



Port Maitland Volunteer Fire Department
41 Breakwater Road
Port Maitland
Nova Scotia
B5A 5E7
21 April 2025

Municipality of the District of Yarmouth
932 Highway 1 Hebron
Nova Scotia
B5A 5Z5

Attention: Victoria Brooks

Reference: A. Your letter of – 20 FEB 2025 - Annual Reporting Requirements
B. Your Email of 28 Feb 2025 approving a report extension till April

Dear Ms. Brooks,

As agreed in Ref B, here is the annual report for the Port Maitland Volunteer Fire Department.

Please contact me if you have questions or concerns.

Regards,

A handwritten signature in blue ink, appearing to read "Geoff Hodgson".

Geoff Hodgson
Secretary/Treasurer
Port Maitland Volunteer Fire Department

Enclosures:

Minutes Annual Ratepayers Meeting
Financial Statement
Approved Budget
Approved Fire Rate
List of Officers
List of Firefighters
Fire Chief's Annual Report

cc: Councillor Jim Baxter

Port Maitland Volunteer Fire Department 2025 - 2026 BUDGET

OPERATING REVENUE	Budget 2025-2026
Bank Balance (previous year)	\$43,174.93
Amherst Firefighter 50/50	\$15,000.00
Municipal Fire Rate (Levy)	\$125,307.00
Municipal Operating Grant	\$4,765.00
TOTAL	\$188,246.93

OPERATING EXPENDITURES	Budget 2025-2026
Mortgage Payment	\$0.00
Telephone	\$1,000.00
Heat/Lights	\$5,000.00
Repairs/Maintenance Building	\$30,000.00
Repairs/Maintenance Equipment	\$40,000.00
Insurance	\$20,000.00
Administration	\$3,500.00
Training	\$25,000.00
Caretakers	\$4,200.00
Snow Removal	\$1,000.00
Miscellaneous	\$6,500.00
Honourarium	\$20,000.00
Total Expenses	\$156,200.00

OPERATING ACCOUNT	Budget 2025-2026
Balance at Beginning of Year	\$43,174.93
Revenue (budget)	\$188,246.93
Operating Expenses (budget)	\$156,200.00
Transferred from / to Reserve	\$0.00
Bank Balance at Year End	\$75,221.86
Total Operating Account	\$75,221.86

CAPITAL RESERVE FUND	
Balance from previous year	\$149,046.58
Received from Municipality Capital Grant	\$26,526.00
Transferred from / to Operations	\$0.00
HST Rebate	\$5,227.63
Expenditures for Capital Items (List)	\$0.00
Balance of Capital Reserve	\$180,800.21



**Port Maitland Volunteer Fire Department
Fire Chief's Report
April 01, 2024 – March 31, 2025**

Introduction

2024 - 2025 saw an average workload for the Port Maitland Volunteer Fire Department. Incidents are listed below.

Personnel

2024 - 2025 saw an increase in recruiting with eight new members. A significant issue is the availability of level 1 training for these new members as several scheduled courses have been cancelled.

Activity

The department handled a total of 29 incidents over the past year as follows:

Incident Type	Total	Description
Grass Fires	1	
Brush Fires	3	
False Alarms	5	
Mutual Aid Calls	5	(3 structure, 1 grass, 1 landfill)
Motor Vehicle Collisions / Fires	5	
Power Pole Fire	2	
Chimney Fires	3	
Appliance Fire	1	
Trash Fire	2	
Structure Fires	2	

List of PMVFD incidents is attached.

Vehicle Maintenance

All fire engines have been serviced and inspected and registration and insurance is up to date. Pumped and Wired will perform pump testing on the pumper and the tanker and perform any required minor corrective maintenance.

Portable pumps have been tested and necessary service has been performed.

Facility Maintenance

New emergency lighting was installed in the meeting room and the games room and external locks in the truck bay were changed.

New Equipment

We replaced our aging and poorly performing VHF radios with 6 new units and we procured rechargeable flash lights. Defective and worn out 2.5-inch and 1.75-inch hose was replaced.

The province issued us with new TMR radios – one per truck (3) and 6 handheld units. These devices are encrypted ensuring privacy on operational channels and have improved speech quality.

A new coffee machine has been installed in our kitchen and additional tables were purchased for the meeting room.



Port Maitland Volunteer Fire Department
Fire Chief's Report
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Page 2 of 3

New tools

As electric vehicles are becoming more common, the department has become concerned about the issues of fighting fires in these vehicles. In some cases, other departments have found it necessary to totally immerse the burning vehicle in water to extinguish the fire. Our response has been to procure a specialized EV nozzle (called a turtle) to fight these fires. The turtle is a hemispherical steel construction with multiple water outlets on the top. With an 8-foot steel pipe extension, this tool can slide beneath an EV to provide a large volume of cooling water to stop thermal run away in the EV battery.

