

Fire & Emergency Services Committee Meeting AGENDA
Monday, 11 January 2021 – 7:00 p.m.

1. CALL TO ORDER
2. APPROVAL OF AGENDA (as circulated)
3. APPROVAL OF MINUTES – 16 November 2020
4. BUSINESS ARISING FROM MINUTES
 - 4.1. Member at Large 2
 - 4.2. Fire Scene Security
 - 4.3. Mutual Aid Agreement Revisions
 - 4.4. Nova Scotia Power – failure to provide essential service 3
 - 4.5. Changes to Policy MDL-36
5. L.R.F.E.S. Report
6. NEW BUSINESS
 - 6.1. Recruitment & Retention..... 4-6
 - 6.2. Fire Department Final Payouts..... 7
 - 6.3. Officers & Directors Liability Insurance for Fire Commissions
7. IN CAMERA (if required)
8. NEXT MEETING – Monday, March 8, 2021
Proposed Annual General Meeting – Weds, April 14, 2020 7:00 p.m. LOCATION T.B.A.
9. ADJOURNMENT



Memorandum

To: Fire & Emergency Services Committee

cc: Chris Kennedy, Fire Emergency Services Coordinator
Sandra Challis, Recording Secretary
Sherry Darling, Payroll & Benefits Administrator

From: Tom MacEwan, Chief Administrative Officer

Date: December 8, 2020

Re: 2020-043-Fire & Emergency Services Committee

Please be advised that, Municipal Council, in session on Tuesday, December 8, 2020, made the following motion:

“that Municipal Council accept the recommendation of the Fire & Emergency Services Committee and reappoint Herbert Seymour as a member-at-large to the Fire & Emergency Services Committee for a 3-year term ending October 31, 2023”.

Please ensure the appropriate action is taken.

A handwritten signature in blue ink, consisting of a large, stylized 'T' and 'M' that loops together.

Tom MacEwan
Chief Administrative Officer

/trb



Memorandum

To: Chris Kennedy and Fire & Emergency Services Committee
From: Tom MacEwan, Chief Administrative Officer
Date: December 8, 2020
Re: 2020-044 Consequences of Fire Departments Losing Power & Communications

Please be advised that, Municipal Council, in session on Tuesday, December 8, 2020, made the following motion:

“that Municipal Council accept the recommendation of the Fire & Emergency Services Committee and write a letter to Nova Scotia Power, Eastlink and Bell, on behalf of the Fire & Emergency Services Committee, expressing concern regarding outages of power and critical telecommunications systems”.

Please ensure the appropriate action is taken.

A handwritten signature in blue ink, consisting of a stylized 'T' and 'M' that loops together.

Tom MacEwan
Chief Administrative Officer

/trb



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Fire and Emergency Services Committee
SUBMITTED BY: Chris Kennedy, Fire Services Coordinator
Sarah Kucharski, Communications Officer
DATE: January 11, 2021
RE: Discussion and Direction re: Recruitment and Retention Strategy

MOTION

Move that the FESC recommend to Council that the Fire Recruitment and Retention Strategy for the 2021/22 fiscal year be revised as discussed.

RECOMMENDATION

1. Maintain the investment in the marketing campaign (\$10,000 annually).
2. Invest in an enhanced Member and Family Assistance Program for active firefighters (\$12,500)
3. Invest in application-based grant for leadership courses for executives and officers (total annual budget: \$5,000)
4. Establish a simple, application-based grant of \$15 per firefighter/volunteer to hold an annual recognition event per station (total annual budget: \$10,000).

BACKGROUND

Recruiting and retaining active volunteers for the Fire Department has been a long running issue across Nova Scotia. The issue has been raised in discussion with departments, at LRFES meetings and at some FESC meetings in the past. Some of the issue stems from demographic trends affecting our county, including slow or no population growth in communities, and the aging population; however, there are also some concerns related more specifically to the fire service.

The provision of fire and emergency services through volunteer departments is a critical part of MODL's protective services and provides an invaluable resource to our communities. As a result, Council understands the value of a strong fire service that has high levels of volunteers.

Council identified recruiting and retaining firefighters as a strategic priority in 2017/18, and has carried this strategic priority forward in subsequent years.

The Fire & Emergency Services Committee (FESC) subcommittee on Recruitment and Retention worked closely with MODL's Communications Officer and Fire Service Coordinator to develop a comprehensive, evidence-based Recruitment and Retention Strategy that had the following primary elements:

- Marketing Campaign
- Introduction of Member and Family Assistance program (MFAP) Benefits
- Annual Recognition Event

DISCUSSION

Since the adoption of the Recruitment and Retention Strategy in 2019, we have:

- Implemented the marketing campaign.
- Introduced a basic stress management MFAP as part of our insurance program.
- Delayed holding the annual recognition event. The event was not held in the first year as we were not able to pull together the resources for an event, and in 2020 plans were cancelled due to Covid-19 gathering restrictions.

