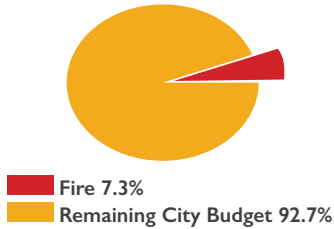


FIRE & RESCUE SERVICES



Department's Share of City Budget



Operating Budget:	\$1,427,800
Capital Budget:	\$92,800
Staffing Complement:	6.0 FTE (Full-time equivalent)
Supports Strategic Focus Areas:	Corporate Excellence, Community Livability

OVERVIEW

Fire and Rescue Service provides 911 emergency response and acts as a first point of contact with citizens and visitors for many incident types. Fire & Life Safety Education sessions, directed at a wide variety of community demographic and social groups, provide valuable information and exposure to the dangers of fire and other hazards as well as methodologies to prevent or minimize damage and injury. Direct contact and influence are provided to citizens and business through related bylaw enforcement, legislated fire safety inspections at public and commercial properties, during formal fire investigations, and within the pre-incident planning process.

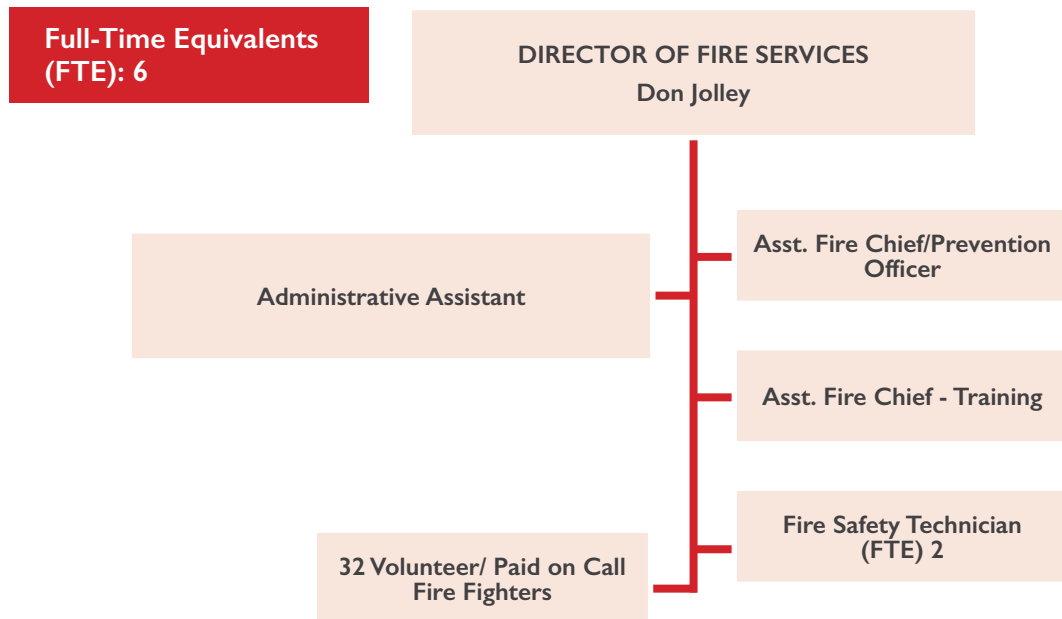
The core of the department is a highly dedicated and trained group of 30 paid on call volunteer firefighters. They perform all aspects of department operations related to fire suppression, medical response and rescue, as well as public education. The paid on call firefighters are supplemented by a career staffing contingent of 5 responsible for department management and supervision, inspections, training, public education and operational readiness. An administrative assistant provides technical and organizational support to all members of the department as well as other City programs.

Under Council direction, the fire & rescue service provides Full Service Operations Level response under the new Provincial Fire Training Standard ("the Playbook") but not advanced technical rescue or dangerous goods (Hazmat) response capability which are both provided when required through aid agreements with neighbouring large departments. The success of the current volunteer Paid on Call service delivery model is critical to the financial stability of the City. Continuous efforts are made to minimize unnecessary burdens on the volunteer membership and to support them with industry leading training, technology, equipment and procedures.

