

Minutes

Thursday, April 07, 2016

Station 4 – 427 Merritt Street: Training Room at 4:30 p.m.

Attendance:

Councillor Bill Phillips
Councillor Jennifer Stevens
Bryan Shynal, Commissioner of Operations
Kristine Douglas, Director of Financial Management Services
Mike Vail, Vice President St. Catharines Professional Firefighter's Association
Fire Chief Dave Wood
Deputy Fire Chief Larry Jones
Deputy Fire Chief Monique Belair

Absent:

Shelley Chemnitz, Commissioner of Corporate Services
Ryan Madill, President St. Catharines Professional Firefighter's Association
Councillor Sandie Bellows

Staff Liaison:

Fire Chief Dave Wood

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1. **Call meeting to order (Commissioner Shynal)**
4:30 pm
 2. **Additions/Deletions to the Agenda**
Motion:
That the Master Fire Planning Committee defer the GIS Mapping Update (item 7.8 on Agenda) until the next scheduled meeting.
Moved: Deputy Chief Jones **Carried.**
 3. **Motion to approve the agenda as amended**
Motion:
That the Master Fire Planning Committee approve the agenda as amended.
Moved: Deputy Chief Jones **Carried.**

4. Motion to adopt the minutes of the previous meeting

Motion:

That the Master Fire Planning Committee adopt the minutes of the March 17, 2016 meeting.

Moved: Councillor Phillips

Carried.

5. Presentations (invited guests)

None.

6. Business arising from the minutes

None.

7. Business

7.1 Declarations of interest

None.

7.2 OFMEM Advisor Update – Deputy Chief Belair

Program Specialist Vincent Liu of the OFMEM is no longer available to assist with the Master Fire Planning process. Program Specialist Melanie Arsenault specializes in the development of Master Fire Plans and will join the MFP Committee as an advisor in late April.

Motion:

That the Master Fire Planning Committee receive the presentation as given.

Moved: Deputy Chief Jones

Carried.

7.3 MFP Progress Update – Chief Wood

A brief update on the progress thus far in the MFP process was provided. Subcommittees have been formalized and work plans have been established. Subcommittees are currently working through step 3 of the Readiness Checklist, *Analyzing Risk* and soon will be working through step 4 *Evaluating Risks and Capabilities*.

The MFP Steering Committee has completed steps “A” through “D” of the Master Fire Planning Process Governance Model, currently working on step “E” *Monitors Progress of the Working Subcommittees in Implementing the MFP work plan*.

Motion:

That the Master Fire Planning Committee receive the presentation as given.

Moved: Deputy Chief Jones

Carried.

7.4 Subcommittee Updates

7.4.1 Capabilities – Deputy Chief Jones

Capabilities Subcommittee is currently collecting data. Suppression information will be presented in the format shown in the Suppression Capabilities (*Appendix A*). Training and Communications capabilities will be presented in graph format (to be presented at a later date).

7.4.2 Community Risk – Deputy Chief Belair

Subcommittee members and Fire Prevention staff have completed the Integrated Risk Management (IRM) tool training.

Since all buildings in the City cannot be inspected as part of the MFP process, 10% of each building classification will be inspected, focusing on buildings that Fire Prevention has the least amount of information about or buildings where Fire Prevention's information is outdated.

Although all restaurants will not be inspected during as part of the MFP process, restaurants are required to renew their business license annually which include Fire inspections.

Hotel inspections have been completed and 60% of Vulnerable Occupancies have been completed. Fire Prevention has commenced the Downtown inspections.

Chief Training Officer Tait will be completing farm inspections. The Risk Profile of farms will focus on risk to Firefighters when responding as farms are exempt from the Fire Code and therefore are not required to have smoke alarms or sprinklers. The Fire Code can only be enforced on farms where the barn is being used for a different purpose (i.e. as a dwelling for migrant workers).

7.4.2 Economic Circumstances – Chief Wood

Subcommittee to meet over the next few weeks and will examine comparable municipalities' finances in terms of Fire Services; forecast future needs (upgrading stations, replacing equipment) and examine the financial resources available from the City. The budget will be examined to see if current finances are meeting service needs and if they will continue to meet future needs and the potential impacts on the tax base (residential, commercial, industrial, etc.).