The second concern with EV accidents is the requirement to extricate any person entrapped in the vehicle as quickly as possible before a fire. In the past we have relied on mutual aid to provide extrication tools. With the increased urgency for quick action associated with EV fires we have procured our own combination extrication tool.

Administration

The department held our first annual banquet since before COVID. At the banquet we presented former chief Art Rose with a commemorative plaque and gold axe in recognition of his 50 years of service (ten years as chief.)

We completed the implementation of our Personnel Accountability System (PAS) by updating helmet tags and initiating picture ID tags for new personnel.

Fire Inspection: We passed the municipality fire inspection in August, 2024.

Honourarium: In an effort to recognize the time and dedication of our volunteers, we implemented an honourarium system to provide a small sum to each member of the department. The honourarium includes a base sum assigned by rank and a performance amount based on participation. The cheques will be distributed at the annual meeting.

Jackets: New uniform jackets were issued to all department members.
Hard hats for wild fire fighting were procured.

Training: The coming year we will redouble efforts to get our new recruits Level 1 qualified. Specific additional training plans include:

- New equipment;
- Nova Scotia Power has been contacted to provide electrical safety awareness training;
- Standard first aid refresher training; and
- Incident command training.

Gary Oliver
Chief

Port Maitland Volunteer Fire Department
31 March 2025



Port Maitland Volunteer Fire Department
Fire Chief's Report
April 01, 2024 – March 31, 2025

PMVFD 2024 - 2025 Incidents

168223	04 APR 2024	Pole Fire
168470	28 APR 2024	MA Grass
168504	03 MAY 2024	Brush fire
168527	05 MAY 2024	Forest fire
168543	07 MAY 2024	False Alarm
188684	27 MAY 2024	MA Structure
188760	04 JUN 2024	MA Structure
188782	08 JUN 2024	False Alarm
199902	10 JUL 2024	Cell False Alert
199218	23 JUL 2024	MVC
199239	25 JUL 2024	Vehicle Fire
199550	24 AUG 2024	Brush Fire
199582	29 AUG 2024	MA Structure YFD
199654	06 SEP 2024	MA Landfill YFD
199881	04 OCT 2024	Alarm
200008	21 OCT 2024	Structure
200342	27 NOV 2024	MVC
200441	10 DEC 2024	Appliance
200470	14 DEC 2024	Chimney
200479	14 DEC 2024	Chimney
200480	14 DEC 2024	Trash
200580	26 DEC 2024	Structure
200728	15 JAN 2025	Fire Styrofoam
200910	6 FEB 2025	MVC
201013	17 FEB 2025	Pole Fire
201014	18 FEB 2025	False Alarm
201100	26 FEB 2025	Chimney Fire
211365	23 MAR 2025	MVC
211423	29 MAR 2025	Fire Appliance

Port Maitland Volunteer Fire Department 2024 - 2025 Financial Statement

OPERATING REVENUE	Budget 2024-2025	Actuals	Budget 2025-2026
Bank Balance (previous year)	\$258.79	\$43,174.93	\$43,174.93
Amherst Firefighter 50/50	\$10,000.00	\$35,779.91	\$15,000.00
Fund Raising / Donations	\$0.00	\$1,200.00	\$0.00
Wild Fire Payment	\$0.00	\$1,639.60	\$0.00
Hall Rentals	\$0.00	\$0.00	\$0.00
Municipal Fire Rate (Levy)	\$120,557.78	\$120,557.80	\$125,307.00
Municipal Operating Grant	\$4,765.00	\$4,765.00	\$4,765.00
TOTAL	\$135,581.57	\$207,117.24	\$188,246.93

OPERATING EXPENDITURES	Budget 2024-2025	Actuals	Budget 2025-2026
Mortgage Payment	\$60,000.00	\$59,992.62	\$0.00
Telephone	\$1,500.00	\$904.67	\$1,000.00
Heat/Lights	\$5,000.00	\$3,913.76	\$5,000.00
Repairs/Maintenance Building	\$25,000.00	\$17,721.88	\$30,000.00
Repairs/Maintenance Equipment	\$15,000.00	\$34,097.97	\$40,000.00
Insurance	\$18,000.00	\$15,211.00	\$20,000.00
Administration	\$3,500.00	\$3,500.00	\$3,500.00
Training	\$15,000.00	\$778.00	\$25,000.00
Caretakers	\$3,600.00	\$3,600.00	\$4,200.00
Snow Removal	\$1,000.00	\$523.63	\$1,000.00
Miscellaneous	\$5,000.00	\$5,961.94	\$6,500.00
Honourarium	\$13,000.00	\$13,000.00	\$20,000.00
Total Expenses	\$165,600.00	\$159,205.47	\$156,200.00

