

**FIRE SERVICES ADVISORY COMMITTEE**  
**Council Chambers, 181 Coldbrook Village Park Drive**  
**February 12, 2026 at 7:00 pm**

**AGENDA**

1. Call to Order
2. Roll Call and Land Acknowledgement
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. September 18<sup>th</sup> 2025
  - b. November 24<sup>th</sup>, 2025
8. New Business
  - a. Introduction of new committee members
  - b. 2026/27 Budgets
  - c. HAZMAT Discussion/Follow up
  - d. Bulk purchasing of insurance
  - e. OFM Fire Record System
  - f. FSANS report discussion
  - g. 2026 Meeting Schedule
9. Roundtable
10. Date of Next Meeting
  - a. To be determined
11. Adjournment

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

**Land Acknowledgement**

The Municipality of the County of Kings is in Mi'kma'ki, the ancestral, unceded, and current territory of the Mi'kmaq Peoples. The Municipality of the County of Kings is a neighbour to Annapolis Valley First Nation and Glooscap First Nation, as well as a diverse urban and rural Indigenous population. We are all treaty people and commit to upholding the Peace and Friendship Treaties and working towards reconciliation in all areas of the Municipality.

# FIRE SERVICES ADVISORY COMMITTEE

**Thursday, September 18 at 7:00 pm**

## **Draft Minutes**

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

A meeting of the Fire Services Advisory Committee (FSAC) was held on Thursday, September 18, 2025, at 7:00 pm in the Council Chambers at 181 Coldbrook Village Park Drive.

### **Attending**

#### **FSAC Members**

Jeff Skaling, Canning Fire Chief (Chair)  
James Redmond, New Minas Fire Chief (Vice Chair)  
Jason Ripley, Greenwich Fire Chief  
Jason Stevens, Port Williams Fire Chief  
Paul Maynard, Hantsport Fire Deputy Chief  
Ian Fairclough, Kentville Deputy Fire Chief  
Shawn Carey, Aylesford Fire Chief  
Todd Crowell, Wolfville Fire Chief  
Wayne Johnstone, Waterville Fire Chief  
Troy Bruce, Kingston Fire Chief  
Councillor Peter Allen – East  
Councillor Doug Gates – Central  
Deputy Mayor Riley Peckford – West

#### **Municipal Staff**

Craig Gibson – Emergency Services Coordinator  
Terry Brown - Manager of Inspection & Enforcement Division  
Leslie Malley – Recording Secretary

#### **Absent**

David Watson, Halls Harbour Fire Chief  
Luke Redden, Berwick Fire Chief  
Thomas Lowe, Springfield Fire Chief

#### **Public**

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

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

#### **2. Roll Call**

The Recording Secretary took meeting attendance.

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

There was an amendment called by Terry Brown, Manager of Inspections and Enforcement, to add an additional item, 7d. Insurance Procurement.

**4. Approval of the Agenda**

**On motion of Councillor Allen and Chief Redmond, that the Fire Services Advisory Committee approve the September 18, 2025, meeting agenda as distributed and amended.**

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 8, 2025**

It is noted that Ian Fairclough attended the May 8, 2025, Fire Services Meeting representing Kentville Fire, not Scott Hamilton as noted in the minutes.

**On motion of Deputy Chief Maynard and Chief Ripley, that the minutes of the Fire Services Advisory Committee meeting held on May 8, 2025, be approved as amended.**

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

**7. New Business**

**a. Fire Fighters' Celebrations**

Craig Gibson, Emergency Services Coordinator went over the email that was sent out by former Deputy CAO, Rob Frost, discussing what celebrations are currently done to recognize our Fire Service volunteers and what the Municipality can do to contribute to these events. He reported that most departments have banquets and recognize milestones at that time. The DCAO mentioned that the Chiefs are welcome to invite the Mayor to these celebrations and he likes to attend as many as he can.

**b. Fire Service Agreements Updates**

Mr. Gibson gave an update on the Fire Service Agreements and thanked the Chiefs for their participation. Staff are completing the final review of the remaining.

**c. Fire Scene Security**

Mr Brown, spoke to the new Provincial legislation regarding fire scene security and what part the Municipality plays in these situations. Mr. Brown committed to creating a draft standard operating procedure to assist the departments when this situation arises in the future.

A round table discussion occurred regarding the Chiefs/Deputy Chiefs experience on fire scene security. The overall comments showed that the Provincial Fire Marshal is not attending calls as often as they used

to, insurance is not assisting much, and it is up to the departments themselves to secure the scene or approach the RCMP to assist.

Mr. Gibson took a moment to mention there is a new Inspector for Kings District RCMP and that he is very operational. Mr. Gibson offered to assist the FSAC members if they wished to have an introduction to the new Inspector.

Chief Jason Stevens from Port Williams Fire Department mentioned liability issues with having volunteers determining causes of fire versus the Fire Marshal and would like to have a plan on who to call for difference situations.

