



Fire Services Committee Minutes
Region of Queens Municipality Fire Services Committee
Tuesday, June 16, 2026
Council Chambers

MINUTES

Present

Chief Mike Morton
Deputy Chief Willie Lowe
Deputy Chief Terry Conrad
Chief Moyal Conrad
Chief Trevor Munroe
Councillor Jack Fancy
Councillor Wanda Carver
Angela Henhoeffler, Staff Liaison
Patrick Hirtle, Deputy Chief Administrative Officer
Kate Wong, Recording Secretary

Regrets

Chief Kendall Farmer
S/Sgt. Patrick Frenette

1.0 Call to Order

The meeting was called to order at 6:58 p.m.

2.0 Approval of Agenda

The Committee agreed to add the following items under New Business:

- 5.9 Truck Schedule
- 5.10 RCMP

Moved by Mike Morton, seconded by Trevor Munroe;

THAT the Fire Services Committee approve the June 16th agenda as amended.

MOTION CARRIED.

3.0 Adoption of Minutes

The minutes from the previous meeting will be deferred until the next meeting.

4.0 Old Business

4.1 Safety Audit Update

Discussion took place regarding the Safety Audit Update item carried forward from the previous meeting. Members clarified that the discussion relates primarily to hazardous materials (HazMat) planning and previous recommendations received through CC Safety.

It was noted that local fire departments are currently using different software systems. The Committee agreed that further work on the HazMat initiative should be paused until additional information is available through the provincial Fire Services Review process.

A standing agenda item titled Fire Services Review will be added to future agendas.

4.2 REMO Update

Director Henhoeffter provided an update regarding the Regional Emergency Management Organization (REMO) process.

Council recently approved moving forward with discussions to join the Lunenburg REMO region. A formal request will be submitted to the Lunenburg REMO Advisory Committee and participating municipalities for consideration.

Members discussed alternate options should the request not be approved. It was noted that Council could then consider pursuing membership with either Shelburne or Annapolis REMO.

4.3 Rural Water Initiative

Director Henhoeffter provided an update on the Rural Water Initiative. The Municipality is preparing to launch a pilot project offering subsidized rain barrels and water totes to residents. Additional components of the initiative include exploring community wells in each municipal district and developing a well and cistern loan program for residents.

Councillor Fancy discussed conversations with a local water-hauling company regarding potable water delivery options and potential opportunities to support residents utilizing water storage systems.

4.4 North Queens Training Facility

Director Henhoeffter advised that no new information has been received regarding the proposed North Queens Training Facility. Information was shared with Paul Gould.

5.0 New Business

5.1 Rules of Engagement

The Committee discussed communication preferences and expectations regarding future correspondence.

Members agreed that email remains the preferred method of communication for all departments. Where responses are required, staff will send a reminder approximately one week after the initial email and proceed with available responses where appropriate.

Members also supported the use of a group text message for urgent matters requiring a more immediate response.

5.2 Scheduling of Chiefs Meetings

The Committee discussed scheduling separate Chiefs meetings to address operational matters, including dry hydrants and comfort centres.

Members agreed that Tuesdays generally work best for meetings and that July and August are difficult months for scheduling due to operational demands and vacations.

The following dates were established:

- Fire Services Committee Meeting: September 8, 2026
- Chiefs Virtual Meeting: September 22, 2026

5.3 Schedule Fire District Tours

The Committee confirmed the following fire district tour dates:

District	Date	Time
Liverpool	July 6, 2026	4:00 p.m.
Greenfield	July 8, 2026	6:00 p.m.
North Queens	July 15, 2026	5:30 p.m.

5.4 National Alert Ready System

Director Henhoeffter provided an overview of the National Alert Ready System and advised that municipal staff can assist fire departments in preparing and issuing emergency alerts when required. Staff generally get notified by Fire or RCMP so please keep us informed.

The Committee discussed the regulations governing emergency alerts and the process currently used through Shelburne REMO. Staff noted that additional

training is anticipated that would allow alerts to be issued directly by municipal staff in the future.

5.5 Fire Water Access / Dry Hydrant Program

Director Henhoeffter presented a draft Fire Water Access / Dry Hydrant Program for discussion.

Members reviewed the challenges associated with existing dry hydrants, noting that municipal testing methods do not always replicate conditions experienced by fire department apparatus. Concerns were raised regarding debris, sediment, and air leaks that can affect fire pumps but not municipal testing equipment.

