



Kawartha Lakes Fire Rescue Services Master Fire Plan Project



Emergency
Management &
Training Inc.

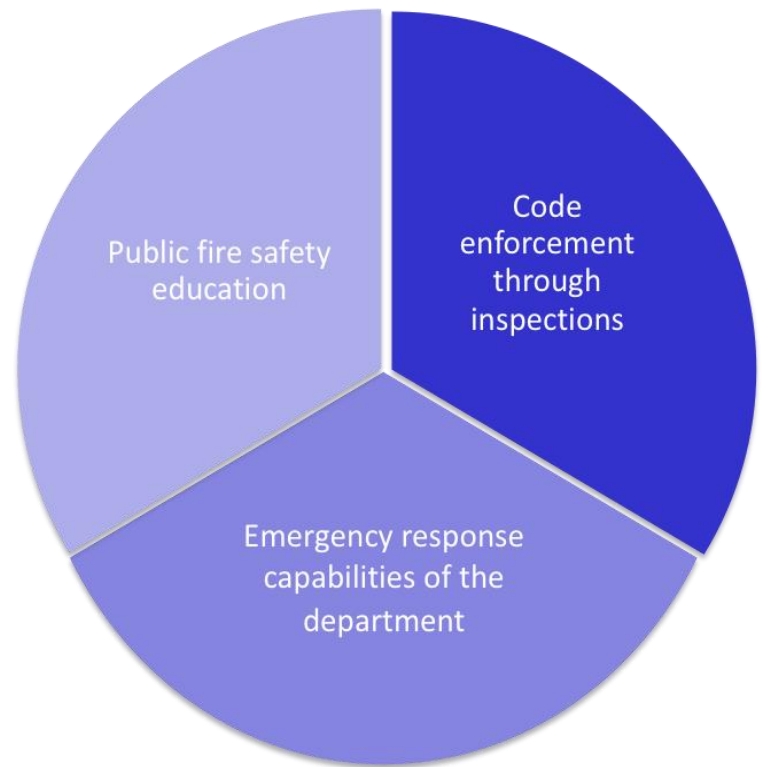


www.emergencymgt.com • 1.888.421.0665

OFMEM Model– Three Lines of Defence

Key focus of this MFP revolves around the OFMEM recommended Three Lines of Defence for Public Safety:

1. Public Fire Safety Education
2. Code Enforcement Through Inspections
3. Emergency Response Capabilities



(OFMEM – Office of the Fire Marshal and Emergency Management)





Project Focus

To accomplish this review and identify how the three lines of defence can be met, the following assessments were conducted:

1. A review of the previous master plan
2. Fire Prevention and Public Education initiatives
3. Fire station reviews, which included both visual and location assessments
4. Status of present vehicles and equipment
5. Review of staffing, response capabilities and training programs
6. A review of findings based on the industry related legislation, standards and best practices





