



Southeastern Firefighters Association

Association des Pompier du Sud-est

Representing Albert, Kent and Westmorland Counties

Sunday, June 11, 2017

At Riverview Fire Department

Attendees:

Chief Dave Gallant – Saint-Paul
Colleen Gallant – Saint-Paul
Tim Gaudet – Saint-Paul
Chief Denis Pleau – Riverview
Tim Dryden – Salisbury Fire
Charles Agnew – Beersville/Harcourt
Chris Boulay – Moncton
Chief Kent Steeves – Elgin
James Lyman – Alma
Adam Allain – Cocagne
Marcel LeBlanc – Bouctouche
Allan Peters – Elsipogtog
Daniel Dupuis – Association Training Rep
Raymond LeBlanc – Office of the Fire Marshal

This meeting was held at Riverview Fire Rescue. The meeting was called to order by President, David Gallant.

There were 12 members in attendance representing 10 departments plus 1 member of the Fire Marshal's office and the Association's Training Rep.

1. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes from the March 19, 2017 meeting were handed out.

President Gallant noted on Page 6, under "Issues with NBAFC", the line that reads:

- President Gallant says that the Chiefs on the Board at the NBAFC are permanent chiefs and don't take the LSD fire issues seriously.

Should read:

- President Gallant says that the majority of the Fire Chiefs on the Board of Directors at the NBAFC are municipal and permanent chiefs and don't take the LSD fire issues seriously.

Daniel Dupuis noted that on page 9 of the minutes it should read that the Auto Extrication course took place in Cape Pele with members of Cap Pele and Bouctouche.

Motioned by: Kent Steeves

Seconded by: James Lyman

MOTION CARRIED

Adam Allain asked about the reference to taking water from a private property. There is some confusion over what we are able to do. Will verify the wording in the Fire Prevention Act to see if we are required to obtain permission from a resident prior to taking water from a water source on their property.

2. REPORTS FROM OFFICERS

President's Report – David Gallant

Andrew Langille of Spectra Energy, formerly Maritime Pipeline was not available to attend this meeting. He is hoping to attend our meeting in September.

At the NBAFC conference, spoke with Mark Foote from Chandler Commercial Communications. He would like to attend our September meeting to introduce himself and answer any questions anybody may have. He may have a display as well.

The NBAFC BOD meeting took place on April 21-22, 2017 in Moncton. Notes are as follows:

ID Cards

- Serge Gallant reported NBCC has purchased the equipment and software to do the cards. They had samples at the Fire Chief conference. It was agreed the number on the card would be the number which is presently on the FIRS System. The ID card will belong to the fire department and the member will be required to return the card with his department belongings to the Fire Chief upon retirement or resignation from the department. It was agreed by the board that the ID Cards would be renewed every five years.

Contract with Ambulance New Brunswick

- Medical First Responder – President Dan McCoy asked the fire marshal to look into this issue or who has to be contacted in order to have MFR part of this contract. This needs to be in the policy for the fire service of New Brunswick. Some departments who are on the MFR list are not receiving the calls.

Finance

- Executive updated the members on banking information. Fenety Marketing Campaign funding has dropped compared to the last years.

RFD/TMR

- The final testing of the dispatch system was being tested on Apr 25th in Upper Kingsclear and on the 26th in Hoyt FD. There has already been a test done in Hoyt and it went well.

R2MR

- Courses have started and are continuing. Each individual fire department cannot go ahead and have the training on their own. It needs to be coordinated through the association who will arrange with Nadine of the NBAFC. There's two courses – one for firefighters and one for officers.

The NBAFC Executive has met with the Ministers of Local Government, Public Safety and PETL. Some of the issues that were brought up:

- Minister of Public Safety
 - The Deputy Minister is looking into the 1% Levy and what the remaining funds are being used for.
 - We have a commitment from the Minister and the DM that the grant of 60K shall remain in place.
 - Discussed the MBU and we are still working with Government on this.
 - Discussed with the Minister of Public Safety and LG the creation of a committee to look Minimum firefighter training standards. Both were receptive.
 - Discussed creating a strategic level committee to create and recruitment and retention campaign. Very receptive.
 - Discussed a new legislation to be considered which would protect volunteer firefighters from losing their employment should they respond to calls in the community.
- PETL
 - UPDATE: Discussed the loss of this year's funding for the workshop site – committee will be working on the business case for this year's funding. We lost the funding due to the Federal funding received to Provincial had been cut.
 - The NBAFC is looking to have a seat on the WSNB board, the Minister is taking it under consideration.
- Local Government
 - As well there is interest in the firefighter minimum training standards.
 - Discussed the need for a Fire Service GAP Analysis – there seems to be support and understanding of the need. There will be follow up meetings.

CAFC - Dan McCoy

- The National Advisory Council meets every month via teleconference. As well as the Chair of the NAC (National Advisory Council), Dan McCoy attends monthly CAFC Board of Directors meetings.
- The following are items that are being worked on at the CAFC.
 - The National Volunteer Recruitment Program (Answer the Call). The CAFC is starting to work on advertising materials that departments will be able to download and use. Some provinces have used the materials to develop their own.

- CAFC has selected a candidate are in the final stages of the hiring process for the new Executive Director. It was a pleasure for Dan to be selected to sit on the interview committee as an NAC member but also representing NB.
- CAFC is considering the development of its own magazine.
- CAFC is in final staging of an agreement with TransCanada Pipeline which will provide a source of revenue for the CAFC but also will provide a training package for the fire service across Canada.
- Government Relations Week was held from March 18-22. Our Province was well represented with having Dan McCoy, 2nd VP Conrad Landry and President of the MFCA Charles Kavanaugh there. The issues brought forward to the Ministers were the retaining of the volunteer tax credit, which has remained in the budget, Mental Health initiative, Transportation of Dangerous Goods Training for First Responders, National Building Code, Safety for Firefighters.

Local Assistant Training

- Office of the Fire Marshal will be conducting Local Assistant training in Moncton. Dates to be confirmed through the Provincial Fire Inspector. Raymond Leblanc indicated a course was done two weeks ago.
- A memo from the OFM regarding the Local Assistant Training is **attached to these minutes**.
- The Fire Marshal's office is now allowing more than two Local Assistants from each department.

Fentanyl Overdoses

- Motion by Chief Fleming of Fredericton FD that the NBAFC send correspondence to Acting Chief Medical Officer of Health Jennifer Russell to address the NBAFC concerns regarding the new medical threat of OPI drug to the New Brunswick Fire Service, 2nd Chief Theriault, motion carried.
- Concerns cover availability of training for first responders, funding program to provide Naloxone following suit of other departments within the Country, what protocols need to be taken, legal ramifications for first responders; when and if using and requirement for administration of the drug Naloxone.
- Narcan is a drug that hospitals use and ambulance and RCMP also carry it. Looking to protect all fire service and front line workers such as those in drug addiction centres, etc.
- Peter Kavanaugh of Local Government stated he will look into having a presentation done at the 2017 Local Government Fall conference to provide more info on opioids and Narcan.

NBCC – Training Fire Service Coordinator

- A few NFPA Standards have changed, NBCC will be doing a review to ensure their training materials and courses are up to date.
- Certificates are rolling out on a daily basis. We are still running into issues where logbooks are not properly filled out and or missing documents. It is recommended that you make a copy of the logbooks prior to sending to NBCC.
- Alternative Fuel Vehicle training, I am waiting on the translation coming from Quebec then we will start offering the course in both languages.

Distance Classroom Learning (Skype)

- We conducted a test run with two departments May 13-14 for Block 5 in Cocagne and Saint-Paul. Instructor was in one station and taught both classes via Skype. Received good feedback from the attendees.
- All courses must be done at the firehall and not from home.
- A few minor issues that will be addressed. For instance the conference microphone needed to be kept on mute unless someone wanted to speak.
- The objective is to minimize the travel distance that students face during the week, and to see what potential could come out of this.
- Hope to have fewer people drop out of courses.

Miramichi Fall Workshop

- This year's workshop is September 8-9. A new online registration form will be used this year. It was supposed to be finalized and ready to go at the time of the NBAFC convention.

Instructors

- NBCC has created an instructor evaluation form and are currently working on the evaluation criteria and how we will schedule the evaluators.

Old Files

- With the support of OFM, NBCC has created a process that will allow them to evaluate fire fighters whose certificates or files have been lost or misplaced. There will be an application form to be filled out and testing to occur before a new certificate will be created. Details will be sent once finalized and translated.

Readers

- A process for students requesting readers for exams will be finalized and sent out soon.

Communication

- It is important to pass along the message that if someone is looking for info to contact us or our ATR. If we don't know about an issue or only hear it from word of mouth it is hard to find a solution or help. Deputy Chief Tim Nickerson stated that the President of the Association should also be copied relating to ATR training within their area.
- i.e a student who has issues should go through ATR (Daniel Dupuis) and copy President Gallant.

Awards Committee for the Bursary Program

- 11 applications were received with 2 nominations presented to the Board for acceptance.
- Correspondence will be forwarded to all applicants advising of their status on the award.
- Two Bursaries of \$ 1,000.00 each will be forwarded to the accepted candidates upon confirmation of enrolment in September.

NBAFPO

- A letter of request for funding to assist in cost of annual seminar was received from President Nickolson on behalf of the organization.

- Motion by Deputy Chief Nickerson to send correspondence to NBAFPO that the request for funding for their annual conference has been denied as the NBAFPO Seminar should be self-sustainable, 2nd Charles Kavanaugh, motion carried.
- At the NBAFC Conference, a report was distributed. **The document will be scanned and posted with the minutes of this meeting.**

Department of Natural Resources

- Eric MacLellan commanding rules of engagement, rates for 2017 have been sent out, he will forward the information to the OFM. Reiterate the use of leaf blowers for fire suppression to ensure the members know how to handle this equipment.
- Eric stated no member is allowed on the fire line without EFF Training. It is a liability and the province will not cover an injured member if he does not have the EFF course.