FIRE & RESCUE SERVICES

The department responds to incidents based upon the severity of the incident. For incidents requiring only 1-2 resources, only 1/2 of the department is called out. To facilitate this, the 30 members are divided into two "Platoons". Each Platoon is on duty for these calls for a one week on/ one week off period. For more complex incidents, which occur at any time, the entire department is paged out ("All Call"). This format helps manage the time demands placed upon each member. Management also constantly assesses the incidents for trends, as well as more appropriate equipment and/or response procedures.

STAFFING COMPLIMENT



Full-Time Equivalents
(FTE): 6

DIRECTOR OF FIRE SERVICES
Don Jolley

Administrative Assistant

Asst. Fire Chief/Prevention
Officer

Asst. Fire Chief - Training

Fire Safety Technician
(FTE) 2

32 Volunteer/ Paid on Call
Fire Fighters

AT A GLANCE

As of October 31, 2016

- 35 personnel (career and paid on call volunteer) in the department workforce
- The average age of career employees is 46 years with an average of 17.7 years of service
- The average age of Paid on Call firefighters is 34.7 years with an average of 6.5 years of service
- Combined department knowledge base (in years of service): 288.8
- The department has responded to 473 incidents (no change from 2015)
- Of those responses, 200 (42%) were "platoon calls" and 273 (58%) were full department all calls
- There have been 302 training sessions for members
- There have been 527 inspections, and 29 re-inspections; project 650 for the entire year
- There have been 88 fire prevention and life safety education sessions
- The Fire & Rescue Services website has received 211,500. An increase of 100%+ from 2015

FIRE & RESCUE SERVICES

2016 ACHIEVEMENTS

- Implementation of majority of significant recommendations from the 2015 Fire Service Review
- Implementation of Recommendations from the POC Remuneration Review
- Renewed Service Agreement for Fire Protection to the Katzie First Nation
- Charitable activities raised many thousands of dollars for local charity and Muscular Dystrophy
- Expansion of Platoon Response model for incidents requiring single apparatus response
- Integration of 8 new recruit firefighters over the past 12 months
- Replacement of Assistant Chief – Training
- Replacement of Fire Safety Technician
- Establishment of Unwanted Fire Alarm Reduction Strategy
- Council Policy update for Service Level Establishment and Limitation Policy
- Implementation of new provincial Firefighter Training Playbook requirements
- Chief Officers continued service as elected executives of provincial associations

KEY CHALLENGES FOR 2017

- Discussions and agreement on an MOU with the Pitt Meadows Regional Airport for ongoing fire protection and building inspections by the City
- Assume responsibility for department radio repeater site in UBC Research Forest
- Continued implementation of Recommendations coming from the Fire & Rescue Service Review
- Initial research and analysis for major purchase of Self-Contained Breathing Apparatus (SCBA) replacement in 2018

KEY INITIATIVES 2017

Division	Initiative	Target
Administration	• Preliminary work on fire hall replacement project	Q1-2
	• Council Workshop on fire hall replacement project	Q1
	• Preparation for implementation of upcoming new provincial Fire Sprinkler Regulation	Q2-3
	• Development of an MOU with Pitt Meadows Regional Airport for continued provision of fire services	Q2
Training/ Operations	• Recruit and train up to 4 new recruit firefighters	Q1
	• Perform research in preparation for 2018 major replacement of SCBA equipment	Q3
Prevention	• Refresh Youth Academy programming and partnerships with Pitt Meadows Secondary School	Q4