The entire program budget was estimated to be \$56,000 for year one and \$40,000 for year two. However, significant adjustments were made changing the budget for the project. First, through the introduction of a group personnel insurance program for firefighters and enrollment in Workers Compensation Board (WCB) coverage (net annual cost to the municipality of \$40,000), MODL was able to secure basic MFAP benefits, originally eliminating the need for the estimated \$16,000 budget in this project's budget. Upon further review, it is our belief that the basic MFAP benefits offered by the insurance company do not meet the spirit of the discussion held by FESC during the creation of this Strategy, and we are recommending improving this service.

In addition, the additional staff resource of \$22,000 for year one was not required, and the work was completed by MODL staff, and covered through the MODL budget.

The marketing expenses totaled \$10,000 a year. This included an annual recruitment focused Fire Services newsletter distributed to every household in the Municipality, radio ads, newspaper ads, social media ads, and presence at events (prior to Covid-19).

RESULTS

2017	2018	2019
588 FF, 30 JR FF	581 FF, 34 Jr FF	592 FF, 32 Jr FF

Marketing campaigns that require behaviour change (motivating residents to volunteer for the Fire Service) can take years to yield results, and we feel it would be premature to say whether the recruitment campaign elements have had an impact on recruitment.

We recommend the following changes to the program:

1. Maintain the investment in the marketing campaign (\$10,000 annually).
2. Invest in an enhanced Member and Family Assistance Program for active firefighters (\$12,500)
3. Invest in application-based grant for leadership courses for executives and officers (total annual budget: \$5,000)
4. Establish a simple, application-based grant of \$15 per firefighter/volunteer to hold an annual recognition event per station (total annual budget: \$10,000).

BUDGET IMPLICATIONS

The recommendations would result in a budget of \$42,500 for the 2021/22 fiscal year.

STRATEGIC PLAN

Council identified recruiting and retaining firefighters as a strategic priority in 2017/18, 2018/2019 and 2020/2021. It is expected that this priority will carry forward to the 2021/2022 priorities.

ALTERNATIVES

- MODL & FESC could work with an external consulting company to develop leadership training.
- MODL could organize a large recognition event once per year (assuming gathering limits are lifted).
- Keep the stress management option, and not procure a more comprehensive Member and Family Assistance Program.

Department: Administration

Report Prepared By: Sarah Kucharski

Date: January 6, 2021

Report Approved By: Alex Dumaresq

Date: January 6, 2021

Reviewed By CAO:

Date:

