

FIRE & RESCUE SERVICES



Operating Budget: \$1,472,400
Capital Budget: \$334,000
Staffing Complement: 6.0 FTE (Full-time equivalent)
Supports Strategic Focus Areas:
Corporate Excellence and
Community Livability

readiness. An administrative assistant provides technical and organizational support to all members of the department as well as other City programs.

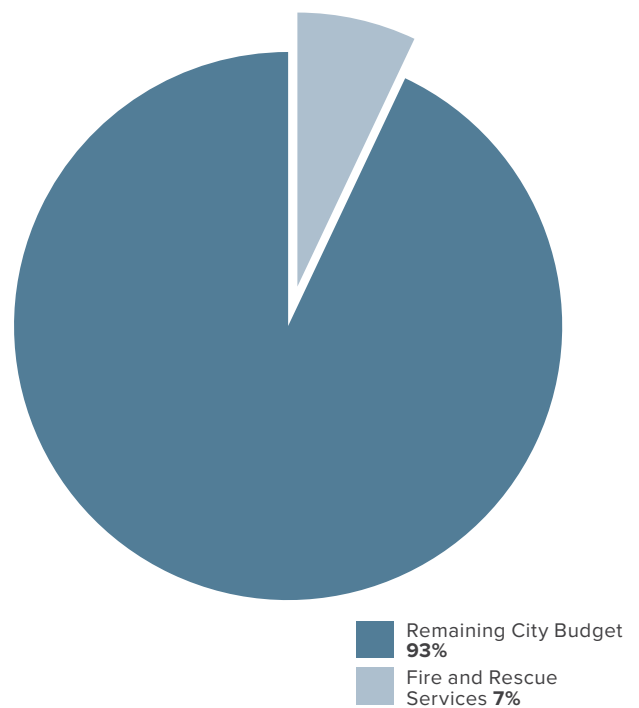
Specialized advanced technical rescue and dangerous goods (Hazmat) response are both provided, when required, through aid agreements with contractors and neighbouring large departments. The success of the current POC volunteer service delivery model is critical to the financial stability of the City and continuous efforts are made to minimize any unnecessary burdens on the POC membership and to support them with industry leading training, technology, equipment and procedures.

OVERVIEW

Fire and Rescue Services provides incident response at the Full Service Operations Level under the Provincial Fire Training Standard (“the Playbook”) and acts as a first point of contact with citizens and visitors for many public safety concerns. 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. Staff ensure safety for citizens and business through bylaw enforcement, during legislated fire safety inspections at public and commercial properties, during formal fire investigations, and within the pre-incident planning process.

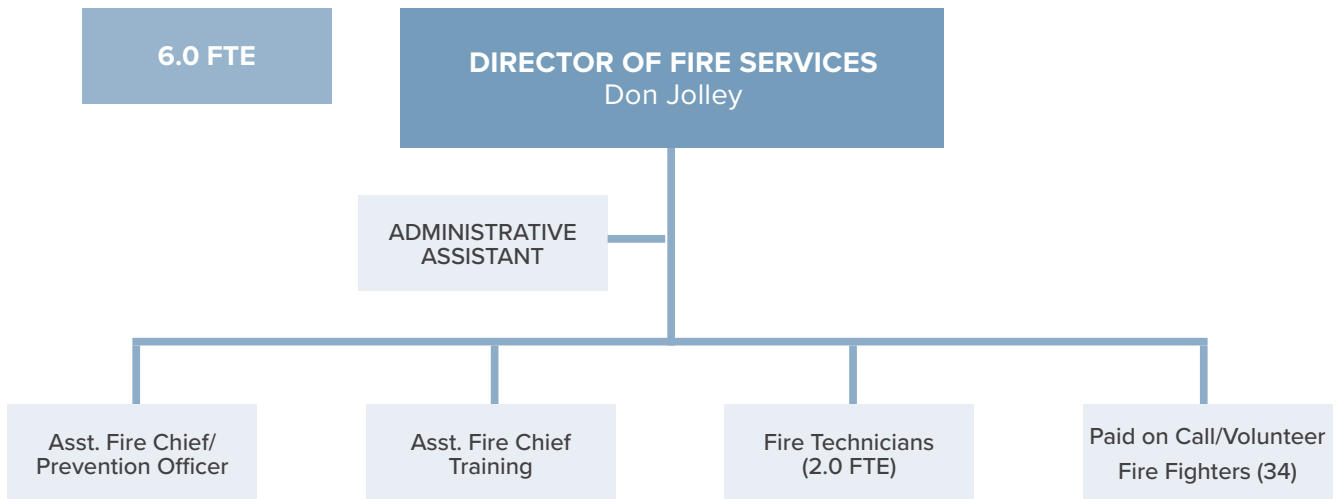
The current core of the department is a highly dedicated and trained group of 34 paid on call (POC) volunteer firefighters set up under two operational Platoons. They perform all aspects of department operations related to fire suppression, medical response and rescue, as well as public education. The POC firefighters are supplemented by a small career staffing contingent of 5 responsible for department leadership, administration, inspections, training, public education/leadership, and operational

