

**FIRE SERVICES ADVISORY COMMITTEE**  
**Council Chambers, 181 Coldbrook Village Park Drive**  
**May 8, 2025 at 7:00 pm**

**AGENDA**

1. Call to Order
2. Roll Call
3. Election of Chair and Vice Chair
4. Amendments to the Agenda
5. Approval of the Agenda
6. Disclosure of Conflict of Interest Issues
7. Approval of Minutes
  - a. December 5, 2024
8. New Business
  - a. Approval of 2025 Proposed Meeting Schedule
  - b. Road Closures
  - c. Fire Department Registration ([Policy PRO-10-003](#))
  - d. Fire Service Agreements update
  - e. [FSAC Terms of Reference](#)
9. Roundtable
10. Date of Next Meeting
11. Adjournment

Accommodations are available for this meeting, please submit your request at:  
[www.countyofkings.ca/accommodationsrequest](http://www.countyofkings.ca/accommodationsrequest)

# **FIRE SERVICES ADVISORY COMMITTEE**

**Thursday, December 5, 2024 at 7:00 pm**

## **Draft Minutes**

### **Meeting, Date and Time**

A meeting of the Fire Services Advisory Committee (FSAC) was held on Thursday, December 5, 2024 at 7:00 pm in the Council Chambers at 181 Coldbrook Village Park Drive.

### **Attending**

#### **FSAC Members**

Jim Redmond, New Minas Fire Chief (Vice Chair)  
David Watson, Halls Harbour Fire Chief  
Ian Fairclough, Kentville Fire Chief  
Jason Ripley, Greenwich Fire Chief  
Jason Stevens, Port Williams Fire Chief (arrived at 7:07 pm)  
Luke Redden, Berwick Fire Chief  
Shawn Carey, Aylesford Fire Chief  
Todd Crowell, Wolfville Fire Chief  
Troy Bruce, Kingston Fire Chief  
Wayne Johnstone, Waterville Fire Chief  
Councillor Peter Allen - East  
Councillor Doug Gates - Central  
Deputy Mayor Riley Peckford – West

#### **Municipal Staff**

Craig Gibson – Emergency Services Coordinator  
Rob Frost - Deputy CAO  
Terry Brown - Manager of Inspection & Enforcement Division  
Laurie-Ann Clarke – Recording Secretary

#### **Regrets**

Jeff Skaling, Canning Fire Chief (Chair)  
Paul Maynard, Hantsport Fire Deputy Chief

#### **Absent**

Thomas Lowe, Springfield Fire Chief

#### **Public**

3 members

### **1. Call to Order**

The meeting was called to order at 7:00 pm.

### **2. Roll Call**

The Recording Secretary took meeting attendance.

#### **a. Introduction**

Members of the committee introduced themselves.

### **3. Amendments to the Agenda**

There were no amendments to the agenda

- 4. Approval of the Agenda**      **On motion of Chief Ripley and Chief Carey that the Fire Services Advisory Committee approve the December 5, 2024 meeting agenda as distributed.**
- The question was called on the motion. **Motion carried.**
- 5. Disclosure of Conflict-of-Interest Issues**      There were no conflict-of-interest issues disclosed.
- 6. Approval of Minutes**
- a. May 16, 2024**      **On motion of Chief Carey and Deputy Mayor Peckford, that the minutes of the Fire Services Advisory Committee meeting held on May 16, 2024 be approved as circulated.**
- The question was called on the motion. **Motion carried.**
- b. June 20, 2024**      **On motion of Chief Carey and Chief Ripley, that the minutes of the Fire Services Advisory Committee meeting held on June 20, 2024 be approved as circulated.**
- The question was called on the motion. **Motion carried.**
- 7. New Business**
- a. Dry Hydrant Funding Update**      Craig Gibson, Emergency Services Coordinator, reminded the committee that there is funding available for installation of dry hydrants. Departments can email or call Craig for information or assistance relating to the applications and policy.
- b. CVFSA Medal Update**      Craig Gibson shared that there are changes coming to the Canadian Volunteer Fire Services Association medals.
- c. Honorariums**      Rob Frost, Deputy Chief Administrative Officer, led a discussion on firefighter honorariums.
- On motion of Chief Ripley and Chief Johnstone, the Fire Services Advisory Committee recommends that Municipal Council budget for a \$1000 honorarium for each Kings County firefighter in the 2025-2026 budget and place those funds in a reserve pending a recommendation from the Kings County Fire Fighters Association on how to distribute the funds.**

The question was called on the motion. **Motion carried.**

**d. 2025/26 Fire Operating  
Budget Forms**

Terry Brown, Manager of Inspections and Enforcement, reminded the committee that the 2025-2026 Fire Operating Budget forms are due to the Municipality by January 10, 2025. Mr. Frost advised that draft agreements for each department are being prepared and the intention is to have them in place prior to April 1, 2025.

**8. Roundtable**

Mr. Brown requested that per Section 12/13 of the committee Terms of Reference, the FSAC name a councillor responsible for reporting committee activities to Municipal Council. The committee chose Deputy Mayor Peckford as their representative.

**9. Date of Next Meeting**

February 20, 2025 at 7:00 pm

**10. Adjournment**

**On motion of Chief Ripley, there being no further business, the meeting adjourned at 7:37 PM.**

**Approved by:**

**Fire Services Advisory Committee**

**Month/Day/Year**