Fire Underwriters Insurance will be conducting a thorough insurance assessment which examines response times, types of apparatus, communications, type of Firefighters (i.e. a better rating is given to departments with full time Firefighters as opposed to volunteer departments), equipment, infrastructure, business continuity, Standard Operating Guidelines (SOGs), policies and procedures to determine a fire rating for the City as a whole. Their rating can impact the cost of home

insurance. Economic Circumstances will work to balance the budgetary needs with service levels and how these changes may impact the City and its residents financially. The final insurance rating will be decided after the MFP has been completed.

Motion:

That the Master Fire Planning Committee receive the presentations as given.

Moved: Chief Wood

Carried.

7.5 Readiness Checklist Update – Chief Wood

Over the next couple of weeks Capabilities and Community Risk Subcommittees will meet to weigh the various risks against capabilities. Every service provided will be examined. For example, compile the total number of hours delivering Emergency Patient Care and what is required (manpower, training, maintaining certifications, costs) to deliver this service. Much of the services provided by the Fire Prevention Office are provincially mandated (Complaint inspections, Vulnerable Occupancies, Public Education).

Motion:

That the Master Fire Planning Committee receive the presentations as given.

Moved: Chief Wood

Carried.

7.6 Station Tour Debrief (April 2nd) – Chief Wood

Councillors Bellows and Garcia attended the Station tour on April 2, 2016. Questions arose about why there are hoses hanging in the truck floors of the halls. This is part of the exhaust capture system that ensures when the trucks start, the exhaust is removed from the confined space of the halls and delivers it outside. The NFPA recommends this type of exhaust capture system as it's safer for staff and visitors who may be in the Station as vehicles are leaving.

The tour attendees had the opportunity to witness how the Communications Division operates and the see the volume of information transmitted and captured by 2 Communicators servicing 13 municipalities.

Question was raised about the reason for the type and number of Fire vehicles that respond to medical calls. There are certain criteria of medical calls which determine that Fire must respond in addition to EMS (i.e. cardiac, respiratory and traumatic injuries or instances where EMS will not be on scene within 8 minutes).

Question was raised about sending Pump trucks versus sending a smaller vehicle to medical calls as members of the public may perceive the arrival of 4 Firefighters in a Pump truck at a medical call as excessive and costly for taxpayers. Sending a smaller vehicle would require a dedicated truck and an increase in staffing. Medical calls often require 3 or 4 people to effectively assist EMS (i.e. lifting and carrying patients). Medical calls can be complex and Fire

Services is kept on scene to assist as determined by EMS. Pump trucks must respond to medical calls because if they are leaving the medical call and receive a call for a structure fire or an unknown 9-1-1, they need to be immediately equipped to rescue and provide suppression once on scene.

The ages of the Fire Stations were discussed. Station 1 (Geneva Street) was built in 1948, Stations 2 and 3 (Linwell Road and Pelham Road, respectively) were built in 1958, Station 4 (Merritt Street) was built in 2013; Station 5 (Martindale Road) was built in 2001; Station 6 (Scott Street) was built in 1979 and the Training Tower was built in 1982. Maintaining older buildings can lead to increase costs such as heating and cooling.

The Master Fire Planning Committee encourages all of City Council to tour the Fire Stations. Chief Wood indicated that another date can be scheduled to accommodate those interested.

Tour attendees appreciated learning about the apparatus, specifically the rescue truck and seeing the evolution of Station design.

Motion:

That the Master Fire Planning Committee receive the presentations as given.

Moved: Mike Vail

Carried.

7.7 Steering Committee Work Plan – Chief Wood

7.7.1 Monitors Progress of Subcommittees implementing the MFP Work Plan

Discussion of the GIS Consultation process is planned for the next Committee meeting. Progress is occurring in Subcommittees. Next steps for the Steering Committee include reviewing and approving the draft MFP recommendations and resource requests. Program Specialist Melanie Arsenault will assist with the MFP formatting for presentation to Council.

Motion:

That the Master Fire Planning Committee receive the presentations as given.

Moved: Mike Vail

Carried.

8. Date of next meeting

Thursday, April 28, 2016

Motion:

That the Master Fire Planning Committee cancel the meetings of April 14, 2016 and April 21, 2016 and reconvene on April 28, 2016.

Moved: Chief Wood

Carried.

9. Motion to Adjourn

Moved: Councillor Stevens

Carried.

5:26 pm

Suppression Capabilities Table

Event	2015 Response Statistics	Who Do We Send	What Do We Send	How Long To Get There	Average Time Commitment On Scene	Personnel Remaining for Other Events	Apparatus Remaining for Other Events	Events Available to Respond To
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