



AGENDA

CYFS - JCC

Tuesday, September 8, 2015 at 9:30 AM
Town of Newmarket - Cane A & B

Agenda compiled on 28/08/2015 at 1:42 PM

Open Forum

Additions & Corrections to the Agenda

Declaration of Pecuniary Interest

Approval of Minutes

1. Central York Fire Services - Joint Council Committee Minutes of June 2, 2015. p. 1

The CYFS-JCC recommends:

a) THAT Central York Fire Services - Joint Council Committee Minutes of June 2, 2015 be received.

2. Central York Fire Services - Joint Council Committee Minutes of July 21, 2015. p. 5

The Central York Fire Services - Joint Council Committee recommends:

a) THAT Central York Fire Services - Joint Council Committee Minutes of July 21, 2015 be received.

3. Central York Fire Services - Joint Council Committee (Closed Session) Minutes of July 21, 2015.

The Central York Fire Services - Joint Council Committee recommends:

a) THAT Central York Fire Services - Joint Council Committee (Closed Session) Minutes of July 21, 2015 be received.

Items

4. Correspondence dated August 13, 2015 from Mr. Stephen M.A. Huycke, Town Clerk, Town of Aurora regarding Council Resolution - Reconsideration of Decision Pertaining to Potential Acquisition of Land for a new Central York Fire Services Station. p. 9
5. Joint Central York Fire Services and Corporate Services Report - Financial Services 2015-40 dated August 17, 2015 regarding 2015 Central York Fire p. 10

Services Budget Report - Second Quarter.

The Fire Chief and the Directors of Financial Services/Treasurer for Aurora and Newmarket recommend:

a) THAT Joint CYFS/Corporate Services Report - Financial Services 2015-40 dated August 17, 2015 regarding the 2015 CYFS Budget Report - Second Quarter be received for information purposes.

6. Fire Services Report 2015-07 dated July 15, 2015 regarding CYFS Fire Station Development. (This item was deferred at the July 21, 2015 Special JCC meeting) p. 14

The Fire Chief recommends:

a) THAT Fire Services Report 2015-07 dated July 15, 2015, CYFS Fire Station Development be received for information purposes;

i) AND THAT the recent decision on the new fire station by Aurora Council attached hereto be received;

ii) AND THAT Joint Council Committee confirm direction to staff with respect to the site assessment process and acquisition for the new fire station as approved by JCC.

New Business

Closed Session (if required)

7. Potential acquisition of land per Section 239 (2) (c) of the Municipal Act, 2001 regarding Memorandum from the Director of Legal & Legislative Services/Town Solicitor, Town of Aurora.

Adjournment



Tuesday, June 2, 2015 at 9:30 AM
Town of Aurora - Holland Room

Members Present:	Aurora:	Councillor Abel Councillor Mrakas
Regrets:	Aurora:	Councillor Thompson
Members Present:	Newmarket:	Councillor Hempen Councillor Sponga (9:35 to 10:19 a.m.) Councillor Twinney
Staff Present:	Aurora:	A. Downey, Acting Chief Administrative Officer
	Newmarket:	A. Moore, Commissioner of Corporate Services M. Mayes, Director of Financial Services/Treasurer L. Georgeff, Director of Human Resources L. Lyons, Deputy Clerk
	CYFS:	I. Laing, Fire Chief P. Leslie, Deputy Fire Chief

Councillor Abel in the Chair.

Additions & Corrections to the Agenda

None.

Declaration of Pecuniary Interest

None.

Approval of Minutes

1. Central York Fire Services - Joint Council Committee Minutes of April 7, 2015.

Moved by Councillor Mrakas
 Seconded by Councillor Twinney

a) THAT Central York Fire Services - Joint Council Committee Minutes of April 7, 2015 be approved.

Carried

Items

2. Joint Central York Fire Services and Corporate Services Report - Financial Services 2015-34 dated April 23, 2015 regarding 2014 Central York Fire Services Budget Report - Fourth Quarter.

The Fire Chief advised that Central York Fire Services did not exceed budget limitations for the fiscal year 2014 and the Director of Financial Services reported a surplus of \$22,000 which was placed in reserves.

Moved by Councillor Twinney
 Seconded by Councillor Mrakas

a) THAT Joint CYFS/Corporate Services Report - Financial Services 2015-34 dated April 23, 2015 regarding the 2014 CYFS Budget Report - Fourth Quarter be received for information purposes.

