Cape Breton Regional Municipality

Fire & Emergency Services Committee

AGENDA

Tuesday, June 18, 2019

2:00 p.m.

Council Chambers
2nd Floor, City Hall
320 Esplanade, Sydney, NS

Committee Members: Deputy Mayor Ivan Doncaster, Chair
Councillor Eldon MacDonald
Councillor Amanda McDougall
Councillor Bruckschwaiger
Councillor Kendra Coombes
Cape Breton Regional Municipality

Fire & Emergency Services Committee

Tuesday, June 18, 2019
2:00 p.m.

AGENDA

Roll Call

1. Approval of Minutes: February 13, 2019 (Previously Distributed)

2. Approval of Agenda: (Motion Required)

3. REPORTS:

3.1 Fire Service Update: Marie Walsh, Chief Administrative Officer (See page 4)

3.2 Operations Update:

a) Training & Equipment (Career): Gilbert MacIntyre, Deputy Fire Chief (See age 6)

b) Update – Labour Management Committee IAFF: Gilbert MacIntyre, Deputy Fire Chief (See age 34)

c) Fire Service OHS Update: Karen Butterworth, OHS Manager (See age 36)

3.3 Volunteer Coordinator/Manager Fleet, Training & Prevention Report: Chris March, Deputy Fire Chief (See page 38)

3.4 EMO Committees and Working Group Activities: John Dilny, Manager of Emergency Management (See page 44)

3.5 Cape Breton Regional Fire Chiefs’ Association: (Report to be distributed prior to the meeting)

Continued...
4. **CBRM All Hazards Emergency Management Plan:** John Dilny, Manager of Emergency Management (*draft Plan attached separately*) (See page **47**)  

5. **BUSINESS ARISING:**  

5.1 **Council Meeting on April 2, 2019**  

a) **Medical First Responder Calls:**  

Recommendation that staff be directed to develop an issue paper regarding previously carried motions and issue paper of the Protective Services Committee from 1998/1999, and compile any new information needed to recommend an appropriate process for Council to consider for adoption on a go-forward basis. Gilbert MacIntyre, Deputy Fire Chief (See page **76**)  

**Adjournment**
Memo

Date: June 11, 2019
To: Mayor and Council
From: Marie J. Walsh
Chief Administrative Officer
Re: Fire Service Update

CBRM has been working to recruit and hire a new Fire Chief since the retirement of Bernie MacKinnon on December 31. We have advertised twice via both local and national forums; i.e., C3 Post, Career Beacon, LinkedIn and the Canadian Association of Fire Chiefs. We have gone through two interview processes with the assistance of outside volunteer expertise. Given the importance of the position and the flux that the Department has been in over the last year, getting the right person for the job is crucial. The decision has been made to tender for a professional recruiter. This tender closes next week.

Over the past 9 months we have been working on several fronts to make improvements in Fire Service in key areas identified through interviews I have conducted with the staff, and through interviews and a survey conducted by a consultant. Improvements have been made in the areas of training, equipment, labor relations, and OHS issues.

The Deputy Chief along with the OHS Manager and our labour relations representative will give updates in each of these areas.

The work, however, is ongoing. There are five key recommendations that will be critical for a go-forward plan to restore the trust and confidence in the service. They include:

1. Leadership

Ownership of the recommended actions needs to come from Fire Service leadership. Specifically, the Chief will have to plan, lead, execute and review the success of any recommendations undertaken. Critical to the success of this will be the implementation of a communication plan and for the Chief to surround himself with a team committed to change.
2. Meeting with the Membership

Senior Staff and Fire Administration need to meet with the Union membership to have a frank discussion on the circumstances that have brought us to this point. This will include an open forum on process and to solicit ideas on moving forward.

3. In-Service with Reference to Human Resource Policies

Human Resources in conjunction with Fire Service Management will conduct a series of information sessions with staff highlighting the various Human Resource policies and procedures and the appropriate use of process.

4. Workshop Mission, Vision and Values

This is to establish/restate the principal purpose of our organization; what we do and who we serve. Creating a vision will provide a shared idea of success. This is an intuitive process where ideas evolve through discussion. This also creates a shared direction. Expressing our values provides an opportunity to highlight what Management and the Union hold in common. Values will foster integrity.

5. Guiding Principles for Labour Management

All employees interviewed want a better Fire Service going forward. 75% of survey respondents said they are willing to give extra effort at work if needed. For longer term success the Fire Service must have better labour relations. Labour animosity has built up over the years with regard to collective agreement issues not being resolved. A divisive “us vs. them” mentality regarding labour relations has materialized and is in part responsible for the negative outlook in the fire halls. Improved labour relations will not end disputes over wording in the collective agreement; even the best labour relations will still have disputes, but it should also have the mechanisms to address these disputes. What is required is a shift in labour strategy. Rather than a focus on the current division of existing labour relations assets (compensation, benefits) the Fire Service needs to create strategic opportunities with the Union to grow the business in terms such as fiscal, quality and efficiency, just to name a few.

One step that could help forge a new relationship is to seek the Union’s input and recommendations arising from the survey data particularly on items such as training and equipment. Treating the change in culture as a joint venture provides an excellent opportunity to create a new dynamic.

Sincerely,

Marie J. Walsh, CPA, CGA
Chief Administrative Officer
INFORMATION PAPER

To:    FIRE AND EMERGENCY SERVICES COMMITTEE
From:  DEPUTY CHIEF GILBERT MACINTYRE, ECFO
DATE:  JUNE 18, 2019
RE:    OPERATIONS

TRAINING

Since our last meeting the career operations have engaged in Medical First Responder training. This is a higher level than the standard first aid training we must offer and allows our people to take care of each other to a greater degree.

We have also seen a return of Rapid Intervention Team Training (RIT). Using instructors from the Nova Scotia Fire School we are supplying RIT training to all platoons. This is an excellent course that teaches the fire fighters the best methods of rescuing their own.

In an effort to give the Fire & Emergency Services Committee a better understanding where the department is from a training point of view the following is a list of the training that has taken place since my assuming a management position. This would be for the career operations only. Any courses listed IFSAC/Proboard are internationally accepted certifications.

We have provided:

Basic Emergency Measures Course

ICS- 100, 200, 300, 400

Basic Emergency Management Course Emergency Public Information Course
Emergency Coordination Center Course

JAWS of Life training .....................................Instructor from Nova Scotia Fire School (NSFS)

Rapid Intervention Team Training........................Instructor from NSFS

Swift Water Rescue..........................................Instructor from NSFS

Ice Rescue.......................................................Instructor from NSFS

Structural Firefighting: Strategy and Tactics........Instructor from NSFS

Applied Thermal Imaging..................................Instructor from NSFS

Medical First Responder..................................Qualified in-house trainers

Incident Scene and Health Safety Officer................IFSAC/PROBOARD

74% of fire fighters have Fire Instructor Level I ..........IFSAC/PROBOARD

All fire fighters have fire fighter Level I & II........IFSAC/PROBOARD

All captains have Fire Officer Level I................IFSAC/PROBOARD

All Deputy Platoon Chiefs have Fire Officer Levels I & II...IFSAC/PROBOARD

All Platoon Chiefs have Fire Officer Levels I, II, III & IV.....IFSAC/PROBOARD

Three Platoon Chiefs have the professional designation of Certified Fire Investigator (CFI). This designation is IFSAC and granted by the National Association of Fire Investigators (NAFI).

Deputies are Fire Officer Level IV and Designated as Executive Chief Fire Officers (ECFO). There are only 11 ECFO officers east of Ontario. Only three are retired in Nova Scotia, two of those work for CBRM. Designation bestowed by the Canadian Association of Fire Chiefs.

We are currently in discussions with the NSFS to provide training this year, one particular item is to see that all fire fighters are Fire Instructor Level I.

It is my belief that there is no fire department east of Ontario that would have training to the level of CBRMFS. There would be very few across Canada which would have the quality of training to the percentage level in the department.
The picture below is the Physical Fitness Training area in station # 1.
The picture below is the Physical Fitness Training area in station #2
EQUIPMENT:

Continuing the effort to give the Committee a better understanding of the career operations, the following is a listing of our apparatuses:

- 1 - 3500 Dodge Ram 2017
- 1 - 2500 Dodge Ram 2017
- 1 - 3500 Dodge Ram 2016
- 1 - Spartan Pumper 2016
- 1 - Spartan Pumper 2014
- 1 - Aerial platform truck 2015

The 2500 Dodge Ram is outfitted as a rescue unit and has a 12’ X 6’ trailer that can be attached, both stocked with the following rescue gear:
4- Swift water rescue bags....various sizes..... A rescue bag contains.... Water rescue helmet and waterproof light, swift water rescue suit, PFD and knife, swift water boots, rope throw bag-50’.

