

PROTECTIVE SERVICES COMMITTEE MEETING RECOMMENDATION
THURSDAY, OCTOBER 14, 2021

To recommend to Town Council and the Commission approval to sell and apply the proceeds of the sale from the current pagers to the purchase of replacement Fire Department pagers (Schedule B). The Fire Department would pay any balance owing to purchase the new pagers.

PROTECTIVE SERVICES COMMITTEE MEETING MINUTES

THURSDAY, OCTOBER 14, 2021 AT 4:00 P.M.

LUNENBURG TOWN HALL AND ZOOM

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

ALSO PRESENT: Lisa Dagley, CPA, CGA, Finance Director
Heather MacCallum, Assistant Municipal Clerk
Bea Renton, CAO

ABSENT: David Afford, Fire Districts 1 and 2 Commission Board Member

1. Call to Order

The Deputy Mayor called the meeting to order at 4:01 p.m.

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

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

3. Agenda

Motion: moved and seconded approval of the agenda. Motion carried.

4. Protective Services Committee July 8, 2021 Meeting Minutes

Motion: moved and seconded approval of the July 8, 2021 Committee meeting minutes. Motion carried.

5. Business Arising from the Minutes/Unfinished Business

- a. Replacement Schedule for Fire Trucks – Updates by Fire Chief regarding New Rescue Truck Fabrication and Districts 1 and 2 Fire Commission regarding Truck Cost Sharing

The Commission will consider funding the truck during the 2022/23 budget review process. The Committee Chair and Commission Chair will meet after the meeting to discuss further.

Fire Department members were unable to attend the meeting to report due to an emergency call out.

b. Fire Hall Concrete Apron Interim Repairs – Fire Chief Update

It was noted that this item is commented on in the Fire Chief's monthly report below.

6. New Business

a. Fire Chief's Monthly Information Reports for August and September 2021

These reports (Schedule A) were received for information.

b. Fire Department Request to Sell Existing Pagers (purchased 2016/17 for \$57,050 cost shared 50/50 with Districts 1 and 2 Fire Commission) and Apply the Proceeds to Purchase Upgraded Replacement Pagers

The Fire Chief's report (Schedule B) was considered by the Committee.

The Commission Chair said he will take the report to their next Commission meeting for consideration and will advise when a decision is made.

Motion: moved and seconded to recommend to Town Council and the Commission approval to sell and apply the proceeds of the sale from the current pagers to the purchase of replacement Fire Department pagers (Schedule B). The Fire Department would pay any balance owing to purchase the new pagers. Motion carried.

c. Fire Capital and Operating Budget 2021/22 Variance Report to July 31, 2021

The Finance Director provided a summary of the report (Schedule C) for Committee members.

7. Next Meeting Date

The next Committee meeting date is Thursday, January 13, 2022 at 4:00 p.m. at the Fire Hall.

8. Adjournment

The Chair adjourned the meeting at 4:23 p.m.

Bea Renton, CAO



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

Darren Romkey-Fire Chief

902-212-0476

dromkey@eastlink.ca

Sept 29/2021

Protective Services Committee

In 2014/15, the LDFD replaced all of our radios and pagers through the Capital budget. With new digital technology improving communication, our transmitting radios were equipped with the Digital frequency.

At that time, the personal pagers worn by the fire fighters were not able to have the same digital technology, and were programmed with analog.

Although this allows fire fighters to hear the initial page, any communications done after the page is being done via digital. Unfortunately during emergency operations, the fire fighters can't hear any communications, all they get is a rattling noise every time the digital radios are activated.

Fire fighters responding to the hall cannot hear the first in reports of arriving trucks, or other communications that may be important to them.

As well, on the fire ground, we do not have enough radios for all fire fighters, and they could miss out on important updates.

Since purchasing the radios, technology has changed and there is now an option to buy a non-transmittable radio to allow all fire fighters to hear all communications.

A committee was set up to investigate this further.

Several options were explored and it was recommended by the committee to purchase this equipment at a cost of up to approx. \$32 000 for 40.

The fire department is willing to replace the current pagers, if the old pagers are sold, and we, the department, can have the proceeds of the sale of the old pagers to help offset the cost that of the new pagers.

We are looking for a recommendation from the Protective Services Committee to recommend to Town Council to approve the proceeds of the sale of the old pagers go to the fire department to help cover the cost of the new pagers.

