



Central York Fire Services

Agenda

Joint Council Committee

Date: Tuesday, May 4, 2021
Time: 9:30 AM
Location: Electronic VIA ZOOM
See How to Login Guide

Pages

1. Additions & Corrections to the Agenda

2. Conflict of Interest Declarations

3. Presentations

3.1. 2020 Central York Fire Services Annual Report

Note: Fire Chief Ian Laing will be present to provide a presentation on this matter. This item is related to Item 6.1.

1. That the presentation provided by Fire Chief Ian Laing regarding the 2020 Central York Fire Services Annual Report be received.

*3.2. Fire Services Headquarters Station 4-5 – Update

Note: Al Downey, Director of Operations, Town of Aurora will be present to provide a presentation on this matter.

1. That the presentation provided by Al Downey, Director of Operations, Town of Aurora regarding the Fire Services Headquarters Station 4-5 – Update be received.

4. Deputations

5. Approval of Minutes

5.1. Central York Fire Services – Joint Council Committee Meeting
Minutes of March 2, 2021

1

1. That the Central York Fire Services – Joint Council Committee Meeting Minutes of March 2, 2021 be approved.

5.2. Central York Fire Services – Joint Council Committee Meeting
(Closed Session) Minutes of March 2, 2021

1. That the Central York Fire Services – Joint Council Committee Meeting (Closed Session) Minutes of March 2, 2021 be approved.

6. Items

6.1. 2020 Central York Fire Services Annual Report 7

1. That the 2020 Central York Fire Services Annual Report be received.

6.2. Impact of the Ontario Fire College Closure 29

1. That Fire Services Report JCC-2021-02, Impact of the Ontario Fire College Closure dated May 4, 2021 be received for information.

6.3. Fourth Quarter 2020 Results 33

1. That Fire Services Report JCC-2021-03 entitled Fourth Quarter 2020 Results dated May 4, 2021 be received for information.

6.4. CYFS First Quarter Report 2021 41

1. That Fire Services Report JCC-2021-04 entitled CYFS First Quarter Report 2021 dated May 4, 2021 be received for information.

7. New Business

8. Closed Session

8.1. Whitchurch Stouffville Fire Protection Agreement

A position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the Municipal Act, 2001.

9. Adjournment



Central York Fire Services

Minutes

Joint Council Committee

Date: Tuesday, March 2, 2021
 Time: 9:30 AM
 Location: Electronic VIA ZOOM
 See How to Login Guide

Members Present: Councillor Gallo, Town of Aurora (9:34 AM - 11:24 AM)
 Deputy Mayor & Regional Councillor Vegh, Town of Newmarket
 Councillor Broome, Town of Newmarket
 Councillor Gilliland, Town of Aurora
 Councillor Bisanz, Town of Newmarket
 Councillor Thompson, Town of Aurora (9:34 AM - 12:03 AM)

Staff Present: J. Sharma, Chief Administrative Officer, Town of Newmarket
 D. Nadorozny, Chief Administrative Officer, Town of Aurora
 I. Laing, Fire Chief, Central York Fire Services
 A. Downey, Director of Operations, Town of Aurora
 R. Wainwright van Kessel, Director of Finance – Treasurer, Town of Aurora
 J. Inglis, Deputy Chief, Central York Fire Services
 R. Volpe, Deputy Chief, Central York Fire Services
 C. Duval, Assistant Deputy Chief, Central York Fire Services
 M. Mayes, Director of Financial Services/Treasurer, Town of Newmarket
 A. Tang, Manager of Finance & Accounting, Town of Newmarket
 P. Voorn, Associate Solicitor
 L. Georgeff, Director of Human Resources, Town of Newmarket
 K. Saini, Deputy Town Clerk, Town of Newmarket

Guests: Mayor Taylor, Town of Newmarket (9:34 AM - 11:17 AM)
 Mayor Mrakas, Town of Aurora (9:34 AM - 11:17 AM)

The meeting was called to order at 9:34 AM.

Councillor Bisanz in the Chair.

Joint Council Committee recessed at 11:20 AM and reconvened at 11:29 AM.

1. Additions & Corrections to the Agenda

None.

2. Conflict of Interest Declarations

None.

3. Presentations

None.

4. Deputations

None.

5. Approval of Minutes

**5.1 Central York Fire Services – Joint Council Committee Meeting
Minutes of November 3, 2020 and November 24, 2020**

Moved by: Deputy Mayor & Regional
Councillor Vegh

Seconded by: Councillor Thompson

1. That the Central York Fire Services – Joint Council Committee Meeting Minutes of November 3, 2020 and November 24, 2020 be approved.

Carried

6. Items

6.1 A By-Law to Regulate Central York Fire Services

Deputy Rocco Volpe provided an overview of the By-law to Regulate Central York Fire Services. He noted that this By-law, also known as an establishing and regulating by-law, is required under the Fire Protection and Prevention Act for all fire services in Ontario.

An alternate motion was presented and is noted in bold below.

Moved by: Councillor Broome

Seconded by: Councillor Thompson

1. That Fire Services Report JCC-2020-10 dated November 24, 2020 be received; and,
2. **That Joint Council Committee recommend to Newmarket Council enact the By-Law to Regulate Central York Fire Services;** and
3. That Staff be authorized and directed to do all the things necessary to give effect to this resolution.

Carried

6.2 An Update to the Consolidated Fire Agreement between the Corporation of the Town of Newmarket and the Corporation of Town of Aurora

Deputy Rocco Volpe provided an overview of the updated provisions in the Consolidated Fire Agreement that was reviewed by staff from both the Town of Aurora and Newmarket. He highlighted that the Agreement would be presented to both Councils. Members queried staff in regards to sections related to budget, membership, and the process for making future amendments to the Agreement.

An alternate motion was presented and is noted in bold below.

Moved by: Councillor Gilliland

Seconded by: Councillor Thompson

1. That Fire Services Report JCC-2020-12 dated November 24, 2020 entitled An Update to the Consolidated Fire Agreement between the Corporation of the Town of Newmarket and the Corporation of Town of Aurora be received; and,
2. That Joint Council Committee provide feedback to staff related to the recommended amendments to Consolidated Fire Service Agreement, **as amended** (Attachment 1); and,
3. That staff be directed to incorporate feedback received from Joint Council Committee and report back to a future meeting; and,
4. That staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

6.3 Fire Services Headquarters Station 4-5

The Director of Operations, Al Downey provided an update on the progress of Station 4-5. He discussed budget, project schedule, and advised they are targeting occupancy in March 2022 with landscaping to be completed in June 2022. Members queried staff in relation to changes of the facility design or construction, and it was noted that there are no further anticipated amendments at this time.

Moved by: Councillor Thompson

Seconded by: Councillor Broome

1. That Report No. JCC-2021-01 be received for information.

Carried

7. New Business

(1) Closure of Ontario Fire College

Fire Chief Ian Laing advised Members that the Ontario government made an announcement regarding the closure of the Ontario Fire College in Muskoka. He advised that many municipalities have submitted resolutions to the province indicating that the closure means there will be loss in their access to the training facility, which will also negatively impact their respective budgets.

8. Closed Session

Joint Council Committee resolved into Closed Session at 9:38 AM.

