



Region of Queens Municipality Fire Services Committee

Tuesday, December 2nd, 2025

7:00 p.m.

Council Chambers

Minutes

Present:

Chief Kendall Farmer

Chief Wayne Trimm

Chief Trevor Munroe

Willa Thorpe, Chief Administrative Officer

Kate Wong, Recording Secretary

Paul Cormier, CC Safety

Blayne Buckler, CC Safety

Regrets:

Chief Moyal Conrad

Chief Chris Wolfe

1. Call to Order

The meeting was called to order at 7:00 p.m. by Paul Cormier, who outlined the purpose of the session: to move forward on respiratory protection improvements

and initiate the HAZMAT planning process for all fire departments within the Region of Queens Municipality. He emphasized the importance of getting started and beginning practical, coordinated steps toward building a comprehensive hazardous materials response framework.

2. Implementation Plan Overview

Blayne Buckler delivered a presentation outlining the two core implementation areas:

1. Identification of hazardous materials within each district
2. Establishment of a quantitative fit-testing program for all firefighters.

Mr. Buckler explained that each department will be asked to canvas their membership and select at least two individuals (with more welcome) to participate in the HAZMAT identification process. Training will be provided to these individuals, and a confirmation of participation will be required. He presented the draft Regional HAZMAT Inventory and Response Capability Assessment Form, focusing on the “Data Collection” section where the bulk of hazard information will be recorded. A copy of the form will be distributed to all departments.

3. Discussion – Roles, Responsibilities, and Capacity

A major portion of the discussion centered on the practical workload associated with identifying hazardous materials throughout Queens County. Chiefs Farmer and Munroe emphasized that volunteer fire chiefs do not have the capacity to contact every business, gather hazardous material information, complete safety classifications, or conduct follow-up inquiries. With departments already stretched thin, this additional administrative burden is not feasible.

The chiefs expressed their strong preference for the Region of Queens Municipality to fund CC Safety to perform the business outreach and technical data collection. CC Safety already conducts similar work for other municipalities and is positioned to contact businesses directly, classify hazards, and determine the necessary response readiness for each district. The chiefs stressed that relying on trained professionals would ensure accuracy, efficiency, and timely completion of the inventory.

It was also noted that external businesses stand to benefit directly from improved fire service capability, particularly those handling high-risk materials,

and making their involvement and cooperation essential. Potential cost-sharing could be explored later.

Chiefs also discussed regional considerations, noting recent concerns raised in Kings County and that Truro remains the closest HAZMAT-capable emergency response centre, which highlights the urgency of establishing local capability. Lunenburg County was also mentioned as having recently received significant funding for related initiatives.

4. Fit Testing Program

The committee discussed the need for a standardized, quantitative fit testing program across all fire departments. Questions were raised about whether CC Safety might take over fit testing at the regional level, replacing the inconsistent system now in place.

Current fit testing costs were discussed, with recent examples showing \$50 per firefighter, plus additional fees for equipment inspections. Fit testing is generally billed hourly. Mr. Cormier's team indicated they can offer after-hours support, though relying on volunteers for coordination presents challenges.

Chiefs clarified that while departments track which members have been fit tested, firefighters do not carry individual certification cards. Clarification on Health and Safety requirements, particularly distinctions between employees and volunteers, will be obtained by Mr. Cormier and Mr. Buckler.

It was also noted that Region of Queens is not currently considering purchasing its own quantitative fit-testing machine, due to the cost and the need for trained personnel to operate it.

5. Budget Considerations

Chief Farmer emphasized the importance of determining costs and responsibilities before the upcoming March 24 budget deadline. Without clarity and funding support from the Region, implementation may be delayed an additional year.

Questions were raised regarding:

- Whether the Region has conducted any preliminary financial analysis.
- Whether funding for this program would be coming from the fire departments or directly from the Region of Queens Municipality.

- The affordability of equipment versus training.
- What level of responsibility Region of Queens Municipality intends to assume as part of this initiative.

The committee agreed that there is no significant upfront cost to begin identifying hazards, and that this step must occur before accurate budget forecasting can take place.

6. Hazard Assessment Timeline and Deliverables

All fire chiefs confirmed they can identify participants within their departments and assemble names of personnel for training. CC Safety will provide a checklist to support hazard identification.

Departments will return their completed hazard checklists by the end of January.

Once hazard lists are compiled:

- CC Safety will classify hazards,
- Determine required equipment and response capability
- Provide cost estimates to Region of Queens Municipality

A question raised was how long it would take CC Safety to determine needed materials once hazards are identified. Buckler and Cormier indicated that once hazard data is collected, turnaround time is relatively quick.

Chiefs asked whether they could provide CC Safety with a list of business names and have CC Safety contact the businesses directly by the end of February. This approach was strongly supported by all chiefs, given time constraints and the specialized nature of the inquiries. The Region will need to determine budget implications for this contracted service.

Liverpool Fire Department noted that they have already begun developing a list of local businesses.

There was also discussion regarding storage options for future HAZMAT equipment, should the program move forward.

7. Adjournment

The meeting adjourned at **8:26 p.m.**