**ANNUAL GENERAL MEETING – MAY 26, 2018 FREDERICTON NB**

Motion to approve agenda as submitted by Chief R. Nicholson, 2nd Deputy Chief Yvon Pelletier.

Motion by Deputy Chief Tim Nickerson to accept minutes of 2017 AGM as presented 2nd Chief Walker Clark, Motion carried.

Financial Statement 2017 – Deputy Chief Tim Nickerson presented the Financial Statements for 2017 as prepared by Louise Belliveau, CPA Professional Corporation, Motion to accept financial report as submitted, 2nd Deputy Chief Yvon Pelletier, motion carried.

President Report – President Mike Walton informed the membership since the last meeting of May 2017 on June 22 & 27, 2017 we met with the various Ministers regarding the Mobile Burn Unit to again try to obtain the financing for this unit. President Walton stated they remain in talks with Government to obtain and will report later in this meeting regarding the funding.

Presidents Report - August 28, 2017 a meeting was held with WSNB re Cancer Legislation, rates went from $ 690 to $515 per member. The NBAFC committee members suggested to WSNB to keep the higher rate and add the three cancers that the fire service are asking for; however on December the 20th they were informed that this proposal was not accepted and were informed the biggest stumbling block was by our own Municipalities. It seems our municipalities want the lowest rate; however the NBAFC will continue fighting for the three additional cancers and we will be meeting again June 15/18 and we will continue fighting for the three cancers.

President Walton asked the group to lobby their counsellors in their Village, Towns and City to help support to obtain these three cancers and move this legislation forward.

Shawn Sampson reported he did bring this issue to his MLA and the MLA prepared a motion to bring to the floor and they are hoping to have it completed prior to the summer break. He agrees that we need to get out there and lobby Government Officials; we need to take care of our people. We cannot just add cancers as this is legislation we need people to lobby Government for change to happen to our present legislation. He did speak with his Mayor, however was informed this topic has not come up in the meetings when the Mayors meet. President Walton stated he believes this information is not getting out there, however he is hoping the June meeting with WSNB they may receive some news.

Deputy Chief Dan McCoy agreed this is a legislation and they cannot just add cancers. He informed the members a committee has been created for discussion of the various cancers requested to work on moving forward with the issue. Chief Kavanaugh informed the group WSNB have guidelines to follow and at our first meeting there was no representative form the Municipalities and if one member is missing no decisions can be made. Chief Kavanaugh stated with the adoption of this committee we may have a better chance to get what we are looking for.

President Walton informed the members he attended the October 10th Fire Prevention Opening in Moncton which was very well received and an excellent show. He also attended Government relations week in Ottawa lobby for the priorities for CAFC.

January 17th a meeting was held with DTI (Department of Transportation Infrastructure) in regard to road closures which was not a good meeting and they asked to meet with other people who have authority in this process. Future discussion to take place.

January 17 a meeting was meeting with Minister Fraser and Deputy Minister Mike Comeau regarding the MBU (Mobile Burn Unit) a lot of work has been done regarding the purchase of this unit.

President Walton also informed the group of the Press release regarding the 1% Level which is part of the Government funding for our fire service. This was brought out to the public through media and remains an open issue and remains unresolved.

May 25th met with Andrew Easton and Greg McCullum EMO to obtain information regarding the presence of EMO at fire scenes when they are not requested. They agree it is responsibility of the Fire Chiefs in their community. EMO asked the group that if they have an emergency issue within your village/town they would like to be informed of such incident, however they are not there to interfere with the responsibility of the fire service.

Moved to accept report President Walton 2nd Deputy Chief Dan McCoy, motion carried

Invited guest Executive Director Tina Saryeddine CAFC (Canadian Association of Fire Chiefs) spoke to the members of the benefits that can be received to the fire service should they wish to become a member of the CAFC. Applications were made available should anyone wish to become a member of the CAFC.

Nominations committee – no report

Constitution and Bylaws – no report

Convention and Games – Serge Gallant – Ready for Sunday the 27th May,

Education and Training – Chief Jody Price reported this year’s workshop will be held Sept 7 and 8th, 2018 Registration will be on line within two weeks. He reported there is a change in venue for Friday evening the venue of opening ceremonies will not be carried out. The committee has decided to use the time for additional training sessions, classroom sessions and 30 to 45 minute sessions.