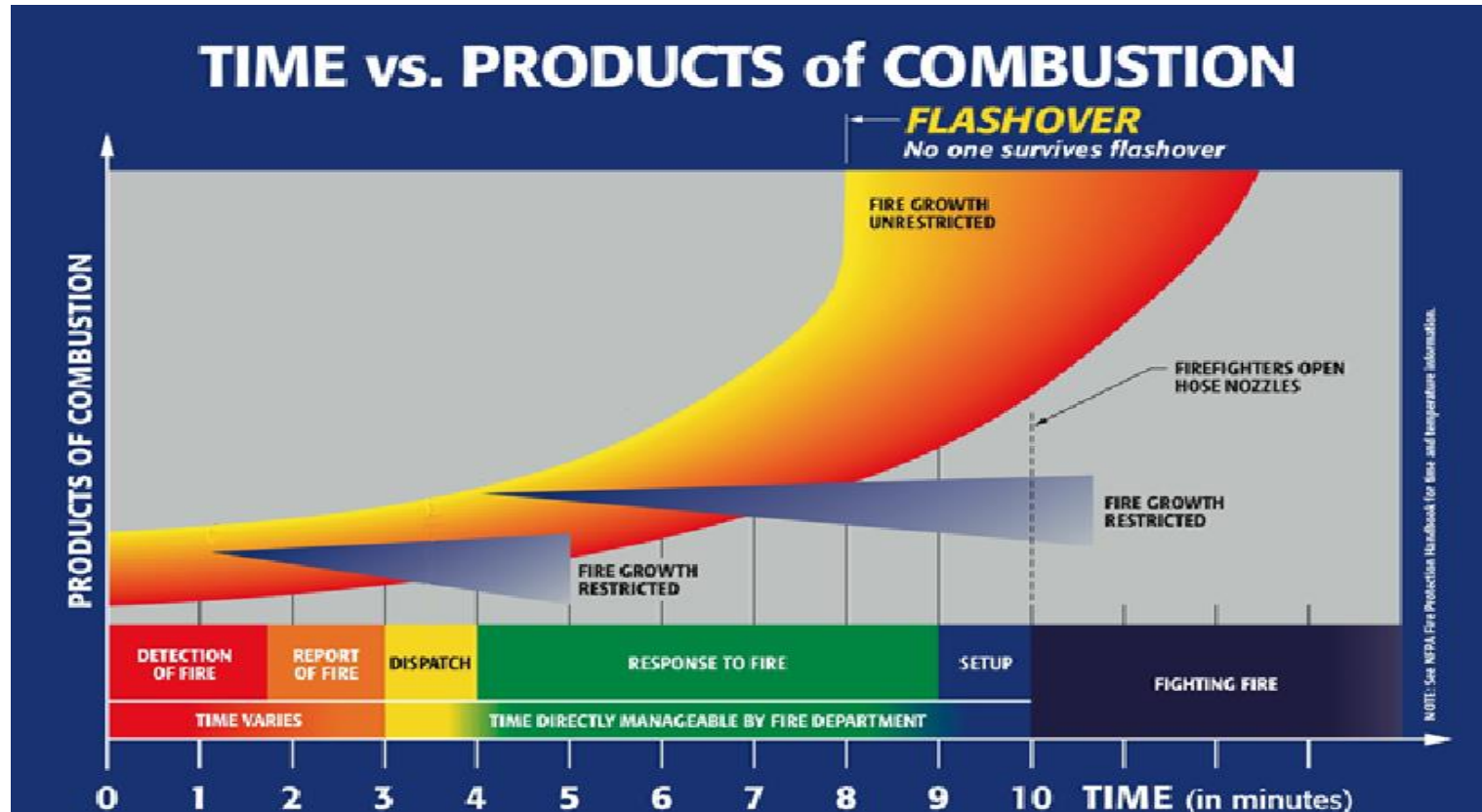
Standards Utilized

Standards review was based on but not limited to:

- Fire Protection and Prevention Act
- The OFMEM guidelines,
- National Fire Protection Association Standards
- Fire Underwriter's Survey information
- Occupational Health and Safety Act
- Commission on Fire Accreditation International