Carried

3. Fire Services Report 2015-05 dated May 13, 2015 regarding Staffing.

The Fire Chief discussed the role of the Assistant Deputy Chief position. He advised that it will take the management team from three to four staff and will increase the capacity and continuity of the management team. The position cost is similar to a union position as there are no overtime costs associated with a management position and is not subject to other benefits afforded to Association members. The Chief further advised that the Assistant Deputy Chief role would take over the training division oversight, emergency management planning and training and assist with the implementation of the 24 hour shift trial including tracking of attendance, training and other metrics required during the trial.

Moved by Councillor Mrakas
Seconded by Councillor Twinney

- a) THAT Fire Services Report 2015-05 Training Division Staffing, dated 2015-05-13 be received for information purposes;
- i) AND THAT Central York Fire Services (CYFS) proceed with hiring an Assistant Deputy Chief as recommended by the Fire Chief and supported through the Fire Department Master Plan Update.

Carried

New Business

- a) The Acting Chief Administrative Officer – Aurora provided an update regarding potential sites with respect to a new fire station. He advised that in consultation with the Fire Chief and an architect, five sites have been examined and narrowed to two. A status report will be provided by the end of summer, 2015 and will include land values and site capability details. He further advised that Aurora Council will need to approve the sole source; however it will fall well within the budget.
- b) Councillor Mrakas queried the status of the correspondence sent to Council of the Town of Richmond Hill regarding the feasibility of consolidation of fire services. The Deputy Clerk advised she would follow up with staff in Richmond Hill and provide an update.

Closed Session

There was no requirement for Closed Session.

Adjournment

Moved by: Councillor Sponga
Seconded by: Councillor Mrakas

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 10:19 a.m.

Date

Councillor Abel, Chair



Tuesday, July 21, 2015 at 9:30 AM
Town of Aurora – Tannery Room
1 Municipal Drive

Members Present: **Aurora:** Councillor Abel
Councillor Mrakas
Councillor Thompson

Members Present: Newmarket: Councillor Hempen
Councillor Twinney

Regrets: **Newmarket: Councillor Sponga**

Staff Present:

Aurora:	A. Downey, Acting Chief Administrative Officer D. Elliott, Director of Financial Services/Treasurer
Newmarket:	M. Mayes, Director of Financial Services/Treasurer L. Georgeff, Director of Human Resources L. Lyons, Deputy Clerk
CYFS:	I. Laing, Fire Chief

The meeting was called to order at 9:31 a.m.

Councillor Abel in the Chair.

The Chair advised those present the rationale of calling this special meeting.

Additions & Corrections to the Agenda

Moved by: Councillor Mrakas
Seconded by: Councillor Twinney

a) THAT the July 21, 2015 Special CYFS – JCC agenda be approved.

Carried

Declarations of Pecuniary Interest

None.

Items

1. Fire Services Report 2015-07 dated July 15, 2015 regarding CYFS Fire Station Development.

The Fire Chief provided an overview of the report and advised that he is requesting direction from JCC given that the recent direction from Aurora Council contradicts the initial JCC direction.

The Acting Chief Administrative Officer, Aurora, advised that a Closed Session meeting was held on June 9, 2015 whereby identification of land for a potential fire facility was discussed. He further advised that Aurora Council directed staff to move forward with land securement for a new fire facility that would include suppression only.

Closed Session

Moved by: Councillor Mrakas

Seconded by: Councillor Twinney

a) THAT the CYFS – Joint Council Committee resolve into a Closed Session for the purpose of discussing a proposed acquisition of land by the Municipality as per the Municipal Act, Section 239 (2) (c).

The Committee resolved into Closed Session at 9:41 a.m.

Moved by: Councillor Mrakas

Seconded by: Councillor Twinney

THAT the CYFS – Joint Council Committee recess.

Carried

The Committee recessed at 9:45 a.m.

Moved by Councillor Thompson

Seconded by Councillor Mrakas

THAT the CYFS – Joint Council Committee reconvene.

Carried

The Committee reconvened at 9:56 a.m. in Closed Session.

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

The Committee resumed into Public Session at 10:58 a.m.

Moved by: Councillor Mrakas

Seconded by: Councillor Thompson

THAT staff be directed to report back to Central York Fire Services – Joint Council Committee with regard to the potential purchase of lands that would be available for a suppression/training/administration facility or any variation thereof.

