



# Central York Fire Services Agenda Joint Council Committee

Date: Tuesday, September 10, 2024  
Time: 1:00 PM  
Location: Streamed live from the Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Pages

## 1. Notice

This meeting can be viewed on the live stream at [newmarket.ca/meetings](http://newmarket.ca/meetings) or members of the public can attend in person in the Council Chambers at 395 Mulock Drive.

## 2. Additions & Corrections to the Agenda

## 3. Conflict of Interest Declarations

## 4. Presentations

## 5. Deputations

## 6. Approval of Minutes

6.1 Central York Fire Services - Joint Council Committee Meeting Minutes of April 2, 2024 1

1. That the Central York Fire Services Joint Council Committee meeting minutes of April 2, 2024 be approved.

## 7. Items

7.1 First Quarter 2024 Central York Fire Services Financial Update 7

**Note:** This matter was previously distributed by email.

1. That the First Quarter 2024 Central York Fire Services Financial Update dated June 21, 2024 be received for information purposes.

7.2 Second Quarter 2024 Central York Fire Services Financial Update 13

1. That Fire Services Report JCC-2024-04 Second Quarter 2024 Financial Update dated September 10, 2024, be received for information purposes.

7.3 Cost Recovery Program Enhancement 21

1. That Fire Services Report CL-JCC-2024-03 dated September 10, 2024, entitled Cost Recovery Program Enhancement be received; and,
2. That a cost recovery program to recover firefighting costs on behalf of Central York Fire Services for incidents pertaining to property damage on a percentage basis as further described in this report be approved; and,
3. That a by-law to authorize cost recovery with respect to fire department specific response be established; and,
4. That the fees for cost recovery through Fire Marque Inc. be established through the Fees and Charges By-law 2023-76 as amended.

7.4 Fire Underwriter's Survey Update 35

**Note:** Acting Fire Chief Volpe will speak to this matter.

7.5 Upcoming Events

**Note:** Acting Fire Chief Volpe will speak to this matter.

8. **New Business**

9. **Closed Session (if required)**

10. **Adjournment**



# Central York Fire Services

## Minutes

### Joint Council Committee

Date: Tuesday, April 2, 2024  
 Time: 9:30 AM  
 Location: Streamed live from the Municipal Offices  
 395 Mulock Drive  
 Newmarket, ON L3Y 4X7

Members Present: Councillor Gilliland, Town of Aurora, Chair  
 Councillor Broome, Town of Newmarket, Vice Chair  
 Councillor Gaertner, Town of Aurora  
 Councillor Simon, Town of Newmarket  
 Councillor Morrison, Town of Newmarket

Members Absent: Councillor Gallo, Town of Aurora

Staff Present: I. McDougall, Chief Administrative Officer  
 D. Nadorozny, Chief Administrative Officer, Town of Aurora  
 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  
 R. Wainwright-van Kessel, Director of Finance – Treasurer, Town of Aurora  
 A. Gibson, Senior Financial Analyst, Town of Newmarket  
 K. Saini, Deputy Town Clerk/Manager of Legislative Services, Town of Newmarket  
 S. Granat, Legislative Coordinator

The meeting was called to order at 9:43 AM.  
 Councillor Gilliland in the Chair.

**1. Notice**

Chair Gilliland advised that the Municipal Offices were open to the public, and that members of the public could attend this meeting in person or view the live stream available at [newmarket.ca/meetings](http://newmarket.ca/meetings).

**2. Additions & Corrections to the Agenda**

None.

**3. Conflict of Interest Declarations**

None.

**4. Presentations**

**4.1 2023 Annual Report - Central York Fire Services**

The Acting Fire Chief presented the 2023 Annual Report - Central York Fire Services regarding the Fire Chief's message, mission, vision and values, station locations, primary response area, organizational structure, what we do, 2023 highlights, three lines of defense, public education programs, prevention highlights, vulnerable occupancies, the Fire Code and Ontario Building Code inspections, emergency response trend, emergency response data comparison, our performance, training highlights, budget data, cost recovery program, and in memory of Fire Chief Ian Laing.

Members queried the presenter regarding communicating with residents, staffing public education, other areas to support events, budget split between Newmarket and Aurora, and distributing the 2023 Annual Report.

Moved by: Councillor Broome

Seconded by: Councillor Morrison

1. That the presentation by Acting Fire Chief Rocco Volpe regarding the 2023 Annual Report - Central York Fire Services be received.

**Carried**

**4.2 Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update**

Anita Gibson, Supervisor Financial Reporting presented the Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update regarding Fourth Quarter 2023 operating results, operating expenses, operating revenues, 2023 capital, 2024 Capital Budget, and 2023 reserve transfers.

Members queried Staff regarding the Station 4-5 variance, reserve fund health and balance, and the Fire Master Plan.

Moved by: Councillor Simon

Seconded by: Councillor Gaertner

1. That the presentation by Anita Gibson, Supervisor Financial Reporting regarding the Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update be received.

**Carried**

## **5. Deputations**

None.

## **6. Approval of Minutes**

### **6.1 Central York Fire Services meeting minutes of March 5, 2024**

Moved by: Councillor Morrison

Seconded by: Councillor Broome

1. That the Central York Fire Services Joint Council Committee meeting minutes of March 5, 2024 be approved.

**Carried**

## **7. Items**

### **7.1 Preliminary Fourth Quarter 2023 CYFS Financial Update**

Moved by: Councillor Simon

Seconded by: Councillor Gaertner

1. That Fire Services Report JCC-2024-01 Preliminary Fourth Quarter 2023 Financial Update dated March 5, 2024, be received for information purposes; and,
2. That Joint Council Committee (JCC) approve the 2023 Operating Surplus transfer to Central York Fire Services (CYFS) General Reserve Fund; and,
3. That JCC approve funding additional costs for Station 4-5 Capital of up to \$273,064 from the CYFS General Reserve Fund; and,
4. That JCC approves funding for the Capital projects identified in the report that are over budget requiring additional funding from CYFS Asset Replacement Fund of \$39,444, subject to finalization of year-end results; and,
5. That JCC approve the 2023 Capital Carryovers and 2024 new Capital Budget requests as additions to the 2024 Capital Budget program.

**Carried**

## **8. New Business**

### **8.1 Community Events**

Acting Fire Chief Volpe provided a verbal update regarding upcoming community events including the Solicitor General Special Announcement, the United Way carwash, Touch-a-Truck, and the Smoke Alarm Campaign.

### **8.2 Human Trafficking Awareness Event**

Councillor Gilliland provided a verbal update regarding the upcoming Human Trafficking Awareness event.

## **9. Closed Session (if required)**

The Central York Fire Services Joint Council Committee did not resolve into Closed Session.

### **9.1 Central York Fire Services Joint Council Committee meeting minutes (Closed Session) of March 5, 2024**

Moved by: Councillor Broome

Seconded by: Councillor Morrison

1. That the Central York Fire Services Joint Council Committee meeting minutes (Closed Session) of March 5, 2024 be approved.

**Carried**

**10. Adjournment**

Moved by: Councillor Broome

Seconded by: Councillor Simon

That the meeting be adjourned at 10:46 AM.