2- Mustang Floater suits

5- Ice rescue suits

3- life jackets

4- Sets of flippers

1- Ice rescue sled

1- Backboard

2- Ice rescue slings

1- 5000 W generator

1- Gaffing hook

1- Scene light and stand

2- Sets of Ice Cleats

3- Ice Anchors

6- Extra Rescue Helmets

2- Extra headlamps

4- Extra sets of swift water boots, various sizes

3- Extra sets of swift water gloves

2- Life Rings

6- Ankle weights

7- Rope, Throw bags of various lengths

2 Crates of rope, 280’ & 290’

Seatbelt cutter

Bug spray

Sunscreen

First Aid Kits- 2

Wax for zippers on the suits

Various Carabiners

Map Books
The two 3500 Dodge Rams are fitted with 300 gallon water tanks, hose reels and engine to pump water to attack small brush and grass fires. Along with back packs for fighting grass fires and sunscreen and bug spray.
The following is a list of the equipment on Engine #1 running out of station #1 on the Esplanade.
<table>
<thead>
<tr>
<th><strong>Engine-1 (992) Feb 3, 2019</strong></th>
<th><strong>Engineer:</strong></th>
<th><strong>Date:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Comp.1:</strong></td>
<td><strong>Shelf 1:</strong></td>
<td><strong>Shelf 2 (cont'd):</strong></td>
</tr>
<tr>
<td></td>
<td>Base for Monitor</td>
<td>1- Foam Nozzle</td>
</tr>
<tr>
<td></td>
<td>2-5 inch to 4 inch Stortz</td>
<td>2- 1 ½ nozzle</td>
</tr>
<tr>
<td></td>
<td>Ship adapter</td>
<td>1-2 ½ nozzle</td>
</tr>
<tr>
<td></td>
<td>4 inch Stortz adapter to 2 ½” threaded</td>
<td>Forestry Nozzle</td>
</tr>
<tr>
<td></td>
<td>1 case water</td>
<td><strong>Shelf 3:</strong></td>
</tr>
<tr>
<td></td>
<td>5 inch to 2 ½ Gated “Y”</td>
<td>2 ½ hose</td>
</tr>
<tr>
<td></td>
<td>2 ¾” to 2 ½” Gated Y with reducer</td>
<td>caution tape</td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
<td></td>
<td>2- Wheel Chock</td>
</tr>
<tr>
<td></td>
<td>2-hose straps</td>
<td>2- Spanners</td>
</tr>
<tr>
<td></td>
<td>1-½ double female</td>
<td>4- Stortz Wrenches</td>
</tr>
<tr>
<td></td>
<td>3-2 ½ double female</td>
<td>Road Triangles</td>
</tr>
<tr>
<td></td>
<td>2-2 ½ double male</td>
<td><strong>Shelf 4:</strong></td>
</tr>
<tr>
<td></td>
<td>3-2 ½ caps</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1-2 ½ to 1 ½ reducer</td>
<td>1 ½ hose</td>
</tr>
<tr>
<td></td>
<td>1- 1 ½ F- 2 ½ M</td>
<td>Blue Medical Bag</td>
</tr>
<tr>
<td></td>
<td>2-Hose spanners</td>
<td>2 ½ hose</td>
</tr>
<tr>
<td></td>
<td>1 Adjustable hydrant wrench</td>
<td>1 Tool Bag</td>
</tr>
<tr>
<td></td>
<td>Chimney nozzle</td>
<td>Small socket (battery)</td>
</tr>
<tr>
<td></td>
<td>1 gated “Y” 2-1/2 to 1-3/4</td>
<td>Universal Adaptor for sockets</td>
</tr>
<tr>
<td></td>
<td>1 Mallet</td>
<td>3 Sm wrenches</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Piercing Nozzle</td>
</tr>
<tr>
<td><strong>Comp. 2</strong></td>
<td><strong>Comp. 3</strong></td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
<td><strong>Shelf 1:</strong></td>
<td></td>
</tr>
<tr>
<td>2 Body bags</td>
<td>3 Tarps</td>
<td></td>
</tr>
<tr>
<td>1 Step</td>
<td>2 Blue Extension Cords</td>
<td></td>
</tr>
<tr>
<td>S/16 Floating Utility Rope 75’</td>
<td>1 Red Extension Cord</td>
<td></td>
</tr>
<tr>
<td>1/2” Utility Rope 50’</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/8 Utility Rope 100’</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/8 Utility Rope 150’</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
<td><strong>Shelf 2:</strong></td>
<td></td>
</tr>
<tr>
<td>Spray-9</td>
<td>1 Splitter</td>
<td></td>
</tr>
<tr>
<td>1 Shovel</td>
<td>Ice Cleats</td>
<td></td>
</tr>
<tr>
<td>Circular Saw</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Impact Gun</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grinder</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Impact Sockets</td>
<td>High-rise pack</td>
<td></td>
</tr>
<tr>
<td>1 Socket Set</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Cord Reel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Hacksaw</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 3:</strong></td>
<td><strong>Shelf 3:</strong></td>
<td></td>
</tr>
<tr>
<td>2 Plaster Hooks</td>
<td>Positive Pressure Fan</td>
<td></td>
</tr>
<tr>
<td>2 Pry Bars</td>
<td>HP Water Can</td>
<td></td>
</tr>
<tr>
<td>1 Bolt Cutters</td>
<td>S” pig tail</td>
<td></td>
</tr>
<tr>
<td>2 Pick head Axes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Flathead Axes</td>
<td>S” hose clamp</td>
<td></td>
</tr>
<tr>
<td>1 Sledge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Pike Poles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Set of Irons</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Shelf 4</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>8 spare scba bottles</td>
</tr>
<tr>
<td>Comp. 4</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
</tr>
<tr>
<td>2 Gas Cans</td>
</tr>
<tr>
<td>Chain, Saw &amp; Rotary Saw</td>
</tr>
<tr>
<td>Tool pouch</td>
</tr>
<tr>
<td><strong>8 Pylons</strong></td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
</tr>
<tr>
<td>4 Buckets of Absorbant</td>
</tr>
<tr>
<td>1 bucket of salt (seasonal)</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Hydrant tool bag containing:</td>
</tr>
<tr>
<td>Mallet, 21/2&quot; gate, 2 hose wrenches, 2 stortz wrenches, hydrant top adaptor, 1 hydrant wrench, 1 ratcheting hydrant wrench</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Comp. 5</strong></td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
</tr>
<tr>
<td>24' extension ladder</td>
</tr>
<tr>
<td>14' roof ladder</td>
</tr>
<tr>
<td>10' Attic Ladder</td>
</tr>
<tr>
<td>New York Roof Hook</td>
</tr>
<tr>
<td>10' Pike Pole</td>
</tr>
<tr>
<td>8&quot; pike pole</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Comp. 6</strong></td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
</tr>
<tr>
<td>4 step chocks</td>
</tr>
<tr>
<td>Roll Paper Towels</td>
</tr>
<tr>
<td></td>
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<tr>
<td><strong>Comp. 8</strong></td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
</tr>
<tr>
<td>3 Ratchet straps</td>
</tr>
<tr>
<td>2 Emergency blanket</td>
</tr>
<tr>
<td>3 bottles hydraulic fluid</td>
</tr>
<tr>
<td>Engine oil Sw-20</td>
</tr>
<tr>
<td><strong>Shelf 2</strong></td>
</tr>
<tr>
<td>3 Hydraulic Hoses</td>
</tr>
<tr>
<td>Spreader Tips</td>
</tr>
<tr>
<td>Sani Wipes</td>
</tr>
<tr>
<td>Spray Bottle Soapy Water</td>
</tr>
<tr>
<td>Dust masks</td>
</tr>
<tr>
<td>2 Rolls Duct tape</td>
</tr>
<tr>
<td>200’ 1 ¾ line with nozzle(cross lay)</td>
</tr>
<tr>
<td>200’ 1 ¾ line with nozzle(cross lay)</td>
</tr>
<tr>
<td>200’ 2-1/2” line reverse lay</td>
</tr>
<tr>
<td>200’ attack line with nozzle</td>
</tr>
<tr>
<td><strong>Shelf 3:</strong></td>
</tr>
<tr>
<td>2 Generator Lights</td>
</tr>
<tr>
<td>Jaws Power Unit</td>
</tr>
<tr>
<td>Hurst Cutters</td>
</tr>
<tr>
<td>Hurst Spreaders</td>
</tr>
<tr>
<td>Windshield Saw</td>
</tr>
<tr>
<td>Small haligan bar</td>
</tr>
<tr>
<td>Safety glasses (bag with 7 pairs)</td>
</tr>
<tr>
<td><strong>Exterior of Pumper:</strong></td>
</tr>
<tr>
<td>100’ Trash Line w/ Nozzle</td>
</tr>
<tr>
<td>200’ 1 ¾ line with nozzle(cross lay)</td>
</tr>
<tr>
<td>200’ 2-1/2” line reverse lay</td>
</tr>
<tr>
<td>200’ attack line with nozzle</td>
</tr>
<tr>
<td>575’ High Vol. hose with hydrant wrench &amp; adapter</td>
</tr>
<tr>
<td><strong>Rear Passenger Compartment:</strong></td>
</tr>
<tr>
<td><strong>Under Seat:</strong></td>
</tr>
<tr>
<td>Wipes</td>
</tr>
<tr>
<td>4 Teddy Bears</td>
</tr>
<tr>
<td>Slb. Extinguisher under seat</td>
</tr>
<tr>
<td>A.E.D.(green light on)</td>
</tr>
<tr>
<td>Rear Passenger Compartment (cont’d):</td>
</tr>
<tr>
<td>--------------------------------------</td>
</tr>
<tr>
<td>4 SCBA air packs</td>
</tr>
<tr>
<td>4 rechargeable flash lights</td>
</tr>
<tr>
<td>T.I.C. with spare battery</td>
</tr>
<tr>
<td>Gas monitor Calibration due</td>
</tr>
<tr>
<td>4 SCBA masks</td>
</tr>
<tr>
<td>Safety officer kit</td>
</tr>
<tr>
<td>Eye wash kit</td>
</tr>
<tr>
<td>Nitrile gloves</td>
</tr>
<tr>
<td>Wipes for Masks</td>
</tr>
<tr>
<td>Key box</td>
</tr>
<tr>
<td>Cooler/ with water</td>
</tr>
</tbody>
</table>

| Officer side cab front:              | Under Seat:        |
| Map light                            | K-Tool Kit         |
| 1 SCBA                               | 2016 Emergency Response Guide |
| Map book                             | Sprinkler Tongs    |
|                                      | Insect Repellant   |
|                                      | Hearing Protection |
| Under seat:                          | Narcan Nasal Spray |

| Black Box containing:               | Operator:          |
| Chimney Mirror                      |                   |
| 2 Rubber Straps                     |                   |
| Sun block                            |                   |
| 2 smoke detectors                   |                   |
| Bungee cords                        |                   |
| Binoculars                           |                   |
|                                      |                   |
| 1 smoke alarm                        |                   |

Comments: KMS: HRS:
The following is a list of Equipment on Engine 2 running out of station 2 on Victoria Road.

