

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of an Annual General Meeting of
FIRE AND EMERGENCY SERVICES COMMITTEE
Held at the Dayspring Fire Hall, 13717 Highway 3, Rhodes Corner
Wednesday, April 12, 2017 – 7:00 p.m.

ATTENDANCE

Blockhouse Fire Department
Conquerall Bank Fire Department
Cornwall & District Fire Department
Dayspring & District Fire Department
District 1 & 2 Fire Commission
Hebbville Fire Department
Indian Point Fire Department
Lapland & District Fire Department
Martin's River Fire Commission
Midville & District Fire Department
New Germany Volunteer Fire Department
Northfied District Fire Department
Oakhill & District Fire Department
Pleasantville & District Fire Department
Riverport Fire Department
Tri-District Fire Services
Walden Fire Department
Wileville Fire Department

Also in attendance:

Deputy Chief John Robart, Oakhill Fire Department, Chair
Brian Keizer, District 1 & 2 Fire Commission, Vice Chair
Mayor Carolyn Bolivar-Getson
Councillor John Veinot
Councillor Reid Whynot
Councillor Lee Nauss
Councillor Wade Carver
Chief Steve Patterson, Cornwall Fire Department
Larry Hagell, Member-at-Large

Staff:

Chris Kennedy, Fire Services Coordinator/Administrator
Kevin Malloy, Chief Administrative Officer
Rachel Eisenhauer, Administrative Assistant

1. CALL TO ORDER

Deputy Chief Robart called the meeting to order at 7:00 p.m.

2. INTRODUCTION OF COMMITTEE MEMBERS & COUNCILLORS

Deputy Chief Robart introduced the members of the Fire & Emergency Services Committee and Councillors that were in attendance.

3. APPROVAL OF MINUTES OF ANNUAL MEETING OF APRIL 7, 2016

Moved by Brian Keizer, seconded by Graham Campbell that the Minutes of the April 7, 2016 Annual Meeting be approved as circulated. Carried.

4. CHAIR'S ANNUAL REPORT

Deputy Chief Robart reviewed the Chair's Annual Report (circulated with Agenda). He noted the main item that the Committee dealt with last year was the implementation of the Fire Services Coordinator/Administrator position. He spoke to two other items noted included in the report - Wiles Lake Depot Agreement and insurances.

Deputy Chief Robart advised that he would no longer be on the Committee. He was thanked for his dedication and time on the Committee.

Mayor Bolivar-Getson addressed the group and thanked them all for their service to the District.

5. FIRE SERVICES COORDINATOR'S REPORT

Mr. Kennedy gave a report on his work over the last year. He noted that Fire Department coding in the tax billing system has been discussed recently as it has been determined that some properties are coded to the wrong Fire Department. This will be further reviewed and updated.

6. ITEMS CIRCULATED TONIGHT WITH REGISTRATION PACKAGE

- 6.1 Annual Fire and Emergency Services Provider Update Form**
- 6.2 Fire Tax Rate/Money Request Form**
- 6.3 Officer Information Form**
- 6.4 Matching Grant Form**
- 6.5 Application for Firefighter Recognition (Medals and Print)**

It was noted that the above listed items are to be returned to Mr. Kennedy no later than June 15, 2017 in order to receive the June payment by June 30, 2017.

7. OTHER ITEMS CIRCULATED TONIGHT

- 7.1 Application for Fire Department Recognition (Plaques and Helmets)**
- 7.2 Updated Maps for Road Map Series Book**
- 7.3 Updated Civic Maps**

Mr. Kennedy noted these items were distributed with the packages each Department received at this meeting.

8. APPOINTMENT OF FOUR REPRESENTATIVES TO THE FIRE & EMERGENCY SERVICES COMMITTEE

Those nominated for the Committee were: Chief Tom Lockwood, Deputy Chief Dean Schmeisser, Brian Keizer, Chief Steve Patterson and Chief Corey Zinck.

Al Sullivan, Pleasantville Fire Department, was also nominated, but withdrew his name.

On the first ballot, Chief Tom Lockwood, Deputy Chief Dean Schmeisser, Brian Keizer and Chief Steve Patterson received the highest number of votes and were elected as representatives on the Fire and Emergency Services Committee.

Mr. Kennedy advised that the names noted above would be brought forward to Council as a recommendation from the Fire and Emergency Services Committee for approval.

Moved by Blair Lantz, seconded by Brian Keizer that the ballots be destroyed. Carried.

8. NEW ITEMS

8.1 Rate Payers List

Rate Payers Lists can be requested by each Department, to Mr. Kennedy, for their Rate Payer Meetings.

8.2 Fire Department Coding for Tax Purposes

This item was discussed during the Fire Services Coordinator/Administrator Report.

8.3 Set Date for Annual Meeting

The next Annual Meeting will be held on April 11, 2018. Annual Meetings will be held on the second Wednesday in April going forward.

9. ADJOURNMENT

There being no further business at 7:40 p.m., it was moved by Brian Keizer that the meeting adjourn. Carried.