**Carried**

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Councillor Gilliland, Chair

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Date







## CENTRAL YORK FIRE SERVICES

### First Quarter 2024 CYFS Financial Update Fire Services Report

Report Number: JCC-2024-02  
 To: Joint Council Committee  
 Author: Central York Fire Services - Anita Gibson, Supervisor, Financial Reporting & Analysis  
 Distribution Date: Friday, June 21, 2024

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#### 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, 2024.

##### Background

JCC approved the 2024 Budget for Operating & Capital as summarized below.

Components	CYFS	Newmarket	Aurora
Operating budget	\$31,335,899	\$18,271,963	\$13,063,936
Capital Budget	\$3,356,400	\$1,957,117	\$1,399,283
Budget allocation	100%	58.31%	41.69%

##### Financial Impact

The net expenditures compared to the budget at the end of the first quarter of 2024 were favourable to budget by \$558,992.

##### Expenditures

Total expenses were \$592,316 favourable to budget which was mainly due to the following:

### Wages & Benefits

Wages and benefits were below budget due to temporary vacancies. There is one executive vacant position as well as an employee on LTD.

The majority of the variances are due to timing.

Medical oversight is over budget due to the timing of the annual support service fee payable in the first quarter of the year. The Building and Equipment repairs and maintenance expenses are higher than budget mainly due to the timing of annual maintenance requirements.

### **Revenues**

Total revenues are unfavourable compared to budget by \$33,324.

The cost recovery program revenues are unfavourable by \$26,335. In Q1 of 2023, the cost recovery revenues were unfavourable by \$26,689 which indicates 2024 is showing similar trends as last year for the first quarter. These revenues are expected to meet budget by year-end.

### **2024 Capital**

The total 2024 Capital Budget is \$3,356,400. Expenditures of \$68,806, were incurred as of the end of March 31, 2024.

The projects included:

- Replacement of Firefighting Equipment \$38,075
- High Rise Firefighting Equipment \$14,219
- Fire Master Plan \$8,445
- Laptops for Online and Virtual Training \$7,912
- Station 4-5 remediation \$155

For further details on the capital expenditures, refer to **Appendix 2** – Status of Capital Projects as of March 31, 2024.

### **Conclusion**

At this time, it is too early to provide a year-end forecast. Staff will provide regular financial updates throughout the year.

### **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 2014 Master Fire Plan.

## **Attachments**

**Appendix 1** – Q1 Operating Results for the Three Months ending March 31, 2024

**Appendix 2** – Status of Capital Projects as of March 31, 2024

## **Contact**

Andrea Tang, CPA, CA  
Director Financial Services / Treasurer, Town of Newmarket

**CENTRAL YORK FIRE SERVICES**  
**Q1-2024 OPERATING RESULTS**  
**For the Twelve Months Ending March 31, 2024**

## Appendix 1

OBJECT ACCOUNTS	2023	2024 YTD (March 31, 2024)				2024
	ACTUAL \$	ACTUAL \$	BUDGET \$	VARIANCE favourable/(unfavourable)		FULL YEAR BUDGET \$
				\$	%	
<b>Expenses</b>						
4011 - Management Salaries	734,608	147,856	198,706	50,850	25.6%	738,053
4021 - Regular Salaries & Wages	17,261,567	4,764,603	4,919,176	154,573	3.1%	18,335,503
4024 - Standby/Callback	-	-	-	-	n/a	-
4025 - Overtime	280,338	60,802	75,273	14,471	19.2%	301,092
4026 - Lieu Time Paid	996,881	359	-	(359)	n/a	964,166
4028 - WSIB Reimbursements	(158,659)	(84,273)	-	84,273	n/a	-
4031 - Casual/Seasonal Wage	40,762	-	5,384	5,384	100.0%	20,000
4035 - Regular Part-Time Wage	-	-	-	-	n/a	-
4109 - Direct Payroll Benefits	5,570,486	1,437,213	1,581,352	144,139	9.1%	5,873,589
<b>Sub Total Salaries and Benefits</b>	<b>24,725,983</b>	<b>6,326,559</b>	<b>6,779,891</b>	<b>453,332</b>	<b>6.69%</b>	<b>26,232,403</b>
4216 - Stationery & Office Supplies	9,799	3,418	2,775	(643)	-23.2%	11,100
4217 - Photocopier Lease & Supplies	10,381	1,625	2,625	1,000	38.1%	10,500
4219 - Emergency Mgmt. Materials	11,356	-	1,374	1,374	100.0%	5,500
4229 - Janitorial Supplies	44,122	10,320	10,203	(117)	-1.2%	40,808
4231 - Machine Oil & Fuel	171,467	36,050	43,810	7,760	17.7%	175,242
4261 - Uniforms, Clothing	106,169	23,391	31,875	8,484	26.6%	127,500
4269 - Misc.	11,982	811	3,750	2,939	78.4%	15,000
4272 - Vehicle Repairs & Maintenance	686,026	147,048	152,292	5,244	3.4%	609,170
4273 - Building Repairs & Maintenance	244,314	45,741	44,393	(1,348)	-3.0%	177,571
4278 - Equipment Repairs & Maintenance	207,838	46,312	43,749	(2,563)	-5.9%	175,000
4278 - Radio Equipment Maintenance	36,656	161	9,288	9,127	98.3%	37,153
4299 - Capital Acquisitions	66,925	3,571	16,260	12,689	78.0%	65,039
4303 - Cell Phone	35,935	8,832	9,561	729	7.6%	38,246
4311 - Hydro	69,343	10,493	24,999	14,506	58.0%	100,000
4321 - Heat	49,783	3,613	14,079	10,466	74.3%	56,318
4331 - Water	70,353	8,359	11,652	3,293	28.3%	46,606
4404 - Consulting Services	64,394	12,756	15,105	2,349	15.5%	60,424
4425 - Education/Corp.Tuition Asstnc	-	1,728	2,211	483	21.9%	8,843
4437 - MTO Recoveries	2,500	500	1,125	625	55.6%	4,500
4462 - Fire Prevention	52,016	3,972	7,500	3,528	47.0%	30,000
4462 - Public Educ. Fire Prevention	18,327	3,992	5,001	1,009	20.2%	20,000
4463 - Fire Investigation	11	415	750	335	44.6%	3,000
4464 - Association Allowance	-	-	750	750	100.0%	3,000
4465 - Dispatch Service	458,014	-	-	-	n/a	514,796
4466 - Wellness Program	170,149	-	40,326	40,326	100.0%	161,300
4471 - Mileage/Parking/Tolls	3,667	1,247	756	(491)	-65.0%	3,025
4472 - Memberships & Subscriptions	7,474	1,948	2,001	54	2.7%	8,000
4474 - Medical Oversight	20,465	11,991	6,000	(5,991)	-99.8%	24,000
4474 - Training	119,244	13,609	27,510	13,901	50.5%	110,040
4478 - Conferences & Seminar Fees	22,296	3,464	6,201	2,737	44.1%	24,808
4511 - Street Snowploughing Contract	20,968	9,342	16,733	7,391	44.2%	23,904
4661 - Bad Debt Expense	67,480	168	-	(168)	n/a	-
4662 - Contingency Account	48,059	12,000	11,205	(795)	-7.1%	44,818
4667 - Property lease	-	-	-	-	n/a	-
5105-5109 - Support cost allocation	1,229,449	311,389	311,389	-	0.0%	1,245,562
4936 - Asset Replacement Fund	1,470,465	376,807	376,807	-	0.0%	1,507,226
<b>Total Expenses</b>	<b>30,333,412</b>	<b>7,441,630</b>	<b>8,033,946</b>	<b>592,316</b>	<b>7.37%</b>	<b>31,720,402</b>
<b>Revenues</b>						
7419 - Grants	20,879	-	-	-	n/a	-
7431 - Fire Dept. Recoveries	232,828	42,290	68,625	(26,335)	-38.4%	274,503
7432-7439 Cost Recovery Program	200,426	20,509	24,999	(4,490)	-18.0%	100,000
7471 - Misc. Charges	5,988	-	2,499	(2,499)	-100.0%	10,000
<b>Total Revenues</b>	<b>460,120</b>	<b>62,799</b>	<b>96,123</b>	<b>(33,324)</b>	<b>-34.67%</b>	<b>384,503</b>
<b>Net Expenditures before additional transfers</b>	<b>29,873,292</b>	<b>7,378,831</b>	<b>7,937,823</b>	<b>558,992</b>	<b>7.04%</b>	<b>31,335,899</b>
<b>Transfers to/(from) Reserve Fund</b>						
Surplus/(Deficit) Transfer	651,957	-	-	-	n/a	-
<b>Additional Reserve Fund Transfers</b>	<b>651,957</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>n/a</b>	<b>-</b>
<b>Net Expenditures after additional transfers</b>	<b>30,525,249</b>	<b>7,378,831</b>	<b>7,937,823</b>	<b>558,992</b>	<b>7.04%</b>	<b>31,335,899</b>
Newmarket's share (2024-58.31%; 2023-58.32%)	17,802,325	4,302,596	4,628,545	325,948	7.04%	18,271,963
Aurora's share (2024-41.69%; 2023-41.68%)	12,722,924	3,076,235	3,309,278	233,044	7.04%	13,063,936
	<b>30,525,249</b>	<b>7,378,831</b>	<b>7,937,823</b>	<b>558,992</b>	<b>7.04%</b>	<b>31,335,899</b>