FIRE & RESCUE SERVICES

PROPOSED OPERATING BUDGET

Fire and Rescue Services Financial Summary - 2017 thru 2021

	2016 Approved Budget	2017 Proposed Budget	Proposed Changes for 2017		2018 Proposed Budget	2019 Proposed Budget	2020 Proposed Budget	2021 Proposed Budget
Operating:			\$	%				
Revenue	\$(80,800)	\$(79,400)	\$1,400	1.7%	\$(80,000)	\$(80,000)	\$(80,000)	\$(80,000)
Expenses								
Administration & Operation Support	784,462	820,800	36,338	4.6%	863,600	891,600	916,800	942,300
Fire Prevention & Training	49,000	49,000	-	0.0%	49,200	49,400	49,600	49,800
Paid on Call System	340,805	362,800	21,995	6.5%	379,500	407,400	417,800	426,900
Apparatus & Equipment	104,100	125,000	20,900	20.1%	128,800	130,300	129,400	132,900
Facility Operations	67,600	70,200	2,600	3.8%	71,300	72,700	73,400	74,300
Total Expenses	1,345,967	1,427,800	81,833	6.1%	1,492,400	1,551,400	1,587,000	1,626,200
Net Operating Expenses	\$1,265,167	\$1,348,400	\$83,233	6.6%	\$1,412,400	\$1,471,400	\$1,507,000	\$1,546,200

Key Budget Changes for 2017:

Reserve funding for increased focus on POC training	10,000							
Reserve funding for radio tower emergency repair contingency	(15,000)							
Salary and benefits	37,700							
Paid on call incidents activity trending higher	10,800							
Paid on call 8 additional members	21,700							
Radio system - tower maintenance at UBC Research Forest	21,200							
Other	(3,167)							
Change in net operating expenses	83,233							

PROPOSED CAPITAL BUDGET

Category	Project#	Priority	2017	2018	2019	2020	2021	Total
Fire and Rescue								
Replacement - Hub FL80 Rescue 02-2-93-9919 F006	FS-016	2			350,000			350,000
Replacement - Dodge Dakota 02-2-93-9909	FS-017	3	65,000					65,000
Replacement - Hub Mack Engine 02-2-93-9922	FS-018	2				725,000		725,000
Replacement - Ford F350	FS-019	3					65,000	65,000
Replacement - SCBA Equipment 02-2-93-9923	FS-020	2		305,000				305,000
Firefighter Protective Clthg (Turn-Out Gear)-9915	FS-024	1	16,800	17,000	17,000	17,000	17,300	85,100
Minor Capital Tools & Equipment 02 293 9900	FS-025	2	11,000	12,000	10,000	12,000	12,000	57,000
Chief Vehicle Replacement - Ford Explorer 2011	FS-027	3					65,000	65,000
FH Meeting Room Furniture 02-2-93-9914	MB-053	3					10,000	10,000
Firehall Office Furniture Replacement 02-2-93-9914	MB-064	3		20,000				20,000
Fire and Rescue Total			92,800	354,000	377,000	754,000	169,300	1,747,100
GRAND TOTAL			92,800	354,000	377,000	754,000	169,300	1,747,100

FIRE & RESCUE SERVICES

DECISION PACKAGE F: FIRE STAFFING COVERAGE

Department/Division:	Fire & Rescue
Submitted by:	Don Jolley – Fire Chief

Description

This package is to address an existing tabled Council Motion (see below) to utilize Paid on Call (POC) firefighters to cover periods of 5 or more consecutive open shifts of career Fire Safety Technician (FST) staff.

Motion

“THEREFORE BE IT RESOLVED the position of the fire service technician in the City of Pitt Meadows Fire Department be provided with trained personnel to cover the incumbent in the position when that incumbent is on leave for 5 or more days.”

Recommendation

Fire & Rescue Service management does not recommend acceptance of the Motion by Council. The implementation of the Motion would generate numerous internal challenges related to filling of the shifts, qualifications, HR concerns, as well as ensuring equitable sharing of the opportunities. It would have little overall effect on general response times. Furthermore, it is anticipated, and has been observed and reported by neighbouring jurisdictions, that rapid transition to coverage of all open FST shifts is likely. Should this progress to coverage for all sick time, WorkSafeBC, short-term vacation leave, and training shifts it may prove untenable to schedule given our POC base. Lastly, the Motion provides for a level of service beyond that ever considered in the implementation of the FST program. Deviation from the current system would likely alter the foreseeable path of the PMFRS service delivery model in a significant and possibly rapid manner. Should Council vote to support the motion, they must do so with full awareness of the challenges identified within this report. The financial implications of the Motion, as specifically defined, are identified below. The addition of shorter period coverages would increase costs.