I would ask to have this request placed on the October 14th Protective Services agenda and I will be there to answer any questions you may have.

Thank you,

Darren Romkey
Fire Chief



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Thank you,

Darren Romkey
Fire Chief

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Oct.14/21
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Committee
File: Budget 2021/22

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA DAGLEY, FINANCE DIRECTOR

DATE: OCTOBER 4, 2021

**RE: 2021/22 CAPITAL AND OPERATING VARIANCE REPORT –
TO JULY 31, 2021**

Please find enclosed the variance report to **July 31, 2021**. The period ending **July 31** represents 34% (4 months) of the fiscal year. The Fire Protection expenditures are at 27%.

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Operating Budget Status Report	Page 2

Acknowledged only by:

Bea Renton, CAO

Encls.

Capital Status Report to July 31, 2021

Any comments in BOLD are changes from the previous report

TOWN	Project	Budget	YTD Actual	Under/(Over) Budget	DH
<i>Fire Department</i>	Turnout Gear Dryer <i>Comment:</i> 100% funded by the Fire Department and not ordered at this time.	\$9,700	\$0	\$9,700	GM
<i>Fire Department</i>	Concrete Apron Replacement (Area in front of bay doors at Fire Hall) <i>Comment:</i> Purchase order has been issued for engineering preparation of tender specifications. Draft design expected in mid-September. Following the receipt of the tender specifications, an RFP will be issued.	\$55,000	\$0	\$55,000	GM

TOWN OF LUNENBURG						
Fiscal Period April 01,2021 To July 31,2021						
Account	AcctName	Fiscal YTD	Annual Budget	Variance	% Used	
FIRE PROTECTION						
ADMINISTRATION						
01-2-24-1100	FIRE PREVENTION & ADVERTISING	238.50	1,700.00	1,461.50	14.03	
01-2-24-1200	HONORARIUMS/MEETING PAY	1,567.57	4,700.00	3,132.43	33.35	
01-2-24-1300	LIABILITY INSURANCE	7,639.02	8,400.00	760.98	90.94	Paid for the year.
01-2-24-1350	LEGAL SERVICES	586.17	800.00	213.83	73.27	
01-2-24-1510	ASSOCIATION DUES - CHIEF & DEPARTMENT	230.00	800.00	570.00	28.75	
01-2-24-1520	CONVENTIONS - CHIEF	0.00	0.00	0.00	0.00	
01-2-24-1620	EMPLOYMENT BENEFITS	1,622.96	5,500.00	3,877.04	29.51	
01-2-24-1650	MEDICAL PLAN	399.96	1,100.00	700.04	36.36	
01-2-24-1700	OFFICE SUPPLIES	170.41	2,000.00	1,829.59	8.52	
Totals For:	ADMINISTRATION	12,454.59	25,000.00	12,545.41	49.82	
FIRE FIGHTING FORCE						
01-2-24-1400	WORKERS COMP. - SUPER. & SUBSTITUTES	471.14	1,400.00	928.86	33.65	
01-2-24-1420	WORKERS COMP. - FIREFIGHTERS	1,537.34	6,400.00	4,862.66	24.02	
01-2-24-2010	SALARY - SUPERINTENDENT & SUBS	18,176.63	54,900.00	36,723.37	33.11	
01-2-24-2015	CAR ALLOWANCE - SUPERINTENDENT	207.72	600.00	392.28	34.62	
01-2-24-2020	FIRE DEPARTMENT STORM STAND-BY	214.50	2,100.00	1,885.50	10.21	
01-2-24-2030	HONORARIUMS - FIREFIGHTERS	0.00	50,600.00	50,600.00	0.00	
Totals For:	FIRE FIGHTING FORCE	20,607.33	116,000.00	95,392.67	17.76	
WATER SUPPLY AND HYDRANTS						
01-2-24-5100	FIRE PROTECTION RATES	82,703.75	331,000.00	248,296.25	24.99	One quarter has been billed.
Totals For:	WATER SUPPLY AND HYDRANTS	82,703.75	331,000.00	248,296.25	24.99	
TRAINING						
01-2-24-6020	TRAINING	7,371.92	17,000.00	9,628.08	43.36	
Totals For:	TRAINING	7,371.92	17,000.00	9,628.08	43.36	
FIRE STATIONS & BUILDINGS						
01-2-24-3010	TELEPHONE LINE RENTAL - ALARM	652.79	1,900.00	1,247.21	34.36	
01-2-24-7010	ANSWERING SERVICE	3,306.66	9,100.00	5,793.34	36.34	
01-2-24-7020	TELEPHONE	1,079.63	5,000.00	3,920.37	21.59	
01-2-24-7025	DATA INFORMATION SYSTEMS	0.00	3,900.00	3,900.00	0.00	
01-2-24-7030	FUEL	1,514.49	10,000.00	8,485.51	15.14	
01-2-24-7040	INSURANCE - BUILDING	6,786.01	6,200.00	(586.01)	109.45	Paid for the year.
01-2-24-7050	ELECTRICITY	4,401.32	17,000.00	12,598.68	25.89	
01-2-24-7060	WATER	756.70	2,300.00	1,543.30	32.90	
01-2-24-7065	SEWER	3,303.80	9,900.00	6,596.20	33.37	
01-2-24-7070	JANITOR'S SUPPLIES	02.39	2,500.00	2,417.61	3.00	
01-2-24-7080	REPAIRS TO BUILDING	1,355.91	19,000.00	17,644.09	7.14	
Totals For:	FIRE STATIONS & BUILDINGS	23,239.70	86,800.00	63,560.30	26.77	

