

**FIRE SERVICES ADVISORY COMMITTEE**  
**Council Chambers, 181 Coldbrook Village Park Drive**  
**Tuesday, December 2, 2021 7:00 pm**

AGENDA

Page

1. Call to Order
2. Roll Call
3. Amendments to the Agenda
4. Approval of the Agenda
5. Disclosure of Conflict of Interest Issues
6. Approval of Minutes
  - a. September 23, 2021
7. Business Arising from the Minutes
8. Fire Department Funding Models
9. Roundtable Discussion
10. Other Business
11. Date of Next Meeting
12. Adjournment

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**FIRE SERVICES ADVISORY COMMITTEE**  
**September 23, 2021**  
**MINUTES**

**Meeting Date and Time**

A meeting of the Fire Services Advisory Committee was held on Thursday, September 23, 2021 at 7:01 pm.

**1. Roll Call**

District	Name	Title
Aylesford	Shawn Carey	Chief
Berwick	Luke Redden	Chief
Canning	Jeff Skaling	Chief
Greenwich	Jason Ripley	Chief
Hall's Harbour	David Watson	Chief
Hantsport	Paul Maynard	Deputy Chief
Kentville	Scott Hamilton	Chief
Kingston	Watson Armstrong	Chief/Chair
New Minas	James Redmond	Chief/Vice-Chair
Port Williams	Philip Porter	Chief
Waterville	Wayne Johnstone	Chief
Wolfville	Todd Crowell	Chief
District 1	June Granger	Councillor
District 5	Tim Harding	Councillor
District 7	Emily Lutz	Councillor/Deputy Mayor

Also in attendance were:

- Rob Frost, Deputy Chief Administrative Officer
- Terry Brown, Manager, Inspection & Enforcement Division
- Laurie-Ann Clarke, Administrative Assistant

Public: 4

**2. Amendments to the Agenda**

None

**3. Approval of Agenda**

On motion of Deputy Mayor Lutz and Chief Skaling, that the September 24, 2021 agenda be approved as circulated.

**MOTION CARRIED.**

**3. Disclosure of Conflict of Interest Issues**

None

**5. Approval of Minutes June 24, 2021**

On motion of Chief Skaling and Chief Ripley, that the minutes of the Fire Services Advisory Committee held on June 24, 2021 be amended to reflect that Rob Frost, Deputy CAO, provided a presentation on seven funding models.

**MOTION CARRIED.**

**6. Business Arising from Minutes**

None

**7. Terms of Reference**

Terry Brown advised that the terms for citizen members on the Fire Services Advisory Committee have ended and at this time, a motion needs to be made regarding the Terms of Reference and whether or not the citizen appointments should continue.

Section 5 of the Terms of Reference updated in 2018 reads “Council shall appoint Citizen Members to the Committee: three (3) non-councilors who are residents of the Municipality and shall be appointed on the following basis: one member from each of the Western, Central and Eastern areas of the Municipality. Should Council not receive any applications for citizen members from a particular geographic area, Council may appoint an applicant from another part of the Municipality to represent that area. Active Fire Fighters and Fire Commissioners shall not be considered; former Fire Fighters and Fire Commissioners from within the Region services by the 13 fire departments shall not be considered.

There was a discussion in regards to what benefit this committee would see from having citizen representatives involved given the technical and specialized nature of Fire Services.

**On motion of Chief Ripley and Chief Skaling, that the Terms of Reference be amended to remove citizen appointments from the Fire Services Advisory Committee.**

**MOTION CARRIED.**

**8. Fire Department Funding Models**

Rob Frost, Deputy CAO provided a summary of the process that the group has gone through regarding options for changes to how fire departments will be funded. Since the meeting in June, Mr. Frost has presented to the Village of Cornwallis Square and the Port Williams Village Commission regarding different funding options and has had good discussions during those meetings. At this time, there is no funding policy in place and a recommendation needs to be made to Municipal Council with the intention of having a policy approved for the 2022 budget.

The Fire Chiefs’ Working Group met to discuss the options presented at the meeting in June and did not find them acceptable as they feel none of the models fully represent the needs of every department. The group feels that the formulas have been simplified too much- fire services are more complex and the size of the department, service area and apparatus available need to be considered as well.

Council is looking for guidance on what the fire departments want and need but they also have a responsibility to be able to explain to residents how their tax dollars are being spent.

**On motion of Chief Skaling and Chief Carey, that the discussion regarding Fire Services funding models be sent back to the Fire-Finance Sub Committee with the instruction to re-evaluate the formula, to look at the base fee, items that are in the formula, and to allow 30 days for feedback from the Village and/or Fire Commissions prior to the subcommittee presenting funding options to the Fire Services Advisory Committee.**

**MOTION CARRIED.**

**9. Roundtable Discussion**

None

**10. Other Business**

None

**11. Next Meeting**

November 25, 2021, 7:00 pm

**12. Adjournment**

**On motion of Chief Skaling and Chief Ripley, there being no further business, the meeting adjourned at 8:18 pm.**

**MOTION CARRIED.**