Carried

Moved by: Councillor Thompson

Seconded by: Councillor Mrakas

THAT Fire Services Report 2015-07 dated July 15, 2015 regarding CYFS Fire Station Development be deferred.

Carried

2. Correspondence dated June 10, 2015 from Mr. Stephen M.A. Huycke, Town Clerk, Town of Aurora regarding Council Resolution of June 9, 2015 – Fire Station.

Moved by: Councillor Mrakas

Seconded by: Councillor Hempen

a) THAT the correspondence dated June 10, 2015 from Mr. Stephen M.A. Huycke, Town Clerk, Town of Aurora regarding Council Resolution of June 9, 2015 – Fire Station be received. .

Carried

Adjournment

Moved by: Councillor Sponga

Seconded by: Councillor Mrakas

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 11:03 a.m.

Date

Councillor Abel, Chair

August 13, 2015

DELIVERED BY E-MAIL TO:
abrouwer@newmarket.ca

Mr. Andrew Brouwer
Director, Legislative Services, Town Clerk
Town of Newmarket
395 Mulock Drive
Newmarket, ON L3Y 4X7

Dear Andrew:

Re: Town of Aurora Council Resolution of July 28, 2015; Re: Item 1 – Memorandum from Director of Legal & Legislative Services/Town Solicitor; Re: Reconsideration of Council's June 9, 2015 Decision Pertaining to the Potential Acquisition of Land for a New Central York Fire Services Station

Please be advised that this matter was considered by Council at its Special Council meeting held on July 28, 2015, and in this regard Council adopted the following resolution:

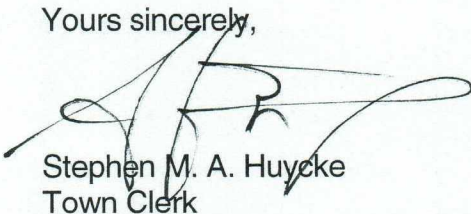
THAT the memorandum regarding Reconsideration of Council's June 9, 2015 Decision Pertaining to the Potential Acquisition of Land for a New Central York Fire Services Station be received; and

THAT staff proceed with negotiations to acquire land for the construction of a new fire facility to include any combination of Administration, Training, and Suppression Crew, and provide for the possible inclusion of a Fire Prevention Division, and report back to Council with the results of same; and

THAT the Joint Council Committee and the Town of Newmarket be notified of Council's decision.

The above is for your information and any attention deemed necessary.

Yours sincerely,



Stephen M. A. Huycke
Town Clerk

SMAH/lb

Copy: Fire Chief Ian Laing, Central York Fire Services
Central York Fire Services – Joint Council Committee



CENTRAL YORK FIRE SERVICES

August 17, 2015

JOINT CENTRAL YORK FIRE SERVICES AND CORPORATE SERVICES REPORT - FINANCIAL SERVICES 2015-40

TO: Joint Council Committee

SUBJECT: 2015 Central York Fire Services Budget Report - Second Quarter

ORIGIN: Central York Fire Services – Fire Chief
Director, Financial Services/Treasurer

RECOMMENDATION

THAT Joint CYFS/Corporate Services Report – Financial Services 2015-40 dated August 17, 2015 regarding the 2015 CYFS Budget Report-Second Quarter be received for information purposes.

COMMENTS

Purpose

This report is to provide the JCC with the 2015 operating and capital results for Central York Fire Services for the period ending June 30, 2015.

Budget Impact

At this point, a surplus is projected for 2015. This would be in the \$100,000 to \$300,000 range.

Summary

In operating, CYFS net expenditures to the end of June 30, 2015 were \$320,000 lower than the year-to-date budget. This is the result of two new positions (Assistant Deputy Chief and Training Officer) which were approved in the 2015 budget and have not yet been filled.

BACKGROUND

This report is to provide the JCC with the 2015 operating and capital results for Central York Fire Services for the period ending June 30, 2015.

Operating

2015 budgeted revenues total \$273,530. Year-to-date revenues were \$28,558, as most of the fire recoveries – retainer fees from King and Whitchurch-Stouffville - are not received until the end of the year. At this point in time, there is no indication that the budgeted revenue will not be met.