Closed Session minutes are recorded under separate cover.

Joint Council Committee resumed Open Session at 11:17 AM.

Moved by: Councillor Thompson

Seconded by: Councillor Broome

1. That Joint Council Committee resolve into Closed Session to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the Municipal Act, 2001.

Carried

Moved by: Deputy Mayor & Regional
Councillor Vegh

Seconded by: Councillor Gilliland

1. That Closed Session Report CL-JCC-2021-01 dated March 2, 2021 be received; and,
2. That staff proceed with the confidential direction given; and,
3. That the recommendations in Closed Session Report CL-JCC-2021-01 dated March 2, 2021 be adopted.

Carried

8.1 Whitchurch Stouffville Fire Protection Agreement

9. Adjournment

Quorum was lost at 12:03 PM, and the meeting adjourned at 12:08 PM.

Councillor Bisanz, Chair

Date

ANNUAL 2020 REPORT



FIRE CHIEF'S MESSAGE



Central York Fire Services strives to provide the residents of Aurora and Newmarket with an extraordinary level of Fire Prevention and Protection services.

2020 generated an additional challenge in the form of COVID-19. Preventative measures were put in place to ensure the safety of staff, which allowed CYFS to continue to respond efficiently and effectively to all types of emergency calls.

COVID SAFETY

COVID-19 Safety Plan developed and implemented

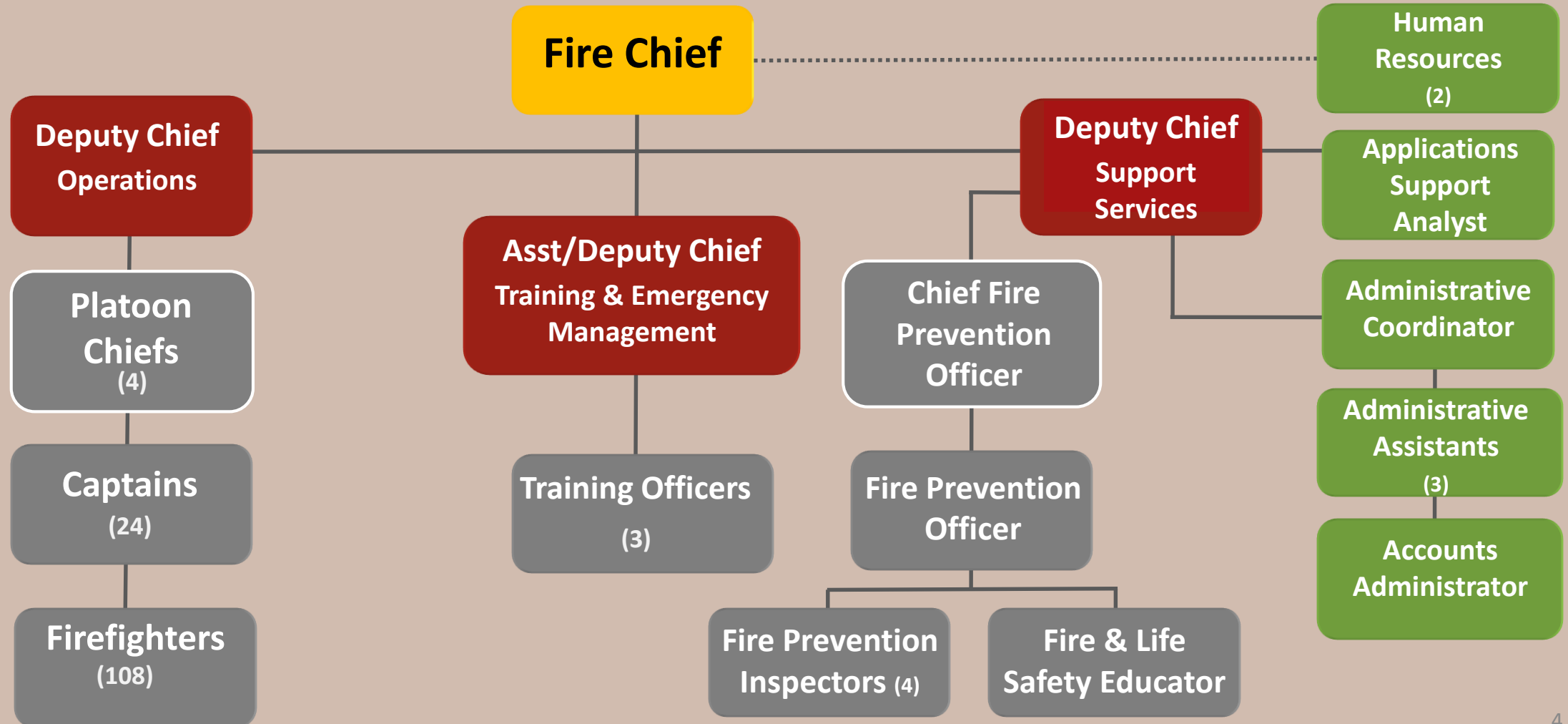
PPE supplies sustained and enhanced

Cleaning procedures reviewed and upgraded

COVID screening daily for all on duty staff

Alternative crew transport for physical distancing

ORGANIZATIONAL CHART



FIRE PROTECTION

Fire Protection Services are provided in alignment with the Office of the Fire Marshal's *"Three Lines of Defense"*

- ✓ **Public Education and Fire Prevention**
- ✓ **Fire Safety Standards and Code Enforcement**
- ✓ **Emergency Response**



PREVENTION OUTREACH



Fire Prevention Week 2020 October 4-10			
Daily Topics:	Sunday "Serve Up Fire Safety in the Kitchen"	Monday Virtual station tour and firefighter gear	Tuesday Home escape planning and smoke alarms
	Wednesday Extinguishers and home hazards	Thursday Emergency Preparedness	Friday History of the fire service, then and now
			Saturday Recap of learning and special offer for teachers



ENGAGE WITH US



Central York Fire Services



@CentralYorkFire



@centrallyorkfire



Central York Fire Services

PREVENTION HIGHLIGHTS

Mandatory Residential Sprinklers in new subdivision

- All 109 new detached homes in subdivision are sprinklered

Inspections

- 551 Building Inspections
- 217 General Inspections (request or complaints)

