

Master Fire Planning Committee

Minutes

Thursday, May 25, 2017

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

Members:

Councillor Sandie Bellows
Councillor Bill Phillips
Shelley Chemnitz, Commissioner of Corporate Services
Bryan Shynal, Commissioner of Operations
Kristine Douglas, Director of Financial Management Services
Ryan Madill, President St. Catharines Professional Firefighter's Association
Fire Chief Dave Wood
Deputy Fire Chief Monique Belair
Maggie Riopelle, Executive Research Assistant

Absent:

Councillor Jennifer Stevens
Mike Vail, Vice President St. Catharines Professional Firefighter's Association
Heather Salter, Director of Legal and Clerks Services/City Solicitor

Staff Liaison:

Fire Chief Dave Wood

1. Call meeting to order (Chair) S. Chemnitz

4:37 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: Chief Wood

Carried.

4. Motion to adopt the minutes of the previous meeting

Motion:

That the Master Fire Planning Committee adopt the minutes of the meeting of May 11, 2017.

Moved: Chief Wood

Carried.

5. Business arising from the minutes

None.

6. Declarations of Interest

None.

7. Review of Draft Master Fire Plan and Discuss Recommendations

Discussion ensued regarding the proposed implementation schedule. Chief Wood noted that the Committee should consider that Suppression personnel will have to be hired in order to replace those retiring over the next 10 years. Recruit classes last 15 weeks. If the recruit class is larger than 6, additional staff and therefore additional overtime hours are required to assist with training. Chief Wood explained that there are additional costs associated with large recruit classes and wanted to ensure the Committee is aware of the projected numbers of retirees in order to make an informed decision about the implementation schedule.

Consensus was not to change the proposed implementation schedule as retiree numbers are projections and the Master Fire Plan will be reevaluated annually and the implementation schedule may change in the future as needs in the community change. Suggestion made to include verbiage in the Master Fire Plan indicating the need to reevaluate the implementation schedule annually.

Discussion ensued about the presentation of the Master Fire Plan to Council. Suggestion was made to include the statistics showing the frequency that aerial trucks are used as well statistics showing the frequency that St. Catharines Fire Services responds to 2 incidents simultaneously. Additional suggestion made to include the history of how the decision was made to move to "jumping trucks" (Fire Fighters switching between aerial and pump trucks, depending on the type of call). Chief Wood noted that this information is better suited for the presentation versus a report to Council, as Councillors will have an opportunity to ask questions during the presentation and request clarification as required. In addition, representatives from Dillon Consulting and the International Association of Fire Fighters (IAFF) should be in attendance for the presentation to Council in order to provide answers to questions regarding their respective GIS reports.

Consensus was that the final draft of the Master Fire Plan is ready to be submitted to Council for review. A memo indicating the costing for peer review of the Master Fire Plan by a consulting firm would accompany the plan to allow Council to review the plan and determine if they would like to move forward with hiring a consultant. Suggestion was made to present the Master Fire Plan at a regular Council meeting; preferably a meeting in June with a light agenda to allow sufficient time for the presentation of the plan and discussion.

Motion:

That the Master Fire Planning Committee circulate the final draft of the Master Fire Plan with a memo showing costing for peer review by a consulting firm to Council for review.

Moved: Councillor Phillips

Carried.

Committee intends to hold 1 more meeting to discuss the additional requests and motions from Council. Chief Wood will meet with S. Chemnitz and B. Shynal to discuss outstanding items for Council and determine the next meeting date.

Chief Wood, S. Chemnitz and B. Shynal expressed gratitude for the work of the Committee and Subcommittees throughout the Master Fire Planning process.

8. Date of next meeting

To be determined.

9. Motion to Adjourn

5:11 pm