Financial Implications:

POC Coverage of FST leave periods of 5 or more days

Financial Impacts:					
Description of Costs for the Position	Operating		\$ Amount	Capital	
Cost per open shift	X	Ongoing	\$200-300	One-time	N/A
Number of identified shifts annually (averaged over past 3 years)	X	Ongoing	30-50	One-time	N/A
Total expected annual costs	X	Ongoing	\$10,000	One-time	N/A
Other (specify):	X	Ongoing	\$	One-time	N/A
Special Remarks: The budget would be highly variable and subject to numerous influences that could result in unknown decreases or increases (many described below). Costs for Worksafe and sick leave are not included as they are unpredictable in such a small staff sample size.					



Discussion

The Fire Safety Technician (FST) positions were introduced to Council in 2008 as a means of supporting the then volunteer firefighters by having the FST's perform the operational daily tasks that the volunteers neither wanted to perform, nor had the time to perform comprehensively (tool maintenance, gear cleaning, hose testing, fire prevention/education, truck cleaning & maintenance, etc).

The FST role is firmly established and documented in various locations. For example OG 2.05.08 & 5.01.11 (see attached) and the City's FST Employee Handbook (excerpt below) specifically describe that the FST's primary role is not response, and in fact they may likely not respond if otherwise engaged in official duties elsewhere. The original Council Reports requesting the FST staffing in 2008 and 2009 specifically describe these duties, as well as the specific reasons for identifying these staff members as Fire Safety Technicians (FST's) rather than the typical "Firefighter" nomenclature used in other jurisdictions. While they are fully trained and qualified firefighters, and are adjunct members of the POC system, their primary purposes are focused elsewhere. This is contrary to many other unionized career firefighting jurisdictions whose primary, and often sole role, is emergency response. This special designation speaks to the unique situation in Pitt Meadows as well as demonstrating strong support for the volunteer/POC firefighter model for primary service delivery at emergency incidents.

Employee Handbook - 2010

Emergency Response

Fire Safety Technicians will be required to attend all emergency incidents during their regular working hours, as available. Fire Suppression is not the primary function of this job but every effort should be made to attend incidents unless other activities which were previously committed to preclude such attendance

The specific set of responsibilities (prevention, education, maintenance) was in response to the specific needs at the time and is still completely relevant today. There has been numerous times where the FST's were not available and did not respond to calls. This did not impact service delivery to the public. The incumbents are very aware and understanding of this role and expectation.

Benefits of this Motion

Having two FST's present at all times may enable the department to more aggressively pursue proactive maintenance programs and education sessions. On the surface it would improve, at least for some POC's, their morale in that they would have access to full-time shifts, more income and potentially future job enhancement. It also marginally improves our response capability during FST work hours (business hours). This is an item that has been repeatedly requested by the POC members.

Question of this Motion

The proposed Motion specifically addresses absences of 5 days or more consecutively. The number of occurrences of this type annually for annual vacation, where coverage would be required, has been 3 or less every year since 2013. The FST's traditionally do not take the majority of their scheduled leave in 5 day "blocks". Other leaves of 5 or more days are rare, usually only arising from WorksafeBC injuries or significant illness. Therefore, is the Motion intent to rigorously restrict coverage to consecutive 5 day leave periods only, or is there recognition that further coverage expectations are anticipated?



General comments regarding this Motion

As mentioned above, when the two FST positions were originally created there was never an expectation that both would always be present; even for the majority of the time. Since the one FST has been operating as the Assistant Chief (started Oct 2015) we have either had only one, or neither, at work daily. Issues which have arisen where two staff is needed for safety or operational reasons have either been postponed or reallocated – none were mission critical in terms of delivery of emergency services. Over the previous years the department has regularly operated with a single FST, due to various reasons. Occasionally we operated without either one due to Worksafe/sickness combined with vacation.