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**Central York Fire Services**  
**Status of Capital Projects**  
**As of March 31, 2024**

**Appendix 2**

Capital Project Number	Project	Year of Original Approval	Total Approved Funding	Total Expenditures to Dec. 31, 2023	2024 Budget	Total Expenditures to Mar. 31, 2024	Variance Total Expenditures vs. 2024 Budget
2119008	Master Fire Plan	2019	165,000	101,740	46,400	8,445	37,955
2122004	Fire Prevention - Fire Investigation Vehicle	2022	90,000	-	90,000	-	90,000
2116074	Station 4-5 Remediation Costs	2024	100,000	-	100,000	155	99,845
2123002	Replacement of Firefighting Equipment	2024	1,665,000	-	1,665,000	38,075	1,626,925
2123003	High Rise Firefighting Equipment	2024	20,000	-	20,000	14,219	5,781
2123004	Laptops for Online and Virtual Training	2024	10,000	-	10,000	7,912	2,088
2123006	Renovations to Station 4-1	2024	1,175,000	-	1,175,000	-	1,175,000
2124001	Training Building and Fence	2024	250,000	-	250,000	-	250,000
	<b>TOTAL</b>		<b>\$ 3,225,000</b>	<b>\$ 101,740</b>	<b>\$ 3,356,400</b>	<b>\$ 68,806</b>	<b>\$ 3,287,594</b>





## CENTRAL YORK FIRE SERVICES

### Second Quarter 2024 CYFS Financial Update Fire Services Report

Report Number: JCC-2024-04  
 To: Joint Council Committee  
 Author: Central York Fire Services - Anita Gibson, Supervisor, Financial Reporting & Analysis  
 Meeting Date: Tuesday, September 10, 2024

#### Recommendations

1. That Fire Services Report JCC-2024-04 Second Quarter 2024 Financial Update dated September 10, 2024, be received for information purposes.

#### Purpose

This report is to provide the JCC with the Second Quarter Operating and Capital results for Central York Fire Services for the period ending June 30, 2024.

#### Background

JCC approved the 2024 Budget for Operating & Capital as summarized below.

Components	CYFS	Newmarket	Aurora
Operating budget	\$31,335,899	\$18,271,963	\$13,063,936
Capital Budget	\$3,356,400	\$1,957,117	\$1,399,283
Budget allocation	100%	58.31%	41.69%

#### Financial Impact

The net expenditures compared to the budget at the end of the second quarter of 2024 were favourable to budget by \$727,984.

## Expenditures

Total expenses were \$789,166 favourable to budget which was mainly due to the following:

### Wages & Benefits

Wages and benefits were below budget due to temporary vacancies. There is one executive vacant position as well as an employee on LTD.

### Uniforms, Clothing

Uniform and Clothing costs are unfavourable to budget due to staff orders for yearly uniform allowance being fulfilled in the first half of the year, while there will continue to be uniform expenses during the second half of the year they will be significantly less, and this cost category is expected to align with budget by year-end.

### Vehicle Repairs & Maintenance

CYFS introduced a new technology for emergency response by transitioning from hydraulic to electric extrication tools. The new technology is being funded from the 2023-2024 capital budget. The ancillary costs associated with this technology, for custom fabrication and installation, have had an impact on this budget category.

Additionally, traditional foam solutions utilized during suppression efforts, which enhance the characteristics of water have been found to contain carcinogens in the form of PFSA (per-and polyfluoroalkyl substances). CYFS has been replacing this foam solution with a non-PFAS foam solution as the opportunity presents itself. The replacement foam solution is quite expensive and contributes to the increase in this line item.

This budget category will be closely monitored for the remainder of the year, and appropriate increases will be proposed through the 2025 budget.

### Building Repairs & Maintenance

Costs are unfavourable to budget due to the installation costs of a decontamination unit at Station 4-4. The purpose of this unit is to decontaminate firefighters' hard equipment such as helmets and boots after a fire. This aids in the overall health of the employees and extends the life of their personal protective equipment.

### Equipment Repairs & Maintenance

Equipment Repairs & Maintenance are unfavourable to budget due to the introduction of new tactics for fighting high-rise fires. This involved the purchase of new hoses, nozzles, and appliances to outfit all of the apparatus.

This budget category will also be closely monitored for the remainder of the year, and appropriate increases will be proposed through the 2025 budget process.

Many of the other variances are due to timing.



## Revenues

Total revenues are unfavourable compared to budget by \$61,182.

The cost recovery program revenues are favourable by \$5,094. Fire Recoveries are unfavourable by \$61,277 which are mainly due to the timing of the retainer payments from Whitchurch-Stouffville and King City.

## 2024 Capital

The 2024 Capital Budget is \$3,356,400. Expenditures of \$265,151, were incurred as of the end of June 30, 2024.

The projects included:

- Replacement of Firefighting Equipment \$91,483
- Traffic Minding/Control Upgrades \$64,258
- Truck Mounted Monitors \$42,739
- Station 4-5 remediation \$18,800
- High Rise Firefighting Equipment \$14,363

For further details on the capital expenditures, refer to Appendix 2 – Capital Results for the Six Months ending June 30, 2024.

## Conclusion

At this time, the year-end forecast surplus is estimated at \$900,000. Staff will continue to provide regular financial updates throughout the year.