SYDNEY FIRE ENGINE 2 - #961
## Compartment #1

### Shelf 1

1. Case of Water
2. 1-1/2" Garden Hose Adaptor
3. 5" to 2" – 2-1/2" gated Wye
4. Blue Medical Bag
5. Road Triangle
6. 1-1/2" to 2 1/2" Gated Y with reducer
7. AC Adaptor for Jaws

### Shelf 2

1. Hose Clamp (small)
2. Foam Nozzle
3. Rubber Mallets
4. 5" Cap
5. 2-1/2" Cap
6. 1-1/2" Cap
7. 1-1/2" Nozzle
8. Stortz Wrenches
9. Hose Spanners
10. 2-1/2" Double Male Couplings
11. 2-1/2" Double Female Couplings
12. Hydrant Wrench
13. Adjustable Hydrant Wrench's
14. 2-1/2" Siamese Coupling
15. Roll of Duct tape
16. Hose Strap
17. Hydrant Top Adaptor

### Shelf 3

2. 2-1/2" Female to 1-1/2" Male Adaptor
3. 4" Stortz to 5" threaded Connector
4. 5" Stortz to 5" threaded Connector
5. 5" Stortz to 4" Stortz

### Shelf 2

3. Socket Sets
4. Grinder
5. Buckets of Absorball
<table>
<thead>
<tr>
<th>Tool Box</th>
<th>Shelf 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Tool Box</td>
<td></td>
</tr>
<tr>
<td>1. Roll of 2-1/2&quot; Hose</td>
<td>2. Dry Chemical Extinguishers</td>
</tr>
<tr>
<td>AirBag kit &amp; Base</td>
<td>1. Pressurized Water Extinguisher</td>
</tr>
<tr>
<td>1. 2-1/2&quot; Pigtail</td>
<td>1. Positive Pressure Fan</td>
</tr>
<tr>
<td>1. 5&quot; Pigtail</td>
<td>Gas Level? .......................</td>
</tr>
<tr>
<td></td>
<td>Oil Level? ............................</td>
</tr>
</tbody>
</table>
### SYDNEY FIRE ENGINE 2 - #961

<table>
<thead>
<tr>
<th>Compartment #4</th>
<th>Compartment #7</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Shelf 1</strong></td>
<td><strong>Shelf 1</strong></td>
</tr>
<tr>
<td>8. Pylons</td>
<td>4X4 Blocking</td>
</tr>
<tr>
<td>1. Chain saw kit</td>
<td>10. Wedges</td>
</tr>
<tr>
<td>1. Gas Can (Mixed)</td>
<td></td>
</tr>
<tr>
<td>2 Rolls of Caution tape</td>
<td>4X4 Blocking</td>
</tr>
<tr>
<td>2. Bottles of Spray 9</td>
<td>4. Step Chocks</td>
</tr>
<tr>
<td>1 Milk Crate</td>
<td></td>
</tr>
<tr>
<td>1. Gas Can (Straight)</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2</strong></td>
<td><strong>Shelf 2</strong></td>
</tr>
<tr>
<td>1. Stihl Rotary Saw</td>
<td>2X4 Blocking</td>
</tr>
<tr>
<td>1. Stihl Chain Saw</td>
<td>4. Spare SCBA Bottles</td>
</tr>
<tr>
<td><strong>Compartment #5</strong></td>
<td><strong>Compartment #8</strong></td>
</tr>
<tr>
<td>1. 24' Extension Ladder</td>
<td><strong>Shelf 1</strong></td>
</tr>
<tr>
<td>1. 14' Roof Ladder</td>
<td>2. Rescue 42's</td>
</tr>
<tr>
<td>1. Attic ladder</td>
<td>1. Small Haligan Tool</td>
</tr>
<tr>
<td>2. 6' Pike Poles</td>
<td>1. Ratchet Strap</td>
</tr>
<tr>
<td>1. 10' Pike Pole</td>
<td></td>
</tr>
<tr>
<td><strong>Compartment #6</strong></td>
<td><strong>Shelf 2</strong></td>
</tr>
<tr>
<td><strong>Shelf 1</strong></td>
<td></td>
</tr>
<tr>
<td>1. Electric Reciprocating Saw</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2</strong></td>
<td></td>
</tr>
<tr>
<td>2. Extension Cord Reels</td>
<td></td>
</tr>
<tr>
<td>2. Flood Lights</td>
<td></td>
</tr>
<tr>
<td>1. Hearing Protection</td>
<td>1. Hydraulic Cutter</td>
</tr>
<tr>
<td><strong>Compartment #7</strong></td>
<td><strong>Shelf 3</strong></td>
</tr>
<tr>
<td><strong>Compartment #8</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 1</strong></td>
<td></td>
</tr>
<tr>
<td>1. E-Draulic Ram</td>
<td></td>
</tr>
<tr>
<td>4. Spare Jaws Batteries and Chargers</td>
<td></td>
</tr>
<tr>
<td>2. Rolls of Caution Tape</td>
<td></td>
</tr>
<tr>
<td>1. Emergency Blanket</td>
<td></td>
</tr>
<tr>
<td>1. Safety Vest</td>
<td></td>
</tr>
<tr>
<td>1. Box-Dust Masks</td>
<td></td>
</tr>
<tr>
<td>5 Pair Safety Glasses in Protective Bag.</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2</strong></td>
<td></td>
</tr>
<tr>
<td>1. Hydraulic Spreader</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 3</strong></td>
<td>1. Roll – Shop Towels</td>
</tr>
<tr>
<td>------------</td>
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</tr>
<tr>
<td>Honda Generator</td>
<td>2. Cans – Fluid Film</td>
</tr>
<tr>
<td>Gas Level?</td>
<td>Windshield Saw</td>
</tr>
<tr>
<td>Oil Level?</td>
<td></td>
</tr>
<tr>
<td>Dash</td>
<td>Exterior Mounting</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------------------------------</td>
</tr>
<tr>
<td>Inspection Mirror</td>
<td>2. Halogen Scene Lights</td>
</tr>
<tr>
<td>Binoculars</td>
<td>2. 10' Hard Suction &amp; Strainer</td>
</tr>
<tr>
<td>Sprinkler Tongs</td>
<td>100' Bumper Line &amp; Nozzle</td>
</tr>
<tr>
<td>6 Seat Belt Cutters</td>
<td>2. Whee Chucks</td>
</tr>
<tr>
<td>Camera Input Cable</td>
<td></td>
</tr>
<tr>
<td>2016 E.R.G book</td>
<td></td>
</tr>
</tbody>
</table>

**Captain’s Seat**

- Sunscreen
- Camera
- Bug Repellent
- Work Gloves
- Thermometer Gun
- First Aid Kit
- Spare Spark Plug
- 2 12v Charger Cords
- 4 CPR Masks

**Top Storage**

- Monitor Gun & 4 Tips
- 150' 1 ¾ Cross Lay
- 200' 1/3/4 Cross Lay
- 450' 2 ½ w/ Nozzle
- 850' HI-Vol & Steamer Port Fitting

**Driver’s Seat**

- Phone Book
- SARS Kit
- Wedges
- Hand Sanitizer
- Flashlight
- Air Chuck
- Spare TIC Battery
- 4. Narcan Nasal Spray
- 1. Box of Cleaning Wipes

**Steering Column**

- Vehicle Entry Tools

**TRUCK ESSENTIALS**

<table>
<thead>
<tr>
<th>Fuel Level</th>
<th>Water Level</th>
<th>Foam Level</th>
<th>Emergency Lighting Issues</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Engine**

- Odometer:
- Engine Hours:
- Date:
- Sign
The following is a list of equipment on Tower 1 running out of station #1
<table>
<thead>
<tr>
<th>Tower 1</th>
<th>Engineer:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Comp.1:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Slb fire extinguisher</td>
<td>2- double male adaptors</td>
<td></td>
</tr>
<tr>
<td>Ear plugs</td>
<td>2- Double female adaptors</td>
<td></td>
</tr>
<tr>
<td>First aid kit</td>
<td>Hydrant top adaptor</td>
<td></td>
</tr>
<tr>
<td>Case of water</td>
<td>2 Lg hose spanners</td>
<td></td>
</tr>
<tr>
<td>Sani-wipes</td>
<td>2 Sm hose spanners</td>
<td></td>
</tr>
<tr>
<td>Ear protectors</td>
<td>2 Stortz spanners</td>
<td></td>
</tr>
<tr>
<td>3 K12 Blades</td>
<td>1 3/4&quot; male to 2 1/2&quot; female adaptor</td>
<td></td>
</tr>
<tr>
<td>Socket set</td>
<td>1 ¾&quot; female to 2 ¾&quot; male adaptor</td>
<td></td>
</tr>
<tr>
<td>Drill (cordless)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Box of Particle masks</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Elevator</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Comp.2</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5&quot; to 4 1/2&quot; storz threaded reducer</td>
<td>Tool box</td>
<td></td>
</tr>
<tr>
<td>2 Wheel chocks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Hose straps</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 Rolls duct tape</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Rolls caution tape</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 5&quot; to 4&quot; storz adaptor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-1 3/4&quot; nozzle</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Comp.3:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 1:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hydrant gate</td>
<td>4 Bags absorbal</td>
<td></td>
</tr>
<tr>
<td>1 2 1/2 to 1 3/4 gated-Y</td>
<td>Portable hydrant</td>
<td></td>
</tr>
<tr>
<td>Hydrant wrench</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ratcheting hydrant wrench</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rubber mallet</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>continued</strong></td>
<td><strong>Comp 5:</strong></td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
<td><strong>Shelf 1:</strong></td>
<td></td>
</tr>
<tr>
<td>Irons</td>
<td>4 Tarps</td>
<td></td>
</tr>
<tr>
<td>bucksaw</td>
<td>Grapple hook</td>
<td></td>
</tr>
<tr>
<td>2 Roof rakes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Drywall hooks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Pike poles</td>
<td>Shelf 2:</td>
<td></td>
</tr>
<tr>
<td>2 Bolt cutters</td>
<td>Fan bracket</td>
<td></td>
</tr>
<tr>
<td>Pipe wrench</td>
<td>P.P.V. positive pressure fan</td>
<td></td>
</tr>
<tr>
<td>TNT hammer</td>
<td>-oil</td>
<td></td>
</tr>
<tr>
<td>2 Pick axes</td>
<td>-fuel</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Smoke ejector fan</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SOft 1.75&quot; fire hose</td>
<td></td>
</tr>
</tbody>
</table>

