



**Corporation of the  
Township of East Garafraxa**

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**Council Addendum**

Tuesday, May 14, 2024 at 2:00 p.m.

To be held Electronically/Virtually

Adding the following under agenda items:

**13. General Business and Correspondence**

13.3 Township of Adjala-Tosorontio

13.3.1 Rosemont District Fire Department

**15. Closed Meeting**

15.4 Closed Meeting Minutes for April 10, 2024

# Regular Council Fire Department Report



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**To:** Mayor and Members of Council  
**Department:** Fire Department  
**Meeting Date:** May 8, 2024  
**Subject:** FIRE 2024-002: Rosemont District Fire Department (RDFD)

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## RECOMMENDATION

THAT Staff Report FIRE 2024-002 dated May 8, 2024 regarding the Rosemont District Fire Department (RDFD) be received; and

THAT Council direct the Mayor and Clerk to dissolve the relationship with Rosemont District Fire Department as described in By-Law 19-13 paragraph 22 (a); and

THAT Council approve funds of \$5000.00 to hire an independent appraisal service to satisfy the assessment of capital assets as described in By-Law 19-13 paragraph 22 (b); and

THAT Council repeal By-Law 19-13 once all conditions regarding the terminating parties and remaining parties are satisfied.

## PURPOSE/BACKGROUND

### Rosemont District Fire Department and Board Composition

The Rosemont District Fire Board (RDFB) was established in 1994 upon the organization of the Rosemont District Fire Department (RDFD) by its founding member municipalities, being the Township of Adjala-Tosorontio, in the County of Simcoe, the Township of Mono, in the County of Dufferin; and the Township of Mulmur, in the County of Dufferin.

In 2019, the Township of Adjala-Tosorontio adopted By-Law 19-13 ("the By-Law") being the most recent iteration of the Rosemont District Fire Department agreement for the provision of fire protection services and establishment of the Rosemont District Fire Department.  
(Attachment 1)

Sub-section 9 (a) and 9 (b) of the By-law set the apportionment of the cost to operate the Rosemont District Fire Department using the formula outlined in Schedule B to the By-Law. The expense is charged to the Adjala-Tosorontio Fire Operating Budget under GL: 01-200-410-5050 for \$96,670 and \$100,930 in the budget years 2023 and 2024, respectively.

The operation of the Rosemont District Fire Department is overseen by a joint board of management comprised of two (2) elected members from the Council of the Township of Adjala-Tosorontio, two (2) elected members from the Council of the Town of Mono and two (2) elected members from the

Council of the Township of Mulmur and is known as the "Rosemont District Fire Department Joint Board of Management" ("the Fire Board"). Each member municipality of the Fire Board has a proportionate number of votes relative to the cost formulae as follows:

- Each member from Mulmur Council shall have two (2) votes;
- Each member from Adjala-Tosorontio shall have one (1) vote each; and
- Each member from Mono Council shall have one (1) vote each.

### **Recommendations of Adjala-Tosorontio Draft 2024 Fire Master Plan**

The Township of Adjala-Tosorontio 2024 Fire Master Plan (FMP) is in final edits, in its list of proposed recommendations the Emergency Management Group (EMG) recommends that the Adjala-Tosorontio Fire Department ("the ATFD") investigate the return on investment of the Rosemont District Fire Department providing fire protection for the response area of the Township of Adjala-Tosorontio identified in Schedule "A" of By-Law 19-13. (Attachment 2). This recommendation is being presented to Council prior to the endorsement of the 2024 Fire Master Plan to provide Council with an opportunity to terminate the agreement with the RDFD prior to any additional cost being incurred by the Township. In accordance with paragraph 22 (a) of the agreement Six (6) months written notice must be given to the other parties. Any written notice given shall terminate this agreement as of December 31st of the same year in which notice is given if given prior to July 1st. Notice given on or after July 1st would result in the agreement being terminated as of December 31st of the following year. The plan in its entirety will be presented at a Special Council meeting prior to the summer of 2024.

Using GIS software the FMP provides statistical time travel data to prove that the ATFD can adequately provide the fire protection services to the area covered by the Rosemont District Fire Department. Coupled with National Fire Protection Association (NFPA) best practice there is no longer justification for the Townships involvement in this partnership.

## **ANALYSIS AND DISCUSSION**

### **Analysis**

The five year historical data (2019-2023) of the RDFD responding onto Adjala-Tosorontio lands indicates that Township is able to provide the same level of fire protection services and that the overlay of ATFD response capabilities vs historical RDFD response data reinforces that we are paying for a service that has outlived justification.

Using the aforementioned data regarding RDFD responding onto Adjala-Tosorontio lands the following has been determined.

The overlay of ATFD response capabilities vs historical RDFD response data reinforces that the ATFD is paying for a service that has outlived justification as the ATFD can assemble the necessary resources in a manner compliant with the National Fire Protection Association (NFPA) 1720 standard (Attachment 3) and continue to maintain fire service protection with the ATFD personnel.

In the past 5 years, the RDFD responded to 110 calls, **average 22 calls per year** (subtracting mutual aid responses).

As of 2023 this agreement covers 246 structures (Bylaw 19-13 Schedule "B") located in the attached map (Attachment 4) represents 5.7% of the Township's total building stock. (2023 MPAC Data minus vacant land)

2024 Fire board levy = \$100,930.00 divided by 22 equals **\$4587.73** per response

As a comparison;

- The ATFD charges Mulmur **\$1600.00** per response as laid out in Bylaw 98-37, no response data is available for 2019-2023.
- Clearview Fire and Emergency Services charges Adjala-Tosorontio **\$1,495.00** flat rate to protect 13 properties and associated roadways in our Northern District (\$115.00 yearly per household), there have been 8 responses from 2019 - 2023. Over the 5 year period this equals an average cost of **\$934.36** per response.
- New Tecumseth Fire Rescue (NTFR) charges **\$9200** standby flat rate per year for protection on our Eastern Boundary plus staffing wages per call. Data was provided for 2022 & 2023. In 2023 NTFR responded to 25 calls for a total of **\$27,698.18** which equals **\$1,107.93** per response. In 2022 NTFR responded to 17 calls for a total of **\$21,808.07** which equals **\$1,282.83** per response

If the Mulmur formula (\$1600.00 per call) was extrapolated across the 22 calls per year protected in Bylaw 19-13 (RDFD) the total would be **\$35,200.00 per year**.