Ontario Building Code Review

- 158 OBC inspections – 290 Plan Reviews

Fire Investigations

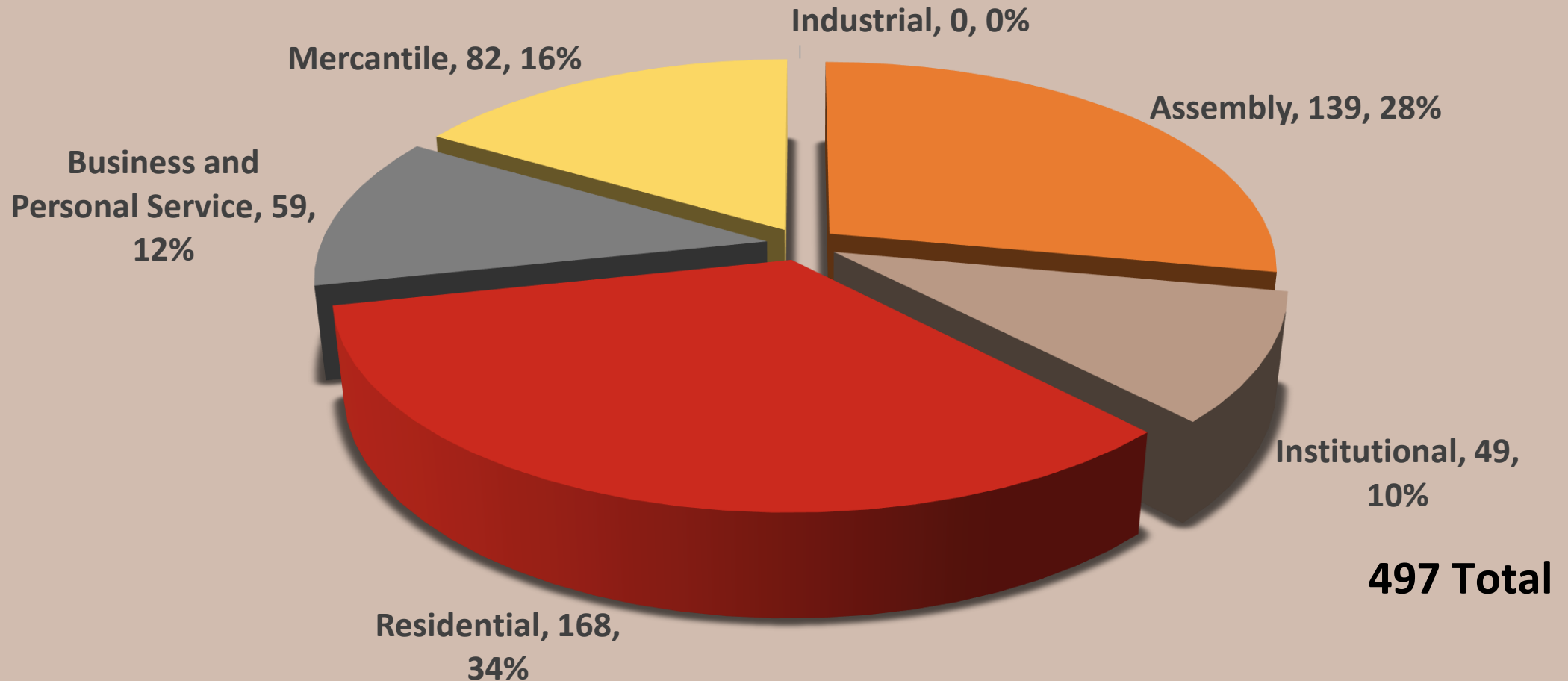
- Conducted 10 Fire Investigations - 25% increase over 2019

VULNERABLE OCCUPANCIES

Nursing Homes and Retirement Homes

- **32 facilities in primary response area (including Southlake Hospital)**
- **3 facilities are under construction and should be completed in 2021**
- **Fire Prevention staff conduct annual inspections**
- **Evacuation drills are part of the process using “Table Talk – PowerPoint Fire Drills”**
- **Fire Code Changes – all care facilities will require sprinkler protection under new legislation**
- **30 facilities currently have sprinkler protection**
 - **2 facilities have until January 2025 to comply**

FIRE CODE AND OBC INSPECTIONS



TRAINING HIGHLIGHTS

Mindfulness Training

- Partnered with YR Police to deliver Mindfulness Training to 2020 Recruit Class

NFPA 1021 – Company Officer

- 21 Firefighters certified

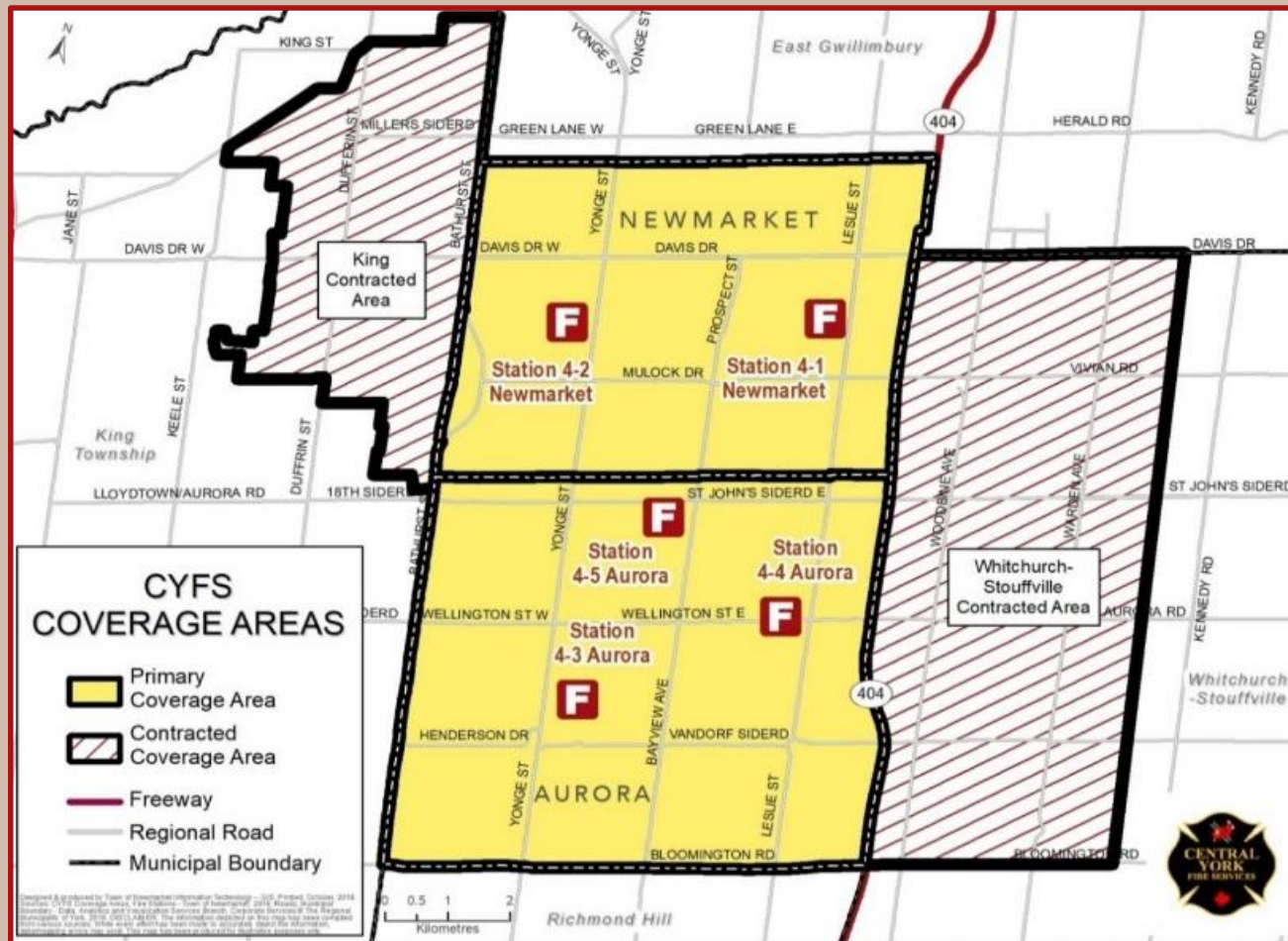
Blue Card – Incident Command Certification