DEPARTMENT’S SHARE OF CITY BUDGET



FIRE & RESCUE SERVICES

STAFFING COMPLEMENT



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AT A GLANCE

As of October 31, 2017:

- **SCOPE.** Fire & Rescue Services protects over 18,500 citizens, as well as visitors, and nearly \$6 Billion in public and private property within the 86+ square km community from the single Firehall on 122A Ave.
- **STAFFING RESOURCES.** 40 personnel (6 career and 34 paid on call volunteer) in the total department workforce.
- **INCIDENTS & RESPONSES.** The department has responded to 465 total incidents as of October 31st (similar to 2015 & 2016).
 - Of the total responses, 52% were “platoon calls” (only required limited resources due to the nature of the call). The remaining 48% of incident types currently receive a full department “all call” response.
 - Of the total responses, 11% resulted in the call being either unfounded or crews being cancelled prior to arrival.
 - 85% of all incidents occur in the urban area.
- **RESPONSE TIMES.**
 - The average response time for all incidents within the urban area = 8min 15secs.
 - The average response time for all incidents within the entire community = 9min 7secs.
 - The average response time to reported structure fires in the urban area = 6min 16secs.
- **TYPES OF CALLS.**
 - 14% decrease in false alarm calls since implementation of False Alarm Reduction Strategy.
 - 9% increase in medical call responses at request of BC Ambulance Service since 2015.
 - 20% overall decrease in MVA's since 2015, although Lougheed Hwy MVA's appear to be increasing.
- **TRAINING.**
 - There have been 216 firefighter training sessions on a wide variety of subjects.
 - Each firefighter, on average, has completed over 130 hours of training time in 2017.
- **INSPECTIONS.** There have been 564 fire inspections, and 33 re-inspections.
- **COMMUNITY EDUCATION.** There have been 95 fire prevention or life safety education sessions delivered.
- **BURN PERMITS.** There have been 30 burn permits issued and 27 burning complaints received.

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2017 ACHIEVEMENTS

ADMINISTRATION/OPERATIONS

- **PRE-INCIDENT PLAN REVIEWS AND UPDATES.** Chief Perrie and our Admin Asst Sandie Mallan completed the full review and updating of 101 pre-incident plans in 2017. This is a remarkable number and displays significant commitment to the safety of our firefighters and the community
- **REDUCTION IN FALSE ALARM CALLS.** The department instituted a new False Alarm Reduction Strategy in spring 2017. Stats thus far demonstrate reductions in both calls and enforcement required for false alarm incidents when compared to prior to the implementation.
- **FILM PERMIT INSPECTIONS.** Instituted site visits for all film permit applications where hazardous activities may be occurring or traffic flow patterns are a concern.

PREVENTION

- **FIRE SAFETY INSPECTIONS.** The department will once again complete over 600 inspections of local businesses and multi-family occupancies. This is an excellent number and exemplifies our commitment to community and public safety.
- **SCHOOL AND COMMUNITY EDUCATION SESSIONS.** To date over 80 sessions have been completed at schools, with community groups and in the Youth Academy by the Fire Safety Technicians (FST's). It is projected that over 100 will be completed by year-end.

