

Region of Queens Municipality Fire Services Committee
Tuesday, October 14th, 2025
7:00 p.m.
Council Chambers

Minutes

Present:

Mayor Scott Christian, Acting Chair
Willa Thorpe, Chief Administrative Officer
Adam Grant, P. Eng, Director of Infrastructure
Joanne Veinotte, Director of Finance
Councillor Wanda Carver
Chief Trevor Munroe
Chief Wayne Trimm
Chief Moyal Conrad
Chief Kendall Farmer
Mark MacDonald, AON
Kate Wong, Recording Secretary

Regrets:

Councillor Jack Fancy
Chief Chris Wolfe

1.0 Call to Order and Land Acknowledgement

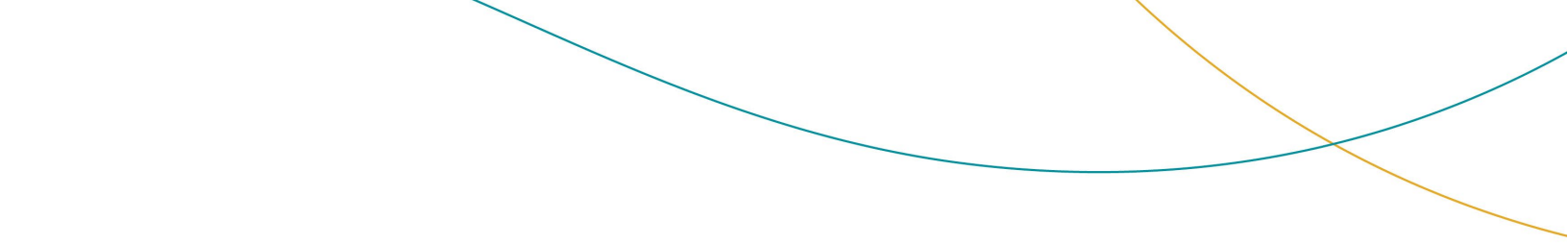
Mayor Scott Christian, Chair, called the meeting to order at 6:58 pm and opened the meeting by acknowledging that we are in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2.0 Approval of Agenda

2.1 October 14th, 2025

It was moved by Chief Kendall Farmer and seconded by Chief Trevor Munroe:

THAT the Fire Services Committee amend the agenda to add "Dry Hydrants" as Item 7.1.



MOTION CARRIED.

3.0 Declaration of Conflict of Interests

There were no declarations of conflicts of interest

4.0 Approval of Minutes

4.1 July 15th, 2025

It was moved by Chief Kendall Farmer and seconded by Chief Wayne Trimm:

THAT the Fire Services Committee approves July 15th, 2025 minutes as presented.

MOTION CARRIED.

5.0 New Business

5.1 Insurance Discussion with Mark MacDonald from AON – Joanne Veinotte, Director of Finance

Mark MacDonald of AON attended the meeting to address insurance concerns and answer questions raised by the Fire Chiefs. He provided an overview of insurance claims submitted within the past year.

The Committee discussed coverage for light vehicles, noting that the current insurance policy provides a three year replacement term, whereas the Chiefs said that the previous insurer had offered replacement coverage for light vehicles up to twenty five years old. They were treated the same as fire trucks. Members expressed interest in exploring the possibility of reinstating similar terms. It was also noted that deductibles for light vehicles (\$1500) are considerably lower than those applied to the equipment stored on those vehicles (\$10,000).

The Committee was advised that the Region of Queens had previously agreed to cover the difference when the fleet deductible increased from



\$5,000 to \$25,000. This arrangement did not include the separate \$10,000 deductible applicable to equipment.

Fire Chiefs discussed the challenges associated with managing claims, including dealing with out-of-province adjusters, coordinating follow-up inspections, arranging towing and quotes, and managing these tasks while fulfilling their regular employment and volunteer responsibilities. CAO Thorpe discussed the upcoming Protective Services Coordinator position, noting that the role is intended to assist with these processes and serve as a liaison between the fire departments and the insurer to reduce administrative burdens.