When the two positions were created in 2009 and 2010 it was very clearly stated and understood that the primary roles for the FST's did not include emergency response. The primary roles were envisioned to be, and still are to this date, equipment maintenance, operational preparedness and fire & life safety education session delivery. Since call response is not their principle role they only respond if they are not otherwise engaged in performing their primary duties. The FST's supplement POC staffing mid-week when fewer POC's are available. The FST's will respond without POC's as a pair to medical calls or other minor calls if both are available. Since 2012 the FST's have responded alone to less than 7% of total calls. In the overall scope of operations, response times would be minimally affected if POC coverage for open FST shifts occurred. In order to achieve an appreciable response time improvement for medical calls there would need to be at least 2 full-time staff on duty 24/7 as most emergency responses occur outside business hours due to the fact that most Pitt Meadows citizens are absent during the business week. This increase in career staffing would cost approximately \$1 million more annually. Even with 2 FF's on duty, for all calls except medical the POC's are still critical for staffing and thus minimal, if any, improvements in response time would occur for the more significant calls we respond to. The current model provides very effective response times overall and the incident evidence supports that strongly.

In developing this Decision Package the fire and finance departments of the cities of Maple Ridge and Mission were consulted. Both of these communities do, or did, utilize POC members to cover open full-time shifts under special agreement with the IAFF. The two communities shared some consistencies – or inconsistencies as the case may be – both between the two jurisdictions but also between departments within each jurisdiction. It appears that IAFF Local 4810 in Pitt Meadows may be receptive to discussing the coverage issue but their formal acceptance and participation would be necessary to implement this Motion, or any other option, regardless of Council direction.



Departmental impact concerns related to the Motion

The impacts related to ensuring coverage for FST “vacation shifts” are numerous and require detail. Below is a brief description of each concern for management:

Extent of coverage: The proposed Motion calls for fill-in coverage for absences of 5 days or more consecutively. However, it should be anticipated that the POC’s, and even possibly the FST’s, will request that the coverage issue be quickly extended to other open shifts of less than 5 days. Certainly, both Maple Ridge and Mission - both much larger departments - tried with varying success to cover all open shifts.

The FST’s currently get 3-5 weeks vacation annually. Yet, historically each FST has taken fewer than 2 of those weeks in consecutive 5 day periods. Rather, they frequently take 1-2 day periods tied to weekends or Stat Holidays to get a more extended period. For each full week of coverage the additional cost to the department could be up to \$1500, using POC wages. Worksafe and sick time coverage for 5 day consecutive periods is infrequent. However, periods of 1-3 days for those and many other reasons are quite common.

Pay: It would need to be determined what wage the POC would receive to fill the FST shift. Would they receive their current POC wage rate or the FST rate? Mission and Maple Ridge have polar opposite views related to pay rate. Any resolve here has both budget and status implications. Other payroll and deduction questions exist and would need formalized answers. During the Council discussions surrounding the Fire Service Review and POC Remuneration the new POC wages were established to compensate for a lack of “in lieu” pay and are currently in the highest percentile province wide. The wages are also escalating at a rate not dissimilar to the IAFF wages.

Coverage: It is unlikely that the department can logistically ensure coverage of every open shift. Our POC staff all have, out of necessity, other careers which by and large require their presence during business hours; the same hours the FST’s work. There are a few POC’s with business hour availability, but in a given 5 day week we likely cannot guarantee full coverage, unless some POC’s took time off from their other employment to do the shift.

Status of worker: The City has a legal opinion that POC’s are not employees. It is supported fully by wording within the Employment Standards Act Interpretation Guidelines that states that the majority of the Act does not apply to auxiliary or volunteer firefighters. The question is: would that change if they performed a scheduled shift alongside a career employee? In this regard there is overt discrepancy between the cities of Maple Ridge and Mission and even between the internal departments of each City.

Qualifications: In the case of both Maple Ridge and Mission the requirement set by the IAFF union in their Letters of Understanding was that the fill-in firefighters must be equally qualified as the career members. They both experienced challenges meeting this requirement and in Maple Ridge’s case many shifts went unfilled by POC’s despite there being close to 75 POC’s to draw from. There are a significant number of members here in Pitt Meadows who do not currently meet the same qualifications as the FST’s.

Duties: An internal concern noted is that every time a new POC covers a shift a significant portion of the start of the shift will need to be dedicated to them getting oriented by the incumbent FST in what role they will play, the jobs they have assigned for the day, and also any specialized duties or functions not generally performed by the POC’s. There are numerous functions that the FST’s perform that the general POC membership does not. This will take time away from the daily duties. In the event of both FST’s being off this could have even more impact.



