

Township of South Stormont
KEY INFORMATION REPORT
Fire and Rescue Department



To: Council
From: Gilles Crepeau, Fire Chief
Date of Meeting: October 27, 2021
Subject: Draft By-law to Establish and Regulate a Fire Department

Background:

Part II of the Fire Protection and Prevention Act, 1997 (FPPA) states a municipality shall determine other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

In March, 2009 the Township passed By-law No. 2009-28 to Establish a Fire Department, pursuant to the FPPA.

The South Stormont Fire and Rescue Department has evolved significantly since this by-law was passed. In 2017, a review of the by-law and the Fire Department was conducted and recommendations made to update the Fire Department Establishing and Regulating By-law.

The proposed by-law has been drafted on the basis of the South Stormont Fire and Rescue Code of Conduct and Ethical Standards for South Stormont firefighters. This Code sets out minimum standards of conduct. The nature of firefighting and emergency services work places all firefighters in a position of public trust and as such, the level of conduct should be beyond reproach, regardless of work status or location. The by-law ensures all firefighters are driven to strive to achieve the highest level of ethical and professional conduct necessary to maintain the integrity of the individual firefighters, the Department and the Township.

This report provides an overview of the draft by-law.

Discussion:

In determining fire protection services, the types, levels, extent and administration of the services should be considered. These include:

- Community Risk Assessments
- Fire Protection Agreements
- Administration and Governance
- Records Management
- Public Fire Safety Education
- Fire Safety Inspections and Enforcement
- Emergency Response
- Communications

- Fire Investigations
- Training
- Occupations Health and Safety Section 21 Guidelines

The Establishing and Regulating By-law should state the type and level of fire protection services determined by the municipality. The primary consideration of an Establishing and Regulating By-law should include policy direction in these areas:

- Legislative requirements
- Fire Marshall's directives
- Industry best practices
- General functions and core services to be delivered
- Goals and Objective of the department
- General responsibilities of the fire department personnel
- Organizational structure
- Authority to proceed beyond established response area
- Authority to apply costs to property owner for fire investigations
- Authority to effect necessary department operations

Staff have prepared a draft Establishing and Regulating By-law that includes such direction.

The draft Establishing and Regulating By-law provides clear terms and conditions for Volunteer Firefighter employment. This type of regulation was not previously included and will clarify the governance of Volunteer Firefighter employment.

Moreover, the draft by-law includes recommendations as a result of the previously completed Fire Master Plan. Additionally, recommendations surrounding Fire Prevention and specific inspection related suggestions have been incorporated into Fire Prevention and Public Education Operational Guidelines.

Next Steps:

The draft by-law has been forwarded for legal review and pending comments received, will be presented for Council's consideration in December.