A brief discussion was held regarding the classification of trucks, including the distinction between light-duty vehicles and fire apparatus. Mr. MacDonald advised that any questions or uncertainties related to vehicle classifications should be directed to the insurance broker for clarification.

The issue of purchase-price replacement was also discussed. Members noted that the rising cost of trucks and equipment means that insurance payouts based on replacement value may not reflect current market conditions. Mr. MacDonald is exploring other coverage availability that would increase the amounts payable to compensate for this gap.

The Committee discussed oil tanks and their expiry dates, with several departments requesting written guidelines outlining expected tank life or replacement timelines when manufacturer information is unavailable. It was suggested that this responsibility may need to be addressed by the Region.

Members also noted that several fire halls appear to be underinsured for replacement cost. Mr. MacDonald recommended that formal appraisals be completed to determine accurate replacement values for buildings and to ensure that equipment inventories are current.

The need to update contents listings annually was also clarified as necessary to ensure that should a fire hall be lost, the appropriate coverage is available to replace the contents in that building.



Finally, a discussion was held regarding general liability and snow removal. Mr. MacDonald advised that all contractors performing snow removal should carry appropriate insurance coverage, as they would also be named in the event of an incident claim.

5.2 Volunteer Conservation Order for the Water Utility – Adam Grant, P. Eng., Director of Infrastructure.

There was a discussion on what the fire departments are doing to support residents with dry wells. Currently, only Chief Munroe from the Liverpool Fire Hall is filling wells with town water. This is 10 wells a day at 2500 gallons a well, representing up to 8% of what is coming out of the water system every day. There was concern about discontinuing this service, noting that a lot of residents have been calling, and the fire department does not want to turn them away and has been waiting to hear from the Region for instruction.

An emphasis was placed on preparing for the future with the dangers of climate change affecting our county. The mayor mentioned continuing his conversations with Minister Masland, the Minister of Emergency Management and Nova Scotia Guard.

5.3 Review Funding Formula for Fire Halls – Joanne Veinotte, Director of Finance

The funding formula was discussed. The Chiefs expressed a need for more funding for fire departments in Queens County. Area rates were discussed; however, there was concern about this funding model not being suitable for smaller departments like Port Medway. Chief Conrad said that two-thirds of the operating budget from Greenfield's Fire Department comes from fundraising, and all Chiefs agreed that the Firemen's 50/50 is keeping a lot of fire stations funded in Nova Scotia.

Members discussed the requirement to submit receipts for the annual \$8,000 Safety Fund allocation. It was noted that the administrative burden associated with collecting and reconciling receipts can delay disbursements and create confusion, and that the amount is quickly consumed by routine safety costs (e.g., packs and pump testing). Ms. Veinotte expressed a preference to keep the Safety Fund as a separate



program rather than incorporating it into the general grant stream (which would require splitting among departments), and to remove the receipts requirement for ease of accounting. Ms. Veinotte will prepare a staff report to get Council approval for this change.

5.4 Status of EMO – Willa Thorpe, Chief Administrative Officer

The committee commented that they would like more Queens County EMO representation during emergencies, and a better level of service overall. CAO Thorpe mentioned that on Thursday, October 16th she has a meeting with Region 6 Coordinator and will add this to the discussion. Also, on October 16th the EMO Planning Committee will meet, including two Fire Services representatives.

6.0 Correspondence

None

7.0 Unfinished Business

7.1 Dry Hydrants – Willa Thorpe, CAO

Members of the committee were given a listing of all dry hydrants and their locations for reference.

The Committee received a status update indicating seven outstanding work orders for dry hydrants. Members were directed to submit any concerns to the designated email address or deliver them to the Infrastructure Building to ensure all items are properly logged. Director Grant further noted that staff are awaiting confirmation from the contractor on the installation schedule for a new dry hydrant, likely not beginning this year although budgeted for.

8.0 Adjournment

At 8:57pm, it was moved by Chief Moyal Conrad and seconded by Chief Kendall Farmer that the meeting be adjourned.

MOTION CARRIED.