## 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 2014 Master Fire Plan.

## Attachments

Appendix 1 – Operating Results for the Six Months ending June 30, 2024

Appendix 2 – Capital Results for the Six Months ending June 30, 2024

## Contact

Andrea Tang, CPA, CA  
Town of Newmarket - Director of Finance, Treasurer



**CENTRAL YORK FIRE SERVICES**  
**Q2-2024 OPERATING RESULTS**  
**For the Six Months Ending June 30, 2024**

## Appendix 1

OBJECT ACCOUNTS	2023	2024 YTD (June 30, 2024)				2024
	ACTUAL \$	ACTUAL \$	BUDGET \$	VARIANCE favourable/(unfavourable) \$ %		FULL YEAR BUDGET \$
<b>Expenses</b>						
4011 - Management Salaries	734,608	274,812	369,025	94,213	25.5%	738,053
4021 - Regular Salaries & Wages	17,261,567	8,926,693	9,167,750	241,057	2.6%	18,335,503
4024 - Standby/Callback	-	-	-	-	n/a	-
4025 - Overtime	280,338	128,420	150,546	22,126	14.7%	301,092
4026 - Lieu Time Paid	996,881	359	-	(359)	n/a	964,166
4028 - WSIB Reimbursements	(158,659)	(156,466)	-	156,466	n/a	-
4031 - Casual/Seasonal Wage	40,762	-	10,000	10,000	100.0%	20,000
4035 - Regular Part-Time Wage	-	-	-	-	n/a	-
4109 - Direct Payroll Benefits	5,570,486	2,697,955	2,936,794	238,839	8.1%	5,873,589
<b>Sub Total Salaries and Benefits</b>	<b>24,725,983</b>	<b>11,871,771</b>	<b>12,634,115</b>	<b>762,344</b>	<b>6.03%</b>	<b>26,232,403</b>
4216 - Stationery & Office Supplies	9,799	5,923	5,550	(373)	-6.7%	11,100
4217 - Photocopier Lease & Supplies	10,381	5,096	5,250	154	2.9%	10,500
4219 - Emergency Mgmt. Materials	11,356	-	2,749	2,749	100.0%	5,500
4229 - Janitorial Supplies	44,122	18,805	20,405	1,600	7.8%	40,808
4231 - Machine Oil & Fuel	171,467	61,152	87,621	26,469	30.2%	175,242
4261 - Uniforms, Clothing	106,169	94,064	63,750	(30,314)	-47.6%	127,500
4269 - Misc.	11,982	4,483	7,500	3,017	40.2%	15,000
4272 - Vehicle Repairs & Maintenance	686,026	329,563	304,585	(24,978)	-8.2%	609,170
4273 - Building Repairs & Maintenance	244,314	107,582	88,786	(18,796)	-21.2%	177,571
4278 - Equipment Repairs & Maintenance	207,838	118,530	87,500	(31,030)	-35.5%	175,000
4278 - Radio Equipment Maintenance	36,656	41,197	37,153	(4,044)	-10.9%	37,153
4299 - Capital Acquisitions	66,925	25,244	32,520	7,276	22.4%	65,039
4303 - Cell Phone	35,935	16,812	19,122	2,310	12.1%	38,246
4311 - Hydro	69,343	26,675	49,999	23,324	46.6%	100,000
4321 - Heat	49,783	29,746	28,158	(1,588)	-5.6%	56,318
4331 - Water	70,353	26,232	23,304	(2,928)	-12.6%	46,606
4404 - Consulting Services	64,394	15,961	30,211	14,250	47.2%	60,424
4425 - Education/Corp.Tuition Assnc	-	2,946	4,422	1,476	33.4%	8,843
4437 - MTO Recoveries	2,500	1,000	2,250	1,250	55.6%	4,500
4462 - Fire Prevention	52,016	18,921	15,000	(3,921)	-26.1%	30,000
4462 - Public Educ. Fire Prevention	18,327	6,216	10,001	3,785	37.8%	20,000
4463 - Fire Investigation	11	-	1,500	1,500	100.0%	3,000
4464 - Association Allowance	-	6,000	3,000	(3,000)	-100.0%	3,000
4465 - Dispatch Service	458,014	236,950	257,398	20,448	7.9%	514,796
4466 - Wellness Program	170,149	23,362	80,651	57,289	71.0%	161,300
4471 - Mileage/Parking/Tolls	3,667	2,964	1,512	(1,452)	-96.0%	3,025
4472 - Memberships & Subscriptions	7,474	6,498	4,001	(2,497)	-62.4%	8,000
4474 - Medical Oversight	20,465	19,794	12,000	(7,794)	-65.0%	24,000
4474 - Training	119,244	67,169	55,020	(12,149)	-22.1%	110,040
4478 - Conferences & Seminar Fees	22,296	13,159	12,403	(756)	-6.1%	24,808
4511 - Street Snowploughing Contract	20,968	15,936	16,733	797	4.8%	23,904
4661 - Bad Debt Expense	67,480	168	-	(168)	n/a	-
4662 - Contingency Account	48,059	17,495	22,410	4,915	21.9%	44,818
4667 - Property lease	-	-	-	-	n/a	-
5105-5109 - Support cost allocation	1,229,449	622,780	622,780	-	0.0%	1,245,562
4936 - Asset Replacement Fund	1,470,465	753,614	753,614	-	0.0%	1,507,226
<b>Total Expenses</b>	<b>30,333,412</b>	<b>14,613,807</b>	<b>15,402,973</b>	<b>789,166</b>	<b>5.12%</b>	<b>31,720,402</b>
<b>Revenues</b>						
7419 - Grants	20,879	-	-	-	n/a	-
7431 - Fire Dept. Recoveries	232,828	75,974	137,251	(61,277)	-44.6%	274,503
7432-7439 Cost Recovery Program	200,426	55,093	49,999	5,094	10.2%	100,000
7471 - Misc. Charges	5,988	-	4,999	(4,999)	-100.0%	10,000
<b>Total Revenues</b>	<b>460,120</b>	<b>131,067</b>	<b>192,249</b>	<b>(61,182)</b>	<b>-31.82%</b>	<b>384,503</b>
<b>Net Expenditures before additional transfers</b>	<b>29,873,292</b>	<b>14,482,740</b>	<b>15,210,724</b>	<b>727,984</b>	<b>4.79%</b>	<b>31,335,899</b>
<b>Transfers to/(from) Reserve Fund</b>						
Surplus/(Deficit) Transfer	651,957	-	-	-	n/a	-
<b>Additional Reserve Fund Transfers</b>	<b>651,957</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>n/a</b>	<b>-</b>
<b>Net Expenditures after additional transfers</b>	<b>30,525,249</b>	<b>14,482,740</b>	<b>15,210,724</b>	<b>727,984</b>	<b>4.79%</b>	<b>31,335,899</b>
Newmarket's share (2024-58.31%; 2023-58.32%)	17,802,325	8,444,886	8,869,373	424,487	4.79%	18,271,963
Aurora's share (2024-41.69%; 2023-41.68%)	12,722,924	6,037,854	6,341,351	303,496	4.79%	13,063,936
	<b>30,525,249</b>	<b>14,482,740</b>	<b>15,210,724</b>	<b>727,984</b>	<b>4.79%</b>	<b>31,335,899</b>



19  
**Central York Fire Services**  
**Status of Capital Projects**  
**As of June 30, 2024**