- Certification of Platoon Chiefs, Captains and Acting Captains

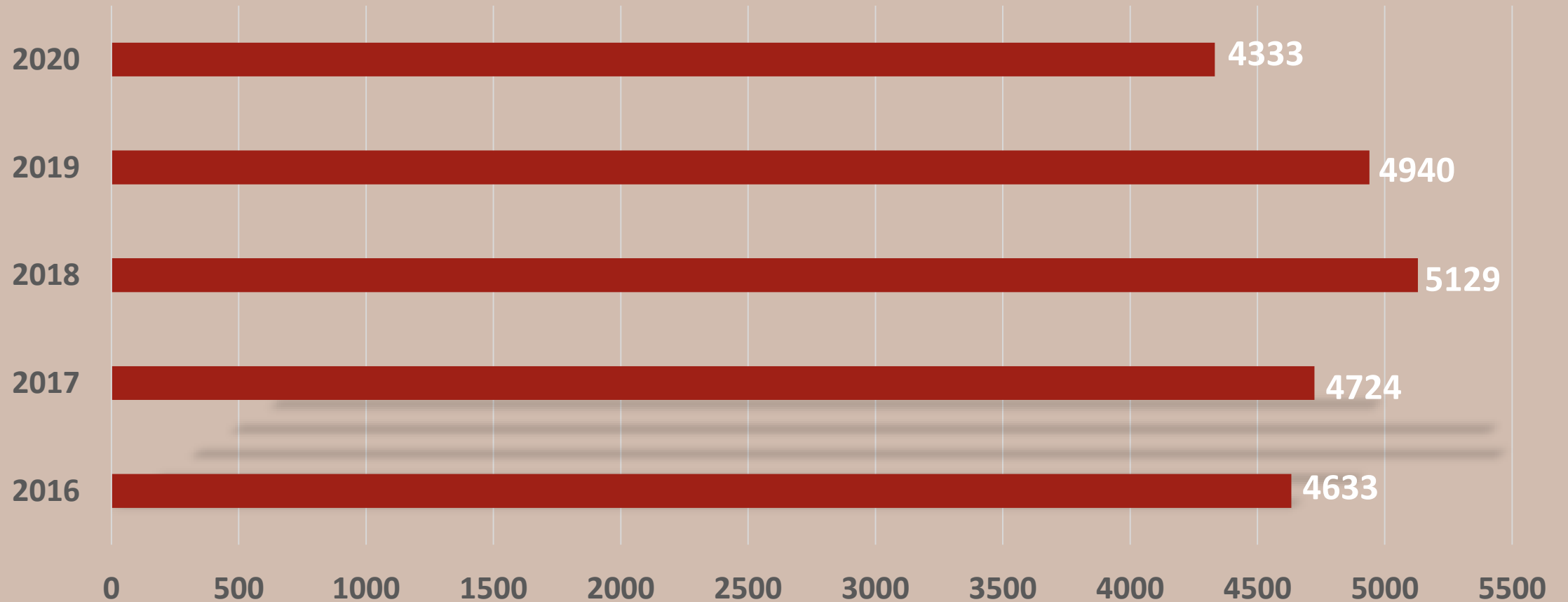
Coordinated Response to Active Attacker Incidents