If the Clearview formula were extrapolated across the 246 structures protected in Bylaw 19-13 (RDFD) the total would be **\$28,290.00 per year**.

If the NTFR formula were averaged for available data (2022/2023) extrapolated across the 22 calls per year protected in Bylaw 19-13 (RDFD) the total would be **\$26,299.36 per year**.

## **Discussion**

It is apparent that financially the Rosemont agreement does not seem to be a fiscally practical choice for the Township. However, it is acknowledged that this agreement was forged long before response metrics were mainstream and at some point was part of ATFD as station #3 with the intent to remain.

The Fire Department has an obligation to review Aid Agreement's annually (Recommendation #46 in the FMP) and to update council as to its findings.

EMG's review of call services from the Rosemont District Fire Department within the Adjala-Tosorontio Township limits demonstrated that Adjala-Tosorontio could respond to within the 10-minute response time performance requirement of the NFPA 1720 for Suburban population density.

It further states that overall the township maintains a rural population density (Everett being urban) and that NFPA 1720 performance standard is a 14 minute response time. (Attachment 5). The Rosemont coverage area is well within this standard.

This report precedes the release of the FMP due to time sensitive termination language in Bylaw 19-13, if the dissolution is delayed beyond beyond July 1, 2024 ATFD will be responsible for the 2025

budget based on the apportionment of the costs to operate the Rosemont District Fire Department as outlined in Schedule B to the By-law. Additionally, there can be no unbudgeted amounts paid out or charged against the reserve fund following the date when a party has given notice to withdraw.

Out of respect for the intent for which this agreement was made, the appraisal and division of assets (Bylaw 19-13 paragraph 22 (b)) should be done in a timely fashion to allow the founding member municipalities time to direct 2025 budgets accordingly.

### **LEGAL IMPLICATIONS**

Staff do not anticipate any legal implications as terminating parties rights are well documented and provided for in Bylaw 19-13. In addition, the ATFD can meet all service requirements the response area of the Township of Adjala-Tosorontio as outlined in Schedule A to the By-law.

### **FINANCIAL IMPLICATIONS**

The termination of this contract would incur a cost savings of \$100,000 per year in the ATFD budget. Additionally, as stated in Bylaw 19-13 the ATFD is entitled to remuneration of investment into capital assets. Based on an independent appraisal of assets ATFD would receive remuneration equal to its investment (roughly 20%).

Furthermore, ATFD would assume MTO revenue from HWY 89 presently covered by RDFD. With regards to cost the fee for appraisal has been quoted at \$5000.

Lastly, the FMP contains budget recommendations which are listed at the end of this document along with Recruitment and Retention strategies. (Attachment 6)

### **COMMUNITY BASED STRATEGIC PLAN IMPLEMENTATION**

Effective Governance - to provide governance that is responsive to the needs of its residents in a manner that is open, transparent and fiscally responsible.

### **CONSULTATIONS**

EMG Consultants (ATFD 2024 Fire Master Plan)  
Fire Chief Blacklaws, Rosemont District Fire Department  
Fire Chief Davison, Town of Clearview Fire Department  
Fire Chief Heydon, Town of New Tecumseth Fire Department

### **NEXT STEPS**

Upon discussion and deliberation at the Regular Council Meeting held on May 8th, 2024, Staff will proceed as directed by Council.

### **ATTACHMENTS:**

[Attachment 1 - Bylaw 19-13 - Rosemont Fire Agreement](#)  
[Attachment 2 - ATFD Fire Master Plan Recommendation \(Pg 10 of FMP\)](#)  
[Attachment 3 - RDFD Coverage Area VS ATFD Response capabilities](#)  
[Attachment 4 - Rosemont fire station coverage](#)  
[Attachment 5 - NFPA 1720](#)  
[Attachment 6 - Recommendations](#)

**Prepared By:** Matt Poliziani, Fire Chief

**Approved By:**

Robin Reid, Clerk

Brent Andreychuk, Treasurer

Nelson Santos, CAO

Approved - 02 May 2024

Approved - 02 May 2024

Approved - 02 May 2024

## The Corporation of The Township of Adjala-Tosorontio

### By-Law No. 19- 13

**A by-law to authorize the execution of a joint agreement between the Township of Adjala-Tosorontio, Town of Mono and the Township of Mulmur for the provision of fire protection services and to establish a Fire Department known as the "Rosemont District Fire Department"**

**Whereas** Section 20(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended permits a municipality to enter into an agreement with one or more municipalities to jointly provide, for their joint benefit, any matter which the municipalities have the power to provide within their own boundaries;

**Whereas** Section 23(1) of the *Municipal Act*, 2001 as amended permits a municipality to delegate its powers and duties to a municipal service board;

**Whereas** the parties hereto desire to operate a fire department as a joint undertaking in accordance with the provisions of the *Municipal Act*, 2001;

**Whereas** Section 202(1) of the *Municipal Act*, 2001, as amended allows two or more municipalities to enter into agreement to establish a joint municipal service board and to provide for those matters which, in the opinion of the participating municipalities are necessary or desirable to facilitate the establishment and operation of the joint municipal service board;

**Whereas** the Fire Protection and Prevention Act, 1997, Part II, section 5(1.), as amended, permits the Council to establish and regulate a fire Department;