The Committee agreed that future testing should involve both municipal staff and fire department apparatus where possible. Departments will continue conducting annual inspections and submitting reports to the Municipality. Director Henhoeffter will work with Infrastructure to coordinate future testing and maintenance efforts.

The Committee reviewed potential locations for future dry hydrants and water access improvements. Following discussion, consensus was reached on the following priorities:

Priority 1

- Hen Lake (North Queens)
- Greenfield Narrows
- Murray Street, Mill Village
- East Port L'Hebert

Priority 2

- North Queens Fire Hall
- Black Rattle Beach
- Hillview Drive, Mill Village
- Dogwood Lane

Priority 3

- North Queens Nursing Home Area
- Path Lake

Director Henhoeffter advised that requests for new locations will be collected through the Fire Water Access Application process and tracked through a municipal review system to ensure progress can be monitored.

Director Henhoeffter will speak to the province about applications and permits and work toward finding a contractor to install some this year, however it may be difficult given they have to be installed by end of September.

5.6 Emergency Service Providers Fund

The Committee reviewed the Emergency Service Providers Fund and discussed opportunities for a regional funding application.

Potential projects discussed included:

- Sprinkler protection equipment
- HazMat awareness training
- Shared regional equipment
- Storage of specialized emergency response gear

Staff will continue exploring eligible project opportunities and funding requirements.

5.7 FSANS Volunteer Insurance Levy Fund (VILF)

The Committee reviewed the FSANS Volunteer Insurance Levy Fund training catalogue and discussed available training opportunities.

Several courses were identified as priorities for the region, and staff will submit applications based on available funding opportunities.

Discussion also took place regarding the proposed Fire Services Review and potential certification requirements. Members expressed concerns that mandatory certification requirements could negatively affect volunteer fire departments and recruitment efforts throughout rural Nova Scotia.

5.8 DNR / DEM Training

Director Henhoeffter advised that multiple attempts have been made to coordinate wildfire-related training opportunities with provincial agencies, however no response has yet been received.

Members discussed Structure Protection Unit (SPU) training opportunities and agreed that training requests should be postponed until the fall when volunteer availability improves.

5.8.1 Wildfire Training

Discussion focused on future opportunities for wildfire training and preparedness initiatives.

5.8.2 Structure Protection Training

The Committee agreed that Structure Protection Unit training should be revisited in the fall.

5.8.3 Drone Messaging

Director Henhoeffter shared information received regarding drone use during wildfire incidents.

Members were reminded that:

- Drones are prohibited whenever air attack resources are active.
- NOTAM are automatically established to restrict airspace for approximately 3,000 feet vertically and 5 kilometres from the incident, creating a 10-kilometre circumference around the wildfire area.
- Unauthorized drone activity can result in aircraft being grounded, delaying wildfire suppression efforts and creating safety risks.
- Any departments needing to reach the aircraft in a wildfire, the TMR call sign is "Bird Dog 178".

5.9 Truck Schedule

The Committee reviewed current apparatus replacement schedules.

Updates included:

- Liverpool's pumper remains approximately 18 months from delivery following ordering.
- Liverpool's ladder truck is expected to be delivered in September.
- North Queens' tanker is currently being constructed, with delivery timing still unknown.
- North Queens anticipates a pumper replacement in 2027-2028.

Director Henhoeffter will follow up with Director Veinotte regarding funding requirements and provide an update at the September meeting and that funds are not distributed until approximately one year following apparatus delivery.

Departments were also reminded of upcoming submission requirements, including safety inspection receipts, annual budgets, and financial statements.

5.10 RCMP

Due to the regret received from S/Sgt. Frenette, no RCMP update was provided. The Committee requested that S/Sgt. Frenette be invited to attend the next meeting. If anyone would like to meet him prior to September, can make a request to Director Henhoeffter or call the RMCP detachment directly.

Deputy Chief Willie Lowe departed the meeting at 8:44 p.m.

6.0 Roundtable

Committee members discussed a variety of topics including:

- Significant decreases in insurance premiums through a new insurance provider.
- Concerns regarding future insurance rate adjustments.
- Scene security and the use of Commissionaires services during emergency incidents.
- Diesel fuel supply concerns and emergency management implications.
- Radio communications and equipment.
- Whether a standing FSANS agenda item should be added to future agendas.

The Committee agreed that a standing FSANS agenda item is not required at this time.

The Committee requested that Scene Security be added to the next agenda.

7.0 Next Meeting

The next meeting of the Fire Services Committee will be held on Tuesday, September 8, 2026 at 7:00 p.m.

8.0 Adjournment

The meeting was adjourned at 8:58 p.m.