OPERATING ACCOUNT	Budget 2024-2025	Actuals	Budget 2025-2026
Balance at Beginning of Year	\$258.79	\$43,174.93	\$47,911.77
Revenue Received	\$135,581.57	\$163,942.31	\$188,246.93
Operating Expenses	\$165,600.00	\$159,205.47	\$156,200.00
Transferred from / to Reserve	\$30,000.00	\$0.00	\$0.00
Bank Balance at Year End	\$240.36	\$47,911.77	\$79,958.70
Total Operating Account	\$240.36	\$47,911.77	\$79,958.70

CAPITAL ASSETS	Value 2024-2025
Land	\$125,000.00
Trucks and Fire Fighting Equipment	\$550,000.00
Equipment – Fire Hall	\$115,000.00
Equipment - Communications	\$7,500.00
Signage	\$0.00
Hydrants (1 dry hydrant)	\$300.00
Building	\$240,000.00
Total Capital Assets	\$1,037,800.00

LIQUID ASSETS	Current Year	Prior Year
Cash	\$47,911.77	\$240.36
Receivables	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal	\$47,911.77	\$240.36

LIABILITIES	Current Year	Prior Year
Bank Loans (mortgage)	\$0.00	\$59,992.62
Bills Payable	\$0.00	\$0.00
Operating Loan	\$0.00	\$0.00
Subtotal	\$0.00	\$59,992.62

CAPITAL RESERVE FUND	VALUE 2024-2025
Balance from previous year	\$149,046.58
Received from Municipality Capital Grant	\$26,526.00
Transferred from / to Operations	\$0.00
HST Rebate	\$5,227.63
Expenditures for Capital Items (List)	\$0.00
Balance of Capital Reserve	\$180,800.21

**PORT MAITLAND VOLUNTEER FIRE DEPARTMENT
41 BREAKWATER ROAD
PORT MAITLAND N.S. B5A 5E7**

LIST OF MEMBERS AS OF 1 APRIL 2025

Gary Boutilier
Corey Burke
Scott Deveau
Josh Ford
Steve Ford
Tyler Ford
Geoff Hodgson
Steven Hopper
Justin James
Nicole James
Darin Lowe
Dwayne Lowe
Craig Minard
Don Moses
Tiana Murray Jacquard
Gary Oliver
Llewellyn Outhouse
Andrew Rhyno
Arthur Rose
Edward Rose
Ian Surette
Greg Williams

**PORT MAITLAND VOLUNTEER FIRE DEPARTMENT
41 BREAKWATER ROAD
PORT MAITLAND N.S. B5A 5E7**

LIST OF OFFICERS AS OF 1 APRIL 2025

FIRE CHIEF

Gary Oliver

2694 Main Shore Road
Port Maitland, NS
B5A 5C3

captoli@hotmail.com

902-307-3237

DEPUTY CHIEF

Dwayne Lowe

314 Richmond Rd.
Richmond, NS
B5A 5X2

dwynlo@hotmail.ca

902-740-4123

SECRETARY/TREASURER

Geoff Hodgson

41 Breakwater Road
Port Maitland N.S.
B5A 5E7

geoffh691@gmail.com

902 746-8168

Port Maitland Fire District
Minutes of 2025 Rate Payers Meeting
17 April 2025, 19:05 – 19:35

Twelve (12) rate payers in attendance

ITEM	DISCUSSION	ACTION
I	<p>CHAIRMAN AND SECRETARY</p> <p>Chief Oliver asked for nominations for a chairperson and secretary for the meeting. After discussion, the only nominations were Gary Oliver for chairman and Geoff Hodgson secretary</p>	
II	<p>OPENING</p> <p>Chief Oliver opened the meeting at 19:05. He welcomed Councillor Jim Baxter and expressed appreciation for his support of the fire department. The Secretary presented the agenda which was approved by consensus.</p> <p>I. Appoint a Chairman and a Secretary from the floor. II. Open the meeting. III. Minutes from the last Rate Payers meeting. IV. Correspondence. V. Fire Chief's Annual Report. VI. Budget and Fire Rate. VII. Auditors' report. VIII. Appoint junior auditor. IX. Old Business. X. New business. XI. Adjourn the meeting.</p>	
III	<p>MINUTES OF LAST MEETING:</p> <p>Geoff read the minutes from the 16 April 2024 Rate Payers' Meeting. No errors or omissions were noted and the minutes were accepted</p>	<p>Acceptance moved by Geoff Hodgson. seconded by Dwayne Lowe. Carried</p>
IV	<p>CORRESPONDENCE</p> <p>Significant correspondence received over the past year included the following:</p> <p>20 FEB 2025 - From MODY – Annual Report Directions</p> <p style="margin-left: 20px;">a. Total assessment before appeals \$89,505,000.00 b. Operating grant from the Municipality \$4,765.00 c. Capital Grant of \$27,136.10</p> <p>Annual Report by 30 MAR 2025</p> <p>28 FEB 2025 – To MODY - Annual Report Submission Date</p> <p style="margin-left: 20px;">a. Advised that our fiscal year runs to 31 Mar and report will be sent before end of April</p> <p>11 APR 2025 – From MODY accepting submission</p>	
V	<p>FIRE CHIEF'S ANNUAL REPORT</p>	<p>Acceptance moved</p>