CAFC 30 Year Medal

- The Canadian Association of Fire Chiefs has a 30 year medal for Volunteer Firefighters. The information can be obtained on the CAFC web site. One criteria is you must be a member of the CAFC in order to make an application for this medal.

Worksafe NB - Public Consultation Rates Workshop

- Chief Conrad Landry attended this information session.
- Rates will significantly increase. This increase is not just within the fire service.
- No other information at this time.

Line of Duty Death Cancer Legislation

- Motion by Chief Conrad Landry that a fallen fire fighter is in compliance with the legislation of the Province of New Brunswick, 2nd Ben Morin, motion carried.

The next Board of Directors meeting will be October 27 & 28 in Moncton.

NBAFC Conference and Games took place May 26-28, 2017 in Fredericton. Guest speaker was Chief Darby Allen from Fort McMurray and Laura King from Firefighting in Canada. Chief Allen had a good presentation. He noted one of the things he relied on most was the knowledge of the people around him. For example when he was told that they had to send people north because they couldn't physically get the large number of people south safely.

President Gallant thanked Chief Kent Steeves for going to the microphone at the conference to speak up and voice concerns.

Electric School Buses

- Starting September 2017 there will be two electric school buses in the Greater Moncton area. It will be covering areas from Salisbury to Shediac and Memramcook
- Scheduled for the beginning of September, there should have two fully electric school buses, being assigned for operation in the Moncton area. While they're assigned to schools in Moncton, the school districts there will be carrying out trials for route changes etc. Therefore, the buses have an expected operational area anywhere between Salisbury, Memramcook, and Shediac.

- The buses, are produced by Lion Buses Inc. The buses appear much the same as conventional diesel buses, **but have bright blue bumpers, front and rear.**
- **Information on the Tender of the buses will be attached to these minutes.**
- Training sessions can be coordinated to see the buses.

There have been more discussions with DTI on road closures. They are making some headway. We've been fighting to ensure that fire departments are notified when roads in their areas are expected to be closed.

There was a motion put forward at a meeting prior to the NBAFC Conference and the NBAFC will be obtaining a legal interpretation of the fire prevention act regarding scene security. Should have an answer by the next NBAFC BOD meeting in October.

Fire departments want to add three more cancers to the Presumptive Insurance Coverage which are prostate, melanoma and breast cancer. You can have whatever coverage you want depending on how much you are willing to pay. There will be serious discussions on what kind of coverage we want to have. Main coverage is fire related.

Elections were held and there is a new Executive for the NBAFC. The new President is Mike Walton. 1st Vice is Charles Kavanagh, 2nd Vice is Scott Poupart, Past President Deputy Chief Dan McCoy. President Fire Chief Mike Walton.

Tim Corbin is the new President of the Volunteer Fire Chief's Committee.

SEFFA website

- Some of the web links to the fire departments are outdated. Please send us a new link to your fire department website and it will be updated on the SEFFA website. Have not received any yet.
- If each department could forward the contact information for their departments (i.e. Officers and firefighters) to the SEFFA Secretary to ensure our records and distribution list is up to date.

Truck specs for the LSD fire departments

- Waiting for revised specs from Saint John for Rescues, one chassis and two fire trucks. Peter Kavanagh said some may take delivery in 2017.

TMR

- June 27-28 the Fredericton PSAP will have meetings with 911 Diane Pelletier, NBAFC, Capital and Carlton Counties.
- Harry Farrell and municipal CEO to explain the cost and what is going on. Understand that the cost is \$0.01 for every \$1,000 of coverage
- Harry Farrell, Murray Crouse and Jody Price will attend our September meeting.
- The government is not keeping them up to speed. 8 departments involved in testing.
- Understood that testing would be done at each dept.
- The way it was set up you can call to a trunked radio and self dispatch to your own dept. Don't want that because they will need to carry two radios.

- Tones out on trunk, activates VHF or UHF and you hear it on your pager or portable. Someone would have a trunking radio to answer back that they received the call.
- Wanted them to do a 3 month pilot with Capital District to try it out.
- Working on mapping and zones.

Vice President, Westmorland County – Gary McCarthy

Not in attendance. No update available.

Vice President, Kent County – Danny DesRoches

Not in attendance. No update available.

President Gallant noted that Marcel Leblanc is the new Fire Chief for Bouctouche Fire Dept. Raymond Leblanc noted that the new Chief in Saint-Louis de Kent is Clarence Guimond. Esmond retired.

Vice President, Albert County – Peter Murphy

Not in attendance.

James Lyman confirmed that level 1 has wrapped up.

Financial/Treasurer's Report – Tim Dryden

Transactions since March 19, 2017 meeting:

Date	Cheque #	Amount	Payable to	Purpose
		\$20,573.63		OPENING BALANCE
March 17		-2.00		Service Fee
March 18	149	-138.00		Cheque to Dave Gallant for hotel expense – NBAFC BOD
April 17		-2.25		Service Fee
May 1		1,200.00		SEFFA membership dues – Moncton, Memramcook, Salisbury, Shediac, Prov of NB for 8 LSD depts
May 1		5,746.55		Maritime Fire Chiefs (refund for EventMobi)
May 17		-2.25		Service Fee
June 10		2,000.00		NBAFC – Fenety Marketing
		29,375.68		CLOSING BALANCE

President Gallant asked if the money in the account is in a savings account. Tim indicated it is just a regular checking account that does not earn any interest.

Raymond suggested we put the money into an account that will earn interest since it is not being used. Should be invested. This would have to be voted.

Port Elgin, Sackville and Petitcodiac association dues have not yet been received. E-mails have been sent but no responses yet. Need to confirm the e-mail is going to the correct person.

Motioned to accept the treasurer's report by Tim Gaudet
Seconded by Chief Kent Steeves
MOTION CARRIED

COMMITTEE REPORTS

NBAFPO – Tim Dryden

- NBAFPO Seminar took place April 7-9 in Fredericton. Well attended.
- John Ginac was the speaker on Friday from the The Hawkins-Gignac Foundation www.endthesilence.ca Spoke about CO2.
- NB Power attended and did a slide show and video presentation.
- OFM Presentation on the "Close your Door" campaign – closeyourdoor.org Spoke about carbon monoxide.
- Dave Neale – "Point of Origin". He's a private fire investigator for insurance companies. He noted to take lots of pictures, preserve as much evidence as possible, do not compromise the scene.
- George Leblanc who is wet certified for chimneys. Did a presentation.
- Roger Collette of DNR did a presentation.
- Dave McKinley from Fredericton Fire – presented how their fire prevention works.
- Fred Wade – Fireworksfx out of Nova Scotia. Spoke about consumer and commercial fireworks and how they are to be stored.
- Fire Safety Canada supplies are low again this year. Cannot ship supplies out of Ontario.
- Tim noted that there must be other companies who can provide Fire Prevention material. President Gallant noted there is one in Kent County New Brunswick who provides material that is made in Canada.

ATC Report – Daniel Dupuis

Level 1

Albert County has finished their level 1 course.

Kent County has finished level 1 (Cocagne and Saint-Paul). Please note there will be an exam rewrite on June 19th in Cocagne at 7pm, if you have any firefighters interested in rewriting blocks let me know ASAP so they can be added to the list.

Westmorland County started a Level 1 course in Port Elgin with approximately 15 students from both Port Elgin and Bayfield Cape Tormentine. Chief Alward is hosting the course in-house and a few of his instructors are volunteering their time. The course is also going well.

We have a problem with people committing to a course and then not showing up. Between Saint-Paul and Cocagne there could have been just one course instead of two due to the number of students who dropped out.

With the sudden surge of Level 1 courses planned for 2017, we will have to continue to discuss our options at our next meeting.

Level 2

With 4 Level 1 courses on the go and little interest in a Level 2 course, none is planned to date.

Hazmat Training Session

The SEFFA HAZMAT training was held on April 28 – 29th at the St. George Fire Station. We had a great turnout at this session and it was very informative. Thanks to Saint John Fire Department and OFM for delivering this session. There may be another one in the fall. There was a good turnout of firefighters but not a good representation of the number of fire departments.

Some people misunderstood what kind of training this was providing. It was open to all and was an information/training session, not a course. It was not part of the level 1 course or sign offs. On the first day it was an information session and on day two they set up and did a demonstration.

Photos of this session will be posted on the SEFFA website and some have been shared on the SEFFA Facebook page.

Spring Training

Our Spring training took place on June 3rd with 55 firefighters (students and instructors) representing 12 fire departments from the Southeastern area. Our main focus was on logbook sign offs for level 1. The Riverview location had water supply, sprinklers, ventilation, fire extinguishers and hazmat training while the Moncton location had SCBA, interior attack, ladders, hoses and fire streams. A very special thank you to all the instructors who contributed to this year's event, the Moncton and Riverview fire departments for hosting the training and all the firefighters who attended. Our Spring training would not be possible without you!

President Gallant thanked Daniel for coordinating and all feedback received was positive. Daniel noted that he would like to do a post-meeting in the coming weeks to go over the sessions and see what could be improved.

Adam Allain made a comment that the instructors or people who gave up their time to help out with the training should be compensated somehow. President Gallant asked that this be brought up again under new business.

Helmets and Hoses Training Session

This was put on by Jody Price but heard it was poorly attended and likely because it took place on Mother's Day weekend. This is coordinated/scheduled through the CAFC. Daniel noted it is a very good course and worth attending.

Officer Training

So far, we don't have quite enough people interested in Officer Training. That said, this training will be postponed to next Spring. Dates would be put out in January/February. In the meantime, feel free to let me know ahead of time if anyone is interested.