Awards Committee - Deputy Chief Yvon Pelletier reported the awards for tonight closing ceremonies there will be a Hall of Flame recipient, two President Awards for Leadership, Presentation Recognition awards years of service on the Board of the NBAFC and two bursary award from the Northwest region. Deputy Chief Pelletier informed the group these awards are on our web site and stressed the importance of bringing this information to their Associations. He is certain there are members of the Fire Service who are eligible for these awards. There were only three applications this year for the $1000.00 Bursary. He is sure there are family members within the fire service who are eligible for this award and would assist in the cost of their secondary education.

**NBAFPO Board Report 2018 – Fire Chief Rick Nicolson**

The board met five times since the 2017 NBAFPO Seminar and AGM that was held at the Best Western in Fredericton.

June 15, 2017

September 29, 2017

November 3, 2017

November 24, 2017

February 17, 2018

At our first meeting on June 15, 2017 the board accepted Randy MacTavish’s resignation due to his retirement from the fire service. As well, we had to deal with a very delicate matter – the dismissal of Jodi St. Peter as Secretary-Treasurer. A letter of dismissal was sent following this meeting with the request that all NBAFPO property be returned.

In the event of a Vacancy (Section 17 of the By Laws) occurring among the Executive Officers between annual meetings, the vacancy or vacancies shall be filled by appointment by the President. Such newly appointed member or members or Executive Officers shall hold office until the next annual meeting.

Jim Brown was appointed to the position of 1st Vice President and Carol Gilmore was appointed to the position of Secretary-Treasurer. The position of 2nd Vice President that Carol relinquished as a result of her new appointment was left vacant.

At the meeting in June 2017 we reviewed the evaluations of the seminar and started our list of speaker suggestions for the 2018 seminar.

At the 2017 Seminar the board was tasked to continue to advocate for a position of a Fire Prevention Officer in the Office of the Fire Marshal. In talking with some MLA’s about the best approach to take it was suggested that if we planned on approaching the Minister again then we should be prepared with facts and a budget proposal for the position. At the board meeting in February after much discussion we decided that before requesting a meeting with the Minister the executive should send a letter to Fire Marshal Doug Browne to request a meeting with him to discuss our position on the need for a Fire Prevention/Education position in the OFM and get his input. We have yet to meet with him.

At the seminar in 2017 there was much concern about the fire departments inability to order materials from the Fire Marshal’s Public Safety Council. We were task to write a letter or concern on behalf of the association membership. At our meeting in June Jeff Cross notified us that a group was looking into taking over the role of distributing fire prevention materials taking over from the Fire Marshal’s Public Safety Council. Because this was being looked after we did not need to send a letter to the OFM. We were later informed that Can Ops -Canadian Public Safety Operations Organization would now distribute the fire prevention kits. The response for purchasing the kits was greater than they expected. Next year should be even better.

In June Paul Boudreau met with the board to discuss his concerns that the unilingual French Fire Departments are not represented on the board nor do they attend the annual seminar. How can we provide the same services to the French Departments – on the board and at the seminar? Another issue is the departments’ attitudes towards fire prevention. Fire Prevention needs to be promoted, as it appears as if they do not see it as important. As a result of these two issues many unilingual departments do not attend the seminar in April. It was noted that a poor attitude towards Fire Prevention was an issue in many departments. Many of the unilingual English departments do not support the seminar either. In some cases it is an issue of budgets.

At the meeting in November the board decided to look into the cost to have a translator for the seminar in April 2018. Yolande Chiasson was hired to do the translation at the 2018 seminar. The board asked Paul Boudreau if he would to be their liaison with the French Associations.

The NBAFPO purchased a bunker suit for the Fire Chief of the day. I attended the Fire Chief for a Day in Balmoral in December. It was a great success. Then NBAFPO purchased the Fire Prevention Week Posters that are distributed to all the schools via the OFM.

At the seminar in 2017 we were shown the **Ricky the CO the Safety Ranger Activity Booklet.** We contactedMary-Ellen Sheppard, from Hawkins Gignac Foundation for CO Education in November to determine the status of the translation of Ricky the CO the Safety Ranger Activity Booklet to French. Mary Ellen told us that the booklets were translated into French thanks to Fire Marshal Douglas Browne. The artwork for both the English and French versions of Ricky the CO Safety Ranger Activity Book were sent to Carol Gilmore. They fully authorized us to use them for publication of the booklet.  We need to determine how to move forward with the publication of this booklet.