**Now Therefore** the Council of the Corporation of the Township of Adjala-Tosorontio enacts as follows:

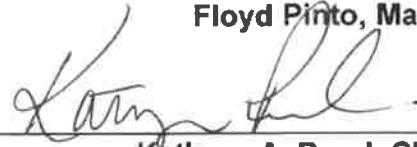
1. **That** Council does hereby authorize the Mayor and Clerk to execute the Joint Agreement for the provision of fire protection services, attached hereto as Schedule "A" (the Agreement), with the Corporation of the Town of Mono and the Corporation of the Township of Mulmur.
2. **That** a department for the municipality to be known as the "Rosemont District Fire Department" is hereby established and that the head of the department shall be known as the Fire Chief.
3. **That** the operation of the department shall be in accordance with the Establishing and Regulating Procedures for the Rosemont District Fire Department as approved by the participating municipalities.

4. **That** the provisions of this By-law shall take full force and effect with the passing hereof.
5. **That** By-law 13-30 and any amendments thereto be repealed effective on the date the Joint Agreement is signed by all parties.
6. **That**, notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 11<sup>th</sup> day of March 2019.



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**Floyd Pinto, Mayor**



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**Kathryn A. Pearl, Clerk**



This Agreement made this 18<sup>th</sup> day of April 2019 between

**THE CORPORATION OF THE TOWNSHIP OF ADJALA-TOSORONTIO**

**-and-**

**THE CORPORATION OF THE TOWN OF MONO**

**-and-**

**THE CORPORATION OF THE TOWNSHIP OF MULMUR  
(the parties)**

**WHEREAS** Section 20(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended permits a municipality to enter into an agreement with one or more municipalities to jointly provide, for their joint benefit, any matter which the municipalities have the power to provide within their own boundaries;

**AND WHEREAS** Section 23(1) of the *Municipal Act*, 2001 as amended permits a municipality to delegate its powers and duties to a municipal service board;

**AND WHEREAS** Section 202(1) of the *Municipal Act*, 2001, as amended allows two or more municipalities to enter into agreement to establish a joint municipal service board and to provide for those matters which, in the opinion of the participating municipalities are necessary or desirable to facilitate the establishment and operation of the joint municipal service board;

**AND WHEREAS** the Fire Protection and Prevention Act, 1997, Part II, section 5(1.), as amended, permit the Council to establish and regulate a fire Department;

**AND WHEREAS** the parties hereto have passed respective by-laws for entering into this joint operation agreement;

**AND WHEREAS** the parties hereto have agreed to jointly manage and operate a fire Department to be known as the "Rosemont District Fire Department" hereinafter called the "Department" for the purpose of providing fire protection in the areas defined in this agreement;

**AND WITNESSETH** this agreement that in consideration of the covenants and terms contained herein, the parties hereto agree as follows:

1. In this agreement,
  - a) "Board" means the Rosemont District Fire Board.
  - b) "Department" means the fire Department of the respective parties of this agreement.
  - c) "Deputy Fire Chief" means the person who, in the absence of the Fire Chief, is assigned to be in charge of the particular activity of the fire Department and who has the same powers and authority as the Fire Chief.
  - d) "Designate" means the person who, in the absence of the Fire Chief or the Deputy Fire Chief, is assigned to be in charge of the particular activity of the fire Department and who has the same powers and authority as the Fire Chief or the Deputy Fire Chief.
  - e) "Fire Chief" means the chief of the jointly managed and operated Rosemont District Fire Department.

- f) "Response area" means the areas of the participating municipalities, as described in Schedule "A" attached to and forming part of this agreement.
  - g) "Fire Protection" means a range of programs designed to protect the lives and property of the inhabitants of the fire Department response area from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by and/or nature and includes fire prevention and public education, rescue and suppression services.
  - h) "Member" means a person employed by the Rosemont District Fire Department or voluntarily acting as fire fighter and includes an officer.
  - i) "Municipality/Municipalities" means a member municipality to this agreement.
  - k) "Capital" means tangible asset expenditures as defined by PSAB to include but not limited to the land where the fire hall is situated, the fire hall building, Vehicles or Rolling stock, Bunker Gear/Turnout Gear and Breathing Apparatus/SCBA.
2. A joint board of management shall be established and shall be composed of two (2) elected members from the Council of the Township of Adjala - Tosorontio, two (2) elected members from the Council of the Town of Mono and two (2) elected members from the Council of the Township of Mulmur and is to be known as the "Rosemont District Fire Department Joint Board of Management", hereinafter called the "Fire Board". The Fire Board shall be appointed for a four (4) year term by the Councils of Adjala - Tosorontio, Mono and Mulmur. Each Council shall appoint their representatives in December, upon assuming their elected offices. The representatives will take office effective January 1st, next following. Any vacancy occurring in the Fire Board shall be filled within thirty (30) days of same occurring by the Council of the municipality which had appointed the member wherein the vacancy occurred. Council can change their representation on the Board over the 4 years as they deem fit.
3. The Fire Board shall appoint a chair and vice chair, from amongst its members, at the first meeting of the Fire Board each year.
4. The chair shall preside at all meetings of the Fire Board and be charged with the general administration of the business and affairs of the Fire Board.
5. The Fire Board shall appoint a secretary/treasurer at the first meeting of the Fire Board in each four (4) year term. The secretary/treasurer shall be from either Adjala-Tosorontio, Mono or Mulmur staff. Note: For ease of audit, the secretary/treasurer and auditor may be from the same municipality.
- a) The auditor for either Adjala-Tosorontio, Mono or Mulmur shall audit the accounts of the Fire Board and shall submit copies of the annual statements and copies of his/her report to the Fire Board and to each of the parties to this agreement.
  - b) The secretary/treasurer shall give, or cause to be given, all notices required to members of the Fire Board and auditors and shall attend all meetings of the Fire Board and enter, or cause to be entered, in books kept for that purpose, minutes of all proceedings at such meetings and be the custodian of all books, papers, records and documents belonging to the Fire Board and perform and do such other duties as may from time to time be prescribed by the Fire Board.
  - c) The secretary/treasurer shall keep full and accurate books of account in which shall be recorded all receipts and disbursements of the Department, and, under the direction of the Fire Board, shall deposit all monies with respect to the operation of the Department, in a special bank