- Collaborated with York Region Emergency Services to develop best practices

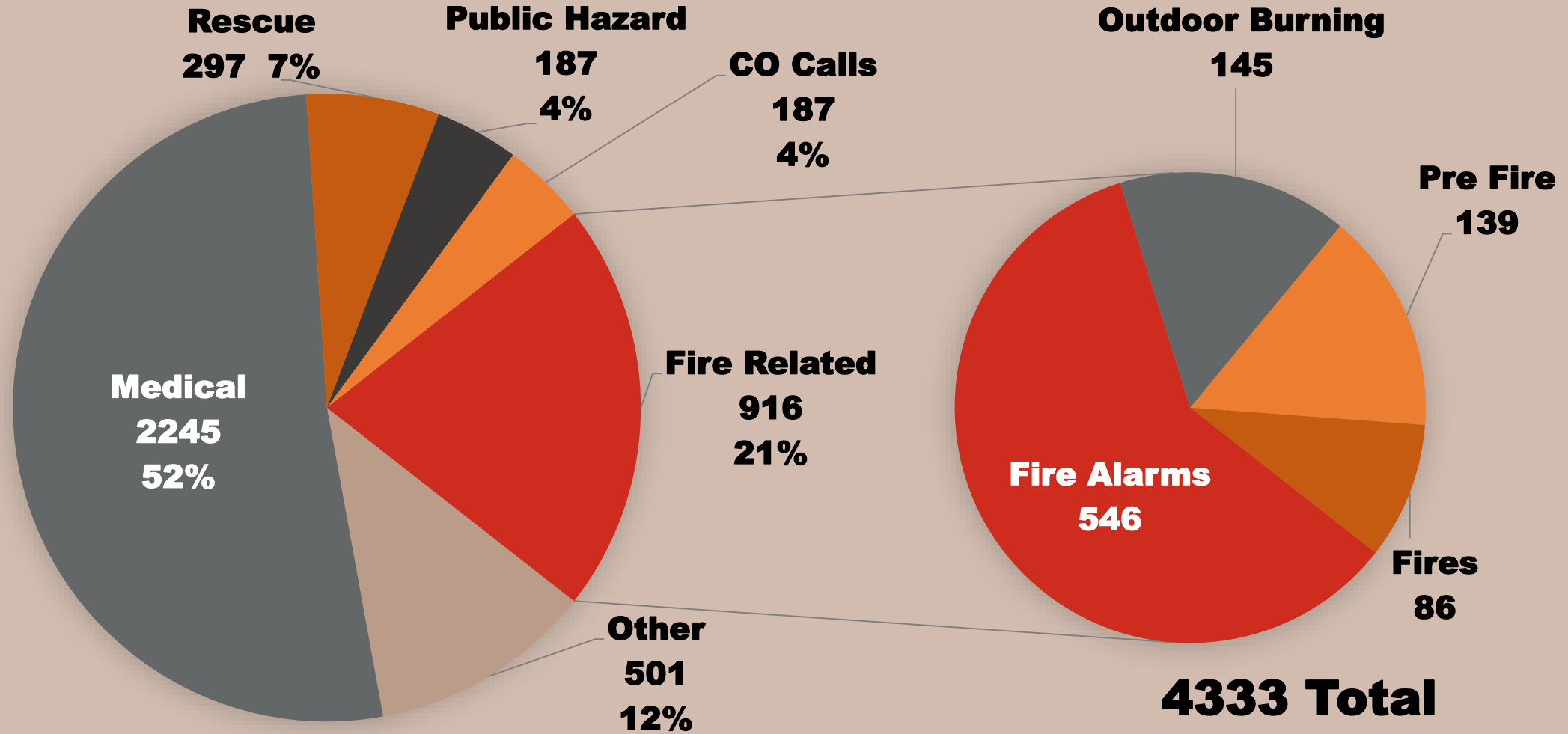
PRIMARY RESPONSE AREA



EMERGENCY RESPONSE DATA



EMERGENCY RESPONSE TYPES



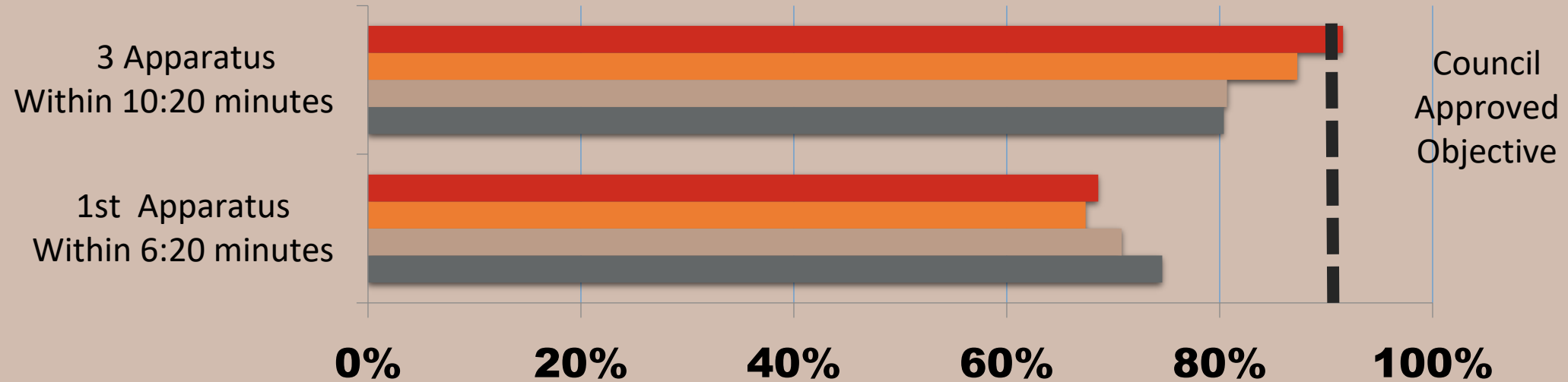
STATION 4-5



Purchase of Engine 451 S.A.M Scene Apparatus Manager



RESPONSE TIMES



	1st Apparatus Within 6:20 minutes	3 Apparatus Within 10:20 minutes
■ Stn. 4-4	68.60%	91.60%
■ Stn. 4-3	67.40%	87.30%
■ Stn. 4-2	70.80%	80.70%
■ Stn. 4-1	74.61%	80.40%

ANNUAL BUDGET

2020	Operating Budget	Capital Budget	Operating Surplus/(Deficit)
Total	\$28,393,657	\$8,087,601	\$600,000
Aurora 41.38%	\$11,749,295		\$248,000 Reserve Fund
Newmarket 58.62%	\$16,644,362		\$352,000 Reserve Fund

COST RECOVERY PROGRAM

NUMBER OF EVENTS	INVOICED	EXPENDITURES	NET RECOVERY
151	\$106,597	\$42,772	\$63,825

134 Motor Vehicle Collisions
4 Natural Gas Leaks
2 Hydro Incidents
1 Extraordinary Expenses
9 Fire Report Requests

1 Fire Alarms (False)
Drug Labs/Grow Ops
Post Fire Investigations
Outdoor Burning Complaints



VISION

Committed to excellence by being:
Well-Trained
Well-Equipped
Well-Prepared

MISSION

To serve with professionalism, honour and integrity

VALUES

Trust & Teamwork
Respect & Integrity
Pride & Professionalism



ANNUAL 2020 REPORT





CENTRAL YORK FIRE SERVICES

Impact Of The Ontario Fire College Closure Fire Services Report

Report Number: JCC-2021-02
To: Joint Council Committee
Author: Central York Fire Services – Assistant Deputy Claude Duval
Meeting Date: Tuesday, May 4, 2021

Recommendations

1. That Fire Services Report JCC-2021-02, Impact of the Ontario Fire College Closure dated May 4, 2021 be received

Purpose

For information purposes

Background

The Ontario Fire College (OFC) was created to formalize and centralize fire training and education in the Province of Ontario. For 60 years, the OFC has provided training in the fields of fire prevention, fire suppression, rescue operations and officer development.

Earlier this year, the Office of the Fire Marshal (OFM) announced the closing of the OFC. Twenty Regional Training Centers (RTC) have been created throughout the Province to replace the OFC single location in Gravenhurst.

Following the announcement, several municipalities expressed concerns.

Impact on Ontario Fire Service

There are over 400 Fire Departments in Ontario. A large number of those departments operate with part time members and are experiencing challenges with delivery of training. Those departments are very concerned with the OFC's closure and some have expressed those concerns on social and traditional media.

The main concern is financial in nature. Courses at the OFC used to cost \$65.00, including accommodation and meals, regardless of the duration of the course. The

Ontario Fire Marshal Office was heavily subsidizing the courses. Training through an RTC is currently not subsidized. However, a plan to subsidize training delivered through RTCs is currently being developed.

Impact on Central York Fire Services

CYFS operates with full time personnel and a full time training division. Many of the training requirements for our personnel are met by a combination of in person training with our Training Division and the use of on shift training instructors (STI).

CYFS has faced challenges in sending staff to the OFC. About a third of the applications were being approved. The low cost of the course was offset by overtime cost to cover for the individual while on course as well as an away-from-home per diem and transportation allowance, all of which are collective agreement items. To fix those issues, CYFS has developed its own certification programs and submitted them for approval by the OFM Academic Standards and Evaluation Unit. This step ensured our firefighters receive certification from the International Fire Service Accreditation Congress. The programs are delivered in house, while on duty. This eliminates the aforementioned costs and allows the certification of more personnel per year.

Financial Impact

Minimal financial impact

Conclusion

CYFS has been very proactive in adapting to its increasing personnel training requirements. The Training Division has developed programs that has allowed the department to become self-sufficient without relying on the OFC for training, education and certification. As a result, the closing of the Ontario Fire College is not expected to have a significant financial impact for Newmarket and Aurora.

Consultation

N/A

Impact On The Master Fire Plan

No impact on the Master Fire Plan

Attachments

None

Contact

Claude Duval, CYFS, Assistant Deputy Chief
905-955-5431
cduval@cyfs.ca



CENTRAL YORK FIRE SERVICES

Fourth Quarter 2020 Results Fire Services Report

Report Number: JCC-2021-03
 To: Joint Council Committee
 Author: Anita Gibson, Sr. Financial Analyst
 Meeting Date: Tuesday, May 4, 2021

Recommendations

1. That Fire Services Report JCC-2021-03 entitled Fourth Quarter 2020 Results dated May 4, 2021 be received for information.

Purpose

This report is to provide the Joint Council Committee (JCC) with the final 2020 Operating and Capital results for Central York Fire Services for the period ending December 31, 2020.

Background

To provide the JCC with the 2020 operating and capital results. Final unaudited deficit of \$80,085 was drawn from CYFS reserve.