2015 budgeted expenses total \$23,301,321, excluding a \$43,000 net transfer to reserve fund. Year-to-date expenses stood at \$10,638,431 compared to a budget of \$10,943,219. Salaries and benefits were currently \$206,965 under budget, as the two new approved positions in the 2015 budget for Assistant Deputy Chief and Training Officer have not yet been filled. These, and other savings, may be partially offset by additional overtime costs. CYFS is currently experiencing a higher than normal amount of sick leave. However, a 2015 surplus in the \$100,000 to \$300,000 range is projected. The 3rd quarter results will further refine the numbers. Unless otherwise directed, this surplus would be transferred to the CYFS reserve fund consistent with past practice.

Attached is a summary of the second quarter operating results for Central York Fire Services.

Capital

The 2015 capital budget, including carryovers, totalled \$1,318,966. An amount of \$111,483 was spent by the end of the second quarter 2015, mainly for replacement of fire fighter equipment. A large component of this capital budget is earmarked for the replacement of an aerial device (\$900,000) which may be subject to higher than anticipated currency exchange as the potential suppliers are all located in the United States.

Reserves

As at June 30, 2015, the two municipalities had the following reserves for Fire Services:

CYFS Reserve Fund	Joint	\$ 883,785
Asset Replacement Fund (ARF)	Joint	\$ 149,111
Development Charges	Aurora	\$ 1,177,111
	Newmarket	\$ 473,241

IMPACT ON THE MASTER FIRE PLAN

This report is for information purposes and has no impact on the Master Fire Plan.

CONSULTATION

There has been consultation between the Finance staff of both Aurora and Newmarket.

BUDGET IMPACT

At this point, a surplus is projected for 2015. This would be in the \$100,000 to \$300,000 range.

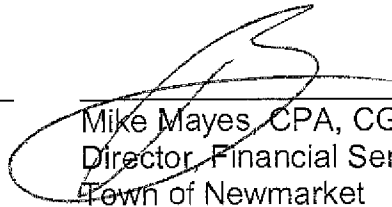
The 3rd quarter results will further refine the numbers. Unless otherwise directed, this surplus would be transferred the CYFS reserve fund, consistent with past practice.

CONTACT

For more information on this report, contact: Mike Mayes at 905-953-5300, ext. 2102 or via e-mail at mmayes@newmarket.ca



Ian Laing
Fire Chief
Central York Fire Services



Mike Mayes, CPA, CGA
Director, Financial Services/Treasurer
Town of Newmarket

Reviewed by:



Dan Elliott, Director
Corporate & Financial Services/Treasurer
Town of Aurora

MM:FW/nh

Attachment: CYFS Operating Results – for the twelve months ending December 31,
2014 (1 pg.)