**Schedule "A"**

**DESCRIPTION OF RESPONSE AREA  
TOWNSHIP OF ADJALA – TOSORONTIO**

**Former Tosorontio**

Concession 1	East & West ½ Lots 1 – 4, inclusive
Concession 1	W ½ Lots 5 – 8
Concession 2	East & West ½ Lots 1 – 4, inclusive
Concession 3	East & West ½ Lot 1
Concession 3	West ½ Lots 2 – 4
Concession 4	West ½ Lot 1

**Former Adjala**

Concession 1	West ½ Lot 21 at an angle from the corner of Mono – Adjala Townline and 20 <sup>th</sup> Sideroad to the East intersecting Corner of Lot 21 and 22
Concession 1	West ½ Lots 22 – 23
Concession 1	East & West ½ Lots 24 – 32, inclusive
Concession 2	East & West ½ Lots 24 – 32, inclusive
Concession 3	West ½ Lot 24
Concession 3	East & West ½ Lots 24 – 32, inclusive
Concession 4	West ½ Lots 25 – 31, inclusive
Concession 4	West ½ Lot 32 the distance from Concession Road 4 to the intersection of Church Hill Road and Highway 89 and including the houses located on Church Hill Road:

**Schedule "A"**

**DESCRIPTION OF RESPONSE AREA  
TOWN OF MONO**

- Concession 3 EHS Property at PT South Part of the East Half of Lot 24, being 795234  
Third Line EHS and property at East Half Lot 24, being 795242  
Third Line EHS
- Concession 3 EHS East Half Lots 26 - 32
- Concession 4 EHS Lots 21 - 32
- Concession 5 EHS Lots 21 - 32
- Concession 6 EHS Lots 21 - 32
- Concession 7 EHS Lots 21 - 32
- Concession 8 EHS Lots 21 - 32

**DESCRIPTION OF RESPONSE AREA  
TOWNSHIP OF MULMUR**

- Concession 3 EHS East Half Lots 1 - 17  
Part West Half Lots 5 & 6
- Concession 4 EHS Lots 1 - 16
- Concession 5 EHS Lots 1 - 16  
East Half Lot 17 & S ½ of E ½ Lot 18
- Concession 6 EHS Lots 1 - 18
- Concession 7 EHS Lots 1 - 17
- Concession 8 EHS Lots 1 - 15

**Schedule "B"**

**Cost Sharing Formula  
(2020)**

	#1		#2		#3		
<b>Municipality</b>	<b>Equalized Assessment</b>	<b>%</b>	<b>Residential &amp; Commercial Units</b>	<b>%</b>	<b>No. of Acres</b>	<b>%</b>	<b>Average Percent %</b>
<b>Adjala – Tosorontio</b>	177,629,563	23.24	246	19.17	8,715	21.43	21.28
<b>Mono</b>	201,866,554	26.41	313	24.40	12,911	31.74	27.51
<b>Mulmur</b>	384,905,220	50.35	724	56.43	19,050	46.83	51.21
<b>Totals</b>	<b>764,401,337</b>	<b>100.00</b>	<b>1,283</b>	<b>100.00</b>	<b>40,676</b>	<b>100.00</b>	<b>100.00</b>

**NOTE: The data in columns #1, #2 and #3 shall be updated annually by March 30th of each year by the clerks of the participating municipalities using the assessment roll. The cost sharing percentage shall be recalculated accordingly and used for the following year's budget. For example, the 2019 assessment, units and acres will be used when determining the cost sharing for the 2020 budget.**

## Schedule "C"

### Service Level and Regulation Procedures

#### For the Rosemont District Fire Department

The Fire Chief shall govern the Rosemont District Fire Department in accordance with the following Procedures:

1. In addition to the Fire Chief of the department, the department personnel may consist of deputy chief(s) and such numbers of other officers and members as from time to time may be deemed necessary.
2. (a) The Fire Chief may appoint any qualified person as a member of the department.  
(b) A person is qualified to be appointed a member of the department who:
  1. is bondable,
  2. is at least eighteen (18) years of age, possesses a valid Ontario driver's licence; such licence shall have class 'D' privileges and an air brake endorsement or the member shall obtain such class and endorsement within a time period that will be at the Fire Chief's discretion, has successfully completed at least grade 12 education or has equivalent experience, passes such aptitude and/or other tests as may be required, and;
  3. is medically fit, for the duties the member will carry out, as certified by a legally qualified physician licensed in the Province of Ontario.
- (c) A person appointed as a member of the department shall be on probation for a period of one (1) year during which period he/she shall take such special training and examinations as may be required by the Fire Chief of the department.
- (d) If a probationary member fails such special training or examinations, the officers of the department may recommend to the Fire Chief that he/she be dismissed.
3. The remuneration of all members shall be as determined by the board and approved by council within the annual budget.
4. The Fire Chief is responsible to the board for the proper administration and operation of the department, for the discipline of its members and,
  - a) May make such general orders, departmental rules, and operational guidelines as may be necessary for the care and protection of the department and generally for the efficient operation of the department, provided that such general orders, departmental rules and operational guidelines do not conflict with the provisions of any by-law of the Parties.
  - b) Shall review periodically the policies, applicable by-laws, general orders, departmental rules, operational guidelines, and functional responsibilities of the department.
  - c) Shall take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall enforce all municipal by-laws respecting public education and fire prevention, and exercise the powers imposed on him/her by the Fire Protection and Prevention Act.
  - d) Is responsible for the enforcement of this by-law and the general orders, rules, and operational guidelines of the department.
  - e) Shall report all fires to the fire marshal as required by the Fire Protection and Prevention Act.
  - f) The Fire Chief shall submit to the board for approval, the annual budget estimates for the fire department; an annual report and any other specific reports requested by the board.

