



# MINUTES

## CYFS - JCC

Tuesday, February 3, 2015 at 9:30 AM

Town of Aurora – Leksand Room

The meeting of the Central York Fire Services – Joint Council Committee was held on Tuesday, February 3, 2015 in Town of Town of Aurora, Leksand Room, 1 Municipal Drive, Aurora.

- Members Present:
- Aurora: Councillor Abel  
Councillor Mrakas  
Councillor Thompson
  - Newmarket: Councillor Hempen (9:38 a.m. to 12:07 p.m.)  
Councillor Sponga  
Councillor Twinney
- Staff Present:
- Newmarket: R. N. Shelton, Chief Administrative Officer  
L. Georgeff, Director of Human Resources  
M. Mayes, Director of Financial Services/Treasurer  
L. Lyons, Deputy Clerk
  - Aurora: N. Garbe, Chief Administrative Officer  
D. Elliot, Director of Corporate and Financial Services/Treasurer
  - CYFS: I. Laing, Fire Chief  
R. Comeau, Deputy Fire Chief

The meeting was called to order at 9:37 a.m.

Councillor Abel in the Chair.

### **Additions & Corrections to the Agenda**

Moved by: Councillor Thompson  
Seconded by: Councillor Mrakas

THAT the amended agenda including additions be approved.

**Carried**

## **Declarations of Pecuniary Interest**

None.

## **Approval of Minutes**

1. Central York Fire Services - Joint Council Committee Minutes of January 6, 2015.

Moved by: Councillor Twinney  
Seconded by: Councillor Mrakas

THAT the Central York Fire Services - Joint Council Committee Minutes of January 6, 2015 be approved.

**Carried**

2. Central York Fire Services - Joint Council Committee (Closed Session) Minutes of January 6, 2015.

Moved by: Councillor Twinney  
Seconded by: Councillor Mrakas

THAT the Central York Fire Services - Joint Council Committee (Closed Session) Minutes of January 6, 2015 be approved.

**Carried**

## **Items**

3. Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-02 dated January 21, 2015 regarding the Preliminary 2014 CYFS Budget Report – Fourth Quarter.

The Director of Financial Services/Treasurer, Newmarket provided a verbal update regarding the Preliminary 2014 CYFS Budget Report – Fourth Quarter and advised that there is a small surplus; however there are still some outstanding invoices which have been estimated but prevent determining a final result at this time. The Fire Chief provided explanation of the lieu time account and increased management salary figures as a result of the implementation of the market review adjustments.

Moved by: Councillor Mrakas  
Seconded by: Councillor Thompson

THAT Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-02 dated January 21, 2015 regarding the Preliminary 2014 CYFS Budget Report – Fourth Quarter be received for information purposes.

**Carried**

4. Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-03 dated January 21, 2015 regarding Cost Sharing Method to Improve Funding Stability.

The Director of Corporate and Financial Services/Treasurer, Aurora provided a verbal update regarding growth average formulas contained within the report.

Moved by: Councillor Mrakas  
Seconded by: Councillor Sponga

- a) THAT Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-03 dated January 21, 2015 regarding Cost Sharing Method to Improve Funding Stability be received and the following recommendations be adopted:
- i) THAT the Joint Central York Fire Services apply a four year rolling weighted average to the current Cost Allocation Methodology;
  - ii) AND THAT the Consolidated Fire and Emergency Services Agreement be amended to incorporate this rolling weighted average approach to the Cost Allocation Methodology (with the wording as displayed in Appendix A) and that the Mayor and Clerk of each municipality be authorized to execute the amendment.

**Carried**

Moved by: Councillor Thompson  
Seconded by: Councillor Twinney

THAT the order of the agenda be amended to consider CYFS Report 2015-01 before Joint CYFS and Corporate Services – Financial Services Report 2015-04.

**Carried**

5. Central York Fire Services Report 2015-01 dated January 16, 2015 regarding

the July 2014 Fire Department Master Plan Update.

Discussion ensued regarding the feasibility of a workshop format of both Newmarket and Aurora Councils to allow for review of the Master Fire Plan. The Fire Chief advised that some items within the plan were not implemented and a comparison document could be provided along with fund structures and potential costs for property acquisitions.

An alternate motion was presented.

Moved by: Councillor Hempen  
Seconded by: Councillor Twinney

THAT Central York Fire Services Report 2015-01 dated January 16, 2015 regarding the July 2014 Fire Department Master Plan Update be referred to the Chief Administrative Officers of Aurora and Newmarket for the purpose of scheduling a Council Workshop within thirty (30) days to review the Draft Master Fire Plan Update and associated capital costs.

**Carried**

Moved by: Councillor Twinney  
Seconded by: Councillor Thompson

THAT Central York Fire Services Report 2015-01 dated January 16, 2015 regarding the July 2014 Fire Department Master Plan Update be received.

**Carried**

6. Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-04 dated January 21, 2015 regarding the Draft 2015 Central York Fire Services Operating and Capital Budgets.

The Director of Financial Services/Treasurer, Newmarket addressed the Committee with a presentation highlighting various components of the Draft 2015 Central York Fire Services Operating and Capital Budgets. He advised that the capital budget does not include the Master Fire Plan, however, does include replacement of existing fire services equipment. Discussion ensued regarding details associated with vehicle replacement. The Fire Chief advised that the previous Joint Council Committee had approved a plan to purchase vehicles outright as opposed to leasing and the existing fleet is now past its life cycle. Further discussion ensued regarding wellness, fitness and staff support line items. A suggestion was made that the Northern 6 municipalities share current

staffing for Human Resources and Communications support and utilize opportunities for cost sharing. It was also proposed that, moving forward, the 2014 actuals be included in the budget report.

It was requested that a prioritized list of must haves be available for the next scheduled Central York Fire Services- Joint Council Committee meeting along with some background information related to wellness/fitness programs and vehicle requirements.

An alternate motion was presented.

Moved by: Councillor Sponga  
Seconded by: Councillor Twinney

THAT the Draft 2015 Central York Fire Services Operating and Capital Budgets be referred back to staff for further review and compilation of a document showing outstanding prioritization items from the previous Master Fire Plan and outcome of Council workshops and to be brought back to a future meeting for consideration before budgets are approved.

**Carried**

Moved by: Councillor Hempen  
Seconded by: Councillor Sponga

THAT the presentation by the Director of Financial Services/Treasurer, Newmarket with respect to Joint Central York Fire Services and Corporate Services – Financial Services Report 2015-04 dated January 21, 2015 regarding the Draft 2015 Central York Fire Services Operating and Capital Budgets be received.

**Carried**

**New Business**

None.

**Closed Session**

Moved by: Councillor Mrakas  
Seconded by: Councillor Thompson

THAT the CYFS - Joint Council Committee resolve into a Closed Session for the purpose of discussing labour relations.

**Carried**

The Committee resolved into Closed Session at 11:43 a.m.

The CYFS - Joint Council Committee (Closed Session) Minutes are recorded under separate cover.

The Committee resumed into Public Session at 12:07 p.m.

**Adjournment**

Moved by: Councillor Twinney  
Seconded by: Councillor Sponga

THAT the meeting adjourn.

**Carried**

There being no further business, the meeting adjourned at 12:07 p.m.

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Date

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Councillor Abel, Chair