

This item had previously been dealt with under item 4.2

#### **5.2 Fire Service Association of Nova Scotia (FSANS) Resolution on Dispatch**

Chris Kennedy referred to the Fire Service Association of Nova Scotia's (FSANS) "A Resolution Regarding Fire Dispatch Services in Nova Scotia" (circulated with the agenda).

The Chair read a letter dated 16<sup>th</sup> November 2018, from Lunenburg Regional Fire & Emergency Services (LRFES) to Fire Service Members of the FESC which supported the FSANS resolution (circulated with agenda package) with the added request that "*throughout the entire process there is direct consultation with the stakeholders (Fire Service Providers) on each step of the discussion*".

The LRFES letter was circulated and a discussion followed regarding general communication difficulties between organizations, the importance of a provincial discussion on dispatch services and debating the method of consultation to be recommended to provincial officials.

**Moved by Chief Lockwood, seconded by Chief Patterson that the Fire & Emergency Services Committee recommends to Council to support the FSANS' "A Resolution Regarding Fire Dispatch Services in Nova Scotia" with the additional wording from LRFES for "direct consultation with the stakeholders (Fire Services Providers) on each step of the discussion" Opposed: Councillor Whynot, Councillor Bell and David Fancy. Motion Carried.**

### **5.3 Yearly Calendar of Events**

The Yearly Calendar of Activates (circulated with agenda) was received for information purposes.

### **5.4 2019 FES Meeting Dates**

It was noted that some members have Fire Department commitments on the second Monday of the month, so many of the proposed meeting dates may be difficult. A discussion regarding alternative days/weeks was held, but it was agreed to leave the schedule as proposed, with one amendment.

**Moved by Chief Patterson, seconded by Herbert Seymour that the Proposed 2019 Meeting Dates be accepted, with a change for the July meeting from 15<sup>th</sup> to 08<sup>th</sup> due to annual Fire Chief Convention dates.**

**Opposed: Councillor Whynot. Motion Carried.**

### **5.5 Added Item – Dispatch Room**

Correspondence was received advising that Council had voted not to include a dedicated space for dispatch services in the design for the new Municipal Building. This was received for information purposes.

**6. IN CAMERA (Nil)**

**7. NEXT MEETING – January 14<sup>th</sup>, 2019**

**8. ADJOURNMENT**

**There being no further business at 8:11 p.m., it was moved by Chief Lockwood, seconded by Councillor Whynot that the meeting adjourn. Carried.**