5. The officers shall report to the Fire Chief on the functions and activities of the department that are his/her responsibility and carry out the orders of the Fire Chief and, in the absence of the chief, have all the powers and shall perform all the duties of the Fire Chief.
6. The department shall be responsible for the following services on behalf of the Parties:
  - 1) Public Education
  - 2) Fire Prevention
  - 3) Suppression
  - 4) Haz Mat Awareness
  - 5) Water Rescue Awareness
  - 6) Ice Rescue Awareness
  - 7) Auto Extrication
  - 8) Emergency Medical Responses
  - 9) Fire Cause & Origin

The department shall be responsible for the following internal functional areas;

- 1) Administration
- 2) Training and Education
- 3) Apparatus, Equipment and Communications

Where the Fire Chief designates a member to act in the place of an officer in the fire department, such member, when so acting, has all of the powers and shall perform all duties of the officer replaced.

7. The Fire Chief shall take all proper measures for the prevention, control and extinguishment of fires and the protection of life and property and shall exercise all powers mandated by the Fire Protection and Prevention Act, and the Fire Chief shall be empowered to authorize:
  - a) Pulling down or demolishing any building or structure to prevent the spread of fire;
  - b) All necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident, when unable to contact the property owner;
  - c) Recovery of expenses incurred by such necessary actions for the corporation in the manner provided through the Municipal Act and the Fire Protection and Prevention Act.
8. All equipment owned or cared for by the fire department shall be used solely for the purposes of emergency response, training, maintenance or administration as a regular part of the fire department responsibilities. Notwithstanding, approval for uses other than those outlined above may be permitted upon prior approval of the Fire Chief or his/her designate. The Fire Chief will not authorize the use of fire department equipment for fund raising purposes without giving prior approval to where those funds will be used. The public raising of funds under representation of the fire department shall receive prior approval by the Fire Chief and the Fire Chief shall inform members of the board as soon as the information becomes available.
9. The fire chief may reprimand, suspend or dismiss any member for an infraction of any of the provisions of this bylaw, policies, general orders and department rules that in the opinion of the fire chief would be detrimental to the discipline and efficiency of the fire department. Following the dismissal to a member, the fire chief shall report in writing the reasons for the dismissal to the Fire Board. A volunteer firefighter shall not be dismissed without being afforded the opportunity

for a review of termination by the fire chief if he/she makes a written request for such a review within 7 working days after receiving the notification of the proposed dismissal.

10. The Fire Chief of the department or designate may at his/her discretion cause civilians, personnel and/or equipment to be used, other than personnel and equipment of the department, that the Fire Chief or designate deems necessary to control or mitigate any emergency and the costs of same shall be paid by the Board.
11. The fire department shall not respond to a call with respect to a fire or emergency outside the limits of the municipalities represented by the Board except with respect to a fire or emergency:
  - a) that, in the opinion of the Fire Chief or designate of the fire department, threatens property in the municipality represented by the Board or property situated outside the municipality that is owned or occupied by the municipality;
  - b) in municipalities represented by the Board with which an approved agreement has been entered into to provide fire protection services which may include automatic aid;
  - c) on property with which an approved agreement has been entered into with any person or corporation to provide fire protection service;
  - d) at the discretion of the Fire Chief, or designate to a municipality authorized to participate in any county, district or regional mutual aid plan established by a fire co-ordinator appointed by the Fire Marshal or any other similar reciprocal plan or program;
  - e) on property beyond the municipal boundary of the municipalities represented by the Board where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate department is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief or designate.



## **Schedule "D"**

### **Fire Inspection Request Procedure**

That as per item #16 of this agreement, the Municipality shall submit an annual written schedule to the Fire Chief of the Rosemont District Fire Department indicating the number of inspections required to be performed for the requesting municipality and that all costs for inspection services performed by the Rosemont District Fire Department is considered an additional service to the annual levy and will be charged backed to the requesting Municipality based on a full cost recovery and further that the inspection schedule will be part and parcel of the annual budget process.

All inspections will be performed by Inspector/s having the required level of Fire Prevention training and qualification as determined by the Fire Chief and/or his/her designate based on best practices or recognized standards.

All inspections will be billed in accordance with the following;

- Hourly wage of person/s conducting the inspection.
- Follow-up costs due to non-compliance of inspected infrastructure based on the hourly rate of the person/s conducting the re-inspection.
- Additional training costs if required in order to perform these inspections and if these costs are not included within the annual training budget.