**Comp 4:**

<table>
<thead>
<tr>
<th><strong>Shelf 1:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>D-Handle shovel</td>
</tr>
<tr>
<td>3 Pylons</td>
</tr>
<tr>
<td>Spray nine</td>
</tr>
<tr>
<td>Road sign</td>
</tr>
<tr>
<td>Rit pack</td>
</tr>
<tr>
<td><strong>Shelf 2:</strong></td>
</tr>
<tr>
<td>High rise pack</td>
</tr>
<tr>
<td>Baby halligan tool</td>
</tr>
</tbody>
</table>

**Comp 6:**

<table>
<thead>
<tr>
<th><strong>Shelf 1:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Body bags</td>
</tr>
<tr>
<td>4 Harnesses</td>
</tr>
<tr>
<td>2 Small lanyards</td>
</tr>
<tr>
<td>2 Large lanyard</td>
</tr>
<tr>
<td>Comp 7</td>
</tr>
<tr>
<td>--------------------------------------</td>
</tr>
<tr>
<td>Roll out tray</td>
</tr>
<tr>
<td>2 Gas cans 1 reg, 1 mixed</td>
</tr>
<tr>
<td>Bottle of oil</td>
</tr>
<tr>
<td>4 Brooms</td>
</tr>
<tr>
<td>1 Chain saw</td>
</tr>
<tr>
<td>1 Roof chainsaw</td>
</tr>
<tr>
<td>1 K-12 saw (rotary)</td>
</tr>
<tr>
<td>2 Safety glasses</td>
</tr>
<tr>
<td>1 6' pike pole</td>
</tr>
<tr>
<td>2 10' pike poles</td>
</tr>
<tr>
<td>1 Attic ladder</td>
</tr>
<tr>
<td>1 35' ladder</td>
</tr>
<tr>
<td>1 24' ladder</td>
</tr>
<tr>
<td>1 16' ladder</td>
</tr>
<tr>
<td>Comp 8:</td>
</tr>
<tr>
<td>1 Foam</td>
</tr>
<tr>
<td>2 Ladder hooks</td>
</tr>
<tr>
<td>Comp 11:</td>
</tr>
<tr>
<td>Shelf 1:</td>
</tr>
<tr>
<td>Blue Medical Bag</td>
</tr>
<tr>
<td>Animal Resuscitation Masks</td>
</tr>
</tbody>
</table>
**Cob Rear:**
- 3 SCBA
- 1 T.I.C & Spare battery
- 4 Masks
- Gojo
- Santi-wipes
- 2 Map books

**Under Engineer’s Seat:**
- Safety Officer Vest
- First aid kit
- Hearing protection
- 1-9 Volt battery
- Spare Accountability Tags
- Narcan Nasal Spray

**Exterior:**
- Trash line 100’ with nozzle
- Cross lay 150’ with nozzle
- Cross lay 200’ with nozzle
- 200’ of 2½ hose
- 8 spare SCBA bottles
- Stokes basket
- Roof ladder
- Pike pole

**Under Officer Seat:**
- 6 Spot lights
- Particulate masks
- Ear plugs
- 1-CB Reg Hospital swipe card
- Sunscreen
- Insect Repellent
- E.R.G
- Camera
- Chimney mirror
- Infrared thermometer
- Binoculars

**Checked by:**
- Fuel:
- Oil:
- Water:
- D.E.F.:

**Comments:**
Also under equipment we would list the bunker suits the fire fighters wear into the “Hot Zone”. These bunker suits are being replaced after 10 years of service, as recommended in NFPA Standard 1971. However in recent years we have adopted a policy to budget for 10 suits every year and as such we are replacing gear before it reaches the 10 year mark. Our hope is to get to a stage where all gear has been replaced before its “due” date and the fire fighter can then use the replaced gear as a backup set.

In following NFPA 1851, we have installed washer-extractors. These washers are designed to extract contaminates from the bunker suits worn by the fire fighters in the Hot Zone. Visible beside it in the picture is the emergency eye/body shower recently installed.
To further protect the fire fighters we have provided them with particulate hoods that exceed NFPA 1971, being extremely breathable and blocking 99.99% of particulates after 100 washings. These hoods are required to be turned in after an incident where they may have been contaminated, the fire fighter is given a replacement hood until the contaminated hood is cleaned.

To keep the families of the fire fighters safe we have installed clothes washers and dryers in the stations. These are so the fire fighters can wash the clothes they wear at work at the station and not bring contaminates home and run them through the washer in their house, possibly affecting the rest of the family.
It should also be noted that the JAWs on Engine 2 are Edraulics, the latest technology. They allow the fire fighters to grab the tool and immediately start working, without having to run hydraulic hose nor start a mechanic power plant to run them.
MEMO

To: Mayor and Council
    Fire & Emergency Services Committee

From: Deanna Evely, HR Generalist

Subject: Update – Labour Management Committee IAFF

Date: June 18, 2019

As outlined in Article 18 of the IAFF Collective Agreement, the Labour – Management Committee is comprised of representatives from the Union Executive as well as the Employer. The committee meets regularly to discuss "factors within the range of the employee/employer relations". The LMR Committee strives to work collaboratively to discuss items of concern, and to develop suitable resolutions.

There has been significant progress made through this committee; most recently resolving and/or closing several items from the agenda, including: pay issues, requests for training props, course requests (Ice Rescue, RIT, Flood Water), and pole pad at Station 1.

As one of the Labour Management Representatives, I submit the following items as outstanding as of our May 15th, 2019 meeting;

1. Standard Operating Guidelines (SOG’s) and Standing Orders (SO’s): Agreed this would remain on the agenda moving forward as they are working documents. It was agreed a Platoon Chief (PC) and a member of the Union Executive would work together to update.

2. Clothing Issues: Golf shirts had not yet been received. This item has since been resolved

3. Mentoring: A checklist had been presented at previous meetings regarding what areas of mentoring the members and management felt were necessary. This is now in the final stages.

4. Medical Calls (MFR): Members would like to be trained as Medical First Responders

5. Fire Officer 1 Test Rewrite: At time of meeting this was being rescheduled. This item has since been resolved.

6. Acting Platoon Chief: Members had concerns as to what Station the Acting Platoon Chief should work out from.

....cont’d
7. **Rescue Boat Training:** Awaiting trainer to return from sick leave. Will proceed with training at that time

8. **Personal Masks:** For members in outside departments. The OH&S Manager has been advised and will follow up.

Respectfully submitted,

______________________________
Deanna Evely
HR Generalist
Memo

Date: June 12, 2019

To: Mayor and Council

From: Karen Butterworth, OHS Manager

Re: Fire Service OHS Update

The Joint Occupational Health and Safety Committee (JOHSC) within Fire Services has been working together to maintaining a healthy and safe workplace. The JOHSC consists of 2 union members and 2 management members. The members are dedicated to strengthening the health and safety culture to prevent workplace injuries and occupational illness. Through regular monthly meetings and bi-weekly meetings, the JOHSC has been seeking ways to improve health and safety in their workplaces. This co-operative involvement ensures that everything possible is being done to identify and eliminate or mitigate workplace health and safety hazards.

Most notably the JOHSC has been working on the following items diligently over the last few months.

1. **Sydney Station 1**: In July 2018, a consultant was retained to identify if the air quality at Station 1 was safe without the Nederman system working and if there was requirement under Occupational Health and Safety (OHS) to get the system operational. Based on this report, the conclusions were: “Air monitoring results from other locations have shown that generally the CBRM stations meet the Nova Scotia regulations and guidelines for air quality with respect to diesel particulate and carbon monoxide. No ventilation systems are required, but if resources become available the ventilation system should be replaced. No additional air monitoring is necessary for diesel exhaust.” The Fire JOHSC met with the Consultant on April 24, 2019 to review the report in detail and answer questions and concerns that were put forth by members through the JOHSC reps. After this meeting, additional recommendations were made by the Consultant to mitigate any concerns
raised. The Fire JOHSC is working through these recommendations currently. Their next scheduled meeting is the last week of June 2019.

2. **Fire Fleet Maintenance Facility**: In April 2017, a ventilation system assessment was completed at the Facility by an Engineering firm. The assessment revealed a number of recommendations to upgrade the ventilation system to meet National Building Code and occupational health and safety. Some items have been completed such as purchasing a portable welding unit for local exhaust ventilation, and administrative controls such as opening of doors, working outside or contracting out of work at times. Senior management is currently working on a lease agreement with NS Power and once this is completed, the necessary upgrades will be completed.

3. **Training**: Fire JOHSC has been working on training issues or concerns over the last 8 months as it relates to occupational health and safety. Most notably was Ice Rescue training which was completed in January 2019. Currently, training is ongoing and is being identified and addressed based on OHS requirements and risk management.

As the Fire Services JOHSC continues to be more effective in the workplace, we will be working on more initiatives to increase the health, safety and wellness of the members, ensure compliance with applicable legislation and enhance communications between all.
CAPE BRETON REGIONAL FIRE & EMERGENCY SERVICES COMMITTEE

VOLUNTEER COORDINATOR/ MANAGER FLEET, TRAINING & PREVENTION REPORT

To: Cape Breton Regional Fire & Emergency Services Committee

Date: June 18, 2019

Volunteer Coordinator

- A 25-question survey on some of the issues and ideas that were discussed during last year’s volunteer station visits has been developed by CBRM’s Jillian Moore and me, Deputy Fire Chief Chris March. CBRM Director of Technology John MacKinnon has also approved the survey.

The survey is now being packaged and readied for distribution and will be available for all C.B. Regional firefighters to complete in the next two (2) weeks.

Departments are asked to complete and return these surveys upon receiving them as this information will be essential for us moving forward.