TOWN OF LUNENBURG						
Fiscal Period April 01,2021 To July 31,2021						
Account	AcctName	Fiscal YTD	Annual Budget	Variance	% Used	
FIRE FIGHTING EQUIPMENT						
01-2-24-7090	INTEREST ON CAPITAL LOAN	6,244.24	15,600.00	9,355.76	40.03	
01-2-24-8010	VEHICLE/EQUIP. MAINT. CONTRACT	5,976.15	13,600.00	7,623.85	43.94	
01-2-24-8020	GAS AND SUPPLIES	1,978.56	6,700.00	4,721.44	29.53	
01-2-24-8031	REPAIRS 2015 LADDER ('94 sold Jun/16)	141.95	5,000.00	4,858.05	2.84	
01-2-24-8032	REPAIRS #2 '98 PUMPER/TANKER	80.15	4,000.00	3,919.85	2.00	
01-2-24-8033	REPAIRS #3 '10 PUMPER	384.01	5,000.00	4,615.99	7.68	
01-2-24-8034	REPAIRS #4 '02 HEAVY RESCUE	0.00	1,500.00	1,500.00	0.00	
01-2-24-8036	REPAIRS #6 '02 TANKER	1,491.16	4,000.00	2,508.84	37.28	
01-2-24-8037	REPAIRS #7 '99 UTILITY	1,578.89	2,000.00	421.11	78.94	
01-2-24-8038	REPAIRS #8 BOAT & TRAILER	0.00	3,000.00	3,000.00	0.00	
01-2-24-8040	INSURANCE ON TRUCKS/EQUIPMENT	15,423.00	14,500.00	(923.00)	106.37	Paid for the year.
01-2-24-8050	HOSE, CLOTHING, EQUIPMENT	6,993.00	16,700.00	9,707.00	41.87	
01-2-24-8051	PPE-Turn Out Gear	0.00	12,000.00	12,000.00	0.00	
01-2-24-8060	GENERAL EQUIPMENT REPAIR	375.01	7,000.00	6,624.99	5.36	
01-2-24-8080	REPAIRS RECHARGING EQUIPMENT	1,355.98	5,000.00	3,644.02	27.12	
01-2-24-8090	RADIO AND PAGING REPAIRS	365.00	2,000.00	1,635.00	18.25	
01-2-24-9040	MEDICAL EXPENSES	75.00	1,500.00	1,425.00	5.00	
01-2-24-9045	FIREFIGHTER RECOGNITION DINNER	0.00	2,500.00	2,500.00	0.00	
01-2-24-9050	RENTAL - BLUE STORAGE BUILDING	0.00	600.00	600.00	0.00	
Totals For:	FIRE FIGHTING EQUIPMENT	42,462.10	122,200.00	79,737.90	34.75	
FIRE PROTECTION		100,039.39	690,000.00	509,160.61	27.05	