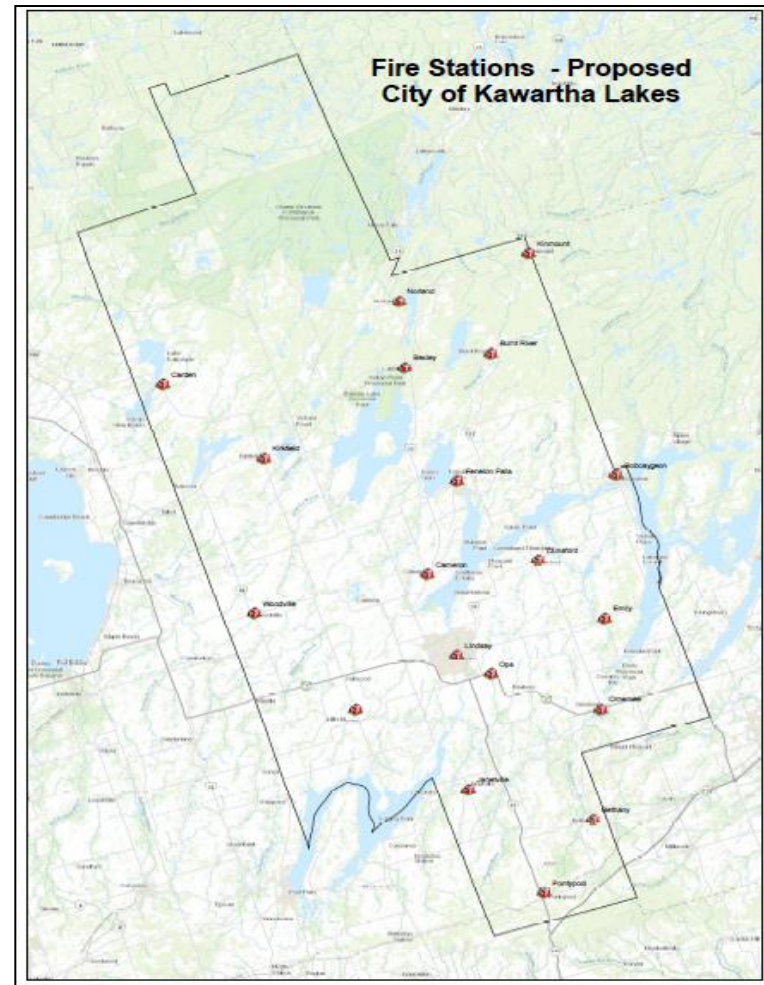
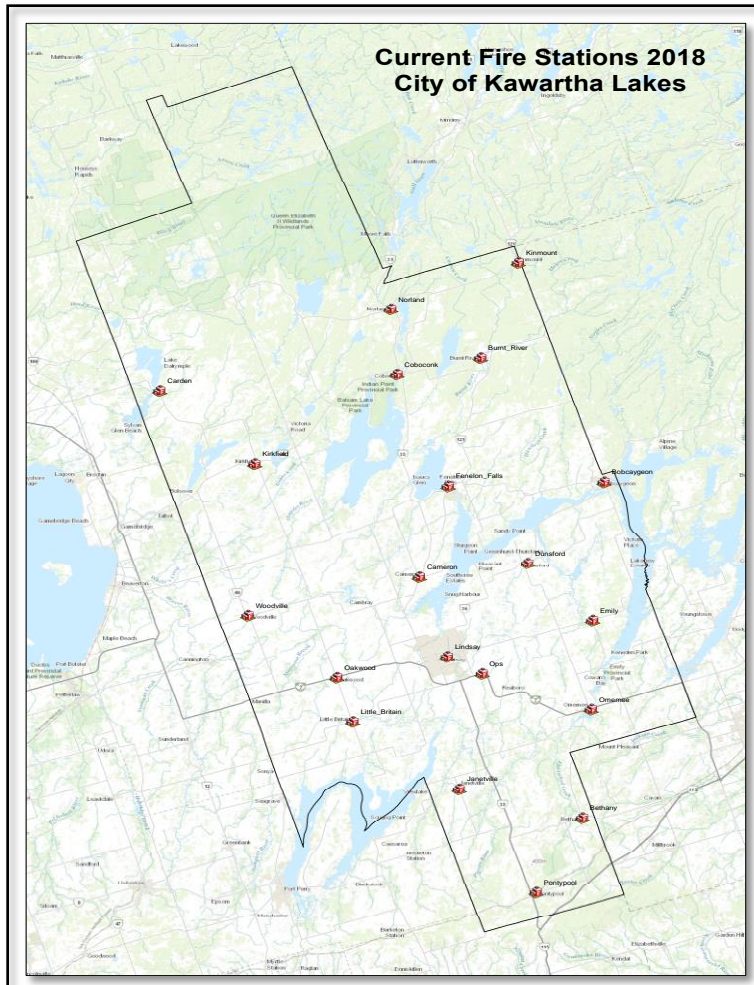


