



*Maritime Fire Chiefs Association
July 2015
Minutes of the Membership Meetings*

Minutes of 2015 Adopted July 2016 at Business Meeting in Sydney, Nova Scotia

Monday July 6, 2015

- Adoption of 2014 Conference Annual Meeting Minutes move by Alan Duchesne, Seconded by John Magee. Questions called; hearing none vote was taken and all in favour, no contrary. Motion carried to adopt minutes with no changes

PRESIDENTS REPORT(Greg Shaw)

- Networking was focus of the last year; working with others to get our message and their messages out in partnership.
- CAFC - Pleased to have the President of CAFC here at our conference.
- Attended the Government Relations Week in Ottawa and 7 meetings with four provinces with the MP's and they were very receptive of our issues. Residential care facilities sprinklers, rail car safety and additional funding for the HUSAR team which was cut.
- NFPA – Shayne Mintz (Director) is here and will be doing a talk on Tuesday. Residential sprinklers are for life safety only and with construction these days we can use any help we can get and we are partnering with them on this initiative
- Thank Pictou County and all the departments involved in making last year's conference a success.
- Thanked Vice President Charlie Kavanaugh and the rest of the Executive for their work.
- We did not get a training tour organized for the spring this year, but will be looking at the fall. Please share any feedback on speakers, topics and logistics of the training sessions with the executive.

President Greg Shaw moved for the adoption of his report; seconded by Bernie Turpin. Questions called, vote taken all in favour, no contrary, motion carried.

FIRST VICE PRESIDENTS REPORT (Charlie Kavanaugh)

- Attended the two face to face meetings in Dartmouth.
- Attended Government Relations Week and this is a very important meeting that we can work with the Canadian Association and representatives from across Canada. It is important to have as much support for our region as possible. One to two representatives from MFCA should attend.
- Still working on updating the web site.
- Important to get your feedback especially with the
- Challenge Coins for the association were introduced.
- Conference Manual has been updated to help for hosting.
- Hosts required for future conferences please let us know if you are interested.
- Asked for feedback on training sessions.
- First Vice Charlie Kavanaugh moved for the adoption of his report; seconded by Alan Duchesne. Questions called, vote taken all in favour, no contrary, motion carried.

SECOND VICE PRESIDENT(John Magee)

- Attended the three board meetings this year; did not attend Government Relations Week.
- Thanked the Summerside host committee for their work to carry out the convention.
- Looked at options for hosting upcoming annual conventions; we will speak more on these options later.
- Worked on Constitution and By-Law revisions; these will be presented later.
- Second Vice John Magee moved for the adoption of his report; seconded by Bernie Turpin. Questions called, vote taken all in favour, no contrary, motion carried.

-Greg Shaw asked for an approval for all business carried out by the executive board since the last annual meeting. Harmon Illsley moved this approval, Alan Duchesne seconded. Questions called, vote taken all in favour, no contrary, motion carried.

SECRETARY TREASURER REPORT (Regrets from Lisa Lomond)**Secretary Report (Greg Shaw)**

-No communication to report

- Please continue to update information with us; email reduces the administrative costs for the association.

Treasurer Report (Bernie Turpin)

-Reviewed the attached financial report:

ACCONT INFORMATION	INCOME	EXPENSES	BALANCE
CHEQUING ACCOUNT JANUARY 1, 2014			46,589.44
INCOME:			
MEMBERSHIP DUES	17,825.00		
CONFERENCE REVENUE	20,000.00		
REIMBURSEMENT REGISTRATION	488.00		
CASH HAT/SHIRT SALES	830.00		
50/50 INCOME	1220.50		
TRAINING	6920.00		
ANNEX PUBLISHING	4000.00		
TOTAL INCOME	51,283.50		
EXPENSES:			
MORTUARY PAYMENTS	500.00		
SECRETARY HONORARIUM	6999.96		
PRESIDENT HONORARIUM	500.00		
INSURANCE	763.00		
OFFICE SUPPLIES/POSTAGE (Laptop & Software Inc)	2,987.01		
PHONE/WEB	274.86		
TRAINING/EDUCATION	7,686.07		
CONVENTION/CONFERENCE	4,664.01		
PROFESSIONAL FEES (CAFC)	564.96		
HOTEL	6794.44		
TRANSPORTATION	7,809.71		
MEALS/INCIDENTALS	2531.52		
STORAGE LOCKER	569.25		
CONFERENCE EQUIPMENT	1434.54		
EXECUTIVE SHIRTS	218.26		
SPONSORSHIP (FDIC)	1500.00		
SHIRTS (FOR RESALE)	2174.70		
MASTER CARD ACCT XFER	3000.00		
TOTAL EXPENSES 2014		50,972.29	
CHEQUES WRITTEN & NOT CASHED IN 2013		87.99	
TOTAL EXPENSES		51,060.28	
Cheques not cashed	2720.85		
ADJUSTED POSTED EXPENSES		48,339.43	
	INCOME OVER EXPENSES		
December 31, 2014		Closing balance	49,533.51