The pre-requisites are Firefighter Level 1 and Level 2, 5th Edition. Also, for those seeking IFSAC certification, hazmat awareness ops, Instructor 1 IFSAC, FF1 and FF2 are required.

The course spans over 2 full weekends and includes 40 hours of theory, homework assignments and JPR's. Current officers are strongly encouraged to sign-up for this course. The cost of the course will be divided amongst the departments based on their number of students. We can decide on a central location based on where students will be coming from.

Tour Bus for Extrication

Darrell Weir from Albert County asked Daniel to look into obtaining a tour bus to use for extrication training as they have many throughout the summer season. Daniel is working on this and the training would likely be local in Moncton area.

Special Trainings

Daniel introduced Chris Boulay to speak about his organization and an upcoming opportunity. His organization is FOOLS – "Fraternal Order Of Leatherhead Society" – Fools of the North Atlantic. Started over 20 years ago in the U.S. They are a group of Firefighters looking to move the brotherhood along and provide training. Started a chapter out of the NS Fire School about 4 years ago – the only one in Canada. It's a non-for-profit organization. Their mission statement is to further brotherhood, train firefighters and support community.

He mentioned that in the past we have brought some key people for training and presentations. Chris would like SEFFA to sponsor his training with some good speakers in the fall and spring.

Event Details:

- Two individuals from FDNY – Capt John Cerillo and Deputy Chief George Healy.
- Nov 4 and 5 hosted at Crandall University
- Day 1 – full 8 hour day on Governor's Island project
- Day 2 – full 8 hour day on wind impacted fires and some discussion of high rise firefighting.
- "Fire buffs night" on Saturday – social gathering. Hoping to draw firefighters from all four Maritime provinces.

- Giving back to the community – any proceeds from this event will be split into providing future training events and donated to their designated charity – the Atlantic Burn Camp.

You do not have to be a member of their organization to attend. They are looking for sponsorship in order to keep the cost down for the students.

Hoping that SEFFA would jump on board and be a sponsor of this event. Will arrange for group rates with different hotels. There will be a presentation as well as a cheque presentation to the Atlantic Burn Camp for anybody who decides to be a sponsor.

For any sponsors, they will be given two free seats to attend. It would be up to the SEFFA association to decide on how to allocate the two free seats. Without sponsors, the cost of registration could be between \$150 and \$200 per person. This will include the catering costs. Looking to line up some sponsors before advertising the cost of registration. The more sponsorship the better and it will reduce the cost of registration. Expect total cost of event to be \$10,000 to \$12,000. Looking for 10 sponsors of \$1,000 to cover their costs.

Volunteer Fire Chief Report / NBAFC Report – Dave Gallant

See President's report above.

OFM – Raymond Leblanc

Expert Report Writing Course is coming up at the end of the month through IAAI (International Association of Arson Investigators) in Fredericton. Still a few seats left. Information is posted on the NBAFC website. Two day course June 27-28.

Conducted a Local Assistant training recently. Most of SEFFA members are done.

President Gallant noted that there have been some good discussions taking place with Provincial Fire Marshal Doug Browne.

3. NEW BUSINESS

Daniel Dupuis put a motion on the floor to sponsor \$2,000 for the upcoming fall training hosted by the FOOLS Organization of the North Atlantic. Second by Chief Marcel Leblanc.

MOTION CARRIED

Chief Kent Steeves had a conversation with new NBAFC president Mike Walton. He informed Kent that he was meeting with Doug to have discussions on how to sort out the issues regarding the Local Assistant. He is holding off on the legal interpretation because Doug was coming to him with different discussions. He wanted concerns from his bulletin brought back to Mike. Bulletin was put out on May 29 right after the NBAFC Conference. **See Bulletin is attached to these minutes.**

Chief Kent Steeves noted that according to the Volunteer Protection Act we are already protected and do not require the Local Assistant to protect us.

Scene protection – they still want us to take the time to sit on a fire scene until someone from the OFM arrives to investigate.

Chief Pleau noted that there should always be two people on a scene, not one. The province should have a contract with a security company and try to recover the money from the homeowners insurance.

Chief Kent Steeves put a motion forward that the association send a letter in the next few days to the President of the NBAFC stating our concerns regarding the following:

1. Why is the Provincial Fire Marshal making volunteers look after scenes when he could have his own department cover or hire another company.
2. The Provincial Fire Marshal stated that if we do not take his Basic Fire Investigation course or Local Assistant appointment, that we are not qualified to be Chiefs in this Province and will send a letter to the Local Service Manager for LSD's or town councils for municipal departments.
3. Are we not already covered under the Volunteer Protection Act?

Second by: Tim Dryden

MOTION CARRIED

See letter attached to these minutes.

Chief Denis Pleau noted that at the NBAFC conference, Dan McCoy noted that if we hire a security company we are forfeiting our continuity of evidence at a scene. Denis asked what is the industry standard for Provincial Fire Investigators? Are they all 12 hours? Raymond could not answer this question.

Firefighter Adam Allain put a motion forward that when volunteers are requested to assist with a SEFFA organized training that SEFFA pay their mileage at the current provincial rate.

Seconded by: Charles Agnew

MOTION CARRIED

President Gallant put a motion forward that the rates of reimbursement on the SEFFA expense report follow the Provincial rates.

Seconded by: Kent Steeves

MOTION CARRIED

Received a commitment from the Province to obtain our own mobile burn unit.

President Gallant asked if members would be willing to change the time of the meetings on Sundays from 2PM to 10AM. We will start this in September. Next date confirmed September 17.

Jean-Marc Dugas wanted to make a presentation. He's got a cadaver dog. Daniel to provide President Gallant's contact info to make arrangements.

New Executive – as per the Constitution document, the Executive is to be elected on an annual basis for the following positions:

President
Vice President – Kent County
Vice President – Albert County
Vice President – Westmorland County
Secretary
Treasurer

4. ELECTION

With the exception of the VP for Albert County, all current Executives retained their positions by acclamation. James Lyman was nominated for the VP for Albert County and accepted. No other nominations were received for Albert County or any other positions.

President – Chief Dave Gallant
Vice President, Albert County – James Lyman
Vice President, Kent County – Chief Danny DesRoches
Vice President, Westmorland County – Gary McCarthy
Treasurer – Tim Dryden
Secretary – Colleen Gallant

The positions of ATR (Daniel Dupuis) and NBAFPO (Tim Dryden) are in-house positions and are not voted with the Executive and are not part of the Constitution.

It is unclear of the time period for each of these positions. Colleen to go back through previous minutes to see when these positions were voted or changed.

5. NEXT MEETING

The next SEFFA meeting will be on Sunday September 17, 2017 at 10:00 am, Riverview Fire Dept.

Motion for Adjournment: Dave Gallant
Second by: Charles Agnew

NEXT MEETING, SUNDAY SEPTEMBER 17, 2017 @ 10:00 AM
Riverview Fire Rescue, 650 Pinewood Road, Riverview, NB

Report of the NBAFPO to the NBAFC

April 1017

In the fall of 2016 the NBAFPO board discussed and looked into how we could have departments add the membership fee to the NBAFPO in their budgets. Early this year a letter along with an invoice was sent out to every fire department requesting they join the NBAFPO. We will be evaluating the response form this request at our next board meeting.

In November of 2016 a letter was sent to Hon. Dennis Landry, Minister of Justice and Public Safety requesting that he consider adding a position of a Fire Prevention Office to the Office of the Fire Marshal.

We also commenced intensive planning for the annual seminar in September. We work hard every year to provide a wide range of topics with inspirational speakers. Our goal was to have had the agenda finalized by the end of February. Unfortunately, we had several committed speakers who had to cancel which left us scrambling. The dedicated board members were able to find speakers and fill the gaps.

The agenda and registration forms were posted on our website. As well, they were sent out to all chiefs in the province via the Office of the Fire Marshal. Information about the seminar was posted on our Twitter account too. Our goal this year was to have 60 people register for the seminar. We had 54 registrations. Ideally we would like to see representation from every fire department. We increased the registration fee to \$225.00 this year.

We had a wide variety of excellent speakers again this year. Johanne Bray, Deputy Minister of Justice and Public Safety gave opening greetings followed by our keynote speaker **John Gignac**,

the Executive Director of the Hawkins Gignac Foundation for CO Education. Other topics included:

1. NB Power
2. OFM: Carbon Monoxide
3. Fire Investigations: A Perspective From The Private Side
4. Chimneys
5. Operation of the Fredericton Fire Dept. Fire Prevention Division
6. ERD (Energy and Resource Development) Update
7. Fireworks in Canada: Who can use them? Where can you use them? What do Fire Officers need to know?
9. Fire Prevention - A Year Round Endeavour: A guided open discussion/sharing session on what is done presently in the province and what needs to be done in the future. The information gathered will be compiled and sent out to all participants.

This year the nutrition breaks were sponsored by Capital District Firefighters Association, New Maryland Fire Department, and Oak Bay Fire Department. A letter was sent to the NBAFC in March requesting a donation of \$1,000 to help support the cost of the banquet. Board members collected many donations for door prizes. At this time we have not received the annual government grant for the Fire Prevention Posters.

Evaluations from the seminar were very favorable again this year.

At the annual meeting elections were held for Secretary - Treasurer and 1st for a term of two years. Jodi St. Peter was

elected Secretary/Treasurer and Randy McTavish was elected 1st Vice.

Cory Oakes, 2nd Vice resigned his position due to work commitments. Carol Gilmore representing Capital District filled his position, for a term of one year.

