



CENTRAL YORK FIRE SERVICES

2015-12-14

Fire Services Report 2015-09

To: Joint Council Committee
Origin: Central York Fire Services - Fire Chief
Subject: **Fire Master Plan Staffing Strategy**

RECOMMENDATIONS

THAT Fire Services Report 2015-09, Fire Master Plan Staffing Strategy, dated 2015-12-14, be received for information purposes;

And that Central York Fire Services (CYFS) outline and review with JCC the motion from the December 7, 2015 Newmarket Committee of the Whole, Operating Budget session;

And that JCC recommend to both Councils a commitment to a multi-year staffing plan to meet departmental operational needs and enable CYFS to provide the appropriate level of prevention, educational and emergency service to the communities as outlined in the Fire Protection and Prevention Act, the Consolidated Service Agreement and the 2014 Fire Department Master Fire Plan Update;

And that JCC request the release of operating budget funds from a Town of Newmarket reserve account in order to initiate a multi-year hiring program which will enable CYFS to appropriately deal with emergency situations in Aurora and Newmarket;

COMMENTS

The December 7, 2015 Committee of the Whole meeting held in Newmarket covered the 2016 Operating Budget. Staff had been directed to prepare a draft operating budget request not to exceed a 2.5% increase. During these budget discussions CYFS staff were requested to supply additional information to the Committee on the fire related submissions.

A motion was presented and supported by Committee, which resulted in two adjustments to the Central York Fire Service budget submission.

A minor reduction in the growth portion of the budget related to the four additional fire fighter positions requested for 2016. While this reduction is discouraging from a staff management point of view, there is an ability to work within this reduced funding envelope, however, the opportunity of the staff to offset overtime during the heavily selected summer months will be reduced due to a delayed start of the training program.

The second variance to the CYFS budget submission was to remove the reduced funding from the CYFS account and place the funds for this budget item in a separate Town of Newmarket reserve account until such time as a formal staffing plan for the fire service is approved.

BACKGROUND

In 2002 Aurora and Newmarket entered into an agreement, which consolidated their respective fire services. The Joint Council Committee (JCC) was formed and given responsibilities on behalf of the two municipalities to govern the service.

The Mission Purpose and Objective of the Committee as outlined in Schedule A of the Consolidation Agreement states *"The Fire and Emergency Services Committee is charged with the responsibility of providing and administering a borderless single tier level of fire protection and prevention services throughout the entire geographic area for both the Towns of Aurora and Newmarket, in accordance with the Consolidated Fire Services Agreement, as well as obligations contained in the Fire Protection and Prevention Act as amended and any regulations passed thereunder."*

"Although accountable to both the Council of the Town of Aurora and the Town of Newmarket, it is the responsibility of Committee Members to make decisions which shall favour neither municipality, but will provide an equal level of service to all the combined residents of both municipalities."

JCC has been involved in a number of discussions relating to the staffing complement and a variety of options to move the hiring process forward in a manner that is responsible to meet the needs of the municipalities as well as the operational needs of the department.

The FDMPU accepted by JCC and both Councils outlined a two-year hiring process to coincide with the opening of the new fire station. This approach gives the maximum boost the operational effectiveness of the fire service, but also the least palatable for the tax payer. In an effort to minimize the tax impact on residents, CYFS presented a number of alternate hiring strategies. Key to the provision of timely initial response is the location of the new fire station. The station could be designed and constructed in approximately a two year window.

Finding the right balance between operational effectiveness and fiduciary responsibility is always a challenge and to assist JCC with finalizing a staffing model the options will be presented in this report. A number of the staffing options reviewed will take several years longer than the proposed two-year design and construction of the new facility.

The Department will continue to strive to achieve the approved level of service set by JCC throughout the communities of Aurora and Newmarket. CYFS staff are cognizant there is a fine balance between operational needs and the tax impact on residents. While our mandate is to protect life and property in the community, there is an understanding of both sides of the issue.

Additional background information related to the Fire Protection and Prevention Act, the Fire Services Consolidation Agreement and the Executive Summary of the 2014 Fire Department Master Fire Plan Update are attached to this report.

BUDGET IMPACT

The hiring scenarios outlined in this report meet the 2016 budget requirements of Newmarket Council.

CONSULTATION

The Master Fire Plan, Consolidation Agreement and FPPA have been reviewed respective of the duties and responsibilities of the Fire Chief, Joint Council Committee and the ability to provide the appropriate level of service the municipalities.

The Newmarket CAO and Director of Financial Services have been consulted.

IMPACT ON THE MASTER FIRE PLAN

The JCC and Aurora Council and Newmarket Council have approved the adoption of the 2014 Fire Department Master Plan Update (FDMPU). With the recent reduction to the funding by Newmarket Council and the placement of the reduced funding in a Newmarket Reserve Account until a staffing plan can be reviewed, CYFS cannot move to meet the direction of the JCC or the Master Fire Plan.

CONTACT

Fire Chief Ian Laing



Ian Laing, Fire Chief

Central York Fire Services

TOTAL ANNUAL INCREASE (INCLUDES THE BASE)		2015	2016	2017	2018	2019	2020	AVG.
1	Hire additional firefighters (FF's) over 2 years (assuming 8 & 12)		8 FF's	12 FF's				
	TOTAL Newmarket	1.09%	1.52%	2.20%	1.62%	1.14%	0.94%	1.48%
	TOTAL Aurora	1.33%	1.45%	2.10%	1.55%	1.08%	0.90%	1.42%
2	Hire additional FF's over 3 years (assuming 4, 8 & 8)		4 FF's	8 FF's	8 FF's			
	TOTAL Newmarket	1.09%	0.98%	1.87%	2.26%	1.13%	0.99%	1.45%
	TOTAL Aurora	1.33%	0.93%	1.79%	2.16%	1.08%	0.94%	1.38%
3	Hire additional FF's over 4 years (assuming 4, 4, 4 & 8)		4 FF's	4 FF's	4 FF's	8 FF's		
	TOTAL Newmarket	1.09%	0.98%	1.48%	1.81%	1.76%	0.98%	1.40%
	TOTAL Aurora	1.33%	0.93%	1.41%	1.72%	1.68%	0.94%	1.34%
4	Hire additional FF's over 5 years (assuming 4 per year)		4 FF's	4 FF's	4 FF's	4 FF's	4 FF's	
	TOTAL Newmarket	1.09%	0.98%	1.48%	1.81%	1.38%	1.29%	1.39%
	TOTAL Aurora	1.33%	0.93%	1.41%	1.72%	1.32%	1.23%	1.32%

In all scenarios the HR Consultant is included in 2017; two Fire Prevention positions, IT Consultant, Administrative Assistant for Training, and additional operating costs for the new station (\$75K) are in 2018.