-Bernie Turpin moved to adopt the treasurer report; Charlie Kavanaugh seconded. Questions called, vote taken all in favour, no contrary, motion carried.

Budget for 2015 (Bernie Turpin)

-Reviewed by Bernie Turpin

PROPOSED BUDGET 2016

Income:	Income	Expenses	TOTAL
Membership Fees:	\$14,000.00		
Conference 2016	\$10,000.00		
Annex Publishing	\$4,000.00		
Misc Sales	\$500.00		
Training	\$4,000.00		
Total Income:			\$32,500.00
Expenses:			
Office Supplies & Postage		\$1,200.00	
Phone/Web		\$400.00	
Records Storage		\$600.00	
Honorariums			
Secretary/Treasurer		\$7,000.00	
President		\$500.00	
Mortuary Fund		\$1,000.00	
Travel (transportation)		\$5,000.00	
Hotels		\$5,500.00	
Meals & Incidentals		\$1,500.00	
Insurance		\$700.00	
President travel/member fees (provincial conferences/CAFC)		\$5,000.00	
Sponsorship (\$3000) Only \$1500 in applications		\$1,500.00	
Training		\$8,000.00	
Total Expenses:			\$34,000.00
Expenses over Income:			\$0.00

-Bernie Turpin moved to adopt the budget; John Magee seconded. Questions called, vote taken all in favour, no contrary, motion carried.

FINANCIAL REPORT (INVESTMENTS) (Regrets from Fred Kennedy)

-Bernie Turpin reviewed the status of our investment account. The balance as of the last statement dated March 31, 2015 was \$168,749.83. To get that we have invested \$108,731 from the start of the investment in 2009.

-The investments are diversified, as recommended by our Investment Advisor at a previous conference, as follows: 35.9 % Canadian equities/Canadian stocks; 29.48 Fixed Income Investments and 34.6% Foreign Equities

-The performance to date is 6.61%.

-Bernie Turpin moved to adopt the Investment report; Rod MacDonald seconded. Questions called, vote taken all in favour, no contrary, motion carried.

DIRECTOR'S REPORTS

NEW BRUNSWICK (CHARLES KAVANAUGH)

- Annually we meet quarterly with executive conference calls as needed.
- Introduced Chief Conrad Landry of Dieppe as the newest board member sitting as the 2nd Vice President.
- Met with ministers of Public Safety; Environment and Local Government and Post-Secondary Education to

discuss topics brought forward to the board of directors. The board take the top three priorities from each department and bring those to the minister.

- Fire Prevention launch in Grand Falls October 3, 2015.
- Local Service District Chiefs Workshop: The Anglophone will be held in February Fredericton and the Francophone will be in Bathurst in October.
- Working with the 911 and Regional Dispatch Committee to have province wide fire dispatch. There are big changes coming at the provincial radio level and should be smoother for departments that aren't on central dispatch now.
- Office of the Fire Marshall is up to a full complement of staff for Regional Fire Marshalls. They are in the process of hiring a new Haz-mat Co-ordinator, which was formerly the Deputy Fire Marshall position. With times being tough in the province and the government investing in a new position, we are very pleased with the work we are doing with the local government.
- Looking at partnering with the Office of the Fire Marshall, New Brunswick Community College and Public Safety on purchasing a live burn trailer. Currently we rent Nova Scotia's a couple times a year. This will be available to go to the associations all year.
- Purchased a propane simulator for propane fires and different props which will be based out of our workshop in Miramichi but will be available to go to the fire departments
- Having issues with finding hosts for our conventions, we are looking at options including hiring a conference planning center.

Provincial Director Charles Kavanaugh moved for the adoption of his report; Vince MacKenzie. Questions called, vote taken, all in favour, no contrary- motion passed.