At our next board meeting we will be looking at the drafting of three letters:

1. A letter to be sent to the OFM regarding our concern that we can no longer purchase materials from the Fire Marshal's Public Safety Council and the need to find a new supplier.
2. A letter to be sent to NBAFC to request funding support for purchasing the Fun With Ricky the CO Safety Ranger published by Hawkins-Gignac Foundation for CO Education to distribute to the schools.
3. A letter to be sent to the Hon. Dennis Landry supporting CO legislation in NB similar to what they have in Ontario.

A concern that came up during the seminar was that the fire chiefs in many departments are not informing their Fire Prevention Officer(s) or the Fire Prevention Educator(s) about the seminar. In one instance one of the attendees heard about the seminar because she was at an event where she happened to meet one of the NBAFPO board members who told her about the seminar. This individual apparently has had the position as Fire Prevention Education for several years and this year was the first time she had heard about it. We are in the process of trying to establish a list of the Fire Prevention Officer(s) or Fire Prevention Educator(s) contacts in every fire department in the province in order to keep them informed as to what the board is

doing. We would like your support in helping us identify who the contact person or persons(s) are in your respective departments.

At this point in time we do not have full representation to the board from the following associations: Acadian Peninsula, Chaleur, Miramichi Valley, Northeast District. As well, Moncton has not been represented for three years. Walter Clark, from Irving Oil is interested in attending. We also need representation from NB Power and may have a person willing to attend. As well, we would like to see more representation from the inspector(s) and investigator(s).

As you can see we have a busy year ahead of us.

Respectfully submitted,

Ricky Nicholson

President NBAFPO



New Brunswick Association of Fire Prevention Officers
Association des agents de prévention des incendies du Nouveau-Brunswick

NBAFPO
Fredericton, NB
November 14, 2016

Minister of Public Safety:

Every year in April, the NBAFPO (New Brunswick Association of Fire Prevention Officers) host a Fire Prevention Seminar. Each year we seek to bring in great speakers to motivate and educate the Fire Prevention Officers and Fire Prevention Educators in attendance. In turn, they disseminate this information to their department membership as well as the residents in their communities. Besides the annual seminar we promote fire prevention education via our website and Twitter.

Fire Prevention/Education is an essential message that we feel needs to be promoted throughout the province. At our annual meeting in April we discussed in depth the issues that city, municipal, and local service district fire departments face in regards to fire prevention and education. Two key issues that kept being brought to the forefront of the discussion were the need for more support and all departments in NB having the same unified clear message in regards to prevention and education. We concluded that there is a need for the province to have a full time employee dedicated to Fire Prevention/Education.

We are requesting that you consider adding a position to the Office of the Fire Marshal. That individual would only deal with fire prevention/education issues. The reasons for this request are many and varied. The following are some of the reasons brought forward at the annual meeting in April and through discussions with the NBAFPO Board Members since April:

- A Provincial Fire Prevention Officer would access data and trends, both provincially and nationally and distribute this data to the fire departments in the province who can then use it to educate the people in their communities.
- A Provincial Fire Prevention Officer would produce a yearly guidance document for all departments. This would ensure that no matter where you lived in the province and no matter the audience (ie. schools, daycares, senior complexes, etc.) the message would be the same. We refer to Massachusetts Fire Marshal's office having a document that provides monthly prevention topics and yearly advice.
- A Provincial Fire Prevention Officer would also be available to train and assist smaller department's prevention officers and in the case of many volunteer departments their prevention educators. Of the 167 fire departments in NB, 4 are Career, 18 are Composite, 145 are volunteer. The volunteer departments in particular **NEED** the support of a Provincial Fire Prevention Officer.
- A Provincial Fire Prevention Officer would be in charge of course development and/or procurement of training courses from outside agencies (ie. Investigation Courses).
- A Provincial Fire Prevention Officer would assist fire departments with advice on curriculum, course materials, and effective tools to purchase for use in the field.
- A Provincial Fire Prevention Officer would be in charge of the JFIT program (Juvenile Fire Setter Intervention).
- A Provincial Fire Prevention Officer would monitor recalls and through the use of media and social media disseminate prevention and other information to the public and also to the prevention officers/educators themselves.
- A Provincial Fire Prevention Officer would set up a private website accessed by all NB prevention/education/investigation officers. It could also be set up to allow the Fire Prevention Officers/Educators to log in and see the latest fire related recalls, training and trends/ideas available.
- A Provincial Fire Prevention Officer could magnify our purchasing power from the fire safety council by pooling our collective resources and asking for better pricing for large quantities of fire safety materials.

- A Provincial Fire Prevention Officer would begin to accumulate resources (ie. books, CD's, courses) that could be borrowed by the many smaller departments that do not have the budget to purchase these items.
- A Provincial Fire Prevention Officer would in consultation with the fire departments of the province compile a list of fire prevention activities that departments could use during Fire Prevention Week and throughout the year to promote and educate the public on fire prevention.
- A Provincial Fire Prevention Officer would assist the NBAFPO Board in planning their annual seminar in April of each year. They also would help promote the seminar.

We are unified in our belief that a Provincial Fire Prevention Officer is a much needed and essential resource for this province at this time.

Sincerely,

Sincerely,
Ricky Nicholson
President, NBAFPO
1-506-325-8529

January 23, 2017

Chief Ricky Nicholson
President, NBAFPO
Woodstock Fire Department
824 Main Street
Woodstock, NB
E7M 2E8

Chief Nicholson:

Thank you for your correspondence requesting that a full-time position be added to the Office of the Fire Marshal (OFM) dedicated to Fire Prevention Education.

Currently the OFM is in the final stages of developing a strategic plan. This involves a review of the mandate and capabilities of the OFM against the needs of the citizens of New Brunswick and the Fire Service. I will ensure both the Fire Marshal and the Assistant Deputy Minister responsible for Public Security are provided with your letter, to be considered in the development of the strategic plan.

On behalf of the province, thank you for providing leadership to the New Brunswick Association of Fire Prevention Officers. Your dedication continues to make New Brunswick the best place to raise a family.

Sincerely,


Denis Landry
Minister





New Brunswick Association of Fire Prevention Officers
Association des agents de prévention des incendies du Nouveau-Brunswick

NBAFPO
Fredericton, NB
March 9, 2017

Dear Dan:

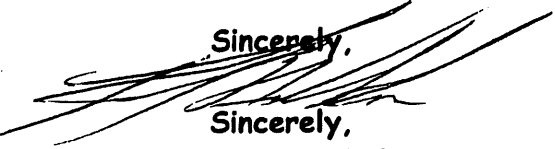
The NBAFPO Board Seminar Planning Committee is in the process of planning and finalizing our annual Fire Prevention Seminar. This year it will be held at the Best Western Plus in Fredericton from April 7th to 9th. Our keynote speaker on Friday afternoon from 1:30-3:00 is John Gignac, the Executive Director of the Hawkins Gignac Foundation for CO Education. We are very pleased that he is able to present this year, especially considering the recent deaths in our province due to CO.

Every year we very work hard to keep the costs to the delegates to a minimum and to find speakers that meet the following NBAFPO Objectives:

1. To unite for mutual benefit those Public officials and private persons actively engaged in fire prevention.
2. To provide for exchange of technical information and developments.
3. To co-operate with law enforcement agencies, the fire services, and other associations & agencies to improve techniques for the prevention of fire.
4. To maintain the highest possible ethical and professional standards for fire prevention personnel.

In the past, besides the annual \$2,500 donation to the NBAFPO the NBAFC has donated \$1,000 to help towards the cost of the banquet held at our annual seminar. We would deeply appreciate it if you would consider donating a \$1,000 this year to help cover the cost of the banquet.

Sincerely,


Sincerely,
Ricky Nicholson
President, NBAFPO
1-506-325-8529
rickyn@town.woodstock.nb.ca

May 29, 2017

Le 29 mai 2017

Dear Chiefs:

I would like to start by congratulating the NBAFC on a successful convention this past weekend. There were many great presentations, opportunities to network, and an avenue to bring forward the concerns of the Fire Service. One of the topics discussed was Local Assistant appointments and the requirement to secure a scene when the fire is to be investigated by the Office of the Fire Marshal. Your concerns on this subject have been heard, and I will address them.

Firstly; the question regarding the number of Local Assistants permitted in a department was raised as some departments feel there is an operational requirement to have more than two Local Assistants. I recognize this as an extremely valid point, especially with volunteer departments, that work, personal lives, or departmental Standard Operating Procedures (SOP) may not permit the authorized Local Assistants to be in attendance for every fire. **Therefore, moving forward there will be no limit to the number of Local Assistants for any given fire department.** At the outset, all departments will be allocated two Local Assistant positions and if they desire more they are to bring the request forward to their respective Provincial Fire Investigator (PFI). The PFIs support for the additional position is to be included with Local Assistants applications.

Mesdames et Messieurs,

Je tiens d'abord à féliciter l'Association des chefs pompiers du Nouveau-Brunswick (ACPNB) pour le succès de son congrès organisé la fin de semaine dernière. Ce fut l'occasion d'entendre un grand nombre d'excellentes présentations, de réseauter et de présenter les préoccupations des services d'incendie. L'un des sujets discutés a été la nomination d'assistants locaux et la nécessité de protéger les lieux lorsque l'incendie doit faire l'objet d'une enquête par le Bureau du prévôt des incendies. Vos préoccupations à ce sujet ont été entendues, et je vais y répondre.

Premièrement, la question du nombre d'assistants locaux permis dans un service a été soulevée, car certains services ont l'impression qu'il y a un besoin opérationnel pour plus de deux assistants locaux. Je reconnais qu'il s'agit là d'un argument très valable, particulièrement pour les services bénévoles où le travail, la vie personnelle ou les procédures opérationnelles normalisées (PON) ne permettent pas toujours la présence des assistants locaux autorisés sur tous les lieux d'incendie. **Par conséquent, à compter de maintenant, il n'y aura plus de limite au nombre d'assistants locaux dans un service d'incendie.** Au départ, tous les services auront droit à deux postes d'assistant local. S'ils souhaitent en avoir davantage, ils devront en faire la demande à leur enquêteur provincial des incendies (EPI). L'appui de l'EPI à l'ajout d'un poste doit accompagner les demandes d'assistants locaux.