**Appendix 2**

Capital Project Number	Project	Year of Original Approval	2024 Budget	Total Expenditures to June 30, 2024	Variance Total Expenditures vs. 2024 Budget
2119008	Master Fire Plan	2019	46,400	8,445	37,955
2122004	Fire Prevention - Fire Investigation Vehicle	2022	90,000	-	90,000
2116074	Station 4-5 Remediation Costs	2024	100,000	18,800	81,200
2123002	Replacement of Firefighting Equipment	2024	240,000	91,483	148,517
2123002	Truck Mounted Monitors	2024	45,000	42,739	2,261
2123002	Portable Radios and Equipment	2024	900,000	9,406	890,594
2123002	Hurst eDraulics	2024	210,000	5,099	204,901
2123002	Traffic Minding/Control Upgrades	2024	150,000	64,258	85,742
2123002	Training Pickup Truck	2024	120,000	-	120,000
2123003	High Rise Firefighting Equipment	2024	20,000	14,363	5,637
2123004	Laptops for Online and Virtual Training	2024	10,000	7,912	2,088
2123006	Renovations to Station 4-1	2024	1,175,000	-	1,175,000
2124001	Training Building and Fence	2024	250,000	2,646	247,354
	<b>TOTAL</b>		<b>\$ 3,356,400</b>	<b>\$ 265,151</b>	<b>\$ 3,091,249</b>





## CENTRAL YORK FIRE SERVICES

### Cost Recovery Program Enhancement Fire Services Report

Report Number: JCC-2024-03  
 To: Joint Council Committee  
 Author: Central York Fire Services – Acting Fire Chief Rocco Volpe  
 Meeting Date: Tuesday, September 10, 2024

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#### Recommendations

1. That Fire Services Report CL-JCC-2024-03 dated September 10, 2024, entitled Cost Recovery Program Enhancement be received; and,
2. That a cost recovery program to recover firefighting costs on behalf of Central York Fire Services for incidents pertaining to property damage on a percentage basis as further described in this report be approved; and,
3. That a by-law to authorize cost recovery with respect to fire department specific response be established; and,
4. That the fees for cost recovery through Fire Marque Inc. be established through the Fees and Charges By-law 2023-76 as amended.

#### Purpose

The purpose of this report is to:

- i. seek approval to adopt a by-law to allow for a cost recovery program to recover firefighting costs from insurance companies for CYFS' attendance at incidents pertaining to property damage on behalf of Central York Fire Services (CYFS) on a percentage basis as further described in this report.
- ii. advise the Joint Council Committee (JCC) of the outcome of a competitive procurement process for a cost recovery program for firefighting costs; and that Central York Fire Services is seeking approval to establish such new fees in the 2024 Fees and Charges By-Law to permit this cost recovery enhancement.

## Background

Most commercial and home insurance policies provide coverage for Fire Department charges under the insured peril clauses of the owner's policy. The provisions for Fire Department expense coverage can range from \$500 to \$25,000.

Municipalities do not typically have the expertise to initiate claims for cost recovery from insurance companies related to fire incidents, however, there are external companies that provide this service on behalf of municipalities. As such CYFS engaged Procurement Services to conduct a competitive procurement process (RFP-2024-071). Fire Marque Inc. is the highest ranked proponent from that process, and should JCC approve the implementation of this program, Fire Marque Inc. will be awarded a contract for a one (1) year term, plus four (4), one (1) year optional terms.

## Discussion

To enhance the current cost recovery program, CYFS recommends entering a cost recovery program for the recovery of Fire Services costs from insurance companies. This opportunity will provide additional revenues to offset future expenditures.

If JCC approves this cost recovery program it will be delivered by Fire Marque Inc., the successful proponent to RFP-2024-071.

Fire Marque has developed "Indemnification Technology", a trademarked program, to assist in accessing monies available through insurance companies by initiating claims on behalf of the municipality. Indemnification Technology maximizes the billing opportunities by invoicing insurance companies directly for costs of Fire Department attendance with respect to insured perils using pre-existing clauses within insurance policies.

The Indemnification Technology program was created by Fire Marque Inc. and there are no comparable services offered in the marketplace. Other municipalities using Fire Marque Inc. include Guelph, Kitchener, Barrie, North Bay, Port Hope and Bradford, plus several smaller municipalities and Fire Departments in other provinces.

Fire Marque Inc. provides this service based on a 70/30 division of the recoverable amount (70% to the municipality; 30% to Fire Marque Inc.). No expenses are incurred by the municipality if Fire Marque Inc. is not successful in their attempts to collect against an insurance policy. Under this program, no attempt will be made to collect any costs from any property owner who is not insured, and only if insurance coverage is available under the program. There is no impact to the owners of the policies, either through fees, claim limits, or policy cost adjustments.

For CYFS to be able to successfully recover the costs from insurance companies a bylaw to authorize cost recovery with respect to fire department specific response must be established. As well as an update to schedule G of the current by-law 2023-76 (Town of Newmarket 2024 User Fees) is required.



## Financial Impact

Fire Marque Inc.'s compensation is based on the amount recovered from the insurance company. They have a standard fee equal to 30% of the recovery received from the insurance company. If a recovery is not realized, Fire Marque Inc. does not earn any fees and there is no cost to the Town.

According to Fire Marque Inc., since insurance companies incorporate the firefighting premium costs into their policies, the recoveries will not increase homeowners' insurance rates as it is already part of their existing premium.

Fire Marque Inc.'s has over 100 clients. The 30% has been established as their standard and the same rate is paid by all municipalities that are part of the program. In consultation with other Fire Departments, CYFS is unaware of any municipalities who have successfully undertaken this function in house. CYFS is not equipped with the proper expertise to execute cost recoveries through the insurance industry.

With respect to forecasting revenue, annual recovery amounts will vary each year. As this is a new program to CYFS and the amount of insurance coverage can range from \$500 to \$25,000 depending on the policy provider, it is difficult to provide an analysis of potential revenues at the current time.

Fees charged to the insurance company will be based on current MTO rates per responding apparatus per hour. 2024 MTO rates are \$559.86. In addition, CYFS can recover 50% of equipment costs damage because of the incident and 100% of consumables used (i.e. Fireaide Foam).

Historical data is provided below illustrating the potential billable incidents under this program over the past 3 years:

2023 - 71  
 2022 - 97  
 2021 - 103

Note: The incidents above have not been analyzed to determine the number of billable hours/apparatus nor have the provisions of the insurance policy been examined.

Based on an analysis of CYFS call data, the estimated annual revenue stream to the Towns is approximately \$25,000 to \$75,000.

## Conclusion

To enhance the current cost recovery program, CYFS recommends entering a cost recovery program for incidents pertaining to property damage on a percentage basis as further described in this report. This opportunity will provide additional revenues to offset future expenditures.

## **Consultation**

The Senior Fire Management Team consulted with the Town of Newmarket Financial Services, Procurement Services, Legal Services and other Fire Departments currently operating with Fire Marque.

## **Impact On The Master Fire Plan**

This report has no impact on the Master Fire Plan.

