



FIRE SERVICES ADVISORY COMMITTEE
Thursday, March 23, 2017 7:00 pm
Council Chambers, Municipal Complex

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes January 5, 2017
4. Business Arising from Minutes January 5, 2017
5. Review of Fire District Maps
6. Appointment of Councillor Member to Report to Council
(Section 14 of Terms of Reference)
7. In camera (personnel) to discuss the role of Municipal Liaison
8. Roundtable Discussion
9. Other Business
10. Next Meeting
11. Comments from the Public
12. Adjournment

FIRE SERVICES ADVISORY COMMITTEE
January 5, 2017

**Meeting Date
and Time**

A meeting of the Fire Services Advisory Committee was held on Thursday, January 5, 2017 at 7:00pm in the Council Chambers, Municipal Complex, Kentville, NS.

1. Call to Order

District	Name	Title
Aylesford	Shawn Carey	Chief
Berwick	Laurie Saunders - Regrets	Chief
Canning	Jeff Skaling	Deputy Chief
Greenwich	David Miller	Chief
Hall's Harbour	David Watson - arrived 7:06pm	Chief
Hantsport	Paul Maynard	Deputy Chief
Kentville	Ryan MacEachern	Chief
Kingston	Watson Armstrong	Chief/Chair
New Minas	James Redmond	Chief/Vice-Chair
Port Williams	Philip Porter	Chief
Springfield	Tom Lowe - Regrets	Chief
Waterville	Wayne Johnstone	Chief
Wolfville	Todd Crowell	Chief
District 5	Paul Spicer	Councillor
District 6	Bob Best	Councillor
District 8	Jim Winsor - arrived 7:04pm	Councillor

Also in attendance were:

- Terry Brown, Supervisor, Building & Enforcement Services
- Janny Postema, Executive Coordinator/Recording Secretary

The Chair welcomed the recently appointed Council members:

Paul Spicer, District 5, representing Western Kings;
Bob Best, District 6, representing Central Kings;
Jim Winsor, District 8, representing Eastern Kings.

Councillor Winsor arrived at 7:04pm.

2. Approval of Agenda

Vice-Chair Redmond asked that approval of the amended Terms of Reference be added to the agenda.

On motion of Deputy Chief Skaling and Chief Miller, that the January 5, 2017 agenda be approved as amended.

For: 13
Against: 0

MOTION CARRIED.

**3. Approval of Minutes
October 20, 2016**

On motion of Chief Redmond and Chief Johnstone, that the minutes of the Fire Services Advisory Committee meeting held on October 20, 2016 be approved.

For: 12
Against: 1

MOTION CARRIED.**4. Business Arising from Minutes October 20, 2016**

Chief Watson arrived at 7:06pm.

There was no business arising from the October 20, 2016 minutes.

5. Proposed Draft Operating Budget Template

- Deputy Chief Skaling noted that one comment had been sent to remove the 'Other Revenue' line.
- The Chair noted that this change was reflected on the form presented today.
- Chief Miller asked whether the form allowed for a CPI (cost of living) increase.
- Councillor Winsor suggested that this be specified under 'Other Expenses'. He noted that Council had approved the form on January 3.
- Deputy Chief Skaling asked whether Council had discussed options in terms of a zero increase or a certain percentage increase.
- Councillor Winsor noted that this had been discussed at the Budget and Finance Committee but not at Council. The Budget and Finance Committee had not been able to reach consensus to allocate a percentage increase given that not every Fire Department was in an equal situation and because Council had other budget considerations besides Fire Services.

On motion of Chief Redmond and Chief Miller, that the budget increase for Fire Departments for 2017/18 be the increase in CPI for 2016.

For: 9

Against: 5

MOTION CARRIED.

- It was noted that Chief MacEachern of the Kentville Fire Department and Chief Crowell of the Wolfville Fire Department did want to support the recommendation, but did not vote as they had separate contracts with the Municipality.
 - Discussion ensued around whether members of the Committee had the option to remove themselves from voting. The motion received a majority of the votes without the votes from the two Towns; however, it would not be unanimous.
 - It was agreed that Terry Brown would follow up with the Interim CAO on the voting issue.
 - The three Councillors also did not vote as the recommendation, if adopted, would have budget implications.
 - Terry Brown would also speak with Shawn West, Manager of Finance, regarding how firm the January 17 budget application deadline was.
- 6a. Bylaw 63, Open Burning and Smoke Control Bylaw: Discussion on burning buildings for purpose of demolition**
- Terry Brown had brought up this issue as he had received inquiries from Fire Departments. He pointed out that Bylaw 63, Section 4.3 stated that "*No person or organization is permitted to burn any building or structure for the purpose of demolition without the written consent of the Minister of Environment Nova Scotia and in accordance with Air Quality guidelines*".
 - Chief Miller stated that Fire Departments regarded the burning of

buildings for demolition as a useful training tool.