Name of Fire Dept./Commission	Name of Fire Dept./Commission		April 1/20 Opening Balance	2020/21 Fire Tax Payment	June - Interim Payment	2019/20 - Balance Fire Tax	Insurance Premium	Insurance Grant	Balance Owing - Insurance	Balance Owing Personnel Insurance	Total Fire Tax	Municipal Grant	Matching Grant	December - Final Payment
Baker Settlement and Dist	Baker Settlement		\$ -	\$ 58,748.09	\$ 28,317.85	\$ 30,430.25	\$ -	\$ -	\$ -	\$ -	\$ 30,430.25	\$ -	\$ -	\$ 30,430.25
Big Tancook Island	BTIERA	Big Tancook Island Emergency Response Association	\$ 24.00	\$ 15,777.08	\$ 5,185.87	\$ 10,591.22	\$ 6,635.00	\$ 1,388.65	\$ 5,246.35	\$ 796.09	\$ 4,572.78	\$ 10,432.07	\$ 1,766.00	\$ 16,770.84
Blockhouse	Blockhouse	Blockhouse Fire Department	\$ 59.00	\$ 146,218.87	\$ 71,913.28	\$ 74,305.59	\$ 10,970.00	\$ 2,295.93	\$ 8,674.07	\$ 1,547.95	\$ 64,142.57	\$ 1,388.92	\$ 1,766.00	\$ 67,297.49
Chelsea and District	Chelsea & District		\$ -	\$ 60,429.04	\$ 29,423.94	\$ 31,005.11	\$ -	\$ -	\$ -	\$ -	\$ 31,005.11	\$ -	\$ -	\$ 31,005.11
Clearland **				\$ 26,965.02	\$ 13,198.50	\$ 13,766.52	\$ -	\$ -	\$ -	\$ -	\$ 13,766.52	\$ 408.00	\$ -	\$ 14,174.52
Conquerall Bank	Conquerall Bank	Conquerall Bank Fire Department	\$ -	\$ 95,419.35	\$ 46,633.03	\$ 48,786.33	\$ 11,834.00	\$ 2,476.76	\$ 9,357.24	\$ 973.00	\$ 38,456.08	\$ 1,721.50	\$ 1,766.00	\$ 41,943.58
Crousetown *				\$ 17,260.45	\$ 8,325.18	\$ 8,935.28	\$ -	\$ -	\$ -	\$ -	\$ 8,935.28	\$ -	\$ -	\$ 8,935.28
Cornwall	Cornwall & District	Cornwall & District Fire Department	\$ -	\$ 102,326.53	\$ 49,761.57	\$ 52,564.96	\$ 8,402.00	\$ 1,758.47	\$ 6,643.53	\$ 1,592.18	\$ 44,329.25	\$ 1,403.69	\$ 1,905.67	\$ 47,638.62
Dayspring and District	Dayspring	Dayspring & District Fire Department	\$ -	\$ 178,233.82	\$ 87,772.60	\$ 90,461.23	\$ 11,801.00	\$ 2,469.85	\$ 9,331.15	\$ 1,459.50	\$ 79,670.58	\$ 1,076.55	\$ 1,766.00	\$ 82,513.13
Hebb's Cross	Hebbs Cross	Hebbs Cross Fire Department		\$ 67,447.44	\$ 32,145.93	\$ 35,301.52	\$ 9,941.00	\$ 2,080.57	\$ 7,860.43	\$ 1,415.27	\$ 26,025.81	\$ 2,846.00	\$ 1,766.00	\$ 30,637.81
Hebbville	Hebbville	Hebbville Fire Department	\$ (20.00)	\$ 149,280.09	\$ 74,491.05	\$ 74,789.04	\$ 9,600.00	\$ 2,009.20	\$ 7,590.80	\$ 1,061.45	\$ 66,116.79	\$ 1,044.38	\$ 1,766.00	\$ 68,927.17
Hemford and District	Hemford	Hemford & District Fire Department	\$ (136.00)	\$ 54,695.93	\$ 24,401.94	\$ 30,293.99	\$ 9,584.00	\$ 2,005.85	\$ 7,578.15	\$ 796.09	\$ 21,783.75	\$ 5,581.33	\$ 1,923.41	\$ 29,288.49
Indian Point	Indian Point	Indian Point Fire Department		\$ 41,185.73	\$ 19,818.69	\$ 21,367.04	\$ 7,627.00	\$ 1,596.27	\$ 6,030.73	\$ 796.09	\$ 14,540.22	\$ 3,468.36	\$ 1,766.00	\$ 19,774.58
Italy Cross	Italy Cross/Middlewood	Italy Cross, Middlewood & District Fire Department		\$ 87,483.62	\$ 42,838.96	\$ 44,644.66	\$ 10,888.00	\$ 2,278.77	\$ 8,609.23	\$ 1,459.50	\$ 34,575.93	\$ 1,516.31	\$ 2,198.04	\$ 38,290.28
LaHave and District	Lahave & District	LaHave and District Fire Department	\$ (10.00)	\$ 188,292.83	\$ 91,733.74	\$ 96,559.10	\$ 12,183.00	\$ 2,549.80	\$ 9,633.20	\$ 1,061.45	\$ 85,854.44	\$ 986.47	\$ 1,766.00	\$ 88,606.91
Lapland and District	Lapland & District	Lapland and District Fire Department		\$ 43,839.69	\$ 20,246.54	\$ 23,593.15	\$ 7,475.00	\$ 1,564.45	\$ 5,910.55	\$ 619.18	\$ 17,063.42	\$ 4,145.22	\$ 1,766.00	\$ 22,974.65
Maders Cove	Maders Cove	Maders Cove Fire Protection Commission		\$ 64,466.98	\$ 31,472.99	\$ 32,993.99	\$ 2,356.00	\$ 493.09	\$ 1,862.91	\$ -	\$ 31,131.08	\$ 2,446.72	\$ -	\$ 33,577.80