- **CITY STAFF TRAINING.** Seven (7) members of City staff enthusiastically attended fire extinguisher training at the fire training grounds this spring/summer. In addition fire drills were conducted at the City Hall and Public Works yard.

TRAINING

- **CERTIFICATION OF FIREFIGHTERS.** The department has begun transition to the College of the Rockies for provision of certification of firefighters after completion of the in-house Playbook Full-Service Competency Level.
- **INTEGRATED NEW MEMBERS.** As is annually the case, a new recruit class was initiated. Additionally, three former members returned in 2017 to the department.
- **PLAYBOOK COMPLIANCE.** Chief Larsson and Admin Asst Sandie Mallan have worked very hard to update our instructional materials to full compliance with the BC Firefighter Training Playbook at the Full-Service Competency Level.
- **ADVANCED TRAINING.** Members attended Fire Officer, Hazardous Materials and Large Animal Rescue courses, amongst others. Four members also attended the BC Fire Training Officer Conference in Kelowna.

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KEY CHALLENGES FOR 2018

- **DECLINING PAID ON CALL FIREFIGHTER PARTICIPATION DURING EARLY MORNING AND BUSINESS HOURS.** There has been a trend of decreasing POC attendance during early morning and business hour periods in the past 2-3 years, and especially in 2017. This is occurring despite a significant increase in POC numbers in past 24 months. Recruiting solutions will be reviewed in 2018 to ensure appropriate firefighter turnout for responses.
- **YPK BUILDING AND LAND USE.** Work with other City staff to implement Council approved process regarding acceptable hangar/land uses in conjunction with applicable code and bylaw compliance. Numerous City departments, as required, will be involved as well as YPK staff. Potential for contractor involvement to be considered as required.
- **LARGE INCREASE IN FIRE INSPECTIONS IN COMMUNITY.** Phase 2 of ONNI in South Harris, as well as new direction regarding application of local bylaw and provincial codes at YPK will present a big challenge for provision of legislated fire inspections. Solutions will be reviewed in 2018.
- **DETERMINATION OF SITE FOR NEW FIREHALL FACILITY.** Critical decision for City to ensure appropriate and effective fire & rescue operations for next 30+ years.
- **FUTURE CAREER STAFF TURN-OVER.** Departure or retirement of at least 2 Chief Officers are expected within 12-36 months. Transition plans need to be considered by HR, CAO and Fire. If desired by the City, succession planning should commence early in 2018.

- **INSTRUCTOR PROGRAMS.** Experiencing increased issues in identifying, certifying and retaining Instructors (especially First Responder). With increased POC numbers, obtaining and retaining skilled instructors in multiple disciplines is essential.



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KEY INITIATIVES 2018

DIVISION	INITIATIVE	TARGET
ADMINISTRATION	<ul style="list-style-type: none"> Determine methodologies to mitigate declining POC turn-out Research future radio system options Next phase of fire hall replacement program – architectural design Plan for replacement of 2 career chiefs within 36 months. 	<p>Q1</p> <p>Q2</p> <p>Q2-Q3</p>
TRAINING	<ul style="list-style-type: none"> Complete transition to College of the Rockies for Firefighter Certification Program Integrate 4 new recruits that started October 3rd 2017 	<p>Q1</p> <p>Q1-Q4</p>
PREVENTION	<ul style="list-style-type: none"> Determine contractor and/or other options for projected increase in inspection and enforcement activities at YPK. No capacity departmentally to undertake this change in one year. Prioritization of inspections city-wide will need to occur in 2018 while solutions for full bylaw compliance in future is developed Determine how to integrate numerous new complex inspections at ONNI Phase 2 into department inspection program 	<p>Q1-Q2</p>
OPERATIONS	<ul style="list-style-type: none"> Undertake replacement of all Self-Contained Breathing Apparatus equipment (SCBA) as per capital replacement schedule 	<p>Q2-Q3</p>