## **Attachments**

- A. Fire Marque Brochure – Information for Property Owners about the Fire Marque Program and Your Municipality
- B. By-law 2024-XX
- C. Town of Newmarket 2024 User Fees, Schedule G

## **Approval**

Rocco Volpe, Acting Fire Chief  
Central York Fire Services

## **Contact**

Rocco Volpe, Acting Fire Chief - Central York Fire Services at [rvolpe@cyfs.ca](mailto:rvolpe@cyfs.ca)

# Here are answers to some of the questions property owners frequently ask...

## ■ What or who is Fire Marque?

Fire Marque Inc. is a Canadian company that works with municipalities across Canada. We recover from insurance companies some of the costs fire departments incur while fighting fires or dealing with other insured emergencies impacting property.

## ■ Will the Fire Marque Program cost me any money out of my pocket?

No. The Fire Marque Program includes a formal agreement with a municipality and a process by which to recover the costs from your insurance company—not you.

## ■ Does Fire Marque Inc. have a legal right to claim reimbursement of these expenses?

Yes. Fire Marque Inc. has an agreement with your municipality to recover these expenses from your insurance company.

## ■ I pay property taxes, which include the cost of the fire department's services. Am I being charged a second time for the fire department?

No, you will never be charged. Only your insurance company will be required to pay. Your property taxes pay for the fixed costs of your fire department, like the fire hall, the trucks and equipment. The additional costs the fire department incurs (such as the fire suppressant or "foam" they use) are eligible to be recovered through your property policy.

## Here's an example of a Homeowners Insurance Policy with "Fire Department Expense" coverage

**Homeowners Insurance**  
protecting you and your home

**Your State Farm® Homeowners Policy Provides Coverage For:**

**Dwelling – Coverage A**  
This coverage provides for the actual loss sustained for damage to your home, including detached structures, such as a porch or garage, and unattached buildings on your property that are not used for business.

**Personal Property – Coverage B**  
This coverage protects personal property in your home. It also provides protection for your personal property you take with you while away from home in motor vehicles throughout the world.

**Coverage for your Home and Personal Property may include loss caused by:**

- Fire or lightning
- Windstorm or hail
- Explosion
- Impact by aircraft or land vehicle
- Riot
- Strike
- Theft
- Falling object
- Vandalism or malicious acts
- Weight of ice, snow or sleet
- Sudden and accidental water damage from plumbing or appliances
- Sudden and accidental damage from artificially generated electrical current

Coverage for your home will also include loss caused by the fire department's actions, direct physical loss, of property, equipment or contents that are not covered by your policy.

**Fire Department Service Charge**  
Pays up to \$500.

**Additional Coverages**

**Debris Removal**  
Covers reasonable expense incurred to remove covered damaged property following an insured peril, up to a specified limit.

**Temporary Repairs**  
Covers reasonable expense incurred to protect covered property from further damage.

**Outdoor Trees, Shrubs, Plants and Lawns**  
Covers damage caused by fire, lightning, explosion, riot, caused by aircraft or land vehicle, vandalism and malicious acts or theft. Limit for this coverage is 2% of the Coverage A – Dwelling limit of liability not to exceed \$500 for any one tree, shrub or plant.

In this policy, the insurance company refers to the coverage as “Fire Department Service Charge” and provides a \$500 limit.

Some companies will increase coverage limits for a small, additional premium.

Check your policy for your coverage.

## ■ Will my insurance rates go up as a result of the Fire Marque Program?

No. Your property insurance policy already has the Fire Department Expense Coverage in it. Insurance companies have calculated premiums to include cost recoveries for your fire department's services.

## ■ Will the Fire Department expenses reduce my insurance payout or the amount of my insurance coverage?

No. The expenses a fire department incurs is an additional coverage in your policy.

## ■ If Fire Marque's invoice is more than my insurance coverage, do I have to pay the balance outstanding?

No. Fire Marque will only recover from your insurance company the limits of your coverage. There is NO cost to you.



## ■ What if I don't have insurance or my policy doesn't have "Fire Department Expense" coverage?

Nothing happens as there is no insurance coverage.

## ■ How am I kept informed about what's going on?

Fire Marque ensures you receive a copy of all letters and invoices sent to your insurance company.

## ■ Why is my name and address on the invoice?

The insurance companies have requested that the insured's name (property owner) and the property address is on the invoice.



■ **Where does the money go that Fire Marque Inc. collects?**

The funds go to the fire department. Many fire departments dedicate these funds to public education, training and equipment.

■ **How come auto premiums go up after an accident and property premiums don't?**

Auto policies are rated on a driver's driving record which may include factors such as: age, location, experience, vehicle use, as well as the type of vehicle driven.

Property insurance is rated on the building and contents. Some of the factors underwriters consider are: type of building and construction, age, location, how close a building is to a fire hydrant, what the replacement cost is of the building, whether there is an alarm system, type of heating, etc.



■ **Our municipality has volunteer firefighters. How does that work?**

When the volunteer fire fighter's pagers go off, they immediately rush to their designated fire station. The first fire fighters to arrive at the station jump into Bunker Gear (fire suits) and are dispatched to the fire. The ladder truck, pumper truck, utility truck (air tanks), tanker trucks then arrive at your property.

The volunteer fire fighters who arrive at the station after the trucks have left the fire hall, remain at the hall for backup duties or replacements. When the units return, the fire fighters who remained at the fire hall prepare the units for the next call.



To read the story about our mascot, Mickey go at our website [www.firemarque.com](http://www.firemarque.com)



## INFORMATION FOR PROPERTY OWNERS ABOUT THE FIRE MARQUE PROGRAM AND YOUR MUNICIPALITY



[www.firemarque.com](http://www.firemarque.com)

1-855-424-5991

PO Box 2018, Thornton ON L0L 2N0



# Corporation of the Town of Newmarket

## By-law 2024-XX

### BEING A BY-LAW TO AUTHORIZE COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC RESPONSE

**WHEREAS** pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the “Municipal Act”), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality’s ability to respond to municipal issues;

**AND WHEREAS** pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

**AND WHEREAS** pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

**AND WHEREAS** Council of the Town of Newmarket deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

**NOW THEREFORE** the Council of the Town of Newmarket hereby enacts as follows:

1. In this By-Law:
  - a. “Council” means Council of the Municipality;
  - b. “Fees and Charges By-law” means (a) by-law 2023-76 of the Municipality which establishes fees and charges for services or activities provided by the Municipality, as may be amended from time to time, and (b) if by-law 2023-76 is repealed, any future by-law of the Municipality that establishes fees and charges for services or activities provided by the Municipality.
  - c. “Fire Department” means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
  - d. “Fire Department Specific Response Fees” means cost recovery fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage and which are set out in the Fees and Charges By-law;
  - e. “Municipality” means the Corporation of the Town of Newmarket;
  - f. “Owner” means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;

- g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
  3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law.
  4. The Municipality may use any available technology to assess applicable insurance coverage for Fire Department Specific Response Fees or utilize a third party service provider to invoice Fire Department Specific Response Fees on behalf of the Municipality.

Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality.

5. Where the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.
6. In this By-Law, words importing the singular shall include the plural where the context requires.
7. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS DAY OF XXXX, 2024**

Enacted this day of XXXX , 2024.

