

Cape Breton Regional Municipality

Fire and Emergency Services Committee Meeting Minutes

January 31, 2024

10:00 a.m. at City Hall Council Chambers

Committee

Deputy Mayor James Edwards, Chair

Councillor Gordon MacDonald

Councillor Glenn Paruch, Vice-Chair (Left at 11:53 a.m.)

Councillor Steve Parsons

Councillor Darren O'Quinn

Staff

Chris March, Acting Fire Chief/Director of Fire and Emergency Services

Marie Walsh, Chief Administrative Officer

Christa Dicks, Municipal Clerk

Bruce MacDonald, Manager of Emergency Management

Craig MacNeil, Deputy Fire Chief

Deanna Evely, Director of Human Resources

Krista Dove, Fire and Emergency Services Administrative Assistant

Rob MacNamara, Communications Advisor – Mayor's Office

Sharon MacSween, Senior Administrative Assistant

Kelly McDonald, Recording Secretary

The following does not represent a word for word record of the proceedings of this meeting. The agenda, reports, supporting documents, information items circulated, and video (if available) are online at www.cbrm.ns.ca.

Deputy Mayor James Edwards called the meeting to order.

Land Acknowledgement

Roll Call

1. Approval of Agenda

Motion

Moved by Councillor Paruch, seconded by Councillor Parsons, to approve the January 31, 2024, Fire and Emergency Services Committee agenda as presented.

Motion Carried

2. Approval of Minutes

Motion

Moved by Councillor O'Quinn, seconded by Councillor Paruch, to approve the Fire and Emergency Services Committee minutes from:

- **June 21, 2023**
- **October 31, 2023**

Motion Carried

3. Reports

**3.1 Acting Fire Chief/Director of Fire and Emergency Services
Report**

Chris March, Acting Fire Chief/Director of Fire & Emergency Services, presented the report included in the agenda package.

For Information Only

**3.2 Operations, Sydney Fire Department and Public
Information Officer**

Chris March, Acting Fire Chief/Director of Fire & Emergency Services presented the report included in the agenda package. Discussion took place and the following motion was then put forward:

Motion

Moved by Councillor Parsons, seconded by Councillor Gordon MacDonald, to direct Fire and Emergency Services staff to prepare an issue paper regarding Medical First Response data for CBRM, including volunteers; and once reviewed take necessary action relating compensation for services.

Motion Carried

3.3 Volunteer Coordinator, Training, Prevention, & Fleet

Craig MacNeil, Deputy Fire Chief, presented the report included in the agenda package.

For Information Only

3.4 Manager of Emergency Management

Bruce MacDonald, Manager of Emergency Management, reviewed the report included in the agenda package. Discussion took place and the following motion was then put forward:

Motion

Moved by Councillor Parsons, seconded by Councillor Paruch, that CBRM Fire and Emergency Services start the process of reviewing CBRM areas that acquire a second access escape route and begin a plan to create escape routes.

Motion Carried

3.5 Cape Breton Regional Fire Chiefs' Association Report

Rod Beresford, Chair of the Fire Chiefs' Association, approached the podium for discussion on the report included in the agenda package. Discussion took place regarding qualifications, certifications, and service merit awards.

For Information Only

Christa Dicks, Municipal Clerk, noted the following action items:

- Check council memo from September 26, 2023, regarding letter to be sent to EHS
- Staff prepare an issue paper to review Medical First Response calls
- FES Committee to bring request for information on the Human Resources requirements/qualifications of firefighters
- Follow up with Councillor O’Quinn regarding radio operation
- Staff issue paper regarding one way in – one way out review and implementation of solutions

Meeting adjourned at 12: 01 p.m.

James Edwards
Deputy Mayor / Chair

Christa Dicks
Municipal Clerk
/km