FIRE & RESCUE SERVICES

PROPOSED OPERATING BUDGET

	2017 APPROVED BUDGET	2018 PROPOSED BUDGET	2018 PROPOSED CHANGES		2019 PROPOSED BUDGET	2020 PROPOSED BUDGET	2021 PROPOSED BUDGET	2022 PROPOSED BUDGET
REVENUE								
	\$(81,500)	\$(80,500)	\$1,000	1.2%	\$(80,100)	\$(80,100)	\$(80,100)	\$(80,100)
EXPENSES								
ADMINISTRATION & OPERATION SUPPORT	866,700	901,900	35,200	4.1%	924,400	946,200	969,100	991,900
FIRE PREVENTION & TRAINING	49,000	52,000	3,000	6.1%	52,800	53,600	54,400	55,200
PAID ON CALL SYSTEM	377,300	405,400	28,100	7.4%	410,800	422,700	429,200	441,200
APPARATUS & EQUIPMENT	113,800	113,100	(700)	-0.6%	117,800	121,300	123,300	129,700
	1,406,800	1,472,400	65,600	4.7%	1,505,800	1,543,800	1,576,000	1,618,000
NET OPERATING EXPENSES	\$1,325,300	\$1,391,900	\$66,600	5.0%	\$1,425,700	\$1,463,700	\$1,495,900	\$1,537,900

KEY BUDGET CHANGES FOR 2018:

SALARY AND BENEFITS	34,900
ALL POC ACTIVITIES MAINTAINING OR TRENDING UPWARD (INCIDENTS, TRAINING, OTHER)	10,000
INCREASING COSTS ASSOCIATED WITH INCREASING MEMBERSHIP	23,000
OTHER	(1,300)
CHANGE IN NET OPERATING EXPENSES	\$66,600

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PROPOSED CAPITAL BUDGET

DEPARTMENT	PROJECT #	PRIORITY	2018	2019	2020	2021	2022	TOTAL
FIRE & RESCUE SERVICES								
REPLACEMENT - HUB FL80 RESCUE 02-2-93-9919 F006	15-FS-016	3				350,000		350,000
REPLACEMENT - HUB MACK ENGINE 02-2-93-9922	15-FS-018	1			900,000			900,000
REPLACEMENT - FORD F350 93-9927	15-FS-019	2					85,000	85,000
REPLACEMENT - SCBA EQUIPMENT 02-2-93-9923	15-FS-020	1	305,000					305,000
FH MEETING ROOM FURNITURE 02-2-93-9914	15-FS-053	4				10,000		10,000
FIREHALL OFFICE FURNITURE REPLACEMENT 02-2-93-9914	15-FS-064	4				20,000		20,000
FIREFIGHTER PROTECTIVE CLTHG (TURN-OUT GEAR)-9915	16-FS-024	1	17,000	17,000	17,000	17,300	17,300	85,600
MINOR CAPITAL TOOLS & EQUIPMENT 02 293 9900	16-FS-025	2	12,000	12,000	12,000	12,000	12,500	60,500
CHIEF VEHICLE REPL - FORD EXPLORER 2011 93-9904	16-FS-027	3					65,000	65,000
FIRE TRAINING GROUND UPGRADE/RETROFIT	16-FS-038	2		8,000				8,000
REPLACEMENT - WILDLAND FF SKID FOR SQUAD 1	17-FS-032	3					50,000	50,000
REPLACEMENT - UTILITY SKID FOR SQUAD 1	17-FS-033	3					10,000	10,000
REPLACEMENT - SKID LOADER TROLLEY UNIT FOR SQUAD 1	17-FS-034	4					11,000	11,000
FIRE & RESCUE SERVICES TOTAL			334,000	37,000	929,000	409,300	250,800	1,960,100
GRAND TOTAL			334,000	37,000	929,000	409,300	250,800	1,960,100

Project Priority Column: 1=Imperative (Must Do); 2=Essential (Should Do); 3=Important (Could Do); 4=Desirable (Other Year)