NOVA SCOTIA (Rod Neilson)

- Nova Scotia's medical first responders program is still very active and progressing with new skills being added each year. We have a new MFR web site and the next step for the site will be interactive training modules and the ability to check the department's personal records online.
- NS is seeing the success of the new trunk radio interoperability platform using the P25 platform on the 700 MHz public safety band. This project is completed for fire services and is nearing full completion. We are pleased with the amount of radio that has been provided to the fire departments. The other plus is an increase in the usage with all agencies and the operability at scenes with all agencies switching over and using the system. It is working flawlessly to improve on scene communication.
- The Nova Scotia Fire School continues to provide training and support to the fire services of NS including more accredited courses and more fire services using the outreach services. There are extensive upgrades nearing completion totalling near \$1.4 million dollars.
- We are working on the early stages of improved government relations.

In June the government announced the release of the senior officials report from 2011. It included a literature review of ten older reports as far back as 1974. The subject matter experts reviewed and updated the status of the recommendations of these older reports. The analysis includes a literature review; jurisdictional review; matrix review of the systems designs and performance; it did not include a financial analysis or any further consultation beyond the senior officials. There are 16 recommendations and a number of key themes that emerged from the report which include: governance, authority, accountability, operations and training. The next step is to have consultation with the stakeholders to develop the long term plan on how to deal with the recommendations. We believe these will tie in nicely with our planned government relations day in the fall.

Provincial Director Rod Neilson moved for the adoption of his report; Tory Rushton seconded. Questions called, vote taken, all in favour, no contrary- motion passed.

NEWFOUNDLAND & LABRADOR (VINCE MACKENZIE)

- The provincial 911 service is in place; however, it is a PSAT service that is basically a transfer service to the required agency based on information provided by the caller.
- In December we presented our annual brief to the provincial government. Our association sits down with the social policy committee of cabinet, the ministers of the government, and present an annual brief on the needs of the fire services within the province. This year our primary ask was to increase the staff in the provincial Fire

Commissioners Office in support of fire services throughout the province. This didn't happen in this year's budget.

- Despite government cuts and declined revenue; when the provincial budget was announced in March fire services maintained the all-time high level of over 5 million dollars for fire protection equipment and apparatus. This is a cost shared program and in some areas government funds up to 90%. The core amount of that funding is 1.6 million dollars. We have a fleet of over 400 fire apparatus with over 50% being over 20 years old.

- The 2015 provincial conference will be held in Gander in October.

-Our association has been working to form an Occupational Health and Safety Committee within the fire services within the provinces.

-One of the hot topics in the province is provision of fire services in unincorporated areas. Unincorporated areas request fire protection services from neighbouring communities when they don't pay taxes to that jurisdiction.

-Recruitment and retention is an issue in the province as it is nationally. Our association has put our initiatives on hold until we see what the national program rolls out.

- Provincial fire school was completed in Gander a little over a month ago. There were over four hundred firefighters and 22 different courses conducted through the week.

-Fire department assessment reports were conducted on every fire department province wide over the last three years. The cumulative results were just released. There are many small communities that can't support fire services for their area which supports the provision of regionalization of fire services.

Provincial Director Vince MacKenzie moved for the adoption of his report; Elaine Young seconded. Questions called, vote taken, all in favour, no contrary- motion passed.

PRINCE EDWARD ISLAND (GREG SHAW)

-We are in the implementation stages of our 700 MHz radio system with an expectation for completion in October. There will be a one for one switch for radios. Robert Arsenault within the fire marshal's office is taking charge of this project. They have added a second deputy fire marshal John Chisholm to the office which has allowed Robert to take this on.

-Sixty fire fighters have gone through level 1 training this year and 19 have taken the National Association of Firefighters Haz-mat Course.

-Confined space simulator is still quite busy at the school. They have done some extra work and are doing a lot of commercial courses on it making it a very good revenue source.

- Waiting on a reply from the government on the gap analysis report which is available on the web site.

Provincial Director Greg Shaw moved for the adoption of his report; seconded. Questions called, vote taken, all in favour, no contrary- motion passed.

NOMINATING COMMITTEE(Alan Duchesne)

-Committee makes the following nominations:

- President – Greg Shaw
- 1st Vice – Charles Kavanaugh
- 2nd Vice – John Magee
- Sargent at Arms – Tory Rushton

-Nominations will be heard from the floor tomorrow and a vote will be taken where needed.

Alan Duchesne moved to adopt his report; seconded by Elaine Young. Questions called, vote taken all in favour, no contrary, motion carried.

Tuesday July 7, 2015

COMMITTEE REPORTS

NOMINATING COMMITTEE (Alan Duchesne)

-For the position of President the committee recommends Greg Shaw. Called for nominations from the floor three times; hearing none we will cast a ballot for Greg Shaw to continue as President.