The board looked into different venues for the seminar for 2018. We checked at the Rodd Inn in Miramichi but they were booked for the weekend we had selected in April. We checked out several sites in Fredericton and the Ramada was chosen.

At the seminar in 2017 Oak Bay Fire Department, Capital District Firefighter’s Association and New Maryland Fire Department sponsored the nutrition breaks. At the meeting in February Jim Brown made a motion that we ask each association to contribute $150 to go towards the cost of the nutrition breaks. This year we received support the following: Fundy Association, Chaleur, Capital District, Southeastern and ERD.

We have had several emails requesting information as a result of the NBAFPO website. Two examples:

**Nena Foster**: **PETZ INTERNATIONAL - Manufacturer of Quality Natural Pet Treats** contacted us about a request for information as to who to contact about what is required for smoke detectors and alarms in a business/manufacturer.

**Jodi Millen, Business Development Manager for ITP Inc. Interior Tarp Protection** contacted us to see if we had a listof the fire prevention officers by municipality in New Brunswick. They work in multiple municipalities in NB and need to be able to verify with local fire prevention officers that their installations are approved before jobs commence.

In January 2018 we welcomed Jeremy Stuart to the board. He is representing Industrial and NB Power.

We worked hard to promote the seminar this year during the months of February and March. Our goal was to have 75 participants. We had a total of 72 attend up from 52 last year. 39 departments were represented, 3 associations, as well as the OFM, ERD, McCains and NB Liquor. Besides the website, a letter was sent out to all departments through the OFM encouraging all departments to send at least one representative. We sent emails to the attendees from last year that we had emails for and on March 24 Mario Durette sent out the agenda to his contact list. We had some great speakers again this year:

Office of the Fire Marshal – Doug Browne gave an update to the members present of the availability through Mike Lewis of his department who can provide a presentation on Anhydrous Ammonia.

ERD – Roger Collet gave an update and showed us the updates to their website.

Milt Cawley, Retired Deputy Chief from Riverview gave a 1 ½ hour presentation on Smoke: Today’s Toxic Fireground.

Brian McBain, Underwriters gave a 1 ½ hour presentation on Fire Alarm Monitoring to CAN/ULC-S561: What a Fire Inspector Needs to Know.

Scott Fillmore, Worksafe NB gave a 1 ½ hour presentation on WorkSafe NB: What We Do and How It Relates to Fire Prevention.

**Cpl./Cap.**Kevin Pung RCMP gave a 2 hour presentation on Clandestine Drug Laboratories and Synthetic Drugs.

Lara King, NFFPA gave a 1 ½ hour presentation on The PUB-ED Tool Shed.

All participants in the seminar certainly received some excellent training and will be sent PDF’s of some of the presentations once they are all received.

**Election of the NBAFPO Executive**

President – Ricky Nicholson (2 years)

1st Vice President – Jim Brown (1 year)

2nd Vice President – Jayde Beaudet (2 years)

Secretary/Treasurer – Carol Gilmore (2 years)

Discussion was held as to where the seminar would be held in 2018. The Association voted to have the 2018 Seminar at the Ramada again next year in Fredericton. We look forward to planning next year’s seminar. If you have any suggestions for speakers or topics please contact any member of the executive. Our emails can be found on the NBAFPO website. We also encourage all departments to send at least one member to the seminar next year.

If you have not yet sent in your NBAFPO department membership of $50.00 please forward your cheque to Carol Gilmore, Secretary Treasurer. The membership form was sent out to all departments back in February. You can find the membership form on the NBAFPO website.

In September Carol Gilmore, Secretary/Treasurer requested that the bank send her the bank statements from January 2017 to the end of August 2017 in order to prepare a Treasurer’s Report for the September 29th board meeting, as we had yet to receive the bank statements and ledger form Jodi St. Peter. A treasurer’s report was given to the board at the September 29th meeting. As a result of this report the board decided to do an informal audit of the books. The audit has been a long and tedious task and is now complete.

Bank account balance as of May 24, 2018 is $9,421.71. We still have funds to come in from the seminar.