Morale and Future positions: One of the biggest recent concerns within the department membership has been the filling of the open FST position. It is of significant concern to the department management that this process always be fair. If there were numerous shifts being filled by a small number of available POC's they would naturally have an obvious or perceived advantage for future career positions. Generally those available are younger, inexperienced members without established careers. It could be anticipated that those POC's who do not have access to as many, or any, shifts (generally older, established members with dedicated career commitments) may come to resent those who do, or at least will feel that they may not have a fair opportunity at future positions because of it. Ultimately, it could become a disincentive for experienced POC's if they feel their tenure and ability is comparatively undervalued. This could negatively impact morale within the POC contingent and within the FST/POC relationship.

Training Expectations: Given an expectation of equal qualification to be eligible to fill an FST shift it is to be expected that there will be a pronounced increase in demands on the training division to speed up training to help members achieve their full qualifications. This would be a substantial and unplanned for challenge. We have a large number of newer or recruit members and are scheduling another recruitment for early spring. Thus it is likely unattainable for some time, if at all. Failing to meet these unrealistic demands/expectations will generate negative morale issues, and will impact our ability to equitably fill all the shifts with qualified personnel.

Summary

It is the opinion of the department management that the coverage of open FST shifts of 5 or more consecutive days is unnecessary to the operation and may initiate internal organizational and administrative challenges that do not currently exist. Further, the push to have all shifts covered, including short-term book offs for illness, could be swift. This phenomenon was seen in both Maple Ridge and Mission. As described above, the common historical practice of the FST's is to not take their allotted vacation time in full 5 day periods. Management supports this break up of leave time for many reasons. It is unlikely that this will change in the near future, if at all, with the current staffing model. Worksafe and long-term illnesses are infrequent and very hard to anticipate, thankfully. Unfortunately, use of short-term sick time is historically quite high. Maple Ridge and Mission both attempted to cover all shifts, with varying success, but neither is restricted to weekday business hour shifts only so they had open shifts available to meet all POC member work schedules.

The number of open shifts annually could be challenging to fill, especially if it extended beyond consecutive 5 day periods. Shift coverage could be very extended periods of weeks to months in the case of serious injury or illness. Since 2012 there have been over 100 "open" FST shifts due to illness/WCB alone. Combined with 3-5 weeks' vacation per FST, there have been over 280 open FST shifts since 2012. The number of absences for training is not large but 2-5 annually is realistic and none have ever been back-filled. If only vacation shifts were filled, the approximate cost would be \$10,000 annually. Additional costs for sickness, Worksafe or other reasons are very hard to quantify and highly variable between years; thus cost projections could be very inaccurate.

Concerns exist with regard to qualified personnel being available to fill all available shifts. Inequitable distribution of the shifts may likely lead to internal morale concerns and competition between POC's. Attempts to meet expectations will likely result in significant burden on training and admin staff to manage and achieve. The current system to not fill open FST shifts has worked well and resulted in few impacts related to the overall FST role (mostly reduced public education sessions and equipment testing).



As far as emergency response, the open positions minimally impact the departments operations which rely on POC's in all cases unless the FST's are available and together, for a medical call. From 2012 – 2016 (current) the FST's only responded to 167 calls by themselves out of over 2,500 department calls (under 7%). Almost all were medical in nature to support BC Ambulance.

By policy both FST's are not permitted to be off on vacation at the same time. However, there have been a number of times where one was on an extended sick time or Worksafe leave and the other was scheduled for vacation. As a result, we have previously operated without both FST's for periods of time, sometimes extended, during these periods.

For the above reasons, and notwithstanding its good intentions and intent, fire department management does not support the Motion.



FIRE & RESCUE SERVICES

DECISION PACKAGE G: FIRE HALL REPLACEMENT PLAN INITIATION

Department/Division:	Fire & Rescue Services		
Submitted by:	Don Jolley – Fire Chief		
Estimated Capital Cost:	\$25,000 for 2017		
Estimated Annual Operating Costs:	One time: \$	N/A	Ongoing: \$ N/A

Description

This decision package addresses development of a 5 year plan for replacement of the current fire hall facility. For 2017, staff is requesting that Council engage in a dedicated Council Workshop on the issue of fire hall replacement. Contingent to those discussions staff are requesting a capital budget allocation for a consultant driven conceptualization exercise to determine the space & function needs for the Pitt Meadows Fire & Rescue Service into the future. This exercise will culminate in a conceptual drawing of a facility which meets the size and function requirements determined.