.../2



Training is essential for any role within the Fire Service. This holds true for Local Assistants conducting preliminary fire investigations for the purposes of reporting in the Fire Incident Reporting System (FIRS). In this regard, the Office of the Fire Marshal provides a 4-hour Basic Fire Investigation course in conjunction with the Local Assistant appointment process. This course provides supplemental information to lessons on preserving a scene and fire investigation, taught during Firefighter Level 1 & 2 respectively. The purpose of this training is to enable Fire Chiefs to report incidents within the FIRS system and to know when they should notify the Office of the Fire Marshal in order to have a full investigation conducted. **In response to your concerns, the Office of the Fire Marshal will be increasing the number of courses available for 2017/2018 to ensure every local assistant feels adequately trained in their duties.** For information on course dates and times, please contact your respective Provincial Fire Investigator.

One of the main objectives of the Local Assistant appointment is to extend the legal protection of the *Fire Prevention Act* to Fire Chiefs and members of their departments in the performance of their duties. The *Fire Prevention Act* restricts proceedings for damages from being instituted against Local Assistant in the execution of their duties when conducted in good faith. This is an important fact, and I want to properly protect Local Assistant by formalizing the appointment process, requiring documentation, authorizing them through a signed and sealed letter, and issuing an ID card. **The Office of the Fire Marshal is committed to extending the legal protection of the Local Assistant position to every fire department in the province.**

La formation est essentielle à tous les postes au sein des services d'incendie. Cela vaut pour les assistants locaux qui mènent des enquêtes sur incendie dont le rapport sera versé dans le Système de rapport d'incendie (SRI). À cet égard, le Bureau du prévôt des incendies offre un cours de base de quatre heures d'enquête sur les incendies conjointement avec le processus de nomination des assistants locaux. Ce cours fournit des renseignements qui complètent les leçons sur la préservation des lieux et l'enquête sur les incendies enseignées aux niveaux 1 et 2 de la formation de pompier. Cette formation vise à permettre aux chefs des pompiers de signaler des incidents dans le Système de rapport d'incendie et de savoir quand informer le Bureau du prévôt des incendies pour qu'une enquête complète soit menée. **En réponse à vos préoccupations, le Bureau du prévôt des incendies augmentera le nombre de cours offerts pour 2017-2018 afin que tous les assistants locaux sentent qu'ils ont reçu la formation adéquate pour assumer leurs tâches.** Pour obtenir des renseignements sur les dates et les heures des cours, veuillez communiquer avec votre enquêteur provincial des incendies.

L'un des principaux objectifs de la nomination d'assistants locaux est d'étendre la protection juridique de la *Loi sur la prévention des incendies* aux chefs des pompiers et aux membres de leur service dans l'exercice de leurs fonctions. La *Loi sur la prévention des incendies* restreint les procédures en dommages-intérêts pouvant être intentées contre les assistants locaux dans l'exercice de leurs fonctions lorsque celles-ci sont exercées de bonne foi. C'est un point important, et je veux bien protéger les assistants locaux en officialisant le processus de nomination, en exigeant des documents, en leur accordant une autorisation au moyen d'une lettre signée et cachetée et en leur délivrant une carte d'identité. **Le Bureau du prévôt des incendies s'engage à étendre la protection juridique du poste**

**d'assistant local à tous les services
d'incendie de la province.**

Finally, the question pertaining to the responsibility to secure a fire scene when the Office of the Fire Marshal will conduct an investigation is one that needs to be addressed. All fire departments, as well as my office, need to understand and agree with roles and responsibilities. **As such, I will commit to thoroughly evaluating this subject, including paying departments for their time while holding the scene, and provide feedback to the NBAFC at its next quarterly meeting.**

I thank you again by having the courage to bring forward your concerns and allowing our organizations to have open and frank discussions enabling us to work together for the advancement of the Fire Service. I look forward to working closely with you to keep our province safe and strong.

Pour terminer, il faut parler de la responsabilité de la protection du lieu d'un sinistre lorsque le Bureau du prévôt des incendies doit mener une enquête. Il faut que tous les services et mon Bureau comprennent les rôles et les responsabilités et qu'ils soient d'accord à ce sujet. **Je m'engage donc à examiner de près cette question, incluant la rémunération des services pour le temps qu'ils consacrent à protéger les lieux, et je ferai part de mes commentaires à l'ACPNB lors de sa prochaine réunion trimestrielle.**

Je vous remercie de nouveau d'avoir fait part de vos préoccupations et de permettre à nos organismes d'avoir des discussions franches et ouvertes et de travailler en collaboration à l'avancement du service des incendies. Je me réjouis à l'idée de travailler en étroite collaboration avec vous pour assurer la sécurité et la force de notre province.



Douglas Browne
Fire Marshal / Prévôt des incendies

c.c.: NBAFC / ACPNB

Susan Gamble, Senior Policy Analyst / Analyste principale en matière politiques
Provincial Fire Investigators / Enquêteurs provinciaux des incendies
Provincial Fire Prevention Officers / Agents provinciaux de prévention des incendies
LSD, Environment & Local Gov't / DSL, Environnement et Gouvernements locaux
Municipalities / Municipalités



June 13, 2017

Mr. Mike Walton

As per your recent conversation with Chief Kent Steeves, the Southeastern Firefighter's Association has some concerns they would like to have addressed regarding Provincial Fire Marshal Doug Brown's letter dated May 29, 2017.

1. Why is the Provincial Fire Marshal making volunteers look after scenes when the Office of the Fire Marshal could have their own staff cover or hire another company.
2. The Provincial Fire Marshal stated that if we do not take his Basic Fire Investigation course or Local Assistant appointment, that we are not qualified to be Chiefs in this Province and he will send a letter to the Local Government Manager for LSD's or councils for municipal departments.
3. Are we not already covered under the Volunteer Protection Act? See attachment.

We look forward to hearing from you.

Thank you.

David Gallant
President
Southeastern Firefighter's Association

cc: Chief Kent Steeves, Elgin Fire

**Legislative Assembly of New Brunswick**
Status of Legislation - First Reading Bill

Home | Français

Volunteer Protection Act +**Legislature : 55****Session : 1****Bill No. : 2****Member : Mr. Shawn Graham****First Reading : 2003-7-30****Second Reading :****Committee of the Whole :****Amended :****Third Reading :****Royal Assent :****Download PDF :**

Bill 2

Text of Bill :

Her Majesty, by and with the advice and consent of the Legislative Assembly of New Brunswick, enacts as follows:

1 In this Act,

"damage" includes both physical and non-physical losses and both economic and non-economic losses;

"economic loss" means any pecuniary loss resulting from damage, including the loss of earnings or other benefits related to employment, medical expense loss, replacement services loss, loss due to death, burial costs and loss of business or employment opportunities;

"health care facility" means a facility as defined in the Regional Health Authority Act;

"municipality" means a municipality as defined in the Municipalities Act;

"non-economic losses" means losses for physical and emotional pain, suffering, inconvenience, physical impairment, mental anguish, disfigurement, loss of enjoyment of life, loss of companionship, loss of consortium, other than loss of domestic service, injury to reputation and all other non-pecuniary losses;

"non-profit organization" means any non-profit body corporate or society incorporated under the Companies Act organized and conducted for public benefit and operated primarily for charitable, civic, educational, religious, welfare, health, sport, recreation, tourism, heritage or culture purposes, and includes a parent school support committee, a district education council or a provincial board of education as defined by the Education Act, a municipality, a Royal Canadian Legion, a volunteer firefighter department, a health care facility or a regional health authority and, for greater certainty, includes each body designated as a non-profit organization by the Lieutenant Governor in Council in the regulations;

"regional health authority" means a body designated as a regional health authority pursuant to the Regional Health Authority Act;

"volunteer" means an individual performing services for a non-profit organization who does not receive in respect of those services

(a) compensation, other than reasonable reimbursement or allowance for expenses actually

incurred, or

(b) money or any other thing of value in lieu of compensation in excess of five hundred dollars per year,

and may include a director, officer, trustee or employee of the organization.

2(1) Subject to subsection (2), a volunteer of a non-profit organization shall not be liable for damage caused by an act or omission of the volunteer on behalf of the organization if

(a) the volunteer was acting within the scope of the volunteer's responsibilities in the non-profit organization at the time of the act or omission; and

(b) the volunteer was properly licensed, certified or authorized, if required by law, by the appropriate authorities for the activities or practice undertaken by the volunteer at the time the damage occurred.

2(2) The limitations on the liability of a volunteer under this Act do not apply if

(a) the damage was caused by willful, reckless or criminal misconduct or gross negligence by the volunteer;

(b) the damage was caused by the volunteer while operating a motor vehicle, vessel, aircraft or other vehicle for which the owner is required by law to maintain insurance;

(c) the act or omission which caused the damage constitutes an offence; or

(d) the volunteer was unlawfully using or impaired by alcohol or drugs at the time of the act or omission which caused the damage.

2(3) Nothing in this section affects the liability of any non-profit organization with respect to damage caused to any person, including damage caused by an act or omission of a volunteer of the organization, for which the volunteer is not liable pursuant to subsection (1).

2(4) For greater certainty, where damages are awarded against or any amount is paid by a non-profit organization in respect of damage caused by a volunteer of the organization for which the volunteer is not liable pursuant to subsection (1), the organization has no right of recovery against the volunteer.