Permanent Chiefs – Harold Lowe reported on the change in number of meeting per year. The permanent Chiefs have agreed that the two meetings are not necessary however they do believe the meeting at the Annual Conference is necessary. Any other items for discussion can be through email or conference call.

The Permanent Chiefs have also adopted Terms of Reference for the Permanent Chiefs regarding Roles, responsibility membership and voting frequency of meetings.

Common issues discussed Facial Hair, Ammonia, Labour Mangement and sharing of information.

Demonstration of Presentation Ammonia given by Mike Lewis Office of the Fire Marshal.

Chief Lowe stated the Presumptive Cancer Legislation is important and stated the members should support the NBAFC towards this legislation.

Chief Lowe reported he is stepping down from the Permanent Chief as he has accepted the Chief Position in Gander, NFLD, the NBAFC wishes all the best to Chief Lowe.

Permanent Chief – Chief Jody Price has put his name forward to sit on Board Permanent Chiefs committee.

Volunteer Chief Tim Corbin – reported two meetings held in 2017 major topic were road closure which is still being worked on with through NBAFC and DTI. He asked the members to reach out to their Associations to get feedback regarding the fall and spring meeting; are they necessary.

Industrial Chiefs – Walker Clarke 2017 NBAFCA has met three times as an association we continue to be the voice of the Industrial Members. Elections Scott Poupart has been appointed to the President of Industrial Chiefs. He thanked the members for their support over the past years. Thank the members of the Industrial Chiefs for their support during his term.

Aboriginal Chief – Allen Peters - President Atlantic Regional Fire Fighters Association Chief Peters reported Assessments have been done in the Atlantic regions which is phase 1 of their projects. They have had two new fire stations in New Brunswick and PEI. He was invited to speak in the standing committee for the Emergency Service for the Atlantic Aboriginal Communities. Which gave the members a good idea of what takes place in their communities and the work that the Atlantic Regional FF Association does. We have regional games on going on in the Atlantic Region games in July and also the Annual General Meetings are held during this time.

**NBCC Fire Services Report Serge Gallant Fire Service Co-ordinator**

We continue to operate out of the main campus which is located at 80 University Ave Miramichi. We operate with 3 Full time staff and one part time who helps on special projects such as the annual workshop.

**Accomplishments:**

* NB Fire Fighter ID card are available please visit the website to complete the form and order.
* The pump course in English and French has been delivered in various locations. It is a 40 hour course with 2 written exams and one practical evaluation there is also an optional hands on weekend.
* Officer 1 courses have been delivered. Explain pre-requisites.
* In partnership with OFM and the NBAFC we acquired and launch the IFSAC / Pro Board Accreditation process for New Brunswick. It was a lot of work form all parties involved. This will reinforce NB fire fighter training and open doors to new opportunities.
* 2017 Workshop was a success more participants than the previous year. Continuing to grow.
* MBU 2017 tour went well some areas had very low numbers.
* As of December 2017 Fire Service students are now enrolled in the NBCC Student Information Management System, we had a few hiccups at first but worked through them, French transcripts will be published and official English version will be sent.

**Future Plans:**

* Continue upgrades to FTC training site. The Training Site is available to Associations and departments that wish to use it for training at a cost associated to materials used.
* The 2017 Fire Service Workshop will be held on Sept 7th and 8th, this year’s registration form will again be Electronic. Once finalized will be shared with all. Again this year everything will be held at the FTC.
* Adopt new standards NFPA 1006, 1001, 1072

NBCC Miramichi has 9 Association Training Representatives which are the liaison between the fire departments in their association and NBCC. Training programs within each association are coordinated by the Association Training Representatives. These Association Training Representatives also help in the development of a training calendar within their respective association. We encourage all Fire Chiefs and Training Officers to take advantage of the services provided by the Association Training Representatives for all of their training needs.

In regards to the IFSAC certification for our firefighters, we still have a M.O.U. with the Province of Nova Scotia. Working with the Office of the Fire Marshal and the NBAFC, the Firefighter Certification Board of NB has been approved by IFSAC and Pro Board to go ahead with the next steps in order to get Gold Seal certification in New Brunswick. Our Site visits have been schedule for July and August 2017.