- Fire Administration has completed an Expression of Interest to see what options may have been available for a new mechanic’s location or facility from a third party. The posting was listed, unfortunately there were no replies.

In the last two (2) weeks I have held renewed conversations with the Nova Scotia Power Property Manager, and he has agreed to recommend that N.S. Power sign another three (3) year lease for our current Fleet Maintenance Facility, Townsend St., Sydney.

We had a three (3) year lease from 2014 that expired in 2017. When requested, N.S. Power at that time had no interest in signing a lease renewal. At this point we were informed that we would be month to month going forward.
The current Fleet Facility requires leasehold improvements and leasing month to month was not a good option when investing funds for these upgrades. With the pending acquisition of a renewed three (3) year lease, we may then proceed and complete this work.

We are expecting confirmation from N.S. Power's Property Manager within the next couple of weeks.

- To aid in more efficient and effective communications through information, data collection & sharing, as part of CAO Marie Walsh's commitment to improve communications for C.B. Regional Fire Volunteer Firefighters, an RFP was created for a supplemental paging and data collection system and posted. There were two (2) respondents. After the RFP evaluation, it was identified that consensus would not be achievable. To ensure improved communications, it was agreed with The Executive of the C.B. Regional Fire Chiefs' Association, CBRM Director of Technology John MacKinnon and myself, that the best option would be to provide funding assistance to the volunteer fire departments and encourage them to use whichever supplemental system they feel best suits their department. This option is agreed to be in place for a period of one (1) year.

- In the weeks to come, I, with approval from CAO Marie Walsh, would like to introduce a Voluntary Chaplaincy position to our C.B. Regional Fire & Emergency Service. We have a qualified & credentialed Big Pond volunteer firefighter, Reverend Ian Dixon who is willing & eager to take on this role. This is a very traditional and meaningful position within the Fire Service and a position that has proven advantageous, rewarding, beneficial and appreciated by those who have utilized this position within their Emergency Service.

Big Pond Volunteer Firefighter, Reverend Ian Dixon’s Bio will be in the next E.S.C. Meeting Report.

**Training**

- The Cape Breton Regional Fire & Emergency Service Training Division's fifth *Hybrid Certified Firefighter Level 1* is nearing completion. Student participation was not perfect this year with a loss of 12 students due to injury or illness. There were a couple who
failed to attend with no reason provided. We started with 32 students enrolled and we anticipate finishing with 20 students completed. This will be a 64% completion rate.

This number is down from a completion rate of 95% last year, and therefore warrants further investigation and discussions.

We have an option for Fishers and being able to obtain their Certified FF Level I. We will bring the Fishers back in September to complete written testing and skills testing to enable them to complete their Firefighter Level I Certification.

- The Nova Scotia Firefighters School has agreed to conduct a Fire Officer 1 course. The course will be 3 full weekends, Saturday & Sunday each weekend and will cover all the certified requirements for Fire Officer (FO) 1. In order for successful completion of the FO 1 all three weekends have to be attended by anyone enrolled, therefore pre-commitment would have to be considered when students are selected.

The course dates will be selected for the Fall.

- A Fundamentals of Fire Investigation Course, Awareness with Wayne Chapdelaine of Fire Science Institute of Canada has been completed. The course was attended by 25 Chiefs & Chief Officers representing 17 C.B.R. Volunteer Fire Departments.

- The Mobile Burn Unit is now open for the summer months and C.B.R. Fire Departments are encouraged to contact Steve McLean or myself to schedule maintenance training in the MBU.

The MBU has been recertified for use by a qualified and credentialed Propane Technician for the 2019-2020 training season.

**Prevention**

- Our Fire Prevention Officers continue to conduct day to day operations, Inspections, Public Education and reporting. They have been very busy with continuing education and professional development.
The following is a list of courses they have both taken since being hired:

Fire Inspector Association of N.S. (FIANS) – Home Study Program
FIANS – Electrical Inspection
FIANS – Classification of Buildings
FIANS – Determining Occupant Loads
FIANS – CAN/ULC SS36 and SS61
FIANS – Introduction and Inspection of Fire Alarm Systems
FIANS – Introduction and Inspection of Automatic Sprinkler Systems
FIANS – NFPA 96
FIANS – NFPA 10
FIANS – Fire Protection in Small Buildings
Fire Dynamics Analysts – Fundamentals of Fire Investigation
Fire Dynamics Analysts – Certified Fire Investigator Program
ICS 200
NFPA 1031 Fire Inspector I (IFSAC / ProBoard)
NFPA 1031 Fire Inspector II (IFSAC / ProBoard)
NFPA 1033 Fire Investigator (IFSAC / ProBoard)
NFPA 1035 Fire and Life Safety Educator 1 (IFSCA / ProBoard)
NFPA 1035 Youth Fire Setter Intervention Specialist 1 (IFSAC / ProBoard)
NFPA 1035 Public Information Officer (IFSAC / ProBoard)
Province of Nova Scotia – Enforcement Training

It is worth noting that these courses have been completed in only a span of fourteen (14) months.

- Proactive measures were required again this year to reduce the number and severity of grass fires.

Again, this year our media partners aided in the form of public messaging and news coverage. Grass fire prevention PSA’s were on all local radio stations along with ads in the Cape Breton Post and Coffee News.

We would like to thank our partners, *CJCB Radio, CBC Radio, The Giant, Coast Radio, CTV Atlantic News, the Cape Breton Post & the Coffee News* who were all instrumental in providing coverage to help reduce the volume of grass fires.

The PSA’s and safety messaging was distributed and played regularly. This messaging and fortunately some rainy weather helped to reduce the volume of calls.
Last year we had an estimated 1200 total or an average of 57 grass fire responses per day. This year we responded to an estimated 442 total grass fires or an average of 21 per day.

That is a reduction of 758 responses or 65% for grass fires compared to 2018. Hopefully this shows our messaging is getting out there and our citizens are listening.

The Cape Breton Regional Fire & Emergency Service Administration team would sincerely like to thank everyone for their cooperation, efforts and dedicated service in addressing what seems to be a uniquely Cape Breton phenomenon, Gross Fire Season.

**Fleet**

- The Fire Fleet Purchase Plan for 2018-2019 had been posted and a Request for Proposals (RFPs) was awarded. Last year’s agreed plan included three (3) 1500 gallon, single cab single axle tankers. There was one each for Boisdale, Big Pond and South Side Boularderie Volunteer Fire Departments. There was also an RFP for a Hazardous Materials Response Unit.

The Hazardous Materials Team’s response vehicle new purchase has been delivered and has been placed in service.

On Tuesday & Wednesday, June 4th & 5th C.B. Regional Fire, Fleet mechanic John Digou and I travelled to Brampton Ontario, Dependable Fire Apparatus to inspect the three custom fabricated tankers as per the 2018-2019 RFP. The pre-delivery final inspection was perfect and it was only identified that one additional shelf per unit was required. The three tankers, one (1) each for Boisdale, Big Pond & South Side Boularderie volunteer fire departments have all been delivered as of last Sunday. They will be readied and are expected to be placed into service by the end of June.

- As per Council’s request in 2018 during Budget discussions, the Cape Breton Regional Fire & Emergency Service Administration has agreement from the Cape

In anticipation of approval for budget for fire fleet apparatus purchases 2019-2020, meetings with the three (3) volunteer fire departments scheduled for new fire apparatus, Westmount, Florence and Marion Bridge Volunteer Fire Departments were held to complete specifications on options for the required emergency apparatus. Westmount & Florence require 1500-gallon single axle single cab tankers and Marion Bridge requires a 1000-gallon four (4) door commercial cab pumper/engine. Meetings were held with me and members of each of the listed departments and agreements on required options were held.

As stated above, the C.B. Regional fire Chiefs’ Association Executive agrees with the Fire Fleet Purchase Plan for 2019-2020, the receiving departments have agreed on the specs and options for their required apparatus and thus all Requests for Proposals documents are ready for posting.

The specs for the 2019-2020 Fire fleet purchases have been posted as of today.

This concludes the C.B. Regional Fire & Emergency Service, Deputy Chief’s Volunteer Coordinator’s Report to the C.B. Regional Fire & Emergency Services Committee.

DC. C. March

Original signed by:

Chris March BBA, C.Mgr., ECFO, AlFireE
Deputy Fire Chief
Volunteer Coordinator/Manager Fleet, Training & Prevention
Public Information Officer
Cape Breton Regional Fire & Emergency Service
INFORMATION PAPER

TO: Fire and Emergency Services Committee

FROM: John Dilny, Manager of Emergency Management

DATE: June 10, 2019

RE: Committees and Working Group Activities

The purpose of this report is to provide an update to the Fire and Emergency Services Committee on the activities undertaken by the CBRM Emergency Management Division Committee’s working groups and Manager of Emergency Management and the various committees he chairs or serves on.

1) CBRM EMERGENCY MANAGEMENT PROGRAM AND PLANNING COMMITTEE:

   A. Training – The team received training in ICS-200 and Basic Emergency Management.

2) EASTERN ZONE EMC COMMITTEE:

   A. Discussed realignment of EMO NS – Four municipalities that were in Eastern Zone are now part of Central Zone. (Guysborough, Mulgrave, Antigonish and Antigonish County, District of St. Mary’s)

   B. EMO NS will be conducting municipal evaluation this year.

3) PROVINCIAL EMERGENCY MANAGEMENT COORDINATORS EXECUTIVE COMMITTEE:

   A. Municipal evaluations to be conducted this year; these evaluations will be conducted every two years and not four years as stated in the last report.

   B. EMO NS to follow up with Transportation Infrastructure & Renewal about placement of warning signs on both sides of the Causeway when it is closed.

   C. Zone changes to central and eastern zone discussed.

   D. Web EOC – The system provides multi-tiered situational awareness of incident support and management activities, including, but not limited to, significant event tracking, resource request processing, resource tracking, and incident action plan...
development. The software will allow municipal Emergency Coordination Centers to electronically connect to the Provincial Coordination Center.

4) COMFORT CENTERS:

A. Met with the Chief and society of the Bosidale Volunteer Fire Department regarding criteria and services that are to be provided at a comfort center.