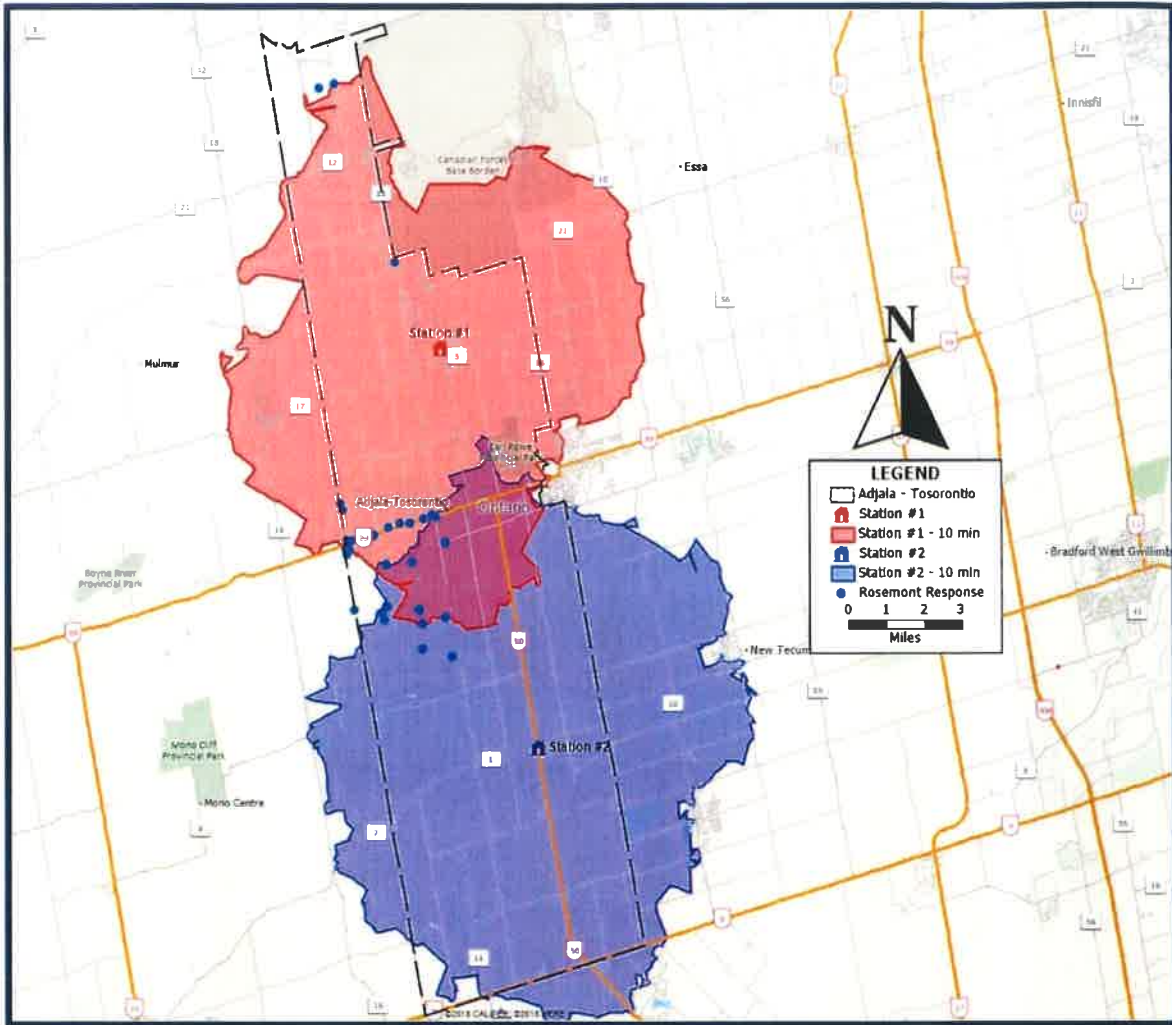
The Secretary-Treasurer of the Rosemont Fire Board will issue inspection billings as required.

The Rosemont District Fire Department shall, due to unforeseen circumstances, notify the requesting Municipality if they are unable to perform inspections as requested.

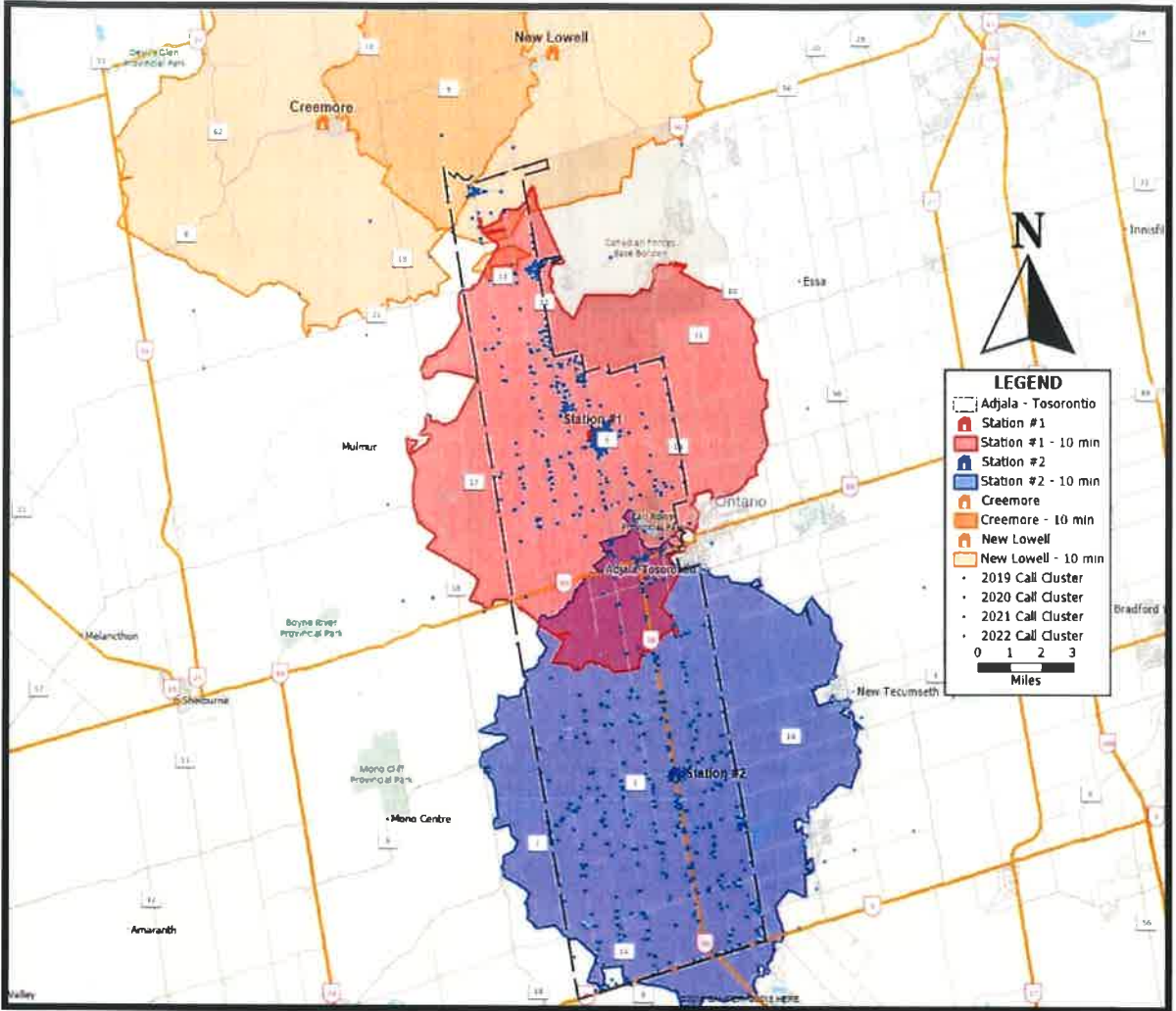
The Rosemont District Fire Department shall, upon completion of the inspection, provide a written report within a reasonable timeframe to the department of the Municipality requesting the inspection.

