



## PLEASE NOTE NEW DATE, TIME AND PLACE

**\*\* REVISED \*\***

### AGENDA

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Protective Services Committee Meeting

Thursday, June **21**, 2018 at **7:00** p.m.

**Lunenburg Town Hall, 120 Townsend Street**

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- 1.) Agenda - motion to approve.
- 2.) Protective Services Committee March 19, 2018 meeting minutes - motion to approve.
- 3.) Public Hearings and Presentations
- 4.) Unfinished Business
  - a. LDFD pumper truck, etc. replacement schedule – Fire Chief Romkey report.
- 5.) New Business
  - a. Fire Chief's Report; and
  - b. Lunenburg and District Fire Department out of Town conference and training meal allowance increase request.**
- 6.) Next Meeting Dates – Thursday, September 13 and December 13 at 5:15 p.m.
- 7.) Adjournment – motion to adjourn.

**PROTECTIVE SERVICES COMMITTEE**  
**MEETING RECOMMENDATIONS**  
**MARCH 19, 2018**

1. To recommend to Town Council the 2018/19 Protective Services budget to Council and the Commission as drafted, with an amendment to the capital budget showing a combined pumper-tanker truck to be ordered in 2019/2020 and as a pre-approved capital expenditure 2020/2021 (Schedule "A").

**PROTECTIVE SERVICES COMMITTEE**  
**MEETING MINUTES**

**March 19, 2018, 6:32 p.m.**  
**Lunenburg Town Hall**

**PRESENT TOWN OF LUNENBURG:** Councillor Danny Croft, Chair; Councillor Joseph Carnevale; Councillor John McGee; and Deputy Mayor Peter Mosher.

**PRESENT DISTRICTS #1 & #2 FIRE COMMISSION:** David Afford; David Baugil; and Brian Keizer, Chair.

**ALSO PRESENT:** Amy Wamboldt, Deputy CAO (“DCAO”); Lisa Dagley, Finance Director (“FD”); Kathleen Rafuse, Accountant; Bea Renton, CAO; and Darren Romkey, Fire Chief.

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The Chair called the meeting to order at 6:32 p.m.

1. Approval of Agenda

The agenda was approved as circulated.

2. Approval of Minutes of February 22, 2018

**Motion:** moved and seconded that the minutes of February 22, 2018 be approved as circulated. **Motion carried.**

3. Public Presentations

Nil.

4. Unfinished Business

- (a) Draft 2018/19 Protective Services Operating and Capital Budgets – review and recommendation to Council

The Finance Director provided a verbal synopsis of the changes in the 2018/19 operating budget versus previous years, as outlined in **Schedule “A”**.

The Finance Director noted:

- the fire protection rates have increased, as per the Nova Scotia Utility and Review Board rate determination;
- that fire protection rates are not a sharable expense between the District and the Town;
- and

- the increase in furnace oil, which has increased substantially since the HVAC system was repaired.

Staff will have the equipment evaluated to ensure there is no mechanical deficiency.

The Committee also reviewed the 2018/19 capital budget. Fire Chief Romkey spoke to the necessity of a new door outside the clubroom at the Fire Hall. The door has been repaired numerous times to date, but the amount of rust and damage warrants a replacement door.

The Committee supports the Fire Department's proposal to purchase a combined pumper-tanker truck, as opposed to individually replacing the 1998 Pumper and the 2000 GMC Tanker.

The Committee discussed the potential to defer the new pumper-tanker truck purchase to the year 2020/2021 with an order for the truck taking place in 2019/20. A custom built fire truck has about a 12-month delivery delay. The Committee does not support replacing any truck before a 20-year period, and if the Committee supported the new pumper-tanker in this budget year, it would mean the current tanker would be replaced in year 18.

Chief Romkey noted that prices for fire trucks increase annually due to inflation and any delay in purchasing may result in a higher purchase price.

The Committee agreed through consensus that the Protective Services budget be amended to show the purchase of the new pumper-tanker in the 2020/2021 budget, with the approval to order the new truck in 2019/2020 budget year.

