

Master Fire Planning Committee

Minutes

Thursday, September 15, 2016

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

Attendance:

Councillor Sandie Bellows
Councillor Bill Phillips
Bryan Shynal, Commissioner of Operations
Ryan Madill, President St. Catharines Professional Firefighter's Association
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:

Councillor Jennifer Stevens
Kristine Douglas, Director of Financial Management Services
Shelley Chemnitz, Commissioner of Corporate Services

Staff Liaison:

Fire Chief Dave Wood

1. Call meeting to order (Chair) B. Shynal

4:34 pm

2. Additions/Deletions to the Agenda

None.

3. Motion to approve the agenda

Motion:

That the Master Fire Planning Committee approve the agenda as presented.

Moved: Deputy Jones

Carried.

4. Motion to adopt the minutes of the previous meeting

Motion:

That the Master Fire Planning Committee adopt the minutes of the August 18, 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 MFP Progress Update

The draft Master Fire Plan is almost complete. Options and rationale will accompany recommendations in the final document. An implementation plan will also be included.

7.3 Subcommittee Updates

7.3.1 Capabilities

Subcommittees have completed the majority of their work as the draft Master Fire Plan is almost completed. The Plan is easy to read for those without a background in Fire Services.

7.3.2 Community Risk

The Plan is in draft stage, currently working on fine tuning. Program Specialist M. Arsenault has assisted in making document accessible for those without a background in Fire Services.

7.3.3 Economic Circumstances

The Training Division has received numerous responses to the survey of core services sent to comparator municipalities. The survey has been re-submitted to approximately 5 comparator municipalities who did not respond initially. Survey responses will assist in forming an accurate comparison between core services provided by St. Catharines Fire Services and those provided by Council approved comparator municipalities. Hope to have responses by the week of September 19th. Once received, the information will be forwarded to the Economic Circumstances Subcommittee.

The draft Master Fire Plan will be forwarded to Economic Circumstances Subcommittee to assign costs (based on 2016 dollar amounts) to the recommendations.

Motion:

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

Moved: Councillor Phillips

Carried.

7.4 Readiness Checklist Update – Chief Wood

Currently on Step 5 “Prepare Action Plan” which includes prioritizing options and financial impacts.

7.5 Steering Committee Work Plan – Chief Wood

Committee is on target with work plan. The largest part of the document has been completed. GIS reports from Dillon Consulting and the International Association of Fire Fighters (IAFF) will be included as appendices. Once

building asset information is complete, the draft Master Fire Plan will be presented to the Master Fire Planning Committee for review and questions. Once the final document is completed, it will be submitted to Council at least 1 week prior to the Council meeting where the Master Fire Plan is presented to Council. The date of the Council meeting or Special Council meeting for Master Fire Plan review to be determined at the next Master Fire Planning Committee meeting.

Motion:

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

Moved: Deputy Jones

Carried.

8. Date of next meeting

September 22, 2016

9. Motion to Adjourn

5:01 pm