**Updates**.

We are working on a fall schedule for the Mobile burn unit, as soon as we have the final details we will share with the Association Training Representative. In partnership with the NBAFC we are still working on the NB MBU. It is now at the federal government level for final approvals. We are optimistic that it we will have an announcement in the near future

**Conclusion:**

This was a very busy year with a variety of training throughout the province. NBCC Fire Services along with the 9 Association Training Representatives are working together to ensure all training sessions are delivered effectively & efficiently.

OFM – Fire Marshal Douglas Brown reported on going activities highlights for the coming year.

Information session re ammonia over past year 27 information session Carbon monoxide and will be doing the ammonia one for this year during the Association meetings, looking at fall time frame. He would encourage all the association training officer to coordinate with Mike Lewis

We do have accreditation within his office, more information can be acquired on the web site.

Read roles and responsibilities documents to apply for the testing. Any questions re Policy regarding how it is set up would be Susan Gamble. Fiona Sinclair will be in charge of the program concerning exams and marking.

Plans review Officer has been hired through the OFM Building Codes and Standard which are reviewed through his office.

Fire Scene Security – Thanked the NBAFC and all staff who pushed for this initiative he reported an agreement is in place through Cor-Commissioners. He asked the fire service to give feedback to his office regarding the Program.

Provincial Response Hazardous Material Working on this within the office of the fire marshal. This is being looked at which identified that has 1700 places within the province who have Hazardous material on site. In the months to come they will have a computer program data base for the fire service to use for public information. Similar platform as SNB and will be sent to the fire service for the departments. It does not change to provincial response program that is presently in place. Any question you can speak with Mike Lewis. Any sites that may not be on the system and you are aware of another area please advise his office.

Fire Service 2025 - Insert

Fire Marshal informed the members meetings will be held through the Province as we move forward. Chief Shawn Sampson asked if he could schedule meetings during the evening so the volunteer members could attend as they work day shifts and cannot get time for these meetings. Chief Price stated these meetings should be held in the evenings as 85% of the members work through the day. The intent of these meeting is to look at the program and if anything is missing these meetings can bring forward to have the input into the present documents. Fire Marshal will definitely look into this matter.

Fire Marshal noted there have been some good news for the fire services request:

Fire Scene Security

R2MR ready available 1st responder

Alternative fuel vehicles

Fire Marshal also noted the Cancer legislation and the work and push that Chief Shawn Sampson is doing to add the additional Cancers Legislation.

John Magee – MFCA brought greetings on behalf of President Charles Kavanaugh and the Executive and Board of the MFCA. We have had a long relationship with the NBAFC we do support the Provincial fire service and support Government relations week in Ottawa. Also members from our board who take part in Government Regulations week. The MFCA also brings in specialist to speak to our provincial fire fighters and hope members can attend. These sessions are on week night and weekends and realises this is an issue with NB fire service.

Conference 2018 MFCA July 13 -16 - Atlantic Leadership Conference – Friday to Monday which is working well versus Sunday to Wednesday. They have speakers on a variety of topics. The new name change shows more of a fire leadership association.

President Walton reported the NBAFC has discussed the possibility of having your membership form for CAFC, MFCA, and NBAFC on our web site, which will give you the ability to apply for the various association membership. This will be discussed at the board level for our meeting in October meeting.

MBU unit President Walton reported many hours have been spent trying to obtain this unit in our Province. We had applied through ACOA and Minister Fraser had verbally committed to half the cost of this unit. He was informed that ACOA through the Northern Development Fund has denied this request. We are not giving up on this issue and we do have support from our Ministers. President Walton asked the members to go a talk to the Member of Parliament in their area and question why 5000 fire fighters in this province are not important enough to give $500,000.00 toward the purchase of this unit. We need this unit. We will continue to fight for this unit; however he did note that we have the Support of Minister Fraser. He asked the membership to speak to their MLA’s, this is the time we need to unite. Mobile Burn Unit is required in our Province to train 5000 firefighters all year long versus 150 members. Chief Price asked the President if the fire service does this we all need to ask the same questions. The board needs to supply bullet points in both official languages to ask their MP so all fire service members have the same message.

Fire Chief Jody Price thanked the fire departments who help out during the flood of 2018. There were 150 members on the ground and surrounding area were sending in equipment. The people that helped or those that offered to help a big thank you.