The Committee requested that the Fire Chief and the Finance Director produce a replacement schedule for all Fire Trucks in the department's fleet.

**Motion:** moved and seconded to recommend the 2018/19 Protective Services budget to Council and the Commission as drafted, with an amendment to the capital budget showing a combined pumper-tanker truck to be ordered in 2019/2020 as a pre-approved capital expenditure in 2020/2021 (Schedule "A"). Motion carried.

5. New Business

Nil.

6. Next meeting

The Committee agreed to meet quarterly with meetings being called in the interim if required.

The next meeting will be held **June 11, 2018** at 6:30 p.m. at the Fire Hall.

7. Adjournment

Motion: moved and seconded that the meeting adjourn. Motion carried.

The meeting was adjourned at 7:10 p.m.

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Amy Wamboldt  
Deputy CAO





# *Lunenburg & District Fire Department*

*25 Medway Street, P.O. Box 1478*

*Lunenburg, Nova Scotia, 634-8343*

*Chief Darren Romkey*

*[dromkey@eastlink.ca](mailto:dromkey@eastlink.ca)*

*212-0476*

To Lunenburg Town Council and District #1 and #2 Fire Commission;

Our 1998 Pumper is due for replacement in 2018.

Over the past few years the Officers along with the truck committee has been investigating the need for this replacement. There are a number of factors that made us reach this decision.

This truck is now 20 years old and its age is a major factor. (Who has a personal vehicle 20 years old?)

-Because of constant changing technology in the fire service, improvements in the engineering of fire apparatus and increasing maintenance issues, it is time to replace this truck.

Although this truck is now our second pumper, it cannot be assumed that replacement delays can depend on that because "it doesn't get used much".

For the first 16 years this truck was in service, it was our first our pumper and responded to every call except medical.

It is now our second pumper, which means it will still be depended on for major fires when a second pumper is needed, mutual aid, and as our first out when our primary first out pumper is not available due to maintenance requirements, or a second separate call where our other pumper is already out.

New Technology-improved pumping operations, safety features and general operations technology are constantly being discovered

-electronic governors to automatically regulate and adjust sudden changes in the out put pressure greatly increases the safety of the front line fire fighter.

Load mangers regulate the electronic output on the truck and will shut down non critical operations of the truck suck as lights, A/C etc rather than power to the truck and pump.

Engineering-Larger companies employ engineers that constantly improve the truck itself. Better frame work allows the truck to carry extra equipment; more water and improve the overall safety of the truck in the event of a crash are just a few improvements.

Maintenance- although a fire truck does not accumulate a high amount of kms over the years, having the truck sitting and pumping for hours with the engine rpms at a high rate tends to wear the truck down.

In November 2016 Superintendent Parks advised town staff of the following issues with this truck;

The pump did not pass its rated capacity of 1050 IGPM.

Because of this, the engine itself has to increase its RPMs to try to compensate for the loss.

If we are keeping this truck for another 2 years, the following repairs will have to be made in the 2018/19 budget year;

-Complete brake work estimated this month at a cost of \$4000.00

-Pump overhaul and repacking gland- \$12 000.00 (This estimate was done in October 2017 and work was held off with the anticipation of this truck being scheduled to be replaced by 2019).

-Tank to Pump Valve replacement \$1000.00 (Last estimate Oct 2017)

-Misc repairs (\$2000.00)

These repairs were included in the Superintendents report to Protective Services in November 2016.

These repairs will have to be carried out at a cost of +/- \$18 000 and will have to be added in this budget year. This amount will most likely be more since some of these quotes are over a year old.

At the March 2018 Protective Services when I was informed that the truck was being held off I had mentioned that there would be extensive repairs required. I was answered with if they are needed, it will simply have to be done.

The cost of repairs is a minor concern of mine. By adding an extra year+ to replace this truck, this puts the truck well over the ULC recommendation of 20 years and increases the risk of failure, worst case scenario would be during operations at an emergency scene. This increases the risk of loss of property, or injury or death. This could hold the town liable.