- For the position of First Vice President the committee recommends Charlie Kavanaugh. Called for nominations from the floor three times; hearing none we will cast a ballot for Charlie Kavanaugh to continue as First Vice President.

-For the position of Second Vice President the committee recommends John Magee. Called for nominations from the floor three times; hearing none we will cast a ballot for John Magee to continue as Second Vice President.

-For the position of Sargent at Arms the committee recommends Tory Rushton. Called for nominations from the floor three times; hearing none we will cast a ballot for Tory Rushton to continue as Sargent at Arms.
-Reviewed the process for election and that the nominating committee recommends each person move up one position after serving two years. The positions are always open for nominations from the floor as well. Next year we will need a new Sargent at Arms. If you have questions about or interest in serving on the executive please ask.

RESOLUTIONS COMMITTEE (Bernie Turpin)

-At last year's conference we posted a resolution to retire the mortuary fund. We have to maintain at least \$90,000 in funds to underwrite this benefit. The executive felt reducing this liability would allow this money to be freed up for other programs in years to come. The resolution is to amend the By-Laws to limit the entitlement to members in good standing as of the passage of the resolution. Current members who continue in good standing will be eligible; new members would not be eligible. The resolution also allows the executive to reduce the total benefit as the numbers decrease for eligibility making the reduced amount of liability available for other programs. Bernie Turpin moved for the adoption of the resolution to retire the mortuary fund as proposed; seconded by Rod Neilson. Questions called, vote taken, all in favour, no contrary- resolution passed.

-There was a resolution on the web site with notification of a revised set of By-Laws per the deadline of the end of May 2015. The committee consisting of Rod Neilson, John Magee and Bernie Turpin were tasked with reviewing and updating the By-Laws to modern day language. Reviewed the changes as put forth including updating the membership categories; meetings for the Board of Directors; provision of notification electronically and using the web site; election of officer criteria as well as removing the specific limitations per geographic area; changing language to reflect business sessions not days; modernized language for the oath of officers; updated secretary/treasurer to executive director; provincial representatives must be members; eliminated the need to mail bills and allow for emailing and send receipts and membership cards will be done on request; and updated the committee list. Thanked everyone for their feedback.

Bernie Turpin moved the adoption of the By-Laws committee report and presentation of amended By-Laws, seconded by Giles Bourque; called for questions. Dwayne Mellish asked if membership cards will be sent out. Answered no only on request to decrease the expenses of mailing. Elaine Young asked if Associate members were allowed to vote. Answered that Associate members are not allowed to vote. Reviewed the housekeeping changes in the By-Laws in numbering and wording.

Bernie Turpin moved the adoption of the By-Laws revision wording as submitted; seconded by Andy Yarrow; Questions called, vote taken, all in favour, no contrary- motion passed.

Now that the housekeeping items have been taken care of we will call for vote on the motion to pass the amendments to the By-Laws vote taken. All in favour, no contrary- motion passed.

TRAINING COMMITTEE(Vince MacKenzie)

Vince MacKenzie reviewed the past couple years of success with the new training tour initiated by travelling a trainer through the Atlantic provinces. This year we ran into problems with finding a presenter having the time to do the tour. We will attempt to get a session on in the fall; however, we may need to look at some changes to the format. Most quality speakers can't free up a couple weeks to come to the tour. If you have suggestions for speakers or on format please let us know. We are gravitating toward training opportunities per your feedback. Vince MacKenzie moved for the adoption of his report; seconded from the floor; Questions called, vote taken, all in favour, no contrary- motion passed.

OLD BUSINESS

The ticket draw fire truck made by Metal Fab was returned to them because it's too large to transport. They have agreed to take this one back and make a smaller version for us. This unit is available if you want to see it, however, it is not on display because it's been transported and is not in good condition so we won't have it on display. Bill Faulkenham, on behalf of Bill Rhodenizer, asked that we have a plaque put on it to dedicate it to Edna; he would also like to see past and future presidents' names on it as well. The unit was dedicated to Edna but no plaque was on the unit. The executive was going to move the plaque but since there wasn't one; we will look at adding one. Adding the presidents' name will be given consideration. A motion was made by Harmon Illsley to complete the requested actions; the motion was seconded from the floor. Questions called, vote taken, all in favour, no contrary- motion passed.

NEW BUSINESS

None.

Hearing no further business the business sessions closed for 2015 conference.