John Taylor, Mayor

Lisa Lyons, Town Clerk

**Schedule F – Fire Serv  
To  
2024 Fees and Charges On  
Staff Report to**

30  
TOWN OF NEWMARKET  
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Fire Education and Prevention</b>									
Apartment/Office Inspections Base Building	When Fire and Emergency Services receives a request to conduct an inspection of a Apartment / Office Building or Base Building, the property owner will be charged the fees outlined in this schedule.	One to five storey premises	Y	\$381.98	\$394.97	\$0.00	\$51.35	<b>\$446.31</b>	3.4%
		Six or more storey premises	Y	\$509.31	\$526.63	\$0.00	\$68.46	<b>\$595.09</b>	3.4%
		Each additional unit	Y	\$97.51	\$100.83	\$0.00	\$13.11	<b>\$113.93</b>	3.4%
		Day Care Home Inspection	Y	\$103.04	\$106.54	\$0.00	\$13.85	<b>\$120.39</b>	3.4%
		Day Nursery Inspection	Y	\$103.04	\$106.54	\$0.00	\$13.85	<b>\$120.39</b>	3.4%
Request for Report	When Fire and Emergency Services receives a request to fax, email or mail a report (i.e. standard incident report) the requestor will be charged the fees outlined in this schedule.	Faxing or Mailing Reports	Y	\$51.52	\$53.27	\$0.00	\$6.93	<b>\$60.20</b>	3.4%
Property File Search	When Fire and Emergency Services receives a request for a file search and response. (i.e. file search and response letter to determine if a property has any noted violations) the requestor will be charged the fees outlined in this schedule.	File Search and Response	Y	\$100.92	\$104.35	\$0.00	\$13.57	<b>\$117.92</b>	3.4%
Retrofit Inspections (9.5, 9.6)	When the Fire and Emergency Services receives a request to conduct an inspection in accordance with Part 9 of the Ontario Fire Code, the property owner will be charged the fees outlined in this schedule.		Y	\$389.99	\$403.25	\$0.00	\$52.42	<b>\$455.67</b>	3.4%
Retrofit Inspections (9.8)	When Fire and Emergency Services receives a request to conduct an inspection in Newmarket in accordance with By-Law 2013-13 for the registration of Accessory Dwelling Units (ADU's) OR in Aurora in accordance with By-Law 5221-10 for registration of second suites, the property owner will be charged the fees outlined in this schedule.		Y	\$208.00	\$215.07	\$0.00	\$27.96	<b>\$243.03</b>	3.4%
Fireworks Permit Fee	When Fire and Emergency services receives a request to review a Display Fireworks Permit application in Newmarket in accordance with By-law 2002-51 OR in Aurora in accordance with By-law 4736-05 the fireworks provider requesting the permit will be charged the fees outlined in this schedule.		N	\$115.65	\$119.58	\$0.00	\$0.00	<b>\$119.58</b>	3.4%
Extinguisher Training Using Classroom and Burn Pan	When Fire and Emergency Services provides fire extinguisher training to a requestor, the following fee will be charged the fees outlined in this schedule.	Per session up to 20 people with own extinguishers	Y	\$388.18	\$401.38	\$0.00	\$52.18	<b>\$453.56</b>	3.4%
Industrial & Commercial Inspection	When Fire and Emergency Services receives a request to conduct an inspection of a industrial or commercial unit, the property owner will be charged the fees outlined in this schedule.	Per single industrial unit	Y	\$103.53	\$107.05	\$0.00	\$13.92	<b>\$120.97</b>	3.4%
		Each additional unit	Y	\$103.04	\$106.54	\$0.00	\$13.85	<b>\$120.39</b>	3.4%
		LLBO Inspections	Y	\$137.39	\$142.06	\$0.00	\$18.47	<b>\$160.53</b>	3.4%



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TOWN OF NEWMARKET  
2024 USER FEES - G

Department: **Fire Services**

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Fire Protection and Response</b>									
Provincial Highway Accident Responses (Ministry of Transportation)	Fees and charges to be set by the Ministry of Transportation.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	N	\$543.03	\$543.03	\$0.00	\$0.00	\$543.03	0.0%
Emergency Response to a motor vehicle collision (Regional and Municipal roads)	Refer to By-Law 2019-60 and 2019-61, fees and charges will be charged according to this schedule.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Natural Gas Leaks Response	When Fire and Emergency Services attends an incident in response to a natural gas leak, and upon conducting an investigation, CYFS determines that due diligence was not exercised the property owner and/or party responsible shall be charged the fees stipulated in this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Hydro Incidents (down hydro lines)	When Fire and Emergency Services responds to a hydro incident (down wires), and if stand-by is required for an extended period of time (at the discretion of the Fire Chief or designate) to keep the scene safe then the local utility will be charged according to this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Drug Labs/Grow Ops/Clandestine Labs	When Fire and Emergency Services is requested to stand-by and provide fire protection services to ensure the scene remains safe, the property owner and/or party responsible will be charged the fees outlined in this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Elevator Rescue (non-emergency)	When Fire and Emergency Services attends a property in response to a stalled/malfunction elevator and determines the confined individual(s) do not require medical attention, CYFS will assist in patient(s) evacuation. If CYFS is not successful in the evacuation of patient(s), CYFS will remain on scene until the arrival of a responsible elevator representative/company. The property owner shall be charged the fees as stipulated in this schedule.	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
False Alarm (preventable cause)	<p>For the purpose of this schedule, a false alarm means the activation of a fire alarm or emergency system which occurs without just cause, including where there is no fire, carbon monoxide or other emergency situations.</p> <p>Fire and Emergency services shall charge a property owner the false alarm fee stipulated in this schedule if upon attending a property in response to the activation of a fire alarm or emergency system and it is determined it is was a false alarm.</p> <p>Where a false alarm is triggered as a result of work being conducted on a fire alarm or emergency system and CYFS attends to the property in response to the false alarm, the property owner shall be charged the false alarm fee stipulated in this schedule.</p> <p>The false alarm fee will not be charged for the first and second occurrence of the false alarm at a property, but will be charged for subsequent false alarm occurrence within the same calendar year.</p>	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%

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TOWN OF NEWMARKET  
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Hazardous Materials Response	<p>When Fire and Emergency Services responds to an incident or an emergency, and a hazardous material response is provided, CYFS shall charge the fees stipulated in this schedule to anyone or more of the following: the property owner, the vehicle owner insurance or directly to the vehicle owner in order to recover payment.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, the use of combustible material, other than water and medical supplies, are used to suppress or extinguish a fire, preserve property, prevent a fire from spreading or otherwise control or eliminate and emergency, the expenses incurred by CYFS for using consumable materials shall be recovered as a fee.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, damages or contaminations of equipment occurs, the expenses incurred by CYFS for cleaning and decontamination or replacement of equipment, as applicable, and shall be recovered as a fee.</p>	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Outdoor Burning - By-law 2009-64	<p>When Fire and Emergency services proceeds/responds to an incident within the calendar year, and upon investigation fire personnel determine that the By-law 2009-64 is in contravention, a fee will be charged according to this schedule.</p> <p>1st Response - Verbal warning by fire crew Warning and educational letter to be issued.</p> <p>2nd Response and subsequent - Within calendar year the property owner shall pay the fee as per this schedule.</p>	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Fire Marque - Idemnification Technology	Recovery of costs related to emergency response (including damage or loss of equipment, consumables) from insurance companies. Should the insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Miscellaneous									
Extraordinary Expenses	When Fire and Emergency Services responds to a fire or other emergency at a property (including gas leaks, cut mains and clandestine drug operations) and determines, or the Fire Chief or his/her Designate determines, that it is necessary to retain a private contractor, or rent special equipment, or use consumable materials other than water and medical supplies, in order to suppress or extinguish a fire, preserve property, carry out investigations or prevent a fire from spreading or otherwise control or eliminate an emergency or damage equipment owned by CYFS, the Owner or responsible person, shall be charged those expenses, plus applicable taxes.								