In the minutes of the March 2018 Protective Services meeting it was stated that council was not in favor of replacing a truck that is below the 20 year recommendation, (#5 Tanker)

This is not correct; it is in fact the 1998 Freightliner Pumper that is being replaced which does exceed into the 20 year limit.

After hours of research by the Truck Committee and Officers of the LDFD, we determined that with the added water we can put on the new pumper, (1500 gallons compared to 900 on the current truck), mutual aid tankers, lack of driver to operate the extra tanker, we can replace the pumper as required, and add water and other drafting features so we can simply "eliminate", not replace, the 2000 #5 Tanker.

#2 replacement was slated for \$600 000. (which is a low estimate but based on replacing it with #5).

#5 to be replaced in 2000 would be at least \$400 000.

This also adds to the reduction of added maintenance, fuel, insurance etc costs.

I was questioned by a member of Protective Services if we can get rid of one of our tankers, losing that water.

Again, after hours of research, data collection etc, we are confident we can actually provide a better service with the pumper we have designed, even with reducing the fleet by 1 tanker.

I had also pointed out that the average increase in prices is 4-5 % annually and by putting this of another year will add an additional \$32-40 000 annually.

I was asked to provide a 10 year plan, (including replacement years of trucks over the 10 years) to give council a guideline of when trucks are to be replacement.

I must point out that there always has been a 10 year plan, and in fact the 1998 was in it for years to be replaced in 2018.

I also remember this topic being brought up while we were in the process of replacing the #1 Ladder. When we first approached council for the purchase, it was mentioned that “that was a lot of money to come up with”. It was pointed out that it has been in the 10 year plan since purchasing the original used ladder 6 years prior, and a reply was “we don’t worry about a purchase until that year”.

I did agree to look over and develop a new 10 year plan, and have already done so and given it to Lisa.

The delivery of a truck could be up to a year by the time of order.

I have given a suggested time line and price break down that I felt would work.

Cost \$800 000

Divided up between 2 budget years 2018/19, 2019/20.

Budget- 2018/19-\$400 000

-2019/20-\$400 000

In my opinion, and assuming this would be cost shared 50/50 with District 1&2 as per the contract agreement.

Town and District cost

2018/19- \$200 000 each

2019/20- \$200 000 each

Subtract the sales of the 2 truck we are eliminating. Possibly a combined revenue of \$125 000 -\$150 000.

Although we will be able to take equipment from both trucks and use it on the new truck, we will be needing some small equipment, hose etc. +/- \$35 000.

The department has contributed 1/3 of the costs of the 2 trucks being replaced and would hope the purchase of the required equipment would come out of the revenue of the selling of the trucks.

I was quite confident with the information provided, after my presentation to Protective Services in February that this request would be approved to be able to order this truck in the 2018/19 budget year for delivery in 2019/20.

I was asked to present this at a council meeting and district meeting. I was not put on the agenda.

I was very surprised and disappointed when I was informed at the March Protective Services meeting that it was decided not to approve the request for the 2018/19 year.

I was informed that this decision was made at the February meeting.

After reading the minutes, and reasons, I feel I was not prepared to defend my request properly when I was informed at the March meeting.

I feel it is necessary to strongly request this decision be changed And approved for the upcoming 2018/19 budget year.

Thanks you,

Darren Romkey

Fire Chief

Lunenburg and District Fire Department



# *Lunenburg & District Fire Department*

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*Chief Darren Romkey*

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## **Chief Report for March 2018**

Please refer to the Fire Call Report for all calls for March

### Training

- March 14-monthly truck and equipment checks
- March 18-Pump operator practice. Crew flushed and checked on all dry hydrants in the area.
- Noted the hydrant at Heckmans Island had some damage. I informed Brian.
- March 28-Monthly practice –hose lays, connections, simulated vehicle fire

### Misc

-The departments Thermal Imaging Cameras have become out dated and in need of replacement. We will be holding various fundraisers in the future including a Mother Day supper as well as funds raised last year from our auxiliary will be going towards a camera. Cost is approx. \$20 000.