B. Met with the Deputy Chief of the Florence Volunteer Fire Department regarding meeting the criteria to become a comfort center.

5) Emergency Alert Test:

A. On May 8th, compatible cell phone devices received an emergency alert test from Alert Ready Service. The alerts will notify you of possible life-threatening situations that need immediate attention. For those devices that did not receive the alert, they can check their phones’ compatibility on the Alert Ready Website at https://www.alteready.ca/wireless/

6) Situational Awareness/Activation/Response:

Alerting: Used for incident awareness information only. It is the procedure of making emergency management organization members and municipal officials aware of an emergency or hazard that may require resources.

The following alerts were issued by the Emergency Management Division:

1. Winter Storm System – Feb. 13, 2019
2. Winter Storm – March 4, 2019
3. Warm Weather System – March 15-16, 2019
4. Weather System – March 22-23, 2019
5. Spring Weather System – April 3, 2019
6. Spring Snowfall – April 8, 2019
7) Manager of Emergency Management

- Attended a Flood Risk Workshop on watershed systems in CBRM as part of the National Disaster Mitigation program.
- Conducted ICS- 200 & DCM Training.
- Participated in CBRM budget deliberations.
- Attended a planning session and mock exercise for Harbourstone.
- Held a conference call with EMO NS regarding Alert Ready.

Original Signed By
John Dilny,
Manager of Emergency Management
ISSUE PAPER

TO: Fire and Emergency Services Committee
FROM: John Dilny, Manager of Emergency Management
DATE: June 7, 2019
RE: CBRM All Hazards Emergency Management Plan

PURPOSE:
That the Fire and Emergency Services Committee recommend that Cape Breton Regional Council approve the CBRM All Hazards Emergency Management Plan 2019.

BACKGROUND:
The current Emergency Plan was enacted in 2001 and last updated June 2014. In 2012, the Municipality started a project to convert its emergency command and control system from the Emergency Site Management system to the Incident Command System. As part of that conversion, the Municipal Emergency Plan would also need to be updated to reflect these process changes.

Section 10(1)(a) of the Emergency Management Act allows municipalities to: “Within one year after the coming into force of this Act, each municipality shall, subject to the approval of the Minister, establish and maintain a municipal emergency by-law.” On February 18, 2008 CBRM Council passed an updated Emergency Measures By-Law E-100. The by-law provided for the formulation of an emergency plan governing necessary services during an emergency, as well as provided the legal basis for the emergency plan. The passing of the by-law publicly demonstrated the support of Council, which is essential to effective emergency planning.

CURRENT SITUATION:
The plan was updated section by section to ensure it supported current best practices, complied with all current legislation, supported the use of the Incident Command System (ICS) and followed CBRM’s most current organizational structure.

The 2014 version of the Emergency Plan consisted of the main body of the plan, along with several appendices which supplied additional information and a series of annexes, which are mini-plans into and by themselves. Due to the uniqueness of the content materials, the
annexes are being developed separately over time and therefore need not be updated at the same time as the CBRM All Hazards Emergency Management Plan.

The revised plan now consists of eleven chapters, three appendices and five annexes that altogether form what is called the CBRM All Hazards Emergency Management Plan. Each of the annexes will continue to be considered separate emergency plans unique to the situation to be addressed. The annexes are maintained and updated separately and are not part of this update given their operational and administrative nature.

The CBRM All Hazards Emergency Management Plan is divided as follows:

**Municipal Emergency Plan**

Chapter 01: Introduction  
Chapter 02: Objectives of Emergency Management  
Chapter 03: Emergency Plan Framework  
Chapter 04: Response Actions  
Chapter 05: Operational Facilities  
Chapter 06: Roles and Responsibilities  
Chapter 07: Hazard, Risk and Vulnerability Assessment  
Chapter 08: Recovery  
Chapter 09: Prevention, Mitigation, Preparedness  
Chapter 10: Governance Framework and Plan  
Chapter 11: Plan Administration

**Appendices:**

"A" Glossary  
"B" State of Local Emergency  
"C" Hazards, Risks, Vulnerability Assessment (HRVA)

**Annexes:**

Emergency Evacuation Plan  
Recovery Plan  
Emergency Public Information  
Emergency Telecommunications Plan  
Lesson Learn Plan
RECOMMENDATION:

It is recommended that Fire and Emergency Services Committee review the revised CBRM All Hazards Emergency Management Plan, and make recommendations, if necessary.

Once the review and recommendation(s) is/are completed, the plan should be presented to Council for approval.

Original Signed By
John Dilny,
Manager of Emergency Management
Emergency Management

is the universal term for the systems and processes for mitigating, preparing for, responding to, and recovering from emergencies and disasters.
Four Pillars of Emergency Management

- Mitigation
  - Flood Mitigation
  - Land-Use Planning
  - Insurance Incentives
  - Trauma Counseling
  - Financial Assistance
  - Rebuilding Structures
  - Restoring Services

- Preparedness
  - Creating Emergency Plans
  - Training
  - Exercises
  - Public Education
  - Evacuations
  - Shelter-In-Place
  - Protecting Structures
  - Emergency Public Communication

- Response
  - Mitigation
  - Created Emergency Plans
  - Training
  - Exercises
  - Public Education
  - Evacuations
  - Shelter-In-Place
  - Protecting Structures
  - Emergency Public Communication

- Recovery
  - Restoring Services

EMERGENCY MANAGEMENT

All Hazards

A generic emergency plan that describes structures and process to deal with any emergency situation.
What is an Emergency?

"means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province."

Emergency Management Act

Types of Emergencies

- Natural
- Human Caused
- Technological

Gradual (expected)
Sudden (unexpected)

- Forest Fires
- Floods
- Blizzards
- Chemical Spills
- Structural Collapse
- Utility Outage
- Civil Unrest
- Severe Weather
- Nuclear Accident
- Epidemic/Pandemic
- Water Contamination
- Other

Categories of Emergencies

Classifications

Hazards
Incident Command System

Is a standardized system that provides functional interoperability at all levels of emergency management

ICS is a scalable approach based on a series of principles and features

ICS is applicable to all incidents and by all levels of response (for example, on-site response and Emergency Coordination Centre support/responses)

The use of common terminology and criteria ensures mutual understanding amongst responders and facilitates the exchange of resources

Legislation

- Emergency Management Act
  - establish and maintain a municipal emergency by-law
  - establish and maintain a municipal emergency management organization
  - appoint a co-ordinator of the municipal emergency management organization
  - appoint a committee consisting of members of the municipal council to advise it on the development of emergency management plans; and
  - prepare and approve emergency management plans
2019 Municipal Emergency Plan

Chapter 01: Introduction
Chapter 02: Objectives of Emergency Management
Chapter 03: Emergency Plan Framework
Chapter 04: Response Actions
Chapter 05: Operational Facilities
Chapter 06: Roles and Responsibilities
Chapter 07: Hazard, Risk and Vulnerability Assessment
Chapter 08: Recovery
Chapter 09: Prevention, Mitigation, Preparedness
Chapter 10: Governance Framework and Plan
Chapter 11: Plan Administration

Appendices:

“A” Glossary
“B” State of Local Emergency
“C” Hazards, Risks, Vulnerability Assessment (HRVA)
2019 Municipal Emergency Plan

Annexes:
- Emergency Evacuation Plan
- Recovery Plan
- Emergency Public Information
- Emergency Telecommunications Plan
- Lesson Learn Plan

Chapter 02: Objectives of Emergency Management

Objective 1 - Assess Risks
Objective 2 - Mitigate Risks
Objective 3 - Plan for Response
Objective 4 - Plan for Recovery
Objective 5 - Ensure Preparedness
Objective 6 - Evaluate and Renew the Program
Chapter 03: Emergency Plan Framework

Mission

Working together through partnerships to ensure that CBRM is prepared to respond to emergencies, recover from them and mitigate against their impacts.

Chapter 03: Emergency Plan Framework

Concept of Operations

1) First responders and municipal departments handle many emergency events; the response to non-routine emergencies will be managed in accordance to the plan

2) Use the Incident Command System

3) May request assistance Province or Federal Government

4) Mutual Aid Agreement with neighbouring municipalities

5) Incident Commander will manage onsite response
Chapter 03: Emergency Plan Framework

Concept of Operations cont'd

5) Incident Commander will manage onsite response

6) Emergency Coordination Center Commander will have the team is to set out priorities and objectives in conjunction with the ECC Management Team
Chapter 04: Response Actions

State of Local Emergency (SOLE)

- Resolution of council
  - may be made by mayor/warden after consultation with committee

- Minister must be advised

- Valid for 7 days
  - may be renewed

- Forms prescribed by regulation
Chapter 04: Response Actions

When to State of Local Emergency (SOLE)

- When it is acknowledged that there is a need to obtain special powers to effectively manage an emergency

Chapter 04: Response Actions

Special Powers:

- Everything necessary for protection of property and health or safety
  - confiscate property
  - require assistance
  - control/prohibit travel
  - entry without warrant
  - order or cause evacuation
Chapter 05: Operational Facilities

Primary functions of the Emergency Operations Centre include:

- Provision of strategic guidance and support to the Site Incident Commander and other subordinate Operational Support Sites in the community;
- Gathering, analyzing, sharing and disseminating information to create a common operating picture;
- Coordinating assistance and resources required to support the response; and

Developing key messages and coordinating communication between the various stakeholders.

- Providing accurate and official information for elected officials and the public;
- Communicating with Provincial government and other external agencies, regulatory bodies, and key stakeholders;
- Act as a tactical Emergency Coordination Centre when an Incident Commander is not established because of a wide spread emergency.
Chapter 05: Operational Facilities

- Incident Command Post (ICP)
- Emergency/Reception Shelter
- Comfort Center
- Volunteer Centre (VC)
- Donations Management (DM)
- Information Call Centre
- Joint Media Centre (JMC)

Chapter 06: Roles and Responsibilities
Chapter 06: Roles and Responsibilities

**ECC COMMANDER**

- Has overall authority and responsibility for the activities of the ECC
- In conjunction with the ECC Management Team sets out priorities and objectives for each operational period and ensures they are carried out.
- Approving emergency information releases.
Chapter 06: Roles and Responsibilities

LIAISON OFFICER

- The Liaison Officer functions as a point of contact for, and interaction with, representatives from other agencies arriving at the ECC.