Rec #	Recommendation	Suggested implementation Timeline	Estimated Costs	Rationale
34	<p>Purchase automatic standby generators for both fire stations to energize the entire building.</p> <p>Consider larger than required so they may be moved to the new stations when they come online.</p>	Immediate (0 to 1 year)	\$100,000	Having reliable power sourced during an outage will ensure apparatus may respond without delay and firefighters may move about without the risk of injury.
46	EMG recommends that the ATFD investigate the return on investment of the Rosemont District Fire Department providing fire protection for the response area of the Township of Adjala-Tosoronto identified in Schedule "A" of By-Law 19-13.	Immediate to Short-Term (0-3 years)	Staff Time Only	The fact that the ATFD can adequately provide the fire protection services to the area covered by the Rosemont District Fire Department suggests that the expense may not be justified. Potential to achieve savings upward of 100K.
47	The ATFD reviews the specific costs that are contained within the Development Charge policy with a view to increasing the allocation for fire services and fully identifying those future costs which could be attributed to growth (new or increased fire station size and fleet needs).	Immediate to Short-Term (0-3 years)	Staff Time Only	With revenue generation in mind, during the next Development Charge review process, the Township of Adjala-Tosoronto's anticipated growth and its impact on emergency services should be factorized in the formula applied for fees and charges.

**CALL RESPONSES FROM ROSEMONT DISTRICT FIRE DEPARTMENT  
WITHIN ADJALA-TOSORONTIO TOWNSHIP LIMITS**



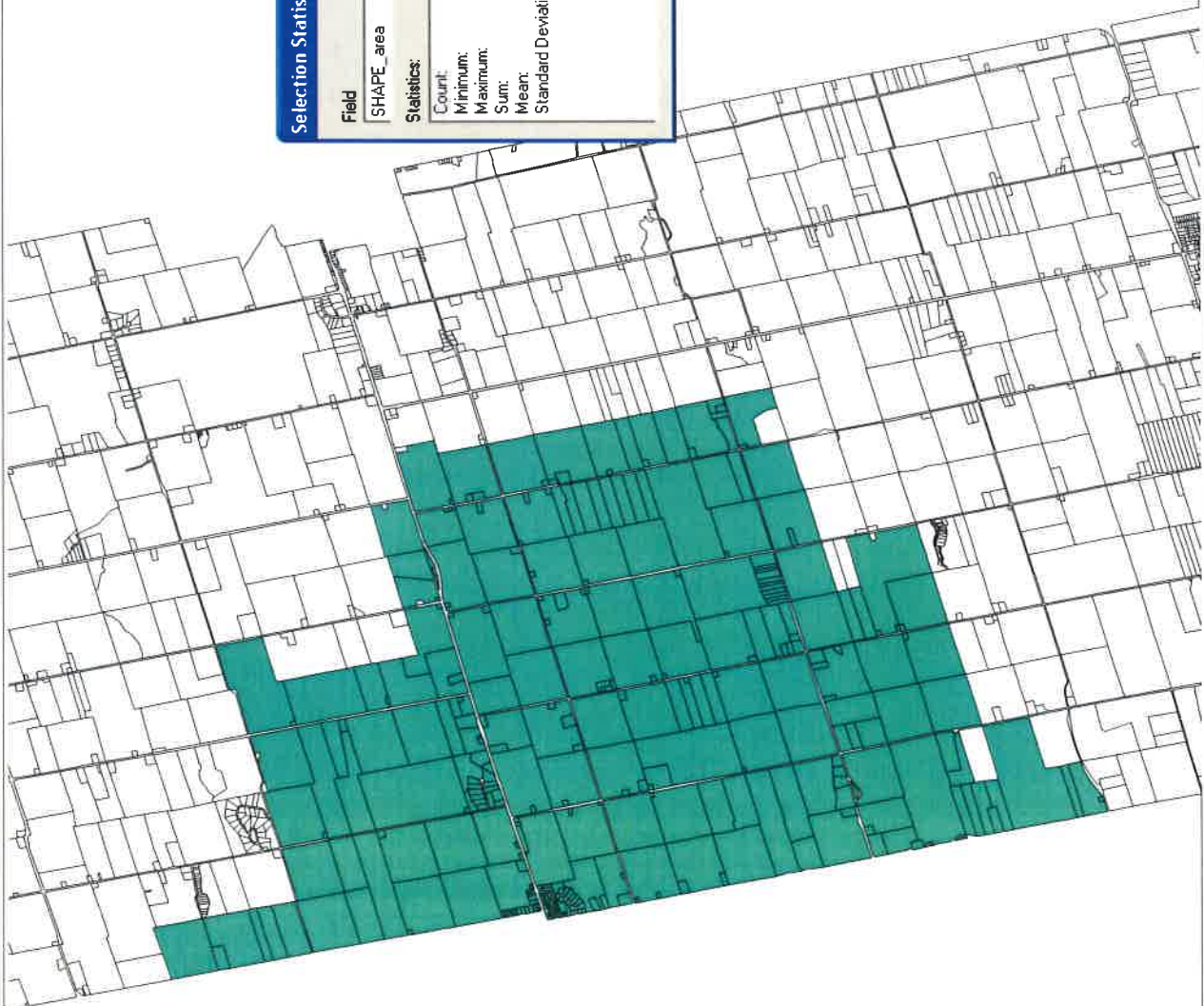
**10 MINUTE TRAVEL TIME MAP for ATFD Stn 1 & 2**