3 This Act applies to any claim for damage caused by an act or omission of a volunteer where that claim is filed on or after the coming into force of this Act.

4 The Lieutenant-Governor in Council may make regulations

(a) designating any agency, association, board, commission, corporation, office, society or other body as a non-profit organization;

(b) defining any word or expression used but not defined in this Act;

(c) deemed necessary or advisable to carry out effectively the intent and purpose of this Act.

5 This Act or any provision of it comes into force on a day or days to be fixed by proclamation.

Saint-Paul Fire Department

From: McGuigan, Justin (DTI/MTI) [Justin.McGuigan@gnb.ca]
Sent: May-29-17 10:13 AM
To: 'fire.chief@saintpauldekent.ca'
Subject: ELECTRIC SCHOOL BUS FOR GREATER MONCTON AREA
Attachments: Lion Buses inc. PRODUCT INFO.pdf

Importance: High

Hello Dave,

Great to chat with you this weekend.

For follow-up, I'd like to provide a bit of information regarding the electric school buses that are headed to the greater Moncton area.

Scheduled for the beginning of September, there should have two fully electric school buses, being assigned for operation in the Moncton area. While they're assigned to schools in Moncton, the school districts there will be carrying out trials for route changes etc. **Therefore, the buses have an expected operational area anywhere between Salisbury, Memramcook, and Shediac.**

The buses, are produced by Lion Buses Inc. The buses appear much the same as conventional diesel buses, but have bright blue bumpers, front and rear.

I've attached some introductory information. We wanted to provide you with a heads up for training purposes.

If you'd like to schedule a time, once the buses arrive, for your fire departments to view the bus, and have a look at the battery system, please let me know.

Thanks,
jrm

Justin R McGuigan, PTech
Manager of Specifications and Ordering / Gestionnaire, devis et commandes
Vehicle Management Agency / Gestion des Véhicules
Government of New Brunswick / Le gouvernement du Nouveau-Brunswick
Phone : (506) 453-4462
Fax : (506) 453-3628

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NEW-BRUNSWICK

ELECTRIC SCHOOL BUS TENDER

Tony McCoy
Central Tendering Branch
P.O. Box 8000
Fredericton, N.B.
E3B 5H6

Presented by Lion Buses inc.



A. Company Profile

Lion Bus ("Lion") was created in 2008 by Marc Bédard and Camile Chartrand to respond to customers' specific needs in one of North America's largest industry.

After several years of product development and hundreds of meetings with contractors, drivers, mechanics and school district leaders across North America, Lion offers vehicles with outstanding features and smart innovations at a very competitive price.

Lion's team includes dynamic and experienced employees coming from several transportation industry leaders.

Lion's vehicles are available in many Canadian provinces and in over 30 U.S. states.

Lion has been manufacturing school buses since 2011 and has delivered several hundreds of diesel school buses as of today.

The Lion school bus includes many innovative features to lower the total cost of ownership. Lion offers a school bus with a lifetime corrosion / rust warranty on the following components :

- Fiberglass composite exterior body panels
 - Side panels
 - One-piece roof (no rivets, no water leaks)
 - Front and rear caps
 - Hood
 - Rear emergency door
- One-piece polyethylene step well, battery box and tray, wheelhouses
- TPO body skirts that are easily replaceable and very resistant to impacts

Lion also improved many other items such as the driver area, which is much more comfortable and easily adaptable to all types of drivers. The driver visibility is also the best of the industry amongst Type C school buses.

The 102" wide body offers a standard 18" aisle. This makes the driver's life much easier when he needs to walk to the back of the bus to check on students. This also creates much more comfort for passengers and avoids premature wear of seat back covers.

Many other features are included in a Lion bus and all information is available in the attached brochure.

In 2012, Lion launched an electric school bus development program using its Type C school bus platform. The objective was to integrate an all-electric powertrain to its existing reliable school bus.

In 2014, the **eLion**, Lion's all-electric school bus, started its testing process. The **eLion** has been tested and certified for all Federal Motor Vehicle Safety SCHOOL BUS Standards. During this period of time, the eLion made over 20,000 test kilometres on many different school bus routes.

Many tests were conducted by a third party organization to verify and to certify vehicle performance. Several tests were conducted at Transport Canada under specific controls.

The eLion has performed the Rowan University Composite School Bus Cycle. This test was used to prove that the vehicle would meet and exceed the demand of its duty cycle.

A second phase of testing has been performed in early 2015 with 6 other eLions. Those units were sent to school bus contractors and school districts in Quebec and in California. All buses were used on a daily basis to confirm components performance and reliability. The 6 demonstration eLion have gathered over 50,000 km in less than 6 months. The comments and information collected helped Lion to improve and fine-tune some components to make the bus even better for drivers, mechanics and owners.

Commercialization of the eLion began in January 2016. As of today, Lion has sold and delivered over 50 eLions in Canada and in the United States and most vehicles are operating in extreme winter conditions more than 5 months per year. Those vehicles gathered over 500,000 km.

All the above-mentioned vehicles have been completely assembled at Lion's factory. Lion is a fully integrated OEM, being responsible for the complete battery pack, electric chassis and body assembly.

Lion is currently the only all integrated electric original equipment manufacturer of type C school buses in North America. All components used in the eLion manufacturing are original components, tested and certified by Lion's engineering team.

The Lion chassis has been used by Lion since its inception. The eLion uses that same chassis and the mechanical components common to the two buses, electric and diesel, are exactly the same. The eLion bus body and the Lion diesel body are the same, except for components proprietary to the eLion. In total, approximately 1,000 Lion vehicles are presently being operated in North America.

B. Product Overview

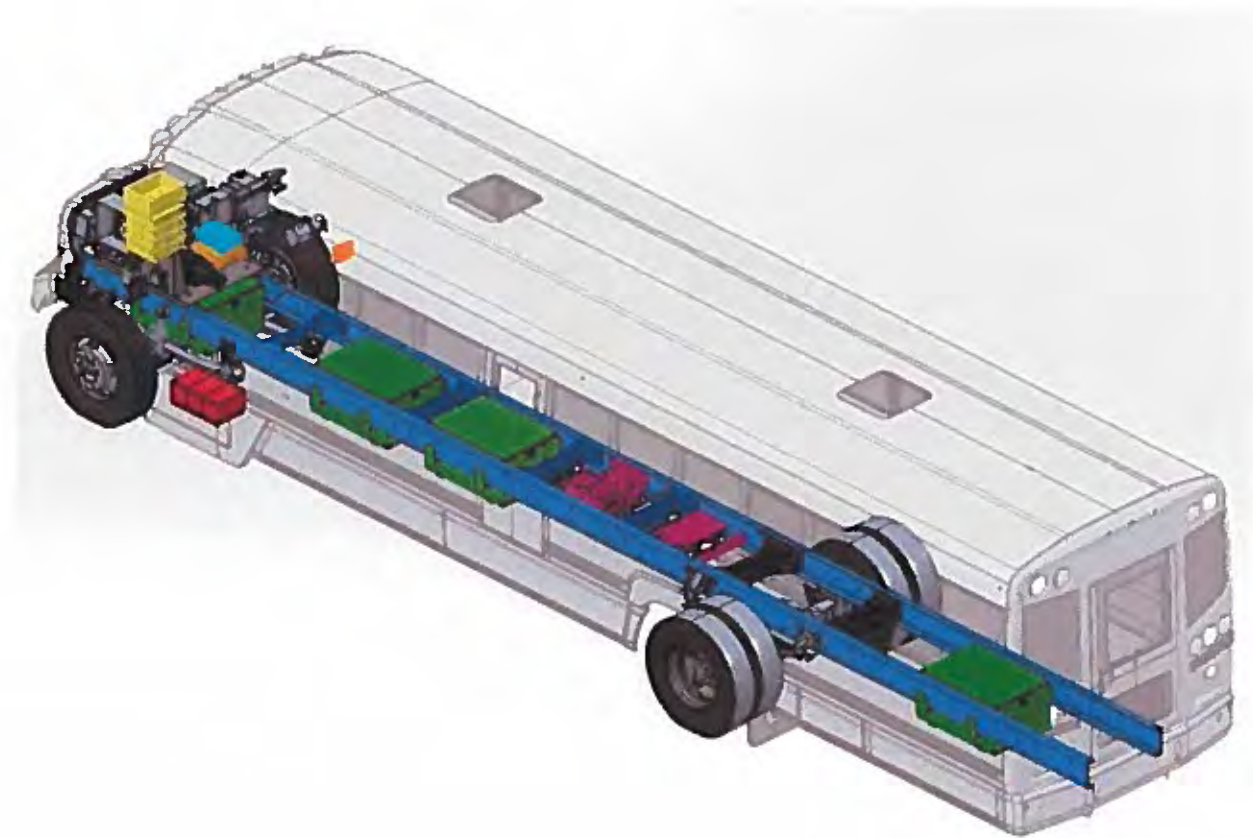
1. Please describe the types of school buses you can supply (e.g. type A, type C). Please specify the number of passengers for each type of bus available. Are there models currently operating in the field? If yes, how many for each model type?

Lion Bus currently offers an all-electric Type C School Bus with capacity from 54 to 71 passengers. Lion has manufactured and delivered over 50 electric type C school bus in Quebec and in the United States.

Lion Bus is currently developing the only purpose built all-electric Type A school bus. The vehicle will have different capacities from 16 to 30 passengers. Lion's type A school bus will be unveiled within 12 to 18 months.

2. What type of electric motor provides power to the drive train?

Below is a schematic of the standard 120 km range eLion. Drive train components are showed in purple (TM4 Electric motor and TM4 CO200 inverter). All drive train components and battery packs are located between the frame rails in order to offer a maximum protection to those components in case of side impacts. All components are easily accessible and easy to service as they can be removed from below. For example, a battery pack could be removed and replaced within 30 minutes.



