

*Cape Breton Regional Municipality*  
**Fire & Emergency Services Committee**

**Wednesday,  
June 21, 2023  
10:00 a.m.  
Council Chambers  
2<sup>nd</sup> Floor, City Hall  
320 Esplanade Sydney, NS**

Deputy Mayor James Edwards called the meeting to order.

**Present:** Deputy Mayor James Edwards, Chair  
Councillor Gordon MacDonald  
Councillor Steve Parsons  
Councillor Darren O'Quinn

**Staff:** Chief Michael Seth, Director of Fire & Emergency Services  
Deborah Campbell Ryan, Municipal Clerk  
Deputy Fire Chief Chris March, Operations  
Deputy Fire Chief Craig MacNeil, Support Services  
Bruce MacDonald, Manager of Emergency Management Operations  
Kelly McDonald, Clerk's Department  
Sharon MacSween, Recording Secretary

**Absent:** Councillor Glenn Paruch, Vice-Chair (Regrets)

**Summary of Decisions**

**Land Acknowledgment**

**Roll Call**

**1. APPROVAL OF AGENDA:**

**Motion** to approve the June 21, 2023, Fire & Emergency Services Agenda and Addendum as presented. **Carried.**

**2. APPROVAL OF MINUTES:**

**Motion** to approve Minutes from:

- **Fire & Emergency Services Committee March 8, 2023.**

**Carried.**

**3. REPORTS:**

**3.1 Fire Chief/Director of Fire & Emergency Services Report:**

The Fire Chief/Director of Fire & Emergency Services Report was presented.

**3.2 Operations, Sydney Fire Department & Public Information Officer:**

The Deputy Chief presented the report.

**3.3 Volunteer Coordinator, Training, Prevention, & Fleet:**

**Motion** to direct Fire Services, Human Resource Department, and Chief Administrative Officer to prepare an Issue Paper reviewing the existing policy as it relates to CBRM employees who are also volunteering in our community Volunteer Fire Departments; and to include the concept of time off with pay in the event of natural disasters in CBRM that the volunteers have to assist with. **Carried.**

**3.4 Manager of Emergency Management:**

The Manager of Emergency Management Presented the Report.

**Continued...**

**REPORTS (Cont'd):**

**3.5 Cape Breton Regional Fire Chiefs' Association Report:**

Rod Beresford, Volunteer Fire Chief Presented the Report.

**Addendum:**

Councillor Gordon MacDonald reviewed the Councillor Agenda Request Form dated November 10, 2021 that was circulated earlier in the meeting.

**Point of Order**

A Point of Order was raised after the Chief walked out of the meeting due to the questions being asked and requested that the walkout be challenged by the CAO.

**Adjournment**

**Land Acknowledgment**

**National Indigenous Peoples Day**

**Roll Call**

**1. APPROVAL OF AGENDA:**

**Motion:**

Moved by Councillor Parsons, seconded by Councillor O’Quinn, to approve the June 21, 2023, Fire & Emergency Services Committee Agenda and Addendum as presented.

**Discussion:**

Staff and committee discussed the agenda request process. Councillor Gordon MacDonald requested to have recruitment and retention of volunteers added to the agenda, which was agreed upon the committee.

**Motion Carried.**

**2. APPROVAL OF MINUTES:**

**Motion:**

Moved by Councillor Parsons, seconded by Councillor Gordon MacDonald, approval of the Minutes from:

➤ Fire & Emergency Services Committee – March 8, 2023.

**Motion Carried.**

**3. REPORTS:**

**3.1 Fire Chief/Director of Fire & Emergency Services Report:**

Fire Chief Michael Seth reviewed the Fire Chief/Director of Fire & Emergency Services Report included in the agenda package. Discussion between staff and committee on the report included the importance of finding solutions for areas that have only one way in and one way out, for example Gabarus.

**For Information Only.**

**3.2 Operations, Sydney Fire Department & Public Information Officer:**

Deputy Chief March presented his report included in the agenda package. Discussion between staff and committee on the report included vacancy qualifications, fencing around Station 1 Fire Department, hiring policies, and recruitment. Councillor Gordon MacDonald also commended the Cape Breton Regional Fire Services for assisting with the wildfires outside of CBRM.

**Continued...**

**REPORTS (Cont'd):**

**3.3 Volunteer Coordinator, Training, Prevention, & Fleet:**

Craig MacNeil, Deputy Fire Chief presented the Volunteer Coordinator, Training, Prevention & Fleet Report. The following motion was then put forward:

**Motion:**

Moved by Councillor Parsons, seconded by Councillor Gordon MacDonald, to direct Fire Services, Human Resource Department, and Chief Administrative Officer to prepare an Issue Paper reviewing the existing policy as it relates to CBRM employees who are also volunteering in our community Volunteer Fire Departments; and to include the concept of time off with pay in the event of natural disasters in CBRM that the volunteers have to assist with.

**Motion Carried.**

The Committee Recessed at 11:11 a.m. and reconvened at 11:33 a.m.

**3.4 Manager of Emergency Management:**

Bruce MacDonald, Manager of Emergency Management presented the Report that was included in the agenda package.

Following the Report, Committee Members discussed:

- Being proactive in helping the community
- Facility in the North End of Sydney
- Comfort centres and funding applications
- Emergency preparedness session

**For information only.**

**3.5 Cape Breton Regional Fire Chiefs' Association Report:**

Rod Beresford, Volunteer Fire Chief, presented the report that was included in the agenda package. Discussion between the committee and staff included coordinating an awards night for volunteer firefighters, budget, and insurance policies.

**For information only.**

**Addendum:**

Councillor Gordon MacDonald reviewed the Councillor Agenda Request Form dated November 10, 2021 that was circulated earlier in the meeting. A disagreement occurred between Councillor Gordon MacDonald, Chief Seth, and Deputy Chief March regarding whether or not the Issue Paper reflected the request of the Councillor Agenda Request Form.

Chief Seth and Deputy Chief March left the meeting at 12:20 p.m.

**Point of Order**

Councillor Parsons raised a Point of Order after the Chief walked out of the meeting due to the questions being asked and requested that this be challenged by the CAO.

**Adjournment at 12:23 p.m.**

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**Deputy Mayor James Edwards**

/slm

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**Christa Dicks**

**Municipal Clerk**