



Staff Report for Council Meeting

Date of Meeting: November 10, 2021

Report Number: SRCS.21.20

Department: Community Services
Division: Fire and Emergency Services

Subject: SRCS.21.20 - 2021 Fire Services Master Fire Plan

Purpose:

The purpose of this report is to advise Council of the findings contained in the comprehensive 2021 Fire Services Master Plan.

Recommendation(s):

- a) That staff report SRCS.21.20 regarding the 2021 Fire Services Master Fire Plan be received.

Contact Person:

Bryan Burbidge, Fire Chief, 905.780.2897

Report Approval:

Submitted by: Darlene Joslin, Commissioner of Community Services

Approved by: Mary-Anne Dempster, City Manager

Background:

Richmond Hill Fire and Emergency Services (RHFES) is a career fire service that provides fire protection, technical rescue, medical, fire prevention inspection, new construction development plan review, Ontario Fire Code enforcement, and public education services to the residents of the City of Richmond Hill. RHFES also provides emergency communications and dispatch services under contract for 5 of 8 York Region Fire Services answering and dispatching 911 emergency incidents that require a response from a fire service.

The City of Richmond Hill conducted its first Fire Master Plan in 2016 per SRCS.16.27. The 2016 plan was conducted by Dillon Consulting and provided a number of recommendations for RHFES over a five year period.

Page 2

Many significant milestones from the 2016 FSMP have been achieved or are in progress such as;

- 1.5 Million dollars approved for fire station land acquisition in the northeast quadrant of the City.
- New fire pumper and an additional in service apparatus approved and is on order for the City's response needs (vehicle is set to arrive June 2022)
- 4 of 20 operation firefighters required to staff the additional apparatus have been approved and hired in preparation for the arrival of the new vehicle. (16 operations firefighter positions are requested through the 2022 Operating budget).

In the 2020 budget process, staff received approval to proceed with an update to the FSMP. The consulting firm, Emergency Management & Training Inc., was retained and conducted a thorough process to review all key areas of operations including; Administration, Fire Prevention and Public Education, Fire Suppression, Training and Professional Development, Mechanical Apparatus and Equipment, Communications (Dispatch) and Emergency Planning. In addition, the consultants reviewed community information such as demographics, geographic profile, hazard profile, building stock profile to ensure recommendations covered operational and strategic future service delivery considerations.

The Consultants conducted several surveys with Council, internal and external stakeholders plus members of the public. COVID 19 had an impact on face-to-face meetings with survey participants and most interviews were conducted virtually. A standard set of questions were asked of each group and their feedback has been incorporated in many areas of the FSMP

The 2021 Fire Services Master Plan provides forty-five (45) short, medium and long-term recommendations that will guide Fire Services for the next ten (10) year period. This fire services master plan is an all-encompassing strategic look at the immediate (0-1 year) short term (1-3 year), medium term (4-6 year) and long-term (7 – 10 year) and ongoing priorities relating to equipment, response, resources, staffing and station locations.. The plan measures today's abilities against approved community planning, future population figures and community sprawl both horizontally in future development and vertically in the City core.

Page 3

Key Recommendations by type and time period

Number	Recommendation Type	Time Period
9	Immediate	0 – 1 Year
25	Short Term	1 -3 Years
8	Mid Term	4 – 6 Years
1	Long Term	7 – 10 Years
3	Ongoing	Ongoing

Next Steps

Staff will be developing an implementation plan that captures all of the action items required to analyze and where appropriate implement the recommendations contained within the plan.

Staffing level increase of 20 suppression firefighters was a recommendation of the 2016 plan. As stated in this report, Council approved 4 of the 20 staff and those staff have been recruited. The 2021 plan also recommends these additional firefighters. Staff have incorporated the remaining sixteen (16) firefighters into the proposed 2022 operating budget process with a funding model that will maintain the current direction of 0% tax impact.

The 2022 Capital Budget contained a feasibility study that will exam the current condition and needs for RHFES Station 8-1 on Major Mackenzie Drive and provide future recommendations for the building and use. The capital budget also included funding for all related equipment for the new apparatus scheduled to arrive in Q2 of 2022. Both of these projects are a result of the 2016 Fire Master Plan and reaffirmed in the 2021 review.

Financial/Staffing/Other Implications:

Receiving the Fire Services Master Plan and presentation will not result in immediate financial implications. The City's 2022 Operating Budget will contain a staff request for the 16 remaining firefighters for Council's consideration and a 5 year phased in funding model not impacting the 2022 tax rate. Future reporting of priorities, recommendations and service level impact change may and will be considered through future Community Services and/or capital or operating budget Council reports.

Relationship to Council's Strategic Priorities 2020-2022:

The Fire Services Master Plan is a key component of the third Strategic Priority of Fiscal Responsibility. By receiving this report and its recommendations plus direction to bring

Page 4

back further reports on priorities and financial implications during appropriate budget cycles allows for strong financial sustainability planning.

Climate Change Considerations:

The effects of climate change were considered however Climate Change considerations are not applicable to this staff report.

Conclusion:

The Fire Services Master Plan provides staff and Council with an understanding of where service levels currently sit and vision for future needs based on growth and intensification. The report outlines immediate, short, med and long-term recommendations which will shape our future fire and emergency services needs.

Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix A – The City of Richmond Hill Fire Services Master Plan

Page 5

Report Approval Details

Document Title:	SRCS.21.20 - 2021 Fire Services Master Fire Plan.docx
Attachments:	- Appendix A - The City of Richmond Hill Fire Services Master Plan.pdf
Final Approval Date:	Oct 28, 2021

This report and all of its attachments were approved and signed as outlined below:

Bryan Burbidge - Oct 28, 2021 - 11:43 AM

Darlene Joslin - Oct 28, 2021 - 12:20 PM

David Dexter - Oct 28, 2021 - 1:03 PM

MaryAnne Dempster - Oct 28, 2021 - 1:28 PM