Financial Impact

Operating

Revenues

Revenues totalled \$449,711 and were \$100,208 higher than the budget at the end of the fourth quarter, which includes invoicing for motor vehicle collisions, which were not budgeted in the start-up year.

Expenditures

Expenses were \$27,736,454 compared to a budget of \$28,743,161 for the same period. Vacant positions (12) were only filled in April and the budget includes the hiring of the final cohort of 4 additional firefighters for the new fire hall, as well as the 4 included in the 2019 budget. The final 8 firefighters are anticipated to be hired to coincide with the

completion of Station 4-5 which is currently projected to be at the beginning of 2022. The savings due to gapping was transferred to reserve totalling \$1,187,000 for the year.

Workers' Compensation payments of \$239,000 for employees on leave and receiving their full salary also contributed to the favourable variance. Lieu time was \$143,000 over budget. Part-time wages reflect the addition of a staff member to administer the paperwork for the motor vehicle collision invoicing and are offset by the lack of casual wages. No summer students were hired, due to the pandemic. Neither the approved part-time position nor the revenue was included in the 2020 budget. In 2021, budget includes the part-time wages as well as a conservative amount of revenue from the new cost recovery program.

Wellness and consulting expenses were also below budget. The Wellness program was cancelled earlier in the year due to unforeseen circumstances with the supplier and a new Request for Proposal was issued to procure the services of a new provider. The wellness savings total of \$130,000 was transferred to asset replacement reserve.

Lower call volume has resulted in less wear and tear on the vehicles. This combined with more in-house mechanical work has resulted in lower than anticipated vehicle repairs and maintenance expenses. Training expenses are lower due to the cancellation of programs and courses due to the pandemic. The majority of the other variance are due to timing.

Emergency Mgmt. material is over budget by \$90,000 due to pandemic related costs, which accounts for the majority of the deficit.

Post-retirement benefits

The new collective agreement included the provision of post-retirement benefits to employees retiring on an OMERS pension, with a minimum of 15 years' service, until age 65. In 2019, \$500,000 had been accrued for this expense. An actuarial review determine that an additional \$600,000 is required. Although the Municipal Act does not require funding this liability, it would be prudent to do so as the opportunity presents itself. A top-up of \$45,000 was allocated as a provision in 2020.

CYFS Reserve & Asset Replacement

It was recommended in Financial Services – Fire Services Information Report 2019-19 and discussed in Joint CYFS and Corporate Services Report 2019-27 that the funds in the CYFS Reserves in excess of the 2020 budget target for volatile expenditures (\$703,000) be transferred to the Asset Replacement Fund. This will assist with their deficit position, allow for smaller increases to the Asset Replacement Fund contributions in future budgets, and provide funding for some of the construction costs associated with Station 4-5.

The following table summarizes 2020 Reserve Transfers:

• Contribution for station 4-5, from wage gapping	1,187,000
• Annual ARF contribution	1,399,600
• Additional ARF contributions, from wellness savings	130,000
• Deficit, draw on CYFS Reserve	-80,085

Capital

2019 was a transition year for capital, with the elimination of carry-overs and the introduction of a capital spending authority. This resulted in a 2020 total approved capital spending authority of \$8,087,601. During the year, revisions to the total budget resulted in a reduction of \$2,907,064 mainly due to delays because of the pandemic. The revised budget total for 2020 is \$5,180,537. \$3,582,244 was spent, with the majority comprised of Station 4-5 Design & Construction costs, and the new Fire Truck for Station 4-5.

Conclusion

COVID related expenditures account for the majority of the deficit. The unaudited deficit was drawn from the CYFS Reserves.

Consultation

There has been consultation between the Finance staff of both Aurora and Newmarket, as well as Fire Services management.

Impact On The Master Fire Plan

This report is consistent with the budget methodology set out in the Master Fire Plan.

Attachments

Operating Results for the twelve months ending December 31, 2020

Capital Projects as of December 31, 2020

Contact

Mike Mayes, Director of Finance & Treasurer, Town of Newmarket
mmayes@newmarket.ca

CENTRAL YORK FIRE SERVICES
OPERATING RESULTS
For the Twelve Months Ending December 31, 2020

OBJECT ACCOUNTS	2019	2020 YTD (December 31, 2020)				2020 FULL YEAR BUDGET
	ACTUAL \$	ACTUAL \$	BUDGET \$	VARIANCE		
				favourable/(unfavourable) \$	%	
Expenses						
4011 Management Salaries	647,168	666,228	674,200	7,973	1.18%	674,200
4021 Regular Salaries & Wages	15,090,050	16,292,298	16,782,115	489,817	2.92%	16,782,115
4024 Standby/Callback	20,641	240	36,513	36,273	99.34%	36,513
4025 Overtime	167,902	252,889	210,630	(42,259)	-20.06%	210,630
4026 Lieu Time Paid	765,261	883,806	741,108	(142,698)	-19.25%	741,108
4028 WSIB Reimbursements	(175,904)	(238,757)	-	238,757	n/a	-
4031 Casual/Seasonal Wage	20,096	-	28,688	28,688	100.00%	28,688
4035 Regular Part-Time Wages	-	34,157	-	(34,157)	n/a	-
4081 Payroll Allocations	-	-	-	-	n/a	-
4109 Direct Payroll Benefits	5,283,822	5,288,572	5,348,923	60,351	1.13%	5,348,923
Sub Total Salaries and Benefits	21,819,036	23,179,432	23,822,177	642,746	2.70%	23,822,177
4216 Stationery & Office Supplies	14,982	8,921	15,606	6,685	42.83%	15,606
4217 Photocopier Lease & Supplies	4,977	3,418	7,803	4,385	56.19%	7,803
4219 Emergency Mgmt. Materials	1,626	94,471	4,162	(90,309)	(2169.84%)	4,162
4229 Janitorial Supplies	21,618	18,427	20,808	2,381	11.44%	20,808
4231 Machine Oil & Fuel	108,651	74,994	109,242	34,248	31.35%	109,242
4261 Uniforms, Clothing	131,085	137,579	144,616	7,037	4.87%	144,616
4269 Misc.	9,038	8,398	11,000	2,602	23.66%	11,000
4272 Vehicle Repairs & Maintenance	610,516	372,408	493,170	120,762	24.49%	493,170
4273 Building Repairs & Maintenance	152,652	170,834	124,848	(45,986)	(36.83%)	124,848
4278 Equipment Repairs & Maintenance	109,419	86,486	133,250	46,764	35.09%	133,250
4278 Radio Equipment Maintenance	29,458	33,648	31,653	(1,995)	(6.30%)	31,653
4299 Capital Acquisitions	67,902	44,311	71,339	27,028	37.89%	71,339
4303 Cell Phone	33,117	32,356	31,246	(1,110)	(3.55%)	31,246
4311 Hydro	78,263	80,540	131,287	50,747	38.65%	131,287
4321 Heat	33,034	31,809	46,818	15,009	32.06%	46,818
4331 Water	26,271	24,080	15,606	(8,474)	(54.30%)	15,606
4404 Consulting Services	25	-	62,424	62,424	100.00%	62,424
4425 Education/Corporate Tuition Assist.	2,993	4,484	8,843	4,359	49.29%	8,843
4437 MTO Recoveries	-	3,150	-	(3,150)	n/a	-
4462 Fire Prevention	39,319	17,673	29,131	11,458	39.33%	29,131
4462 Fire Prevention - Public education	10,007	10,071	10,404	333	3.20%	10,404
4463 Fire Investigation	2,516	1,293	2,601	1,308	50.28%	2,601
4464 Association Allowance	3,000	3,000	3,000	-	0.00%	3,000
4465 Dispatch Service	475,665	476,990	463,590	(13,400)	(2.89%)	463,590
4466 Wellness Program	5,545	15,359	147,900	132,541	89.62%	147,900
4471 Mileage/Parking/Tolls	3,146	959	3,121	2,162	69.28%	3,121
4474 Medical oversight	17,323	12,484	24,400	11,916	48.84%	24,400
4474 Training	99,258	49,605	100,040	50,435	50.41%	100,040
4478 Conferences & Seminar Fees	20,079	13,227	28,611	15,384	53.77%	28,611
4511 Street Snowploughing Contract	2,339	4,631	10,404	5,773	55.49%	10,404
4662 Contingency Account	64,469	4,172	46,818	42,646	91.09%	46,818
4667 Property lease	30,600	31,212	31,212	-	0.00%	31,212
Support cost allocation	1,128,224	1,156,431	1,156,431	-	0.00%	1,156,431
4936 Asset Replacement Fund	1,299,600	1,529,600	1,399,600	(130,000)	-9.29%	1,399,600
Total Expenses	26,455,750	27,736,454	28,743,161	1,006,707	3.50%	28,743,161
Revenues						
7419 - Other Grant	2,531	-	-	-	n/a	-
7431 Fire Dept. Recoveries	323,949	437,565	339,503	98,062	28.88%	339,503
7471 Misc. Charges	22,380	12,146	10,000	2,146	21.46%	10,000
Total Revenues	348,860	449,711	349,503	100,208	28.67%	349,503
Net Expenditure Before Transfers	26,106,890	27,286,742	28,393,658	1,106,916	3.90%	28,393,658
Transfers to/(from) Reserve Fund						
4922 Transfer to Reserve Fund	-	1,187,000	-	(1,187,000)	n/a	-
4923 Transfer to Reserve	648,033	-	-	-	n/a	-
7545 - From Reserves	-	(80,085)	-	80,085	n/a	-
7542 From Reserve Fund	-	-	-	-	n/a	-
Net Expenditure	26,754,923	28,393,658	28,393,658	0	0.00%	28,393,658
Newmarket's share (2020-58.6%; 2019-58.9%)	15,758,650	16,633,005	16,638,684	0	0.00%	16,638,684
Aurora's share (2020 - 41.4%; 2019 - 41.1%)	10,996,273	11,760,653	11,754,974	0	0.00%	11,754,974
	26,754,923	28,393,658	28,393,658	0	0.00%	28,393,658

