

AGENDA

Town of Lunenburg Protective Services Committee Meeting



Thursday, June 16, 2022 at 4:00 p.m.
Lunenburg & District Fire Hall, 25 Medway Street

Note: Agenda is subject to change due to additions, deletions, and/or amendments.

1. **Call to Order** – Chair
2. **Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People** – Chair
3. **Agenda**

Draft Motion: moved and seconded approval of the agenda as presented.

4. **Minutes**

Draft Motion: moved and seconded approval of the Protective Services Committee meeting minutes of March 24, 2022 as presented.

5. **Public Participation, Presentations and Questions** (Nil)
6. **Correspondence and Petitions Consideration** (Nil)
7. **Business Arising from the Minutes/Unfinished Business** (Nil)
8. **Notices of Motion** (Nil)
9. **New Business**

- a. Fire Hall Vehicle Exhaust Extraction System – staff report

Draft Motion: moved and seconded to recommend that Lunenburg Town Council increase the budget for the Fire Hall Vehicle Exhaust Extraction System for fiscal 2022-23 to \$125,000 subject to the District 1 and 2 Fire Commission also approving the budget increase and 50/50 cost sharing.

Draft Motion: Moved and seconded to recommend that Lunenburg Town Council award the Fire Hall Exhaust Extraction System RFP Atlantic Air Cleaning Specialists for the price of \$110,995 plus HST, subject to the 50/50 cost sharing approval by District 1 and 2 Fire Commission.

- b. Update on New Trucks – Cory Hodder, Assistant Deputy Fire Chief
- c. Fire Chief's Reports: Mar/Apr/May 2022 – for information
- d. Next Meeting Date – Thursday, Sep 15, 2022 at 4:00 p.m. (Fire Hall)

10. Meet in camera (Nil)

11. Resumption of Committee meeting in public session (Nil)

12. Adjournment – Chair

PROTECTIVE SERVICES COMMITTEE MEETING
RECOMMENDATIONS
THURSDAY, MARCH 24, 2022

1. To recommend approval of the Draft 2022/23 Protective Services Operating and Capital Budgets to Town Council and the Districts 1 & 2 Fire Commission, with proposed 50/50 funding sharing for the replacement Rescue (02) truck and the ventilation system.
2. To recommend that Lunenburg Town Council and the District 1&2 Fire Commission approve that the Protective Services Committee conduct a review of the existing Service Agreement.

PROTECTIVE SERVICES COMMITTEE MEETING MINUTES

THURSDAY, MARCH 24, 2022 AT 4:00 P.M.

LUNENBURG TOWN HALL

PRESENT: Deputy Mayor Peter Mosher, Chair
Councillor Melissa Duggan
Councillor Ed Halverson
David Afford, Fire Districts 1 & 2 Commission Board Member
David Baugil, Fire Districts 1 & 2 Commission Board Member
Brian Keizer, Fire Districts 1 & 2 Commission Board Chair

ALSO PRESENT: Lisa Dagley, CPA, CGA, Finance Director
Cory Hodder, Assistant Deputy Fire Chief and Truck Committee Member
Kevin Malloy, Interim CAO
Heather McCallum, Assistant Municipal Clerk
Kathleen Rafuse, Accountant
Dave Robb, Deputy Fire Chief and Truck Committee Member
Darren Romkey, Fire Chief

ABSENT: Councillor Susan Sanford

1. Call to Order

The Deputy Mayor called the meeting to order at 4:02 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Deputy Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq People.

3. Agenda

Motion: moved and seconded approval of the agenda with the addition of an in camera session regarding contract negotiations. Motion carried.

4. Protective Services Committee February 17, 2022 meeting minutes

Motion: moved and seconded approval of the February 17, 2022 Committee meeting minutes. Motion carried.

5. Business Arising from the Minutes/Unfinished Business

6. New Business

a. Draft 2022/23 budget – Fire Protection

The Finance Director reviewed the Fire Protection draft budget.

Motion: moved and seconded to recommend approval of the Draft 2022/23 Protective Services Operating and Capital Budgets to Town Council and the Districts 1 & 2 Fire Commission, with proposed 50/50 funding sharing for the replacement Rescue (02) truck and the ventilation system. Motion carried.

b. Other Business

The Deputy Fire Chief reported on a community response by several Lunenburg County fire departments to give school children a free smoke detector for their rooms, in the wake of the house fire tragedy in Auburndale last month. The Lunenburg & District Fire Department is participating in partnership with the Riverport and Dayspring Fire Departments to provide detectors for every student at Bluenose Academy.

They are seeking donations to support this initiative. Anyone interested in donating should contact one of the three fire departments.