-March 10- Annual “Chowder Cup” hockey game, Fire Department against the RCMP. This event has been going on since 1973.

This year the Fire Department won in a shoot out, 7-6.

-March 17- I attended the funeral service of former Town Police Chief Gilbert Baker.

-March 19-Protective Services meeting.

-March 28- Meeting with Bea to discuss the replacement for the fire hall Superintendent. I have included a brief summary.

Back in 2016 the fire hall Superintendent was put on administration duties only. At a meeting with Peter and Bea I had offered to look after the basic cleaning of the station until he was back to full duties. I was not offered anything over the minimum wage. I had made it clear that if the point comes where he is off long term, or when he retires he would have to be replaced.

Since that time he had come back only to be taken off and back on administration duties. I continued to look after the basic cleaning. I had told them several times over the years that a replacement was required not only for the cleaning, but there is a need to have a staff member at the hall during the day to cover various duties such as answering the phone or being there when the public calls or drops in, be there for rental inquiries, deliveries or when companies are there doing various contract work.

Peter had asked me several times for my thoughts on the replacement, which I sent to him every time, with no further actions taken.

In May of last year the Superintendent retired, I was not informed by town staff of Donnie's retirement, or the fact that he was hired back as a contract worker for administration duties only. I found this out from a fire fighter.

At a meeting last June with the fire department Executive and town staff to discuss several issues, (I had sent a summary of that meeting for distribution to Protective Services but to my knowledge was not sent out), this topic was again brought up. I expressed my concerns with the fact that I, as Fire Chief and the person who was covering the cleaning duties of that position, had to find out of the retirement and rehiring from not town staff, but a fire fighter. I was told I "didn't have to know about it".

I also stated again and questioned what the plan was to hire someone for the cleaning of the hall.

Peter put the blame on me for not hiring anyone, stating that "We believe the opportunity for you to stop doing this always existed and no major concerns were raised by you when we met that I recall".

This is not true as I had pointed out several times over the years that a replacement was needed. I also later received an e-mail from Peter asking me "Can you give us some further explanation on why the Town should take over cleaning the entire building?"

Peter had mentioned a few times over the years that "Oh the fire fighters can clean it". This is not acceptable. Even getting paid, a fire fighter spends several hours a month training, and if expected to clean as well, means less time at the hall for training and other volunteer duties.

During this time period I questioned the fact that since a portion of the salary was being paid by WCB, should that not reflect as revenue on the fire department budget? Instead of still an expense for the full salary. I was never given an answer.

In the 2017/18 budget, the Superintendent salary has been reduced from \$60 100 down to \$35 600, for a difference of \$24 500.

The 2018/19 budget is showing another reduction of \$11 600 for a total of \$36 100, not including +/- \$7000 in benefit savings. (Over \$40 000).

In the fall of last year, Amy had met with myself and Donnie several times to look at a solution.

Unfortunately she did not have time to complete this and she had asked me prior to the February Protective Services meeting if we could leave this as is for 2018/19 and work something out for the following year. I had agreed.

Now that Amy is gone, Bea had asked to meet with me to discuss the replacement.

At our meeting I had pointed out that;

-the station needs an entire cleaning. I had been able to do basics around the apparatus floor by clearing our garbage, and general cleaning, but the offices especially need a good cleaning.

-I will continue to do the basics when I can, but I will need some extra help from time to time from either public works lending someone for a few hours a week, more fire fighters chipping in for occasional deep clean up days through the year, or hiring a private company to come in and clean the offices and other general cleaning. Again, a temporary solution for the remainder of this year only.

-This position has to be filled, by the latest, the next budget year and council should take into consideration that the saved salary over the past few years will have to be replaced in the budget.

I also stated again that the role of the volunteer fire fighter is not to do the cleaning and other duties that a paid staff member should be doing, as assumed by town staff over the years. We have added at least 2 general training sessions a month over the years and to expect them to clean as well is not an option.