	A	B	C	D	E	F	G	H	I
1	Central York Fire Services Status of Capital Projects As of December 31, 2020								
2									
3									
4	Capital Project Number	Project	Year of Original Approval	Total Approved Funding	2020 Budget	REVISIONS TO Budget 2020	REVISED Budget 2020 (E+F)	Total Expenditures to December 31, 2020	Variance Actual - Revised Budget 2020 (G-H)
5									
6	2116076	Bunker Gear Washer	2016	25,000	-		-	-	-
7	2117073	Fire Truck Replacement - 1999 Freightliner	2017	946,000	-	9,636	9,636	9,636	-
8	2116079	Fire Truck Replacement - 97-02	2016	800,000	-	2,246	2,246	2,246	-
9	2119005	Replacement of Auto Extrication Equipment	2019	165,000	165,000		165,000	150,354	14,646
10	2116074	Station 4-5 Design & Construction	2016	12,650,000	6,226,601	(2,700,000)	3,526,601	2,513,488	1,013,113
11	2118072	New Fire Engine - Stn. 4-5	2018	985,000	985,000		985,000	432,522	552,478
12	2119006	Replacement of HazMat Truck	2019	950,000	-		-	-	-
13	2119007	Life cycle replacement of Personal Protective Equipment	2019	71,000	-	31,054	31,054	31,054	-
14	2119009	Personal Protective Equipment & Uniforms - New Recruits	2019	71,000	71,000		71,000	-	71,000
15	2119008	Master Fire Plan	2019	125,000	125,000	(125,000)	-	-	-
16	2120001	4 Light Prevention Vehicles	2020	150,000	150,000		150,000	141,159	8,841
17	2120002	Lifecycle Replacement of PPE	2020	80,000	80,000		80,000	77,973	2,027
18	2120003	Station 4-5 - Equipment	2020	125,000	125,000	(125,000)	-	67,315	(67,315)
19	2120004	Replacement of MDTs	2020	40,000	40,000		40,000	47,643	(7,643)
20	2120005	Replmt Recruits PPE & Uniforms	2020	120,000	120,000		120,000	108,854	11,146
22	TOTAL	TOTAL	\$ 32,299	\$ 17,303,000	\$ 8,087,601	\$ (2,907,064)	\$ 5,180,537	\$ 3,582,244	\$ 1,598,293



CENTRAL YORK FIRE SERVICES

CYFS First Quarter Report 2021 Fire Services Report

Report Number: JCC-2021-04
To: Joint Council Committee
Author: Anita Gibson, Sr. Financial Analyst
Meeting Date: Tuesday, May 4, 2021

Recommendations

1. That Fire Services Report JCC-2021-04 entitled CYFS First Quarter Report 2021 dated May 4, 2021 be received for information.

Purpose

This report is to provide the JCC with the first quarter operating and capital results for Central York Fire Services for the period ending March 31, 2021.

Background

Below

Financial Impact

Net expenditures are below budget by \$966,499 at the end of the first quarter of 2021. Revenues were \$31,158 compared to a budget of \$109,876, as a result of timing.

Total expenses were \$1,044,675 below budget at the end of March. Wages and benefits are well below budget. The budget includes the hiring of the cohort of 4 additional firefighters for the new fire hall approved in 2020 budget, as well as the 4 included in the 2019 budget. The final 8 are not anticipated to be hired until sometime in 2022, to coincide with the completion of Station 4-5. Wage gapping will continue to be transferred to reserve on a quarterly basis, Q1 gapping transfer is \$281,890.

The portion of salaries recovered for employees injured at work, while they receive their full-time wages, is included in Workplace Safety & Insurance Board reimbursements (\$64,973).

Emergency Mgmt. material is over budget by \$12,434 due to pandemic related costs.

At this point in the year, vehicles repairs are below budget. This expense category has trended higher than budget in recent years and will be watched closely. The majority of the other variances are due to timing.

The wellness program is still on hold, pending the selection of a new provider.