- Liaise with any agency/organization operational centres, and organizations not represented in the RCC.

- Gather current situation information from other municipal EMC's and sharing it with the Planning Section and RCC Management Team.

Chapter 06: Roles and Responsibilities

SAFETY OFFICER

- Identify potentially unsafe acts and identify corrective actions immediately

- Responsible for monitoring, assessing and recommending modifications to safety conditions and halting unsafe operations

- Provide Safety Message
Chapter 06: Roles and Responsibilities

INFORMATION OFFICER

The Emergency Information Officer is responsible for establishing and maintaining media contacts; preparing new releases; coordinating interviews, news conferences, or media briefings; developing public information materials; and liaising and coordinating messages with other Information Officers.

Chapter 06: Roles and Responsibilities

RISK MANAGEMENT

Legal support identifies liability and loss exposures to personnel and property.
Chapter 06: Roles and Responsibilities

OPERATIONS SECTION

Chapter 06: Roles and Responsibilities

OPERATIONS SECTION CHIEF

- Communicates directly with incident site's field personnel
- Gathers situation info from incident site
- Coordinates resource requests from incident site
- Supports incident site operations
Chapter 06: Roles and Responsibilities

PLANNING SECTION

Planning

- Situation
- Documentation
- Resources
- Demobilization
- Technical Support

Chapter 06: Roles and Responsibilities

PLANNING SECTION CHIEF

- Collects, processes, evaluates and displays information
- Develops Action Plans and Situation Reports
- Maintains/tracks resource status information
- Maintains ECC documentation
- Facilitates meetings
- Facilitates transition to recovery
- Obtains technical experts
LOGISTIC SECTION CHIEF

Chapter 06: Roles and Responsibilities

- Acquires requested personnel, equipment or transportation.
- Provides technology support.
- Provides FOC facility needs: Furnishings, Food, Security, Clerical support.
Chapter 06: Roles and Responsibilities

FINANCE/ADMIN SECTION

EMERGENCY MANAGEMENT

FIN/ADMIN SECTION CHIEF

- Tracks response and recovery costs
- Monitors expenditure process
- Timekeeping
- Contract agreements
- Compensation and claims
- Cost estimates
Chapter 07: Hazard, Risk and Vulnerability Assessment

A hazard, risk and vulnerability analysis (HRVA) is both a process and a tool used to identify the known and potential hazard situations which have the potential for disrupting the community, causing casualties, destroying public and private property or impacting the environment.
Chapter 08: Recovery

Emergency recovery is the coordinated process of supporting affected communities in the reconstruction of the physical infrastructure, restoration of the economy and of the environment and support for the emotional, social and physical well-being of those affected.

Chapter 08: Recovery

Disaster Financial Assistance Arrangements (DFAA)

- Nova Scotia Government provides assistance under an agreement with the federal government
- If you have uninsurable damages to your home, small business or not-for-profit organization, you may be eligible for assistance.
Chapter 08: Recovery

After-Action Analysis and Meetings:

- Validating policy;
- Equipment and resource problems and requirements;
- Training needs;
- Weakness in our methodology;
- Strategic issues;
- Health, safety and welfare concerns.

Chapter 08: Recovery

Post-Incident Meetings:

✓ Hot wash debrief
✓ Formal debriefs

After Action Report (AAR)
Chapter 10: Governance Framework and Plan

Municipal Emergency Management Organization

- Council
- Fire & Emergency Services Committee
- Manager Emergency Management
- Emergency Management Planning and Program Committee

Chapter 10: Governance Framework and Plan

Duty of Council

- Subject to the approval of the Minister, establish and maintain a municipal emergency by-law;
- Establish and maintain a municipal emergency management organization;
- Appoint a coordinator of the municipal emergency management organization;
- Appoint a committee consisting of members of the municipal council, and
- Prepare and approve emergency management plans.
Chapter 10: Governance Framework and Plan

Fire & Emergency Services Committee

- The Committee shall advise Council on the development of emergency management plans
- Present C.B.R.M. Emergency Management plans to Council for approval and/or revisions;

Chapter 10: Governance Framework and Plan

Manager Emergency Management

- Co-ordinates the development and implementation of the municipality’s emergency management program and co-ordinates the program with partners such as neighbouring municipalities, the province and organizations outside government
- Training
- Conduct Exercises
EMERGENCY MANAGEMENT

Chapter 10: Governance Framework and Plan

Emergency Management Planning and Program Committee

- The goal of the Emergency Management Planning and Program Committee is to provide guidance in the development, implementation, maintenance, evaluation and revision of emergency management programs, plans, procedures and/or policies that address mitigation, preparedness, response and recovery.

- The C.R.R.M. Emergency Management Planning and Program Committee shall consist of the Chief Administrative Officer, the Manager of Emergency Management and their designated alternates, directors and senior managers from internal municipal departments and external partners and is chaired by the Manager of Emergency Management.

EMERGENCY MANAGEMENT

Chapter 11: Plan Administration

REVIEW AND CONTINUOUS IMPROVEMENT

- Plan is living document
- Review and Assessment
- Self-Assessment - required by EMO NS every two years
Chapter 11: Plan Administration

Further Triggers for Review

✓ An exercise or operational activation of the plan highlights significant deficiencies in arrangements, systems or processes;
✓ Changes to available resources or agencies with a role in delivery of disaster management response and recovery which impacts on group capability;
✓ Changes to legislation, policy or arrangements; or
✓ The request of any member of the Emergency Management Program and Planning Committee or Council.

Recommendation

It is recommended that Fire and Emergency Services Committee review the CBRM All Hazards Emergency Management Plan and make Recommendations if necessary.

Once the review and recommendation(s) is completed, the plan should be presented to Council for approval.
Medical First Responder Calls

**Motion:**
Moved by Councillor Eldon MacDonald, seconded by Councillor Doncaster, that staff be directed to develop an issue paper regarding previously carried motions and issue paper of the Protective Services Committee from 1998/1999, and compile any new information needed to recommend an appropriate process for Council to consider for adoption on a go-forward basis.

**Discussion:**
- First responder training and responsibilities;
- Liability;
- Fee structure;
- Issue Paper to be reviewed by the Fire and Emergency Services Committee.

**Motion Carried.**
ISSUE PAPER

TO: Fire & Emergency Services Committee  Date: June 18, 2019

 ISSUE:

Medical First Responder Service by CBRM Fire & Emergency Services

BACKGROUND:

Starting in January of 1998, 125 out of the 271 fire departments across Nova Scotia, participated in a pilot project, responding to Medical First Responder (MFR) emergencies. This program was initiated by Emergency Health Services Nova Scotia (EHSNS). By September of 1998, EHSNS was ready for a full implementation of the MFR program across Nova Scotia.

At this time the Protective Services Committee of CBRM passed a motion that without provincial funding to cover the municipality’s possible costs connected to the program, CBRM would neither become involved with the MFR program nor encourage any volunteer departments to be involved.

An issue paper presented by Fire Chief Jack Neary at that time drew attention to five concerns that should be addressed before engaging in MFR calls.

1. There has to be a willingness in the Fire Department to provide the service;
2. Skill levels must be increased to meet the First Responder need;
3. Liability insurance is a definite requirement;
4. The medical service organization requires, in addition to provincial guidelines, rules of governance within their department a separate constitution and by-laws;
5. The medical or First responder service should be incorporated as a separate entity to provide a degree of protection to the Fire Service personnel who are not part of the delivery of medical services.

The paper went further to recommend a fee structure:

a) $100.00 per vehicle rolling
b) A minimum of 2 personnel per vehicle at provincial base rate of salary. Each call out guarantees a minimum of two hours per person.
c) A base rate of $5.00 per kilometer to and from the incident.
d) Replacement of all equipment and material used or damaged.
CURRENT PRACTICES:

Today, some 20 years later there are 15 fire departments in the CBRM that offer MFR service, three more intend to by the end of 2019 (see attached). In the province of Nova Scotia 229 of the 271 fire departments offer MFR service. An additional 10 agencies, other than fire departments, offer the MFR program in N.S.

There are a variety of levels a department can choose to offer, once they have been trained to the MFR standard. The levels are as follows:

LEVEL 1......................Do Not Notify my department/agency for medical calls.

LEVEL 2......................Only notify my department/agency if requested by the responding paramedics.

LEVEL 3......................Notify my department/agency for “Time Critical” emergency calls only, as determined by EHS communications Officer.

LEVEL 4......................Notify my department/agency for all emergency calls in our community.

LEVEL 5......................Notify my department for cardiac arrests, motor vehicle collisions and lift assists only.

LEVEL 6......................Notify my department/agency if requested by the responding paramedics and for all cardiac arrests and motor vehicle collisions.

A fire department/agency can choose whichever level they wish to offer. This level can be changed to any other level at any time the department/agency wishes to.

Addressing the five concerns mentioned in the issue paper of 1998:

1. No department without the willingness to be involved in the MFR program should be asked to, however those who show the willingness should be supported.
2. Skill levels of the First Responder, in the departments currently involved, and in those departments wishing to get involved, are and must meet the certification training and protocol requirement of EHSNS. This is a prerequisite of becoming a department offering MFR. These qualifications must be recertified every three years.

3. Liability insurance is addressed through EHS insurance, both for the individual and the department (see attached). Also Section 300 of the MGA reads:

*No liability*

*300 A municipality, a village, a fire protection district, an employee of a municipality, village or fire protection district, a member of the fire department of a municipality, village or fire protection district, a registered fire department, a member of a registered fire department, a registered emergency services provider and a member of a registered emergency services provider are not liable for an act or omission in providing, or failing to provide, an emergency service, unless they are grossly negligent. 1998, c. 18, s. 300.*

The MGA came into effect in April of 1999, thus it would not have been a resource for the issue paper of 1998.