**CENTRAL YORK FIRE SERVICES
OPERATING RESULTS
For the Six Months Ending June 30, 2015**

OBJECT ACCOUNTS	2014	2015 YTD (June 30, 2015)				2015 FULL YEAR BUDGET \$	2015 REMAINING BUDGET \$
	ACTUAL	ACTUAL	BUDGET	VARIANCE			
	\$	\$	\$	\$	%		
Expenses							
4011 Management Salaries	464,568	234,591	233,871	(720)	-0.31%	471,619	237,028
4021 Regular Salaries & Wages	13,079,779	6,721,372	6,797,841	76,469	1.12%	13,708,354	6,986,982
4024 Standby/Callback	53,153	-	42,647	42,647	100.00%	86,000	86,000
4025 Overtime	175,045	92,335	109,096	16,761	15.36%	220,000	127,665
4026 Lieu Time Paid	603,585	4,181	-	(4,181)	n/a	617,000	612,819
4028 WSIB Reimbursements	(22,668)	(38,647)	-	38,647	n/a	-	38,647
4031 Casual/Seasonal Wage	39,916	95	5,951	5,856	98.41%	12,000	11,905
4035 Regular Part-Time Wages	21,031	16,384	-	(16,384)	n/a	-	(16,384)
4106 Workers' Compensation	93,504	46,752	46,366	(386)	-0.83%	93,500	46,748
4109 Direct Payroll Benefits	4,170,680	2,049,820	2,098,077	48,256	2.30%	4,373,613	2,323,793
Sub Total Salaries and Benefits	18,678,593	9,126,883	9,333,848	206,965	2.22%	19,582,086	10,455,203
4213 Licences	656	-	-	-	n/a	-	-
4216 Stationery & Office Supplies	13,751	6,910	7,500	590	7.87%	15,000	8,090
4217 Photocopier Lease & Supplies	6,930	703	2,501	1,798	71.90%	5,000	4,297
4219 Emergency Mgmt. Materials	3,369	-	1,999	1,999	100.00%	4,000	4,000
4229 Janitorial Supplies	13,573	11,720	10,001	(1,719)	(17.18%)	20,000	8,280
4232 Fuel for Vehicles	103,445	45,727	60,000	14,273	23.79%	120,000	74,273
4261 Uniforms, Clothing	110,521	86,231	57,499	(28,732)	(49.97%)	115,000	28,769
4269 Misc.	12,070	4,544	4,001	(543)	(13.57%)	8,000	3,456
4272 Vehicle Repairs & Maintenance	304,043	155,070	152,325	(2,745)	(1.80%)	304,656	149,586
4273 Building Repairs & Maintenance	132,198	50,989	50,850	(139)	(0.27%)	101,700	50,711
4278 Equipment Repairs & Maintenance	114,670	54,990	57,499	2,509	4.36%	115,000	60,010
4278 Radio Equipment Maintenance	-	-	12,499	12,499	100.00%	25,000	25,000
4299 Capital Acquisitions	68,466	22,680	33,499	10,819	32.30%	67,000	44,320
4303 Cell Phone	19,727	8,426	10,001	1,575	15.74%	20,000	11,574
4311 Hydro	80,712	48,905	45,000	(3,905)	(8.68%)	90,000	41,095
4321 Heat	28,444	29,037	26,501	(2,536)	(9.57%)	53,000	23,963
4331 Water	11,257	8,046	8,501	455	5.36%	17,000	8,954
4404 Consulting Services	38,942	9,302	30,000	20,698	68.99%	60,000	50,698
4425 Education/Corporate Tuition Assist.	764	994	5,501	4,507	81.93%	11,000	10,006
4462 Fire Prevention	27,585	11,477	11,501	24	0.21%	23,000	11,523
4463 Fire Investigation	1,329	122	2,250	2,128	94.57%	4,500	4,378
4464 Association Allowance	3,000	3,000	1,500	(1,500)	(100.00%)	3,000	-
4465 Dispatch Service	427,106	-	-	-	n/a	505,000	505,000
4466 Wellness Program	14,783	11,278	72,499	61,221	84.44%	145,000	133,722
4471 Mileage/Parking/Tolls	2,400	1,192	1,301	109	8.39%	2,600	1,408
4474 Training	60,228	34,880	47,501	12,621	26.57%	95,000	60,120
4478 Conferences & Seminar Fees	19,178	12,564	9,750	(2,814)	(28.86%)	19,500	6,936
4511 Street Snowploughing Contract	9,802	8,314	7,893	(421)	(5.33%)	11,275	2,961
4662 Contingency Account	237,142	27,446	22,500	(4,946)	(21.98%)	45,000	17,554
4666 Vehicle Lease	-	-	-	-	n/a	-	-
Support cost allocation	832,431	428,702	428,699	(3)	(0.00%)	857,404	428,702
4911 Transfer to Capital	20,600	3,300	3,300	-	0.00%	6,600	3,300
4936 Asset Replacement Fund	850,000	425,000	425,000	0	0.00%	850,000	425,000
Total Expenses	22,247,716	10,638,431	10,943,219	304,788	2.79%	23,301,321	12,662,890
Revenues							
7431 Fire Dept. Recoveries	254,815	24,907	-	24,907	n/a	258,530	233,623
7471 Misc. Charges	8,888	3,651	7,500	(3,849)	(51.32%)	15,000	11,349
Total Revenues	263,703	28,558	7,500	21,058	280.78%	273,530	244,972
Net Expenditure Before Transfers	21,984,013	10,609,872	10,935,719	325,847	2.98%	23,027,791	12,417,919
Transfers to/(from) Reserve Fund							
4922 Transfer to Reserve Fund	65,009	27,500	27,500	0	0.00%	55,000	27,500
7542 From Reserve Fund	-	-	(6,000)	(6,000)	100.00%	(12,000)	(12,000)
Net Expenditure	22,049,022	10,637,372	10,957,219	319,847	2.92%	23,070,791	12,433,419
Newmarket's share(2015-59.77%; 2014- 60.05%)	13,822,005	6,357,957	6,549,130	191,172	2.92%	23,070,791	7,466,268
Aurora's share(2015-40.23%; 2014 - 39.95%)	8,227,017	4,279,415	4,408,089	128,674	2.92%	-	4,967,151
	22,049,022	10,637,372	10,957,219	319,847	2.92%	23,070,791	12,433,419