Minutes Port Maitland Fire District Rate Payers Annual Meeting 17 April 2025

	<p>Chief Oliver presented his report (copy attached) for the 2024 – 2025 fiscal year. In summary, the department had a total of 29 fire calls. These were</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Grass Fires</td><td style="text-align: right;">1</td></tr> <tr><td>Brush Fires</td><td style="text-align: right;">3</td></tr> <tr><td>False Alarms</td><td style="text-align: right;">5</td></tr> <tr><td>Mutual Aid Calls</td><td style="text-align: right;">5</td></tr> <tr><td>Motor Vehicle Collisions / Fires</td><td style="text-align: right;">5</td></tr> <tr><td>Power Pole Fire</td><td style="text-align: right;">2</td></tr> <tr><td>Chimney Fires</td><td style="text-align: right;">3</td></tr> <tr><td>Appliance Fire</td><td style="text-align: right;">1</td></tr> <tr><td>Trash Fire</td><td style="text-align: right;">2</td></tr> </table>	Grass Fires	1	Brush Fires	3	False Alarms	5	Mutual Aid Calls	5	Motor Vehicle Collisions / Fires	5	Power Pole Fire	2	Chimney Fires	3	Appliance Fire	1	Trash Fire	2	<p>by Gary Oliver. seconded by Andrew Rhyno. Carried</p>
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VI	<p>2025 -2026 BUDGET AND FIRE RATE</p> <p>Geoff presented the departmental budget for FY 2025 – 2026 along with the anticipated revenue. He suggested that the current fire rate of \$0.14 per hundred would be sufficient to meet the budget. The budget and expected revenue are as follows. Geoff moved acceptance of the budget and the fire rate.</p>	<p>Geoff moved acceptance. Seconded by Dwayne Lowe - carried</p>																																																								
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Minutes Port Maitland Fire District Rate Payers Annual Meeting 17 April 2025

<p>VII</p>	<p>AUDITORS' REPORT</p> <p>The auditors were unavailable for the meeting but forwarded the following report:</p> <p style="text-align: center;">On April 15/25 we conducted an audit on the Port Maitland Fire Department financials.</p> <p style="text-align: center;">Every thing was found to be in good order, with no discrepancies.</p> <p style="text-align: center;"> Senior Auditor Junior Auditor <i>Janet Rose</i> <i>Edward Rose</i> </p>	<p>Moved by Geoff. Seconded by Corey Burke – carried.</p>
<p>VIII</p>	<p>APPOINT JUNIOR AUDITOR</p> <p>Dwayne Lowe volunteered to fill the junior auditor position.</p>	
<p>IX</p>	<p>OLD BUSINESS:</p> <p>The issue of visible civic numbers was brought up again. The difficulty of finding an unmarked dwelling before a fire breaks through and gives visible evidence of its location was discussed.</p> <p>Councillor Baxter took notes and will look into the matter.</p>	
<p>X</p>	<p>NEW BUSINESS:</p> <p>There was no new business.</p>	
<p>XI</p>	<p>ADJOURNMENT:</p> <p>Chief Oliver adjourned the meeting at 1935.</p>	

Geoff Hodgson

FIRE RATE FOR 2025 – 2026

Recommended fire rate for 2025 – 2026

\$0.14 per \$100.00 of assessment (same as last year).

LEVY CALCULATION	2024-2025	2025-2026
Total Assessment	\$86,112,700.00	\$89,505,000.00
\$0.14 per hundred levy =	\$120,557.78	\$125,307.00
Operating Grant	\$4,765.00	\$4,765.00
Capital Grant	\$26,526.00	\$27,136.10

Rate approved at 17 April Rate Payers' Meeting.



Geoff Hodgson
Secretary / Treasurer
Port Maitland Volunteer Fire Department