- Chief MacEachern noted that at a meeting with Valley Waste and the Fire Marshal it had been indicated that it was possible to get written permission as long as more than one Fire Department was present.
- Deputy Chief Skaling noted that the Department of Environment (DOE) had indicated that it would never issue an exclusion for the burning of structures for demolition but that the Fire Marshal could write an exclusion. Valley Waste had indicated that only clean, untreated lumber could be burned, and there was Bylaw 63. He noted that Fire Services saw the burning of structures for the purpose of demolition as a valuable training tool. He asked what the repercussions were if the Fire Marshal was not willing or able to write permission.
- Terry Brown responded that it would be regarded as a summary offence. If the burning was for training purposes it would not be ticketed, but it would go to court as a long form information process. He reiterated that Bylaw 63 indicated that it was strictly prohibited.
- Chief MacEachern reported that the Kentville Fire Department had been able to fundraise approx. \$75,000 towards a \$100,000 training facility. He asked whether it was possible to apply to be exempt from Bylaw 63.
- Terry Brown noted that it was possible to look into a bylaw amendment.
- The Chair stated that an exemption would have to be treated as a one-off situation. He noted that there had been a situation that had led to the Kingston Fire Department having to pay cleaning costs for the house next door.
- Councillor Winsor pointed out that written consent of the Minister of Environment was DOE's requirement and that section 4.3 of Bylaw 63 stated what was already in place.
- Deputy Chief Skaling noted that the only situation in which DOE would write an exclusion was the burning of abandoned cabins on crown land.
- Terry Brown agreed to check the Fire Safety Act and to follow up with the newly appointed Fire Marshal whether he could write exclusions.
- Terry Brown reported that Bylaw 63 had recently been added to the list of schedules which enabled the County to issue summary offence tickets in case of illegal burns such as grass fires, bonfires, etc. Fire Departments can forward information to the County when they receive calls for such nuisance issues and the County will follow up. The Fire Department may be called upon as a witness if the issue is contested in court.
- Chief Johnstone noted that when receiving these calls, the first question was always whether the RCMP or the Department of Natural Resources was attending to the call and that Fire Departments preferred not to confront the home owner.
- Terry Brown stated that it was not the expectation that Fire Departments do this.

6b. Approval of Amended Terms of Reference

- Chief Redmond stated that he was withdrawing his agenda item until a decision had been made whether the Town Fire Departments had the option to abstain from voting on budget issues. Without the votes from the Kentville and Wolfville Fire Departments the motion on the CPI increase would still receive a majority of votes, but it would read as not unanimous.

7. Roundtable Discussion

Fire Safety Plans:

- Chief Johnstone noted that the Waterville Fire Department had been named in a fire inspection report on a local organization but had not received a copy of the report.
- Chief MacEachern noted that the Kentville Fire Department had been involved in several fire inspections and did receive copies of the reports. He agreed to share a copy of the template.
- Terry Brown noted that the County had adopted the Fire Safety Plan template from HRM and he would send a copy to all Fire Departments. He would ensure that Fire Departments received copies of fire inspection reports that named them.

Presentation on Fire Services:

- Councillor Winsor suggested that the Fire Departments provide a presentation to Council on Fire Services in Kings County, outlining vesting authorities such as the Municipal Government Act, Fire Departments Articles of Incorporation, Town Fire Department Contracts, and providing information on the various departments.
- The Chair suggested bringing this up at the Chief Officers Working Group.
- Deputy Chief Skaling agreed.

CBC News Article:

- Chief MacEachern reported that CBC News had approached him regarding an article on volunteer fire services. He would forward the invitation to all Fire Departments to sit down with the CBC for a full story on Kings County Fire Services.
- Terry Brown thought it was great that the CBC was showing an interest as Kings County had one of the best fire services in the Valley and the County was proud of the hard work done by all fire fighters.

Long Service Awards:

- Deputy Chief Maynard asked whether 30-year long service awards would continue to be presented.
- Terry Brown responded that this was the intention. Several Ann Longley Memorial Fire Service Medals had been awarded in recent months.

Fire District Mapping:

- Terry Brown reported that there were discrepancies between Municipal and Provincial fire district maps and that the Province wanted to know which were correct. This was important for 911 dispatchers. He suggested that Trish Javorek, Manager of Community Development and familiar with mapping, review this with the Fire Chiefs at the next meeting.

911 Dispatchers:

- Chief MacEachern raised the issue of inappropriate comments made by 911 dispatchers and asked whether other Fire Departments had issues too. He suggested that Fire Departments as a group send a letter to Joan Garden at Valley Communications asking that dispatchers be reminded to behave professionally.
- Terry Brown pointed out that the Municipality paid for the 911 contract and that complaints regarding unprofessional behaviour of dispatchers should be forwarded to him. He agreed to bring this up with Joan.

- Chief Redmond suggested that this be discussed at the Chief Officers Working Group.
- Deputy Chief Skaling agreed that a poll be taken at the COWG.

8. Other Business

There was no other business.

9. Next Meeting

It was agreed that the meeting in February be skipped as it was a busy month.

Next meeting to be held on:

Thursday, March 23, 2017

7:00pm

Council Chambers, Municipal Complex

10. Adjournment

On motion of Chief Redmond, there being no further business, the meeting adjourned at 8:03pm.

11. Comments from the Public

There were no comments from the public.

Approved by:

Chief Watson Armstrong
Chair

Janny Postema
Recording Secretary