



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

MINUTES

Present

Chief Wayne Trimm
Incoming Chief Mike Morton
Chief Chris Wolfe
Chief Kendall Farmer
Chief Moyal Conrad
Chief Trevor Munroe
Councillor Jack Fancy
Councillor Wanda Carver
Angela Henhoeffler, Director of Protective Services
Patrick Hirtle, Deputy Chief Administrative Officer
Angela Green, Recording Secretary

1.0 Call to Order

The meeting was called to order at 7:01 p.m.

2.0 Approval of Agenda

Comfort Centre usage and Emergency Preparedness Week were added to the agenda.

The Fire Services Committee approved the March 10th agenda as amended.

3.0 New Business

3.1 Introduction - Director of Protective Services

Director of Protective Services, Angela Henhoeffler introduced herself to the committee and members introduced themselves.

Ms. Henhoeffler comes to the Region following 7 years at Lunenburg Regional Emergency Management Organization (REMO). She is a Certified Emergency Manager with the International Emergency Management Association. Prior to Lunenburg REMO she was the Emergency Manager and Fire Services Coordinator for Windsor-West Hants.

In her role with the Region, she will have three portfolios including Emergency Management, Fire Services, and Safety.

3.2 Safety Audit Update

Ms. Green discussed the CC Safety Audit from earlier discussion and there was no new update at this time.

3.3 REMO Update

Ms. Henhoeffter discussed the NS Department of Emergency Management (DEM) has passed legislation effective February 2, 2026, indicating each municipality must join into a Regional Emergency Management Organization (REMO). There are three options available to us which are Annapolis REMO, Lunenburg REMO, or Shelburne REMO. She will be presenting Council with background information and a recommendation of joining one.

3.4 Policy 99 - Winter Maintenance (Dry Hydrants)

Chief Wolfe expressed disappointment that dry hydrants were moved to the lowest priority of Level 4 for clearing hydrants in winter. While the policy indicates the Director of Infrastructure can adjust the priority if the fire department needs the hydrant. This is unacceptable as it is unknown when the hydrants will be needed and contacting Infrastructure to clear the dry hydrants adds time and slows the emergency response putting property and possibly lives at risk. There was no mention of wet hydrants which need clearing, but they are likely cleared at the same time as the roads in Liverpool.

Mr. Hirtle described past activities in other municipalities of a program where residents were asked to Adopt a Hydrant to keep it clear in winter as needed. The Region can consider this in upcoming winters.

3.5 New Policy for Filling of Wells

Mr. Hirtle discussed filling wells from the municipal water utility when the Region was in a water conservation mode as makes it inequitable to residents who are on the service. Discussion occurred around potential options and it was expressed that if fire departments use the water utility for filling wells or containers, the fire departments would need to be charged by the water utility as bulk water a.

Following discussion, it was determined it would be too difficult to administratively manage for the volunteer fire departments so it was determined fire departments would not continue using the water utility to fill wells.

3.6 Container Assistance Program

As discussed in the above filling of wells, it would be the same of filling containers and volunteer fire departments so it was determined fire departments would not continue using the water utility to fill containers.

Fire Departments asked if the Region or Province would be offering a water program this year. Ms. Henhoeffter indicated that the province stated at the end of last year that they would no longer be offering a water program as drought is not considered an emergency and sustainable water needs to be considered. Staff would be discussing options and bring ideas to Council in future.

3.7 Emergency Preparedness Expo

The first full week of May is Emergency Preparedness Week. On Saturday, May 9th, Queens will be hosting an Emergency Preparedness Expo at Queens Place Emera Centre from 11:00 am – 2:00 pm. Ms. Henhoeffter has held them before in several locations and are well attended by residents. We invite you to attend and show off your apparatus and meet the public.

3.8 Comfort Centre Usage

It was requested to review the Comfort Centre agreements to formalize them for sites, policy, etc. Ms. Henhoeffter suggested she and the Chiefs meet outside these meetings to discuss this and other topics that need additional time for discussion. It was agreed by all.

3.9 Roundtable

Committee members discussed a variety of topics including:

- Dry hydrants need to be reviewed and installed. As well there are a few that are draining resident wells which can't be used.
- Departments should review their insurance and let them know if anything needs to be updated.
- It was requested the agenda package be sent out earlier than the day before so there is time for review the package.
- It was suggested that the new RCMP Staff Sergeant attend the next meeting for introductions.

Next Meeting

The next meeting of the Fire Services Committee will be held on Tuesday, June 16, 2026, at 7:00 p.m. in Council Chambers.

4.0 Adjournment

The meeting was adjourned at 9:03 p.m.