I had asked the question at the March Protective Services if the committee wanted to hear any issues I have with the town and was told yes. There have been issues that over the years I wanted added to the agenda but was always denied by town staff. This is only 1 that has been going on for over 2 years.

Darren Romkey  
Fire Chief



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## **Chief Report for April 2018**

Please refer to the Fire Call Report for all calls for April

### Training

- Several members taking their First Aid course over 3 evenings completed on April 16<sup>th</sup>.
- April 9-Joint ladder truck training with Greenfield Fire Department
- April 11-monthly truck and equipment checks
- April 15-Pump training-1 member has been certified on all the trucks and 2 members have been certified to operate certain trucks.
- April 16-3 members attended a Wildland Firefighting training session at the Greenfield Fire department.
- April 22-Members attended an information session on a dispatching module.
- April 29-The officers had our annual in house Officer training day. Including a tour of High Liner focusing on the sprinkler system, Emergency Response guide refresher, orientation on our new Thermal Imaging Camera and refresher, as well as other various topics.

### Misc

- April 17-I attended the Capital budget meeting at the town hall as well as a meeting of the District Fire Commission that evening to address concerns I have with the replacement of the 1998 pumper being put off another year.
- April 19-I attended the monthly Lunenburg Regional Fire and Emergency Services meeting'
- Several issues including the RFP sent out for dispatching services as well several departments are concerned with REMO involvement with the fire service and there not being members of the fire service on the EMO committee. REMO has been dealing with several issues concerning the fire service without any communication with the fire service.
- April 20-Successful salad plate fundraiser put on by our auxiliary
- April 21- Annual banquet attended by 130 people including Active, Honorary, Auxiliary members and guests. As well as members of town council, the commission, MLA and several invited guests. 26 different service awards given to 17 members. Total of 326 years of fire service.
- April 22- The new Thermal Imaging Camera, purchased by the department, at a cost of \$16 000 has been placed in service.
- D/C Robb attended a meeting with the Nova Scotia Fire School to discuss issues with their Level 1 firefighting program

Darren Romkey  
Fire Chief



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## **Chief Report for May 2018**

Please refer to the Fire Call Report for all calls for May

### Training

- May 1-4 members attended a DNR Wildfire course held at the Blockhouse fire station
- May 9-monthly truck and equipment checks
- May 23-Monthly fire practice including hose lays, BA, ladders and Boat operations and the Officers toured the exterior of the High Liner facility familiarizing them with the sprinkler and hydrant systems.

### Misc

- May 13-We held a Mothers Day Turkey supper with proceeds going towards a new Thermal Imaging Camera
- May 20-Social held with members of the Fire service and EHS.
- May 22-I met with Dayspring and Bridgewater Chiefs to discuss where each department stands on dispatch companies
- May 23-Meeting with town staff developing a job description for the Superintendent of the fire station.
- May 26-We hosted the annual Junior fire fighters training day. Approx 35 juniors attended with departments sending members to instruct BA, live car fire, vehicle extrication and rope rescue.
- I attended the Mahone Bay Fire Department annual banquet while D/C Robb attended Daysprings Annual banquet.

Darren Romkey  
Fire Chief



# *Lunenburg & District Fire Department*

*25 Medway St., P.O. Box 1478, Lunenburg, N.S. B0J 2C0*

Fire or Emergency 911 Business or Information (902) 634-8343 Fax (902) 634-4145

June 126, 2018

Bea Renton  
Chief Administrative officer  
Town of Lunenburg  
Lunenburg, N.S.

Dear Bea:

The Lunenburg & District Fire Department would like to request that our out of Town meal allowance be increased to \$70 per day similar to what Council and senior management presently receive. When our members attend out of Town training sessions or conferences they are almost always held at hotels and the cost of meals at the hotels most usually are more expensive and give that there is limited time between sessions to make leaving the hotel not feasible our members are forced to eat at the hotel location.

We hope this meets with council's' approval. If, however, you have any additional questions, please don't hesitate to contact Chief Romkey.

Sincerely,

Robin Jackson, Secretary  
Lunenburg Fire Department