The following chart summarizes the significant variances:

Line items	Actual	Budget	Variance
Salaries and Benefits	\$ 4,616,058	\$5,464,743	\$ 848,685
Emergency Mgmt Materials	13,655	1,221	(12,434)
Uniforms, Clothing	13,040	34,203	21,163
Vehicle Repairs & Maintenance	98,108	123,292	25,184
Equipment Repairs & Maintenance	17,645	34,212	16,567
Consulting Services	0	27,310	27,310
Wellness Program	1,234	36,975	35,741
Building Repairs & Maintenance	11,575	31,893	20,318
Other	776,645	838,784	62,139
Total Expenses	\$ 5,547,959	\$ 6,592,633	\$ 1,044,674
Total Revenues	\$ (34,200)	\$ (112,375)	\$ (78,175)
Transfer to Reserve Fund	281,890	0	\$(281,890)
Net Expenditure	\$ 5,795,649	\$ 6,480,258	\$ 684,609

Conclusion

At this point, it is not possible to forecast the year-end position – surplus or deficit. Although there may be favourable variances on expenses, such as staff vacancies and delays in hiring, there may also be a challenge achieving our fire department recovery revenue target. In addition, the pandemic continues to have an impact on the financial results.

Consultation

There has been consultation between the Finance staff of both Aurora and Newmarket, as well as Fire Services management.

Impact On The Master Fire Plan

This report is consistent with the budget methodology set out in the Master Fire Plan.

Attachments

Operating Results for the Three Months ending March 31, 2021

Contact

Ian Laing, Fire Chief
Central York Fire Services

Mike Mayes, CPA, CGA, DPA
Director, Financial Services/Treasurer

CENTRAL YORK FIRE SERVICES
Q1 OPERATING RESULTS
For the Three Months Ending March 31, 2021

OBJECT ACCOUNTS	2020	2021 YTD (March 31, 2021)				2021
	ACTUAL	ACTUAL	BUDGET	VARIANCE		FULL YEAR
	\$	\$	\$	\$	%	BUDGET
Expenses						
4011 Management Salaries	666,228	137,762	154,203	16,441	10.66%	668,218
4021 Regular Salaries & Wages	16,292,298	3,464,028	3,981,726	517,698	13.00%	17,194,961
4024 Standby/Callback	240	-	-	-	n/a	-
4025 Overtime	252,889	18,807	54,285	35,478	65.35%	217,143
4026 Lieu Time Paid	883,806	2,228	-	(2,228)	n/a	770,000
4028 WSIB Reimbursements	(238,757)	(64,973)	-	64,973	n/a	-
4031 Casual/Seasonal Wage	-	-	4,155	4,155	100.00%	18,000
4035 Regular Part-Time Wages	34,157	8,264	9,474	1,210	12.77%	41,052
4081 Payroll Allocations	-	-	-	-	n/a	-
4109 Direct Payroll Benefits	5,288,572	1,049,941	1,260,900	210,959	16.73%	5,463,900
Sub Total Salaries and Benefits	23,179,432	4,616,058	5,464,743	848,685	15.53%	24,373,274
4216 Stationery & Office Supplies	9,285	1,422	3,901	2,479	63.56%	15,606
4217 Photocopier Lease & Supplies	3,418	-	1,950	1,950	100.00%	7,803
4219 Emergency Mgmt. Materials	94,471	13,655	1,221	(12,434)	(1018.32%)	4,885
4229 Janitorial Supplies	18,427	6,641	6,453	(188)	(2.92%)	25,808
4231 Machine Oil & Fuel	74,994	20,073	27,310	7,237	26.50%	109,242
4261 Uniforms, Clothing	137,579	13,040	34,203	21,163	61.87%	136,816
4269 Misc.	8,398	1,689	3,750	2,061	54.95%	15,000
4272 Vehicle Repairs & Maintenance	372,044	98,108	123,292	25,184	20.43%	493,170
4273 Building Repairs & Maintenance	170,834	11,575	31,893	20,318	63.71%	127,571
4278 Equipment Repairs & Maintenance	86,486	17,645	34,212	16,567	48.42%	136,850
4278 Radio Equipment Maintenance	33,648	-	8,163	8,163	100.00%	32,653
4299 Capital Acquisitions	44,311	8,375	16,260	7,885	48.49%	65,039
4303 Cell Phone	32,356	6,892	8,937	2,045	22.89%	35,746
4311 Hydro	80,540	16,831	32,822	15,991	48.72%	131,287
4321 Heat	31,809	13,041	11,704	(1,337)	(11.43%)	46,818
4331 Water	24,080	3,466	3,900	434	11.14%	15,606
4404 Consulting Services	-	-	15,606	15,606	100.00%	62,424
4425 Education/Corporate Tuition Assist.	4,484	-	2,211	2,211	100.00%	8,843
4437 MTO Recoveries	3,150	500	-	(500)	n/a	-
4462 Fire Prevention	17,673	340	7,283	6,943	95.33%	29,131
4462 Fire Prevention - Public education	10,071	421	2,601	2,180	83.80%	10,404
4463 Fire Investigation	1,293	2,135	651	(1,484)	(227.94%)	2,601
4464 Association Allowance	3,000	-	750	750	100.00%	3,000
4465 Dispatch Service	476,990	-	-	-	n/a	449,500
4466 Wellness Program	15,362	1,234	36,975	35,741	96.66%	147,900
4471 Mileage/Parking/Tolls	959	136	780	644	82.53%	3,121
4474 Medical oversight	12,484	8,235	6,099	(2,136)	(35.02%)	24,400
4474 Training	49,605	22,088	25,011	2,924	11.69%	100,040
4478 Conferences & Seminar Fees	13,227	3,129	6,153	3,024	49.15%	24,611
4511 Street Snowploughing Contract	4,631	7,118	7,983	865	10.84%	11,404
4662 Contingency Account	4,172	-	11,704	11,704	100.00%	46,818
4667 Property lease	31,212	7,875	7,875	-	0.00%	31,500
Support cost allocation	1,156,431	296,337	296,337	0	0.00%	1,185,342
4936 Asset Replacement Fund	1,399,597	349,900	349,900	0	0.00%	1,399,600
Total Expenses	27,606,454	5,547,959	6,592,633	1,044,674	15.85%	29,313,813
Revenues						
7419 - Other Grant	-	-	-	-	n/a	-
7431 Fire Dept. Recoveries	437,565	31,158	109,876	(78,718)	-71.64%	439,503
7471 Misc. Charges	92,831	3,043	2,499	544	21.76%	10,000
Total Revenues	530,395	34,200	112,375	(78,175)	-69.57%	449,503
Net Expenditure Before Transfers	27,076,058	5,513,759	6,480,258	966,499	14.91%	28,864,310
Transfers to/(from) Reserve Fund						
4922 Transfer to Reserve Fund	1,317,000	281,890	-	(281,890)	n/a	-
4923 Transfer to Reserve	600	-	-	-	n/a	-
7542 From Reserve Fund	-	-	-	-	n/a	-
Net Expenditure	28,393,658	5,795,649	6,480,258	684,609	10.56%	28,864,310
Newmarket's share (2021-58.58%; 2020-58.6%)	16,644,611	3,395,091	3,796,135	401,044	10.56%	16,908,713
Aurora's share (2021 - 41.42%; 2020 - 41.4%)	11,749,047	2,400,558	2,684,123	283,565	10.56%	11,955,597
	28,393,658	5,795,649	6,480,258	684,609	10.56%	28,864,310