# Rosemont Firestation Coverage Area within Adjala - Toronto



Rosemont Fire Station Service Area



**Selection Statistics of AdjalaDOPF**

Field: SHAPE\_area

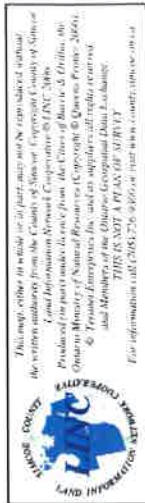
Statistics:

Count:	383
Minimum:	6.831014
Maximum:	952191.371070
Sum:	45801924.280554
Mean:	119587.269662
Standard Deviation:	178882.450646

**Frequency Distribution**

Area shown above (sum) is in square metres.  
 Converted to acres is 11,318 acres.  
 Converted to hectares is 4,580.2 hectares.

Note: area calculated by selecting whole properties  
 (as shown in green) that intersect or fall within the Rosemont  
 Fire station coverage boundary.



Map Created by Township Planning Staff.



## Response Data

Turnout times and travel times are not necessarily recognized by NFPA 1720, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Department* as they are in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Department*.

The Authority Having Jurisdiction (AHJ) may establish a response time to meet the community's needs. NFPA 1720 has set a response time chart, as seen in TABLE#5.

TABLE #4: NFPA 1720 STAFFING AND RESPONSE TIME

Demand Zone	Demographics	Minimum Staffing	Response Time	Meets Objective
Urban Area	>1,000 people/m <sup>2</sup> (2.6 km <sup>2</sup> )	15	9	90%
Suburban Area	500-1,000 people/mi <sup>2</sup> (2.6 km <sup>2</sup> )	10	10	80%
Rural Area	<500 people/mi <sup>2</sup> (2.6 km <sup>2</sup> )	6	14	80%
Remote Area	Travel Distance $\geq$ 8 mi (12.87 km)	4	Directly dependent on travel distance	90%
Special Risks	Determined by AHJ.	Determined by AHJ based on risk.	Determined by AHJ.	90%

The Standard states that rural areas, such as the Township of Adjala-Tosorontio, with a population of <500 people /mi<sup>2</sup> (2.6 km<sup>2</sup>), should strive to have six firefighters on the scene of a residential structure fire within 14 minutes (80<sup>th</sup> percentile). The Township's population density

is 29.6 / km<sup>2</sup> (76.6 / sq mi) based on 2021 Statistics Canada Data.<sup>16</sup> When reviewing the density of the sole urban area, and due to the limited land mass and few residents, the ATFD falls into the rural response category for the entire township.

TABLE #5: POPULATION DENSITIES IN THE TOWNSHIP OF ADJALA-TOSORONTIO

Township of Adjala-Tosorontio <sup>17</sup>		
Area	Population	Population Density
Township of Adjala-Tosorontio	10,989	29.6 /km <sup>2</sup>
Urban Areas		
Everett (Land area 1.58 km <sup>2</sup> )	1,570 (2016 – 1,670)	992.0 /km <sup>2</sup>

## Recommendations

- The Township of Adjala-Tosorontio, during their 2024 budget deliberations, established a reserve for the construction of a new Station 1.
- Establish a budget line specifically for “Community Emergency Planning Initiatives” within the annual operating budget.
- Fire Administration has an established asset management program and a master equipment life-cycle plan to ensure that equipment replacement is occurring where applicable. It is a common practice to tie this equipment to the parent apparatus. ATFD, like many other departments dispatched by Barrie Fire, uses the Firehouse Record Management program with an asset management section. Unfortunately, before long, the parent company that owns the program will no longer support the system, leaving each Department needing to acquire a new program. Fire departments must budget between \$55,000 and \$100,000 in 2024 to purchase the new program. The final price depends on the features the host fire department wishes to include.
- Township of Adjala-Tosorontio 10-year Capital Plan and observed that the capital requirements suggested to meet and maintain the current level of service for fire protection services are well laid out. However, over the period of 10 years, the estimated costs are conservative and underperforming, which may lead to an unexpected increase in estimated costs, given the current inflation rates. For instance, fire apparatuses in recent years have seen a 20% cost increase and a similar trend is expected for fire protection equipment, such as PPEs, SCBAs, hoses, and fire nozzles: Forecasted expenses for protection vehicles and equipment are underestimated and forecasted expenses should be revised to account for the recent increase in production costs.



- Implement a “Work Experience Program” (WEP) which leverages certified firefighters need to gain firefighting experience to enhance career success against Township needs not only for the Fire Department but other seasonal or part time duties. This would be a Monday-Friday dayshift which is presently the most underserved time frame for Volunteer availability.