**d. Insurance Procurement** Mr. Brown discussed the possibility of the Municipality looking into bulk purchasing of insurance for all thirteen fire departments. Currently, every department pays into their own policies, and this is likely resulting that the departments are paying more than the Municipality does for insurance. Mr. Brown tasked Mr. Gibson to conduct the research on what they need and what it could look like.

Question of clarification:

How would claims affect the overall premiums? If one department needed to file a claim, would it impact all departments upon renewal. Mr. Brown advised that that would be part of the research and to investigate what every department needs and what coverage is required.

**On motion of Chief Ripley and Chief Redmond that the Fire Service Advisory Committee recommend having municipal staff review and investigate procurement for bulk purchasing of insurance for all thirteen fire departments.**

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

**8. Roundtable** Chief Jeff Skaling talked about the \$20,000 donation to fire services from the Rotary Club. Discussions were had regarding wildfire protection equipment, particularly structure protection units which were very helpful in the Long Lake fires. Deputy Chief Paul Maynard mentioned that the province is looking at assisting with these and it may be on a more Regional/Provincial bases due to the cost. Other discussions included the training piece.

**9. Date of Next Meeting**

The next meeting of FSAC will be on Thursday, December 11, 2025, at 7pm.

**10. Adjournment**

**On motion of Deputy Mayor Riley Peckford and Chief Shawn Carey, there being no further business, the meeting adjourned at 8:00 PM.**

**Approved by:**

Fire Services Advisory Committee

Month/Day/Year

DRAFT

**FIRE SERVICES ADVISORY COMMITTEE  
SPECIAL MEETING  
Monday, November 24, 2025 at 7:00pm**

**Draft Minutes**

**Meeting, Date and Time** A special meeting of the Fire Services Advisory Committee (FSAC) was held on Monday, November 24, 2025, at 7:00pm in the Council Chambers at 181 Coldbrook Village Park Drive.

**Attending**

**FSAC Members** Jeff Skaling, Canning Fire Chief (Chair)  
James Redmond, New Minas Fire Chief (Vice Chair)  
Shawn Carey, Aylesford Fire Chief  
Jason Ripley, Greenwich Fire Chief  
Dave Watson Halls Harbour  
Paul Maynard, Hantsport Fire Deputy Chief  
Randy Hill, Kentville Deputy Fire Chief  
Troy Bruce, Kingston Fire Chief  
Jason Stevens, Port Williams Fire Chief  
Wayne Johnstone, Waterville Fire Chief  
Todd Crowell, Wolfville Fire Chief  
Riley Peckford, Councillor (West)

**Municipal Staff** Scott Conrod, CAO  
Terry Brown, Manager of Inspection & Enforcement  
Leslie Malley, Recording Secretary

**Regrets** Luke Redden, Berwick Fire Chief

**Absent** Peter Allen, Councillor (East)  
Doug Gates, Councillor (Central)

**Public** 4

**1. Call to Order** The meeting was called to order at 7:00pm.

**2. Roll Call** Roll call was taken.

**3. Amendments to the Agenda** None.

**4. Approval of the Agenda** On motion of Chief Johnstone and Chief Redmond, that the Fire Services Advisory Committee approve the November 24, 2025, meeting agenda as circulated.

**Motion Carried.**

**5. Disclosure of Conflict-of-Interest Issues** No conflict of interest issues were disclosed.

**6. New Business**

**a. Kings County HAZMAT Update**

The special meeting was called in reference to the November 19, 2025 letter received from the Kings County Hazardous Materials Response Team (HAZMAT) regarding a reduced level of service.

The Chief Officers explained that a level "A" occurrence is considered high-risk which requires personnel to wear full body equipment and be trained as a technician to deal effectively with the event. A level "B" occurrence is a lower-level incident known to include hazardous materials but does not require full body protection equipment to be worn. They further explained that a Level B response is more common, and that the Team responds to a 5:1 ratio of Level B vs Level A incidents.

A discussion was held regarding the risks in Kings County in case of a Level A response, which requires specialized equipment. The current state and replacement cost of specialized equipment was discussed, as well as the levels of HAZMAT training. The current challenges the HAZMAT team is facing were discussed, and what is required as a solution.

The FSAC discussed replacement service from other specialized teams in Nova Scotia, as well as next steps for the HAZMAT team, and current capacity of Kings County to respond to incidents.

**On a motion of Chief Ripley and Deputy Chief Maynard, that the Fire Services Advisory Committee form a working group of Chiefs and/or subject matter experts of the fire departments to investigate options to have the HAZMAT team available to respond to incidents in Kings County.**

**Motion Carried.**

**7. Roundtable** None.

**8. Date of Next Meeting** The next meeting will be held on Thursday, December 11, 2025, at 7:00pm.

**9. Adjournment** **On motion of Chief Redman and Chief Carey, there being no further business, the meeting adjourned at 8:10pm.**

**Motion Carried.**

**Approved by:**

Fire Services Advisory Committee

Month/Day/Year

DRAFT