Description of Vehicle Propulsion system

The eLion is equipped with one standard DC TM4 Sumo MD electric motor. See below a quick overview of the most important specifications of TM4's electric motor.

The **eLion** has no transmission. It is a direct drive with a short drive shaft between the electric motor and the rear axle.

Lion offers a wide range of differential ratios to customize the eLion based on the end user's needs. The selection of the ratios will permit an optimal performance of the eLion depending if it is mostly used on city routes, mountain routes, highways or should this bus be operated in mixed route uses. Lion provides assistance to select the optimal ratio.

SPECIFICATIONS

¹ 450 Vdc, 30 seconds, 65°C

SUMO MD

MOTOR	INVERTER	PEAK POWER (kW)	CONTINUOUS POWER (kW)	OPERATING SPEED (RPM)	CONTINUOUS TORQUE (Nm)	PEAK TORQUE (Nm)
LSM200C-2300	CO200MV	200 ¹	100	2250	1000	2300
LSM200C-HV2100	CO200HV	200	180	3100	1000	2100



CONTROLLER FEATURES

- Medium (<450 Vdc) or high (<750 Vdc) voltage inverter
- Reflex™ gate driver technology
- EMI filter
- Best in class power density
- 3-phase or multi-phase inverters
- High efficiency

MOTOR FEATURES

- Proven permanent magnet technology for optimal efficiency
- Outer rotor topology for maximum torque density
- Low electro-magnetic noise
- Low-cogging torque for better NVH
- Four-quadrant operation

SOFTWARE FEATURES

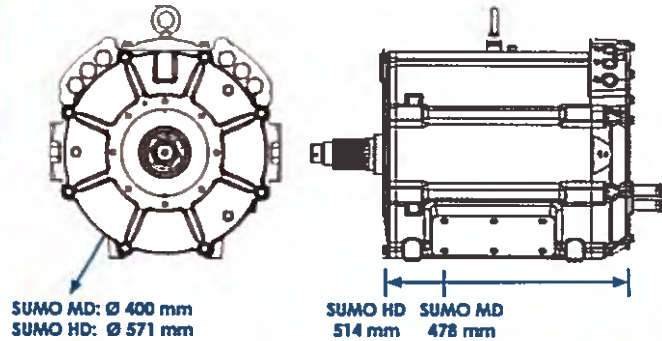
- Compatible with TM4's advanced diagnostic software suite
- CAN 2.0b communication interface
- Torque or speed control

Technical dimensions of the TM4 Sumo MD electric motor systems

See below some information from the TM4's brochure. Items in red boxes are the one included on the standard eLion. (TM4 brochures and specs sheets available in Appendix B)

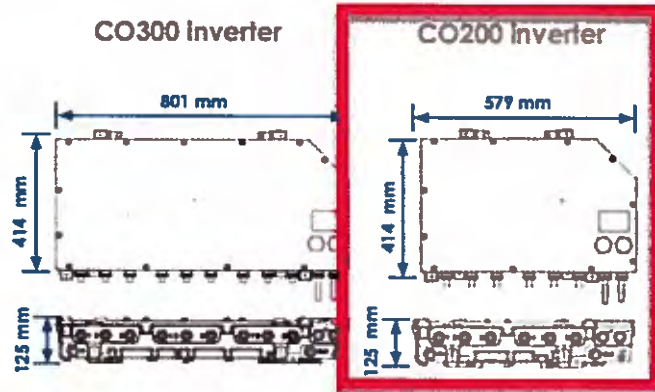
WEIGHT AND DIMENSIONS

PRODUCT	WEIGHT	LENGTH
SUMO MD	216 kg	478 mm
SUMO HD	336 kg	514 mm
CO200	22 kg	579 mm
CO300	35 kg	801 mm



STANDARDS

Automotive components	AEC-Q100 AEC-Q101 ACE-Q200
Electromagnetic compatibility EMC	Main automotive international standards
System protection	IP6K5 (IP69K optional)
Toxic materials and flammability	ROHS, ELV, UL94-VO



Innovation in motion

TM4's vast expertise and cutting-edge technologies have both been integral contributors to the design of one of the world's most advanced electric drivetrains. More than 100 breakthrough patents combine to deliver unmatched efficiency, power density and quality in a unit that is compact, and affordable. TM4 is recognized as an expert in thermal management, coil winding, outer rotor topology, and motor & inverter control algorithms, all contributing to producing the highest possible energy conversion efficiencies.

The LSM200 motor technology uses permanent magnets to offer high efficiency. Its topology is based on an outer rotor technology that maximizes the use of the magnets and reduces the amount of rare earth materials. This high torque/low speed system is designed to interface with standard rear differentials without the need for an intermediate gearbox. The CO200HV controller utilizes the latest technology of automotive grade insulated-gate bipolar transistors (IGBT) to deliver the industry's highest specific power and current densities.

KEY BENEFITS

INDUSTRY-LEADING EFFICIENCY

Brushless permanent-magnet technology ensures exceptional performance over a wide range of speeds.

BEST-IN-CLASS POWER DENSITY

Delivers more power with its unmatched power-to-weight ratio, takes up less valuable space, and requires fewer raw materials to produce.

ADHERENCE TO AUTOMOTIVE STANDARDS

99% of our electronic components are automotive-certified, assuring compliance with current industry best practices throughout the entire development cycle.

RELIABLE SYSTEM PERFORMANCE

Built to endure demanding real-world road conditions and backed by a first-rate warranty.

EXCEPTIONAL EASE OF INTEGRATION

Allows for a plug and play integration and a significantly reduced time-to-market.

PATENT PENDING INNOVATION

The Reflex™ gate driver technology increases efficiency and operating voltage range while limiting overshoot and commutation losses.

Vehicle Performance

The eLion was submitted to very specific testing that would represent real life conditions. Lion hired IVI Solutions (experts in electric vehicle integrations) to evaluate the vehicle and to certify it would performed as required on school bus routes.

Amongst other testing, the bus performed a full test week at Transport Canada's testing facility (PMG Technologies). Lion's engineering team as well as IVI engineers gathered real-time data of the buses during the testing period. The bus was equipped with an on-board telematic system that provided all requested information. Full reports were prepared after the testing period.

Lion confirms that a fully loaded eLion (30.000 lbs.) has the ability to :

- Sustain a minimum speed of 65 km/h on a 2.5% grade
- Sustain a minimum speed of 15 km/h on a 20% grade
- Accelerate to 15 km/h in a maximum of 4 seconds
- Accelerate to 35 km/h in a maximum of 10 seconds
- Accelerate to 50 km/h in a maximum of 20 seconds
- Accelerate to 60 km/h in a maximum of 35 seconds

3.What is the maximum range of the bus with a full battery charge?

Lion confirms that the eLion equipped with four batteries has a range of 120 km on routes comprised of 50% city and 50% highway miles.

A 150 km range option is available by adding a fifth battery pack on the vehicle. Pricing of this option is available in the pricing section.

Lion gathers on-board data and statistics of every delivered eLions to provide end-users real-time and up-to-date energy consumption average and many other useful informations.

The standard 120 km range on a single battery charge eLion is equipped with four 26 kWh battery packs totalling 104 kWh.

The eLion has an average energy consumption of 0,875 kWh / km.

The average energy consumption mentioned above includes several months per year of winter conditions.

Lion confirms that the eLion is capable of operating at -30 Celsius to +40 Celsius with a very limited loss of range (less than 10%).

Additional Range

Lion offers a fifth battery pack mounted between the frame rails and between the two axles. The additional 26 kWh battery pack brings the available range to 150 km.

Regenerative braking systems

Lion offers a standard two level regenerative braking systems that complies to all US FMVSS and CMVSS.

The regenerative braking system (REGEN) is activated as soon as the driver removes his foot from the throttle pedal. The REGEN mode has been tuned to be powerful enough to charge the batteries and gain approximately 15% of range. The first level is smooth but very effective. The second level is activated when the driver uses the brake pedal. In this case, the REGEN is much more powerful and gives the battery a maximum charge. For both level of REGEN, the brake lights are activated for safety purposes.

Lion's regenerative system is disabled when an ABS brake fault code is active to offer maximum safety. The driver can manually disable the REGEN mode if road conditions are icy or slippery.

4. What is the expected performance of the bus relative to an equivalent diesel vehicle, under all types of weather conditions? What is the evidentiary basis of the performance comparison?

The eLion school bus meets and exceeds all industry performance standards. Lion made sure that the bus handling, braking, steering, acceleration and all other items were as close as possible to any other available school bus in the market. The experience gathered over the last few years confirmed that this goal was achieved after several driver testimonials.

The eLion was designed to meet extreme temperature variations from the Quebec / Ontario most severe winter conditions to Arizona's warmest summer conditions. Vehicle performance has been described on previous page 8.

4.1 Heating and Climate Control Systems

Passenger Cabin & Defrosters

Lion has developed a heating system that meets and exceeds the requirements mentioned in the RFP document. The eLion has two standard 84,000 BTU heaters located mid and rear of the bus to provide passengers maximum heat. Lion uses a standard 80,000 BTU auxiliary fuel fire heater to heat coolant liquid that is used for heating inside the bus cabin. This system uses the regular 12V electrical bus system and does not use any of the high voltage battery power. Once started, the fuel fire heater (Proheat M80) generates the complete heating power for the passenger cabin and also for the front defrosters. Heating the interior cabin of the vehicle has no impact on the range of the eLion.

With the system described above, the eLion provides a minimum interior temperature of 20 Celsius, even if exterior temperature is 0 Celsius or lower.