Recommendation

THAT Council:

- A. That Council commit to a dedicated Council Workshop on Fire Hall replacement on January 31st (the fifth Tuesday). Alternatively, a substitute date within February would be acceptable.
- B. Tentatively authorize the \$25,000 capital budget to obtain a consultants conceptualization drawing identifying future requirements for a main firehall facility

Financial Implications:

Costs for the fire hall replacement plan in 2017 would be \$25,000 for the conceptualization exercise and drawing. Project costs have been preliminarily estimated and are detailed below, culminating in full replacement of the current facility by 2021 at an estimated completion cost of \$10 million.

2017 – Conceptualization design	\$25,000
2018 – Architectural design	\$350,000
2019 – Engineering design	\$400,000
2020 – Construction initiated	\$7,000,000
2021 – Project completion	\$2,225,000



Discussion

As far back as 2005 repeated consultant reviews and master plan exercises have identified the inadequacy of the current fire hall facility and recommended replacement or significant renovation. The current fire hall is 33 years old, has been partially seismically upgraded, and an addition was constructed. It was built for a very different complexity of fire services than what has evolved. It has served the fire and rescue service well under the volunteer, and now paid on call models. However, it is aging rapidly and the complexity and resource demands of the modern fire service have exceeded its capacity for growth. The facility has reached end of life with regard to space and safety and currently requires a number of significant upgrades to equipment such as apparatus bay heaters, overhead doors and roof.

The discussion around replacement of the fire hall must be done with full consideration of the impacts of the CP Rail crossing at Harris Rd and its impact on response of fire services to the north side of the community. This is a complex and potentially expensive concern that must be evaluated holistically as part of the future of the community as a whole, as well as the fire service model. If a free-flow crossing is not likely, the fire and rescue service will most certainly require two fire halls for the future.

In conjunction with the above concern regarding CP Rail, it is imperative that the correct location(s) be identified and secured for such facilities. Minimal nearby hazards, strong access and egress capacity, minimal neighbourhood impact, and a large property footprint are all necessary considerations. Unfortunately, the City has very little owned property that comes even close to meeting those minimal requirements. Realistically, there may well be a strong argument that the City will need to purchase land for any future fire hall facility as part of this exercise, which would likely increase costs.

Fire Hall facilities are required to be among the safest and most resilient buildings constructed. Seismic resilience, location, specialized function, and other requirements necessitate them costing significantly more than other municipal facilities as a rule. Within Pitt Meadows, the cost of a new fire hall has profound impact on the overall municipal financial position. Conversely however, those costs must be weighed against proper placement, design and functionality of continued, and future, provision of essential services.

Finally, consideration should be given during this process to determining if there are any opportunities to share a new facility with other “tenants” such as other City departments, police, ambulance, search and rescue, or private interests. Examples of these types of shared facilities do exist, though not common, and are well functioning.

Alternatives

Council can determine that the replacement of the fire hall is not a current priority or within the capacity of the City's current financial position. Alternative solutions, such as contracting out partial or full service to an adjoining jurisdiction fire service could be explored. A significant renovation could be attempted on the current facility/property to address some, but not all, of the present limitations. Finally, though not recommended at all, it is incumbent of staff to advise Council that provision of fire suppression services is not required by any provincial legislation.

Summary

Staff is requesting that Council approve the request to hold a dedicated Council Workshop for fire hall replacement planning on January 31, 2017. Staff is also requesting that Council tentatively approve a \$25,000 capital budget in the 2017 Fire Service Business Plan to acquire a fire hall conceptualization drawing which would be undertaken subsequent to, and subject to, approval and direction coming from the workshop. Direction from Council, combined with fulsome and realistic research into the requirements for a replacement facility should be undertaken promptly as the current facility is aging rapidly and its functional life is nearing an end.