7. Next Meeting Dates - discussion

The next Protective Services meetings will be Thursday, June 16; Thursday, September 15; and Thursday, December 15, 2022 at 4:00 p.m. Meetings will be at the Fire Hall unless otherwise noted.

8. In Camera Portion

Motion: moved and seconded to meet in camera to consider contract negotiations pursuant to section 22 (2), Municipal Government Act. Motion carried.

4:17 p.m. – The Committee recessed and met in camera.

9. Rise and Report

The public portion of the meeting resumed at 4:49 p.m. The following in camera meeting recommendation was considered by the Committee:

- Service Agreement

Motion: moved and seconded that Lunenburg Town Council and the District 1&2 Fire Commission approve that the Protective Services Committee conduct a review of the existing Service Agreement. Motion carried.

10. Adjournment

The Chair adjourned the meeting at 4:50 p.m.

Heather McCallum, Assistant Municipal Clerk

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA KENDALL, MUNICIPAL ENGINEER/PROJECT MANAGER

DATE: JUNE 9, 2022

**RE: REQUEST FOR PROPOSALS AWARD – FIRE HALL EXHAUST
EXTRACTION SYSTEM**

1. FACTS

The Fire Hall Vehicle Exhaust Extraction System Request for Proposals (RFP) closed on June 2, 2022. This report includes a recommendation to approve this RFP.

2. ISSUES AND OPTIONS ANALYSIS

The Fire Hall Vehicle Exhaust Extraction System RFP includes the supply, delivery, and installation of an overhead duct system with six (6) drop apparatus connections with auto release. The amount approved in the 2022/23 Capital Budget for the extraction system is \$60,000.

RFP Results

The following is a summary of the RFP prices submitted for the Fire Hall Vehicle Exhaust Extraction System, excluding HST.

Company	RFP Price (excluding HST)
Atlantic Air Cleaning Specialists	\$110,995.00

The submission exceeds the requirements of the RFP. The budget for this project was determined by staff including the Fire Chief and Fire Hall Superintendent. During the site visits for the RFP, it was brought to staff's attention that the originally budgeted exhaust extraction system was meant for garages and private homes and are manually operated.

The extraction system that Atlantic Air Cleaning Specialists have submitted is meant for emergency operations such as the fire hall. The proposed system provides virtually 100%

source capture of the fire truck exhaust and removes the dangerous vehicle exhaust from the second the grabber is attached to the truck exhaust pipe and the pressure sensor is activated at the threshold of the bay door. It continues while the truck is backed up and turned off and then re-engages when the truck is turned on and then automatically disengages at the threshold of the door while exiting the station. There are several fire stations on the South Shore and throughout Nova Scotia that are using the proposed system.

The RFP price is available for acceptance until August 31, 2022.

3. FINANCIAL IMPACT

The amount approved in the 2022/23 Capital budget for the Fire Hall Exhaust Extraction System is \$60,000, funded 50/50 District and Town (Town portion from Capital Reserves) including the net HST. The submission from Atlantic Air Cleaning Specialists is \$115,800 including net HST. Thus, an additional \$65,000 is required to execute this project, including contingency, for a total revised budget of \$125,000.

Both the District and the Town will need to approve the increase in the budget with 50/50 cost sharing.

4. STRATEGIC PLAN RELEVANCE

This project is part of the Servicing and Facilities Strategic Direction of the Town's Comprehensive Community Plan; a town where the long-term infrastructure needs of the community are met through strategic management and incremental, well-phased upgrades that are financially sustainable.

5. RECOMMENDATION AND DRAFT MOTION

It is recommended that the Committee approve the following draft motions:

Draft Motions:

Moved and seconded to recommend that Lunenburg Town Council increase the budget for the Fire Hall Vehicle Exhaust Extraction System for fiscal 2022-23 to \$125,000 subject to the District 1 and 2 Fire Commission also approving the budget increase and 50/50 cost sharing.

Moved and seconded to recommend that Lunenburg Town Council award the Fire Hall Exhaust Extraction System RFP Atlantic Air Cleaning Specialists for the price of \$110,995 plus HST, subject to the 50/50 cost sharing approval by District 1 and 2 Fire Commission.

Acknowledged only by:

Kevin Malloy
Interim CAO



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax -634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for March 2022

Calls

There were 9 calls this month including.

4 calls in the district (1 MVC, Commercial Structure, legal Burn, power lines)

3 calls in town (1 alarm, 1 Electrical, 1lift Assist)

2 Mutual Aid (Chester and Martins River)

Total of 209 personnel responded to 14 hours total calls.

Averaged 22.7 members per response.