Emergency Response Capabilities

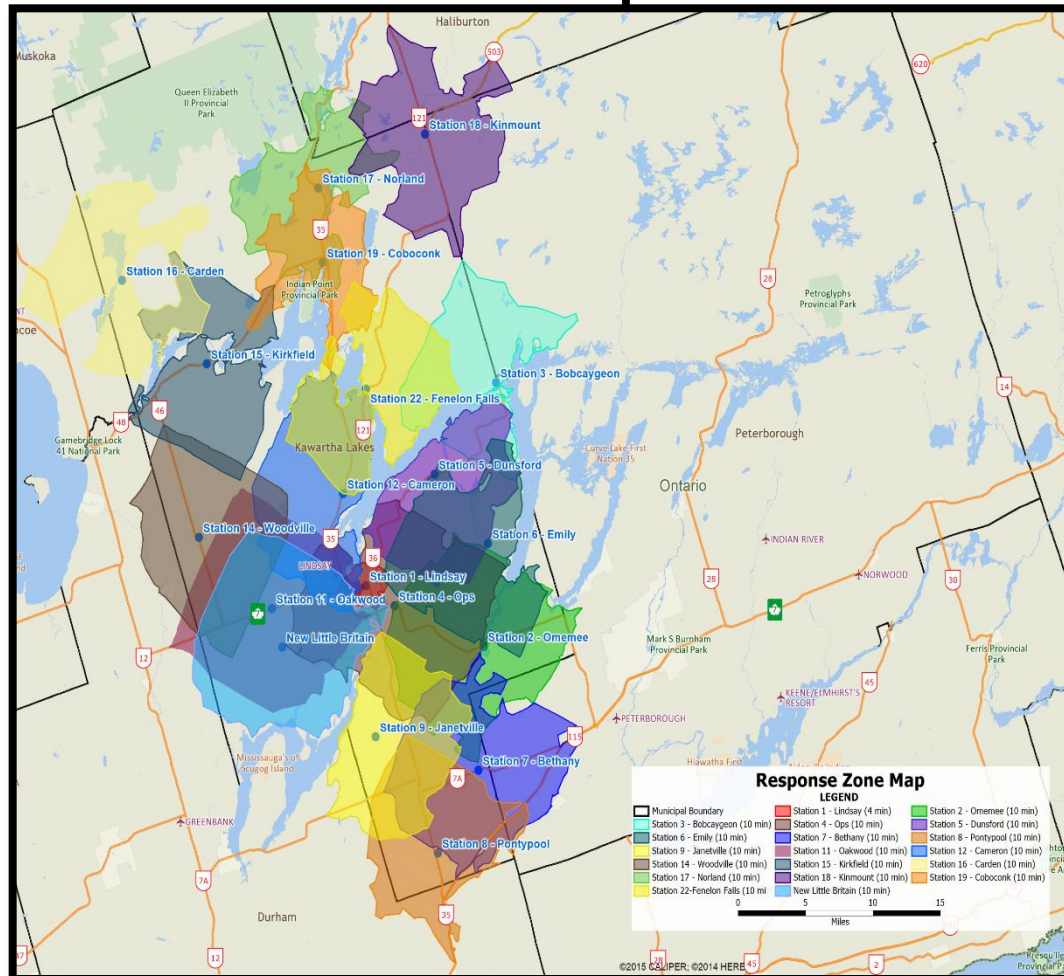


Response times are a critical part of the evaluation, which encompasses station locations, staffing and dispatching

Fire Station Locations



Fire Station Response Grids





Response Assessment

- By reviewing response times, station locations and call locations, EMT is able to identify service gaps and make recommendations based on this type of review.
- More data of call types, response times and related recommendations can be found in the MFP document.
 - Based on the goal of a 15 minute response time and the present/anticipated layout of the fire stations, the City is well covered






Recommendations

- Recommendations will be presented as noted within the Master Fire Plan
- For quick reference, two recommendation charts have been included in the MFP document
 - The first chart is located in the Executive Summary. This document gives you the recommendations noted in order presented within the MFP document. This is a high level overview.
 - The second chart, which can be found in the Section 12 outlines the recommendations, their associated costs and timelines for implementation.