The eLion can be programmed so the preheat mode can be used while in charging mode. This way, coolant lines are heated, defrosters are enabled so that the driver has a defrosted windshield bus when accessing it in the morning. All those accessories do not draw any energy from the high voltage batteries as an inverter provides 12V power to all bus accessories when the bus is in a charging mode.

Battery Temperature control

The eLion battery packs are climate controlled when the bus is in a charging mode. Each battery pack is equipped with a standard electric heater and blowers that keep the modules from going below 10 Celsius. If the module temperature goes below 10 Celsius and if the bus is plugged for recharge, the high voltage battery heating system automatically starts to keep modules at required temperature. In the meantime, the on-board charger continues to charge the batteries or to provide enough energy so the bus remains at 100% of State of Charge (SOC). This way, all year long, the bus is always fully charged in the morning and doesn't lose any range capacity because of battery temperature, even in winter time.

The battery electric heating system is only enabled when the bus is on a charging mode. If the bus is on a driving mode, high voltage battery heating system is disabled but using this driving mode creates enough heat into the battery packs.

The standard auxiliary fuel fire heater provided with the eLion is a Proheat M80 unit and is powered by diesel. Other type of fuel could be used and options are offered upon request.

5. What type of charger is required for the battery (e.g. Type 2, Type 3)?

Lion recommends a Level-II charging station of 80-amp with J1772 to perform charging time as specified in section 6.

On-board charging system

The eLion is equipped with a standard 19.2 kW on-board AC charger.

The eLion will also offer a DC fast charging capability that can be added as an option. Option will become available in early 2018 and could be installed after bus delivery is requested.

All charging system components used on the eLion have UL certifications.

All charging systems components, including the coupler(s) meet and exceed the most current SAE Standards and comply with relevant IEEE standards.

All charging systems installed on the eLion are capable of operating from - 30 Celsius to 50 Celsius with less than 10% degradation in specified performance.

6. What type of battery (batteries) is used?

The eLion has the ability to operate 120 km on a fully charged battery.

The standard eLion is equipped with 4 battery packs of 26 kWh each for a total of 104 kWh. The battery packs are assembled at Lion's facility. Lion uses LG Chem B10 modules to power its electric school bus. You will find below the required information :

Recommended battery system and estimated range

- *4 battery packs*
- *Chemistry: Lithium-ion NMC*
- *Range 120 km*

Battery efficiency

- *0,875 kWh / km*

Battery storage capacity

- *104 kWh*

Total usable battery energy storage capacity

- *93 kWh*

7. What is the charging time required for a full battery charge?

- *4 battery packs : 4 hours and 30 minutes*
- *5 battery packs : 6 hours*

8. Does the bus use an auxiliary power unit for heating / air conditioning the cabin? If yes, what is its power source?

Lion uses an auxiliary heating system also known as a fuel fired heater. The heating system was described in section 4.

Lion also offers a wide range of air conditioning systems of up to 163,000 BTU. The A/C system is powered by an electrical compressor used for home / industry application. The use of this system in climate such as Arizona, is expected to use less than 10% of available range if used in extreme heat conditions.

The above system represents the worst case scenario as Lion offers a wide range a lower capacity A/C systems.

9. Please describe key considerations for maintenance on an ongoing basis

Lion provides a wide range of free factory training for all customer / service centers. The eLion maintenance has been simplified by the use of common parts for school buses.

For example, the eLion uses the same axles, braking components, suspensions, lights, and school bus accessories (stop arm, crossing-gate, mirrors, etc.) than all other school bus manufacturers.

The maintenance for electric school buses is much more simple since the powertrain is composed of very few components and very few moving parts. Training for specific electric powertrain maintenance is provided by Lion.

There are no oil / filter changes, and no after treatment system maintenance to be done.

All mechanics/technicians are authorized to make daily maintenance on Lion's electric school bus after a factory training (see section 10)

10. Is there initial product support and training provided to clients for switching from a diesel to an electric school bus? If yes, please describe in detail.

Lion offers a free technical and mechanical one to two-day training to all end users at the factory location. The training covers all chassis components, electrical architecture and a complete body training. This training is offered by Lion's engineering and service team. Following is a list of the different trainings offered :

Lion overall training - Full day training (Technicians)

- *Lion's chassis*
- *Lion's body*
- *Lion's complete options*
- *Lion's service and repair procedures*
- *Lion's warranty claims procedures*

Specific eLion training - 5 hours training (Technicians)

- *High Voltage components and vehicle architecture*
- *High Voltage safety measures*
- *Electric bus specific maintenance procedures*
- *Electric bus diagnostic procedures and tips*
- *Test drive and vehicle overview*

Delivery training - 2.5 hours - Drivers and staff

- *Vehicle overview and vehicle inspection*
- *Explanation of all on-board options*
- *Complete driver training on specific electric bus items*
- *Driver information center training (all screens, signals, lights, touch screen explanation)*
- *Regenerative braking system training*
- *Test drive*

11. Please elaborate on the availability of replacement parts and/or service personnel readily available to support clients in the field in various locations across Ontario.

Lion provides at delivery all up-to-date technical, mechanical, repair and operating manuals on all systems.

A bill of material and a list of all major components will also be provided at delivery. The complete list is always available through Lion's parts / after market department. Replacement parts are always available within a maximum 48 hours delay.

Technicians have access to our customer service direct line for technical assistance by phone or email (855) 546-6706 or service@lionbuses.com

Lion also established a specific electric bus service team to provide real time support to end-users (514) 216-1735 elion.service@lionbuses.com

Lion presently has various service locations in Ontario and is always expanding its network. A full service locations map is provided at every bus delivery.

12. Please describe if there is on-board telematics or data records to facilitate maintenance and report on performance.

Lion uses an on-board telematic system that provides real-time data to Lion, technician and end-users through a web interface. The system used has been customized to Lion's electric bus and provides informations such as : State of charge, remaining range, GPS location, average energy consumption, total energy used, fault codes and diagnostic informations, etc. A complete list is provided by Lion during the delivery training. The telematic system can also be used for statistic downloads and software updates.

The power consumption, charge and discharge, is always displayed on the Parker driver's information system described above and is stored in a cloud for 2 months.

These parameters and values are saved in a cloud, thus can be accessed via a web-based interface and provided in a -.csv format. USB communication could be used to save the file if necessary.

13. Are batteries recyclable ? What are the relevant considerations ?

The best end of life disposal for the batteries used in Lion's electric bus is to reuse the batteries in a different application, such as school buses with shorter routes or other electric vehicles that requires less range.

Additional secondary uses include solar power storage, emergency response energy storage and backup generator storage batteries for communications, hospitals or schools during power outages.

14. If the vehicle consists of a diesel conversion, please describe how it compares to a manufactured original electric school bus.

Lion has designed the only purpose built all-electric school bus that meets and exceeds all CMVSS, M.T.O., and D250 standards. The vehicle is assembled in a fully integrated assembly line where the chassis, body and battery packs are assembled. This provides an optimal product quality and safety for end users. Conversion school buses do not have comply to actual CMVSS and can't provide the same product quality and safety level.

15. Is Vehicle-to-Grid (V2G) capacity supported as an option ?

Yes, Lion will offer this option in early 2018. This option can be added after the bus delivery.

16. What cost elements should be considered for various options ?

This really depends on required school bus options by the school district / contractor. Lion offers a wide range of options that can be selected.

The standard eLion for Ontario, would meet and exceed the M.T.O. expectations, legislations and schools bus rules as well as the D250 standards at delivery.

A complete price list of all available option can be provided upon request.

C. Implementation and Financial Considerations

Regardless of whether the product is an electric school bus or managed charging solution, provide responses to the following:

- 1. Please describe any additional considerations for the deployment of the product.**

See answers in the following 3 sections

- 2. Please provide an example of the most effective and successful adoption and use of the product from your experience.**

As of today, the most successful operation/adoption that we have seen, included the following important items :

1- Drivers are trained during a complete day, and conduct shadow routes for a few weeks to get comfortable with the electric bus before going on a regular route with kids

2- The electric bus is always plugged-in when not in use. This allow the bus to climate control the battery packs and always leave for with maximum range

3- Contractor / School District have install the charging infrastructure in optimal conditions and with optimal material.

- *Level-II charging station of 80-amps minimum*
- *Charging station connected to 240V*
- *Location of the charging station / bus parking : easy for bus driver*

4- Contractor / School District selected a bus route that uses 80% of available range in order to offer the electric bus driver maximum confort in case of route change, detour, emergency, etc.

5- Contractor / School District have sent a minimum of 2-3 technicians / mechanics to Lion's free factory training to make sure they would be fully certified to perform maintenance of most common repairs on the electric bus chassis, powertrain and body

6- For the first few months of operation, the electric bus could be considered as an additional bus in the fleet and could be replaced at all time by a regular diesel school bus if needs be. The electric bus will require new habits for drivers, mechanics, technicians. It is then very important to plan a learning curve of a few months with the bus operation for all individuals

3. **What is the expected amount of training (in hours) required for a school bus operator's drivers, mechanics, and staff to use the respondent's product or solution? What are the different elements of training provided?**

Please refer to section 10 for all details of available and recommended training.

Drivers should be trained at least twice a year by Lion or from organization's driver trainer and mechanics/technicians shall be certified at least once a year by Lion.

4. **Please elaborate on additional costs beyond product price that need to be considered, e.g. delivery and installation/configuration costs, regular service fees, data reporting and analytics charges, changes/enhancement requests, etc..**

Here are the most common costs beyond product price :

- Delivery cost from factory in St-Jerome, Quebec : approx. 2,000\$ to get to Toronto. Exact pricing to be determined when delivery location is known
- Charging station cost : between 2,000\$ and 3,000\$ for a level-II charging station J1772
- Charging station install cost : around 1,000\$ for one bus
- Facility electric material up fitting ; depends on actual equipment, needs to be verified with electricians