Martins River	Martins River	Martins River Fire Commission		\$ 112,074.43	\$ 54,311.13	\$ 57,763.30	\$ 11,559.00	\$ 2,419.20	\$ 9,139.80	\$ 1,017.23	\$ 47,606.27	\$ 2,658.09	\$ 1,766.00	\$ 52,030.36
Midville and District	Midville	Midville and District Fire Department		\$ 73,971.89	\$ 36,563.55	\$ 37,408.34	\$ 8,750.00	\$ 1,831.30	\$ 6,918.70	\$ 1,238.36	\$ 29,251.28	\$ 3,249.96	\$ 1,766.00	\$ 34,267.24
New Germany	New Germany	New Germany Volunteer Fire Department	\$ (8.00)	\$ 260,342.58	\$ 127,581.81	\$ 132,760.77	\$ 14,691.00	\$ 3,074.70	\$ 11,616.30	\$ 1,592.18	\$ 119,544.29	\$ 872.04	\$ 1,597.00	\$ 122,013.34
Newcombville and Dist (Tri)	Tri-District Rescue	Tri District Fire/Rescue		\$ 47,154.52	\$ 23,098.24	\$ 24,056.29	\$ 17,470.00	\$ 3,656.32	\$ 13,813.68	\$ 1,547.95	\$ 8,694.66	\$ 1,341.85	\$ 1,766.00	\$ 11,802.51
District 1&2	District 1 & 2	District 1 & 2 Fire Commission	\$ (82.00)	\$ 305,311.20	\$ 149,581.06	\$ 155,730.15	\$ 2,375.00	\$ 497.07	\$ 1,877.93	\$ -	\$ 153,770.21	\$ 199.47	\$ -	\$ 153,969.69
Northfield	Northfield	Northfield District Fire Department	\$ (36.00)	\$ 327,436.39	\$ 167,310.60	\$ 160,125.80	\$ 14,414.00	\$ 3,016.73	\$ 11,397.27	\$ 1,857.54	\$ 146,834.98	\$ 768.19	\$ -	\$ 147,603.18
Oakhill	Oakhill	Oakhill & District Fire Department		\$ 171,250.09	\$ 83,796.23	\$ 87,453.86	\$ 12,585.00	\$ 2,633.94	\$ 9,951.06	\$ 1,105.68	\$ 76,397.12	\$ 1,446.71	\$ 2,295.29	\$ 80,139.12
Oakland **				\$ 63,514.94	\$ 31,107.84	\$ 32,407.11	\$ -	\$ -	\$ -	\$ -	\$ 32,407.11	\$ 408.00	\$ -	\$ 32,815.11
Petite Riviere*	Petite Reviere	Petite Riviere Fire Department	\$ (20.00)	\$ 85,475.21	\$ 41,859.09	\$ 43,616.12	\$ 10,385.00	\$ 2,173.49	\$ 8,211.51	\$ 928.77	\$ 34,455.84	\$ 2,412.35	\$ 1,922.66	\$ 38,790.86
Pleasantville	Pleasantville	Pleasantville & District Fire Department	\$ 330.00	\$ 93,785.22	\$ 46,606.63	\$ 47,178.60	\$ 9,971.00	\$ 2,086.85	\$ 7,884.15	\$ 796.09	\$ 38,828.35	\$ 1,523.02	\$ 1,766.00	\$ 42,117.37
Riverport	Riverport	Riverport Fire Commission	\$ 81.00	\$ 355,363.79	\$ 174,082.18	\$ 181,281.61	\$ 11,602.00	\$ 2,428.20	\$ 9,173.80	\$ 1,503.72	\$ 170,685.09	\$ 273.11	\$ 1,959.91	\$ 172,918.11
United Communities	United Communities	United Communities Fire Commission		\$ 75,997.69	\$ 36,787.33	\$ 39,210.37	\$ 10,882.00	\$ 2,277.51	\$ 8,604.49	\$ 1,017.23	\$ 29,588.65	\$ 1,743.78	\$ 1,958.30	\$ 33,290.72
Walden	Walden	Walden Fire Department	\$ -	\$ 17,235.56	\$ 8,511.86	\$ 8,723.71	\$ 6,469.00	\$ 1,353.91	\$ 5,115.09	\$ 884.54	\$ 2,724.07	\$ 7,089.38	\$ 1,915.71	\$ 11,729.17
Wileville	Wileville	Wileville Fire Department	\$ 2.00	\$ 77,715.32	\$ 37,004.06	\$ 40,711.26	\$ 8,042.00	\$ 1,683.12	\$ 6,358.88	\$ 574.95	\$ 33,779.43	\$ 2,464.51	\$ 1,766.00	\$ 38,009.94
			\$ 184.00	\$ 3,464,699.39	\$ 1,695,883.20	\$ 1,768,816.20	\$ 258,491.00	\$ 54,100.00	\$ 204,391.00	\$ 27,641.99	\$ 1,536,967.21	\$ 64,916.00	\$ 42,400.00	\$ 1,644,283.21

*Crousetown with Petite
** Oakland & Clearland with TOMB

Tri District			\$ -	\$ 166,331.65	\$ 80,840.02	\$ 85,491.64	\$ 17,470.00	\$ 3,656.32	\$ 13,813.68	\$ -	\$ 70,130.01	\$ 1,341.85	\$ 1,766.00	\$ 73,237.86
Petite & Crousetown			\$ (20.00)	\$ 102,735.66	\$ 50,184.27	\$ 52,551.40	\$ 10,385.00	\$ 2,173.49	\$ 8,211.51	\$ -	\$ 43,391.12	\$ 2,412.35	\$ 1,922.66	\$ 47,726.13

Fire & Emergency Services Committee
Date: January 06, 2021
Item: 6.2
Authorization: Alex Dumaresq