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TOWN OF NEWMARKET  
2024 USER FEES - G

Department: **Fire Services**

Effective Date: January 1, 2024

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SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
*Post Fire Investigations	In accordance with the Fire Protection and Prevention Act, all fires need to be investigated to determine origin and cause.  Upon conducting an investigation and/or scene preservation and CYFS determines that due diligence was not exercised, the property owner and/or party responsible shall be charged the fees stipulated in this schedule.  The Fire Chief or designate will have the delegated authority to apply at their discretion the applicable fees as set in this schedule from the outcome of the investigation.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	<b>\$568.03</b>	0.0%
Multi-purpose Smoke and Carbon Monoxide Alarms	When Fire and Emergency Services determine upon investigation that a property is not in compliance with the Ontario Fire Code, then CYFS will provide a combination smoke/carbon monoxide alarm to bring the property temporarily up to compliance until further investigation by the Fire Prevention Division. The alarm provided will be a 10 Year Sealed Battery Slim Design Photoelectric Smoke & CO Alarm (First Alert).	Per unit	Y	\$24.16	\$24.98	\$0.00	\$3.14	<b>\$24.98</b>	3.4%
Paid Duty Truck Stand-by	For the provision of a stand-by crew and fire apparatus, other than an emergency response, for a private company, community group, developer, industry or provincial government. Stand-by location must be within CYFS jurisdiction.  All fire apparatus stand-by requests are subject to availability as well as pre-approved by CYFS, the requestor will be charged the fee in this schedule.	Flat Rate	N	\$522.64	\$540.41	\$0.00	\$0.00	<b>\$540.41</b>	3.4%





## Fire Underwriters Survey

A SERVICE TO INSURERS AND MUNICIPALITIES

c/o SCM Opta Information Intelligence

June 6<sup>th</sup>, 2024

Central York Fire Services  
300 Earl Stewart Drive,  
Aurora, Ontario, L4G7Z5

Attention: Mayor & Council (Town of Newmarket/Town of Aurora)

### Fire Underwriters Survey (FUS) – Fire Insurance Classification Update

Fire Underwriters Survey is a national organization that represents approximately 90 percent of the private sector and casualty insurers operating in Canada. Fire Underwriters Survey provides data to program subscribers regarding public fire protection for fire insurance statistical and underwriting evaluation. This work has been completed since 1883 and is integral to insurance underwriting practices across the country.

Fire Underwriters Survey conducted an assessment of each area of Central York Fire Services (CYFS) fire defenses primarily for fire insurance grading and classification purposes. The Public Fire Protection Classification (PFPC) is a numerical grading system scaled from 1 to 10 that is used by Commercial Lines<sup>1</sup> insurers. Class 1 represents the highest grading possible and Class 10 represents an unrecognized level of fire protection, or fire protection beyond 5 km by road travel distance from the nearest responding fire station. The PFPC grading system evaluates the ability of a community's fire protection programs to prevent and control major fires that may occur in multi-family residential, commercial, industrial, institutional buildings, and course of construction developments.

Fire Underwriters Survey also assigns a second grade for fire protection. The second grading system, entitled Dwelling Protection Grade (DPG), assesses the protection available for small buildings such as single-family dwellings and is used by Personal Lines<sup>2</sup> insurers. The DPG is a numerical grading system scaled from 1 to 5. One (1) is the highest grading possible and five (5) indicates little or no fire protection is present; Class 5 also represents fire protection beyond 8 km by road travel distance of a responding fire station. This grading reflects the ability of a community to handle fires in small buildings such as single-family dwellings and semi-detached dwellings.

We are pleased to inform that our analysis of both the Town of Aurora and Newmarket fire insurance classification assessment is complete, and the community has maintained all Dwelling Protection Grades (DPG) associated with Fire Station staffing and equipment; all Fire Stations were rated using the highest classification of DPG 1.

The assessment completed by the Fire Underwriters Survey (FUS) was primarily in relation to the inclusion of the new Fire Station 4-5, serving both communities of Aurora and Newmarket. Fire Station 4-5 will help improve response times and add needed resources to firefighting operations, strengthening the amount of suppression staff available to both communities, as well as improving available resources at incidents. Continued investments into added suppression staff and available units will have the largest impact on improving fire insurance classifications for both communities.

The addition of Fire Station 4-5 is directly related to the improvement of PFPC – Commercial Classifications as additional credit points were earned due to increase in suppression resources. The Town of Aurora and the Town of Newmarket improved their commercial classification from PFPC 4 to PFPC 3. Often communities ask how much savings can be expected from a grade improvement; this is a complicated question that requires in-depth analysis through an Actuarial, which can be costly.

Western Canada	Ontario	Quebec	Atlantic
3999 Henning Drive Burnaby, BC V5C 6P9 1 (800) 665-5661	175 Commerce Valley Drive West Markham, ON L3T 7P6 1-877-642-4468	4 Place Laval, bureau 350 Laval, QC. H7N 5Y3 1-877-640-8352	1100 - 1701 Hollis St. Halifax, NS B3J 2T9 1-877-634-8564



## Fire Underwriters Survey

A SERVICE TO INSURERS AND MUNICIPALITIES

c/o SCM Opta Information Intelligence

The following chart depicts typical percentage changes that may be experienced by some commercial stakeholders in the community where applicable:

Public Fire Protection Classification	U-Rate and X-Rate Percentage Decreases
PFPC 10 to PFPC 9	1%
PFPC 9 to PFPC 8	1-3%
PFPC 8 to PFPC 7	10-20%
PFPC 7 to PFPC 6	5-15%
PFPC 6 to PFPC 5	5-15%
PFPC 5 to PFPC 4	5-15%
PFPC 4 to PFPC 3	3-7%
PFPC 3 to PFPC 2	1-2%
PFPC 2 to PFPC 1	1-2%

The U-Rate and X-Rate calculators generate insurance estimates and the result from past studies have shown typical reductions from one PFPC to a lower PFPC (Grade Improvement), as it relates to base insurance premiums. However, rate data can change yearly from one underwriting company to another depending on their capacity to underwrite Commercial Lines insured property across Canada.

Major areas where available credit remains available for further classification improvement is mostly associated with available firefighting resources and improvements to the frequency of inspections. Currently, CYFS employs a mostly Request and Complaint program of inspection. Routine inspection frequency with strong target hazard risk identification programs scores best in fire insurance classification assessments. Central York Fire Service (CYFS) will need to improve the number of inspections completed annually to improve overall scoring and final classifications attributed to the communities of Aurora and Newmarket. Adding additional fire companies will also provide positive impacts to fire insurance classifications as well as the addition of a training facility capable of providing constant training and practice evolutions to fire fighters, improving operations, safety and awareness.

Should you have any further questions please review our website at <https://fireunderwriters.ca/> , or feel free to contact our offices.

Regards,

Robert Aguiar  
 Director, Ontario/Atlantic Regions  
 Fire Underwriters Survey (FUS)

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