4. Concerns 4 & S aren't an issue with any of the 229 fire departments in Nova Scotia currently offering MFR services.

As for the fee schedule that was suggested in the paper of 1998, this seems to be excessive in so much as, we as a municipality, don't offer this to the departments that provide us with volunteer fire services. However, in the fee schedule it is suggested equipment be replaced, EHS does offer supplies under the MFR program.

Speaking to the expense of training staff to an MFR level, we currently must keep our fire fighters up to date with their First Aid certification. This is a cost of $38 a person. The MFR training, which is more in depth training, will cost $95 per staff member, this is with qualified in-house trainers. Also the books needed for the training are $100 a book. These books have been purchased by two departments in CBRM that are willing to lend them out further reducing the cost to future departments training.

EHSNS offers up to $1500 in training for departments in the first year of becoming MFR responders and up to $300 for recertification.

We have already delivered this training to the career members, irrespective of whether we offer MFR services, this offers better protection of our employees.

EHSNS will supply an Automated External Defibrillator (AED), a fully stocked oxygen tank, spinal immobilization gear, consumable medical supplies such as masks, splints, rubber gloves etc. Any of this gear that must be replaced can be done so by accessing EHSNS online and ordering the depleted supplies at no cost.
The following is an excerpt from the Halifax Administrative Order for Halifax Regional Fire & Emergency in the Halifax Regional Municipality:

2.0 **Medical Emergencies** means an acute injury or illness that poses an immediate risk to a person’s life or long-term health. Response to medical emergencies by first responders includes first aid, CPR skills and techniques for sustaining life, preventing further injuries, and caring for illnesses and injuries until the next level of medical care arrives.

**Advanced Medical First Responder Program** means advanced training in first aid, CPR, and the use of Automated External Defibrillation (AED). Such training provides professional first responders with the training and skills they need to respond to medical emergencies. Advanced Medical First Responder Program is the minimum level of medical response that will be provided by HRFE firefighters.

C.B. Regional Fire & Emergency Service volunteer fire departments who provide MFR responses within their communities and respond with an apparatus maintained by the C.B. Regional Fire Fleet Maintenance Division, that MFR service is almost entirely funded by EHS and CB Regional Fire.

EHS will supply all materials, supplies and equipment necessary for medical emergency responses as well as a cash provision toward firefighter MFR certification fees. The C.B. Regional Fire Service provides for all maintenance and repairs and a fuel allowance in volunteer department budgets and grants.

C.B. Regional volunteer fire departments that use a separate vehicle not maintained by C.B. Regional Fire Fleet are responsible for that vehicles maintenance and repairs, however C.B. Regional Fire & Emergency Service assists monetarily with maintenance and repairs when the request is made by the affected volunteer department(s).

The resulting additional financial impact on the volunteer or career fire service in providing Medical First Responses is minimal. When weighted against service provision, this is certainly a service that should be re-evaluated and considered for our CBRM citizens, especially given our aged and widespread demographic and the current level of EHSNS limitations that we are witnessing throughout Nova Scotia.

**Recommendation:**

Acknowledging the MGA was not a resource in 1998 nor was the EHSNS Insurance Coverage for MFRs. Also the **#code critical campaign** has drawn attention to the fact of there being a crisis in emergency health care.

Also acknowledging that a majority of fire departments in Nova Scotia are offering MFR without negative impact to their departments, and providing a
positive impact on their citizens. By the end of 2019 a majority of CBRM fire departments will offer MFR as well.

With the training left for the individual fire departments to finance out of their current budget, and EHSNS supplying and replenishing needed materials, it would appear the financial impact on CBRM would be minimal and the benefit to the citizens could be substantial.

There is an increasing age demographic in our community and a decrease in the ability for trained personnel to respond to medical emergencies. We may not like where we are, but we ignore it at our own peril. Present day realities require present day solutions.

The recommendation would be to reconsider the motion of the Protective Services Committee of twenty years ago and support the decision of any CBRM volunteer department to offer the MFR program. Further, to take steps to have MFR offered by the career fire service immediately.

Attached is a detailed list of which departments in CBRM are offering Medical First Responders, as well as information on the insurance coverage for MFRs offered by EHSNS.

Deputy Chief Gilbert MacIntyre, ECFO
<table>
<thead>
<tr>
<th>FIRE DEPARTMENT</th>
<th>MFR RESPONDER</th>
<th>PROCESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albert Bridge</td>
<td>NO</td>
<td>IN THE PROCESS OF RECERTIFYING AND REOFFERING</td>
</tr>
<tr>
<td>Baddeck</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Big Pond</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Birch Cove</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Boisford</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Christmas Island</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Cochrane</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Dominion</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Dunham</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>East Bay</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Florence</td>
<td>YES</td>
<td>CONTACTED EHSNS MFR AND WERE ADDED TO THE LIST</td>
</tr>
<tr>
<td>Frenchvale Road</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Galahad</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>George's River</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Glace Bay</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Grand Lake Road</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Hazel Mount</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Howie Centre</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Louisbourg</td>
<td>NO</td>
<td>THEY DO RESPOND TO HELP THE VOLUNTEER MFR AMBULANCE SERVICE IN TOWN</td>
</tr>
<tr>
<td>Marion Bridge</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Mira Road</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>New Victoria</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>New Waterford</td>
<td>NO</td>
<td>PLANS ON OFFERING BY FALL OF 2019</td>
</tr>
<tr>
<td>North Sydney</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Northside East Bay</td>
<td>NO</td>
<td>INTERESTED IN OBTAINING TRAINING</td>
</tr>
<tr>
<td>Port Morien</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Reserve Mines</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Scotchtown</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>South Bay</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Southside Boularderie</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Sydney (Station # 1)</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Sydney (Station # 2)</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Sydney Mines</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Sydney River</td>
<td>YES</td>
<td>NO SEPARATE SOCIETY, RUNNING UNDER THE FIRE DEPARTMENT</td>
</tr>
<tr>
<td>Tower Road</td>
<td>YES?</td>
<td>Trained submitted paperwork to EHSNS awaiting approval</td>
</tr>
<tr>
<td>Westmount</td>
<td>NO</td>
<td>Plans on offering by fall of 2019</td>
</tr>
</tbody>
</table>
Insurance Coverage for Medical First Responders (MFRs)

As a Medical First Responder (MFR), you volunteer with an MFR agency that is sponsored by EHS to provide medical assistance. You have completed the necessary training to register with EHS MFR Services and continue to meet registration requirements through competency maintenance processes. EHS has arranged for liability insurance coverage to protect registered MFRs when they act at the direction, and with the authorization, of EHS.

**ACTING AS AN MFR**

You may be called upon to put your MFR skills and training to use when:

- Your Agency is notified by EHS Medical Communications Centre of an emergency requiring medical assistance in your community. You, as an MFR, provide that assistance until an ambulance and paramedics arrive.
- Your Agency is asked to provide support for a community event, such as a sporting or cultural event, by having MFRs on site in case of a medical emergency. Your Agency requests and receives approval from EHS to provide MFRs.

Any time that you provide assistance to an injured person, there is a possibility that they might allege that you have caused them harm and make a claim against you for compensation. In some circumstances you are protected by the liability insurance provided through EHS that will respond on your behalf to a claim for compensation.

**WHEN DOES INSURANCE PROTECT YOU?**

You are only protected by this insurance when:

- You act within the Scope of Practice; and
- Your Agency is notified by EHS Medical Communications Centre of an emergency in your community and your Agency responds to the emergency in order to provide MFR assistance; or
- Your Agency has received prior approval from EHS to provide MFR support for a community event.

No matter what the circumstances, this insurance coverage only protects you when you are performing tasks and duties within the Scope of Practice of an MFR. You will have no insurance coverage if you exceed that Scope of Practice.

**WHEN DOESN’T INSURANCE PROTECT YOU?**

If you come upon a person in need of first aid and you choose to provide first aid, you have limited protection under the insurance provided by EHS. You should call 911 and administer only basic first aid until EHS personnel arrive. Also, Nova Scotia’s *Volunteer Services Act (“Good Samaritan” Act)* may provide you with some protection against legal liability in these circumstances. The insurance protection provided through EHS does not apply in any other circumstances.

This Bulletin is intended for general information only. Insurance coverage is always subject to all terms, conditions and limitations of the insurance policy. Should you have any questions about this insurance coverage, or any potential claim, please contact mfrservices@emci.ca
Councillor Agenda Request Form

<table>
<thead>
<tr>
<th>Included on Agenda</th>
<th>Late Item</th>
<th>Request from the Floor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ (Submitted to Municipal Clerk’s Office by 4:30 pm seven days before the meeting)</td>
<td>□ (Submitted to Municipal Clerk’s Office by Noon the day before the meeting)</td>
<td>□ (New Business)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Announcement</td>
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<td></td>
<td></td>
<td>- Referral</td>
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<td></td>
<td></td>
<td>- Submit Petition</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Notice of Motion</td>
</tr>
</tbody>
</table>

Date of Council Meeting: April, 2nd 2019

Subject: Medical First Responder Calls

Motion for Council to Consider: To request an issue paper to review the attached previous carried motions and issue paper of the Protective Services Committee from 1989/1990 and compile any new information needed to recommend an appropriate process for council to consider for adoption on a go-forward basis.

Reason: It has been brought to my attention that Emergency Health Services Department medical first responders (MFR’s) work and responsibilities is currently being performed by various fire departments in the CBRM, contrary to previous motions and processes established by the previous Protective Services Committee of Council.

Outcome Sought: 1. To acquire clarity/legal opinion from Solicitor Kachafanas on the current practice being provided considering the previous motions? Provide direction if this current practice should continue if a new issue paper is pending? If so, who would be held legally liable for any wrong doing should something happen, individual firefighters involved in providing the services, individual fire stations answering the calls, or the Fire and Emergency Services Department of the CBRM.

Councillor Eldon MacDonald  
District 5

Date: March 26th

Received by Clerk’s Department (date): March 26, 2019