CENTRAL YORK FIRE SERVICES

2015-07-15

Fire Services Report 2015-07

To: Joint Council Committee
Origin: Fire Chief
Subject: **CYFS Fire Station Development**

RECOMMENDATIONS

THAT Fire Services Report 2015-07 dated July 15, 2015, CYFS Fire Station Development be received for information purposes

AND THAT the recent decision on the new fire station by Aurora Council attached hereto be received

AND THAT Joint Council Committee confirm direction to staff with respect to the site assessment process and acquisition for the new fire station as approved by JCC

COMMENTS

On April 7, 2015 Joint Council Committee approved a recommendation to the Councils of the two municipalities to proceed with a land securement, subject to a report for final approval in 2015 for the construction of a new fire facility to include Administration, Training and Suppression Crew and provide for the possible inclusion of Fire Prevention Division;

An architectural consultant was contacted and met with Aurora and CYFS staff to discuss the requirements for the proposed new fire station and training facility to be located in Aurora. The land and building necessities for the new facility were discussed and the consultant was directed to conduct a basic analysis of several

identified sites to determine their suitability to accommodate the facility and generate a report on the findings.

On June 9, 2015 Aurora Council reconsidered the resolution to construct a new fire facility to include Administration, Training and Suppression Crew and provided direction to Aurora staff to proceed with a land securement, for the construction of a new fire facility to only include a Suppression Crew. (Aurora Resolution attached)

The JCC direction to staff was to proceed with a fire station housing Administration, Training and Suppression Divisions. The more recent resolution from Aurora Council reconsidering the direction contradicts the initial JCC direction. As JCC provides the governance to CYFS, clarification is required.

BACKGROUND

Dillon Consulting completed the Fire Department Master Plan Update (FDMPU) in 2014 and determined the area of St. John's Sideroad between Bayview and Industrial Parkway was the optimal location for a new fire station to maximize area coverage and supplement the existing four fire stations.

JCC, Aurora and Newmarket Councils have approved the 2014 FDMPU as the guiding document for the future direction of CYFS. The document outlines several issues relating to this new fire station including staffing levels and compliance with the NFPA guidelines for emergency response. Looking upon the Master Fire Plan as a "roadmap" to our future, CYFS staff have made some alternate observations which have the potential to benefit both communities from a service standpoint as well as a cost effectiveness point of view. (Attachment B)

BUDGET IMPACT

Final budget impact will be determined once a plan has been finalized, however, funds have been allocated through Development Charges for the new facility.

IMPACT ON THE MASTER FIRE PLAN


The FDMPU which has been approved by the JCC and both Municipal Councils is the roadmap for the future direction of CYFS. Consolidation of several CYFS Divisions was key to moving the department forward in a unified direction to address issues that have remained outstanding since consolidation.

The current consolidation agreement which outlines the Mission, Purpose and Objective of the JCC states; "Although accountable to both the Council of the Town of Aurora and the Town of Newmarket, it is the responsibility of the Committee members to make decisions which shall favour neither municipality, but will provide an equal level of service to all of the combined residents of both municipalities."

With the recent Aurora Council decision the direction of JCC is respectfully requested.

CONTACT

For further information on this report please contact Fire Chief Ian Laing



Ian Laing, Fire Chief
Central York Fire Services



Legal & Legislative Services
Stephen M.A. Huycke
905-726-4771
shuycke@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

June 10, 2015

DELIVERED BY E-MAIL TO:
abrouwer@newmarket.ca

Mr. Andrew Brouwer
Director, Legislative Services, Town Clerk
Town of Newmarket
395 Mulock Drive
Newmarket, ON L3Y 4X7

Dear Andrew:

**Re: Town of Aurora Council Resolution of June 9, 2015; Re: Closed Session Item 1 –
A proposed pending acquisition or disposition of land by the Town or Local Board
(section 239(2)(c) of the *Municipal Act*, 2001); Re: Report No. CAO15-007 – Potential
Acquisition of Land for a New Central York Fire Services Fire Station**

Please be advised that this matter was considered by Council at its Council meeting held on June 9, 2015 and in this regard Council adopted the following resolution:

THAT in accordance with section 8.14 of the Procedural By-law Number 5330-11, as amended, Council reconsidered the following resolution adopted at the Council meeting of April 14, 2014:

THAT Joint Council Committee make a recommendation to the Councils of the two municipalities to proceed with a land securement, subject to a report for final approval in 2015 for the construction of a new fire facility to include Administration, Training, and Suppression Crew, and provide for possible inclusion of Fire Prevention Division.