358 total personnel hours were spent responding to calls

Training

Training included Officers Training Day, MFR, Ladder Operation, SCBA, Tanker shuttle, and basic fire fighting.

Total of 104 members attended 19.5 hours of training for a total of 292 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

39 members attended 4 hours of activities for a total of 39 personal hours were spent on misc operational duties this month.

This included various meetings, truck checks.

Total of 689 personnel hours this month.

HIGHLIGHTS

Mar 9-Donnie Parks retired as an active member of the department after 47 years service, 9 as Chief. We plan on having a social night in his honor April 26th. I will forward the final details to council and the commission.

Mar 12-The Lunenburg Fire Department and Local RCMP held the Annual Chowder Cup. This was the 49th year of the event with the RCMP regaining the title. A social followed at the hall.

Mar 20-The Lunenburg and District Fire Department have teamed up with Riverport and Dayspring Fire Departments to participate in a program started in the county following the tragic fire in Auburndale in February which took the life of 3 children and 1 adult.

We are seeking donations to help purchase enough smoke detectors for every child in Bluenose Academy.

There are currently 614 children at Bluenose Academy and Cumings Fire and Safety has offered to sell the detectors at a cost price of \$9.25 plus tax.

Any donations can be made to any of these departments in your area,

Darren Romkey



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax -634-4145

Chief Darren Romkey

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Chief Report for April 2022

Calls

There were 10 calls this month including.

5 calls in the district (1 MVC, 1 legal Burn, 2 medical, and 1 grass.)

5 calls in town (2 alarms, 1 Electrical, 2 medical, 1 gas smell)

Mutual Aid (Italy Cross for the drone)

Total of 199 personnel responded to 11 hours total calls.

Averaged 19.9 members per response.

216.5 total personnel hours were spent responding to calls

1 Medical in town

9 personal responded to 1 hour

9 personal hours

Training

Training included Class 3 Air Brakes, Drone. Level 1 fire fighter, Rope Rescue, Electric cars, driver and ladder operations, and monthly practice on Vent Enter Isolate Search techniques, and sprinkler systems.

Total of 53 members attended 39 hours of training for a total of 194 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

115 members attended 19 hours of activities for a total of 209.5 personal hours were spent on misc operational duties this month.

This included various meetings, truck checks, Public events, funeral etc.

Total of 629 personnel hours this month.

HIGHLIGHTS

April 16- members with a truck attended the Annual Easter Egg hunt held at the Lunenburg Academy grounds

April 16-Members attended a boot drive at the Francis Independent Grocery in support of Muscular Dystrophy

April 23- A social honoring retired Fire Chief Donnie Parks after 47 years service

April 27-Member attended a service for Late Fire Chief Clary Grondin of the Riverport Fire Department

April 30-3 members attended a course on how to deal with Electrical car fires, hosted by the Bridgewater fire department

Darren Romkey



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

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Chief Darren Romkey

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Chief Report for May 2022

Calls

There were 9 calls this month including.

4 calls in the district (1 vehicle fire, 1 legal Burn, and 1 grass.)

4 calls in town (2 alarms, 1 Electrical appliance, 1 medical,)

1 Mutual Aid (Mahone Bay)

Total of 173 personnel responded to 9.5 hours total calls.

Averaged 21.6 members per response.

203.5 total personnel hours were spent responding to calls

1 Medical in town

9 personal responded to 1 hour

9 personal hours

Training

Training included. Rope rescue, Level 1 fire fighter, SCBA, roof Ventilation, driver and pump operations, and monthly practice on Vent Enter Isolate Search evolutions, pump ops and SCBA.

Total of 86 members attended 43.5 hours of training for a total of 348 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

81 members attended 12 hours of activities for a total of 125 personal hours were spent on misc operational duties this month.

This included various meetings, truck checks, Public events, Jr training day set up etc.

Total of 676.5 personnel hours this month.

HIGHLIGHTS

May 1-Fire fighter Noah Romkey completed a 4 day Rope Rescue course hosted by the Bridgewater Fire Department

May 5th-Along with the Dayspring and Riverport Fire Departments we gave out 1 smoke detector to every student at the Bluenose Academy.

Funds were raised from local business and members of the community to cover the cost

May 17th- Riverport Fire department asked us to help train them in SCBA and ladder operations. This was done at our training grounds

May 28th- We hosted our annual Junior Fire Fighter training day where 27 juniors from all over the county trained on life fires, rope repelling, and vehicle extrication.

Corkums Towing allowed us to use an old building they own and will be demolishing, for training. We used this opportunity to do roof ventilation and other forcible entry techniques,

This was done over 5 nights.

Dayspring and Blockhouse were also invited to attend,

Darren Romkey