THAT Aurora Council direct staff to proceed with a land securement, subject to a report for final approval in 2015, for construction of a new fire facility to include a suppression crew only; and

THAT the Joint Council Committee and the Town of Newmarket be notified of Aurora Council's decision.

The above is for your information and any attention deemed necessary.

Yours sincerely,

Stephen M. A. Huycke
Town Clerk

SMAH/sk

Copy: Fire Chief Ian Laing, Central York Fire Services



Attachment "B"

JCC Report 2015-07

FIRE STATION OPTIONS

A. Fire Suppression, Administration, Fire Prevention, Training Divisions

Having all CYFS support divisions centrally located in the two communities has distinct advantages to both municipalities. One central location is optimal from a public service point of view. Having all "day staff" (Training, Fire Prevention/Public Education and Administration) in one facility improves the department's internal communication and increases productivity. Communication and morale are also improved when operational staff and support services are located in the same facility. The travel time from any of the existing fire stations would be reduced and Fire Prevention staff will be more accessible to both Town Halls to ensure there is less delay in plans review and site inspections.

This is the recommended option from the FDMPU, however, based on further analysis by CYFS staff, this may not be the most cost effective option in this report.

B. Fire Suppression, Administration and Training Divisions

This option takes into account the need for the Training Division, Administration and Suppression to be at the new station and to reconfigure the ground floor space at Fire Station 4-1 for Fire Prevention. As Station 4-1 is in Newmarket, funding for renovations has been previously approved by Newmarket Council in a capital budget.

By having the Fire Prevention Division remain at station 4-1, construction costs for the new fire station are estimated to be \$700,000 lower for the new station based on a reduction of 1700 square feet at \$400/square foot.

This is the recommended option for moving forward, as it more effectively and efficiently utilizes the available floor space at Station 4-1. While it does not meet the criteria of all support divisions being located with Suppression in the new facility, it is a practical alternative, which maximizes current facility space while being the most cost efficient option.

C. Fire Suppression and Administration

The Suppression and Administration Divisions being located at the new fire station is not as optimal as Option B above, however, this scenario reduces the land requirements from four to two acres as the Training Division would be located at another facility. Modern fire station design would utilize a second floor option to maintain the footprint of the building and place the facility on a two acre site. Moving Administration from the existing station in Newmarket generates space at Station 4-1 which allows additional space after renovations to suitably accommodate the Fire Prevention staff. This option will allow for adequate office space, meeting rooms, plans examination area and a kitchen/eating area on the ground floor and renovated space for the Fire Suppression crew on the second floor.

This option, however, leaves a very large question unanswered regarding the future of the Training Division. The current facility is being provided on a year to year lease arrangement as the re-development of this area has not been finalized.

D. Fire Suppression Division only

Option D, which is a Fire Suppression station only, does not meet the operational needs of the CYFS. While land requirements are less than Option A & B, the overall effectiveness of the department will be severely compromised with the lack of a coordinated fire service. There would be significant additional financial impact to the Town of Newmarket to renovate the existing Station 4-1 to accommodate the necessary addition to Station 4-1 and unknown costs associated with the Training Division location.

Training Division Requirements

The Training Division, which is tasked with ensuring our staff are appropriately trained to deal with a wide variety of incidents presented in emergency situations requires appropriate office areas, classrooms, reception area, washrooms, shower facilities and a kitchen area. While the former garage area has been retro-fitted to contain several important training props, we are making the best of a marginal facility. This facility is spatially adequate to house the training props and have sufficient outdoor space to allow for ladder training, extrication, driver training and hose evolutions.

Training staff are essential and compulsory through provincial and federal legislation. We are mandated to ensure staff are appropriately equipped and trained to perform their duties in a safe manner or as an organization, we as an organization and community can be held accountable.

Moving the Training Division to the new fire facility will require a parcel of land of at approximately four acres as the minimum.