Master Plan - 12 Main Sections

1. Department and Community Overview
2. Assessment and Planning
3. Risk Assessment
4. Department Staffing
5. Emergency Response and Dispatching
6. Facilities
7. Vehicles and Equipment
8. Emergency Management
9. Mutual and Automatic Aid
10. Finance, Budgeting and Capital Investment Plan
11. Review of Previous MFP
12. Summary of Recommendations

Recommendations are noted within each section





Recommendations

Section 1 - Governance

1. It is recommended that the present Establishing, and Regulating By-law be updated and presented to Council for approval.





Recommendations

Section 2 - Planning

2. It recommended that the Department actively recruit for volunteer firefighters that work rotating shifts or straight nights to improve daytime response numbers by the volunteer firefighters who are not available during daytime hours.
 - Utilization of the volunteer firefighters recruitment and retention guideline as noted in the OFMEM document found in Appendix “D” is recommended





Recommendations

Section 3 – Risk Assessment

3. It is recommended that with the implementation of the updated FPPA, that a new position be created that will oversee emergency planning and preparedness along with the development and maintenance of the Community Risk Assessment for the City of Kawartha Lakes.





Recommendations

Section 3 – Risk Assessment

4. It is recommended that upon completion of the risk assessment and IRM, the Fire Chief provides Council with a draft policy for review and passage that outlines a fire inspection program to address identified needs and expected outcomes of the program. This program should outline the building types and the frequency of inspections.

(Cont'd)





Recommendations

Section 3 – Risk Assessment

4. (Cont'd)

- This report should also identify what level of staffing is required to meet the FUS recommended inspection program.





Recommendations

Section 3 – Risk Assessment

5. It is recommended that the Fire Department meet with local community groups to form a partnership in relation to organizing fire safety and public education events that can be tailored to the unique needs and challenges within the community, along with more use of electronic media for public education awareness.
 - An example of a community group would be the Lion's Club, or a local community/neighbourhood group, etc.





Recommendations

Section 4 – Department Staffing and Related Programs

6. It is recommended that another District Chief or Platoon Chief position be created and incorporated into the staffing and organizational structure of KLFRS.





Recommendations

Section 4 – Department Staffing and Related Programs

7. It is recommended that the FPD, through the utilization of this FUS chart as a benchmark, develop a plan on what the division can accomplish with its present staffing compliment, along with options for increasing inspection frequencies (through utilization of fire suppression staff) and ultimately what is needed to meet the FUS benchmarks.

(Cont'd)





Recommendations

Section 4 – Department Staffing and Related Programs

7. (Cont'd)

- This review will help to determine the level of fire prevention staffing needs and/or additions to the division. This addition could come in the form of adding the position of Chief Fire Prevention Officer or another Fire Prevention/Public Education Officer.





Recommendations

Section 4 – Department Staffing and Related Programs

8. Due to the size of the City of Lindsay, along with the fact that all Fire Prevention personnel work out of the Lindsay Headquarters, a great deal of travel time is required by the FPOs when conducting inspections and/or public education programs in the northern or southern portions of the City. This also does not allow for convenient access by the public to an FPO.

(Cont'd)





Recommendations

Section 4 – Department Staffing and Related Programs

8. (Cont'd) Many communities will set up fire prevention offices at community fire stations and announce this through the community's website. EMT is recommending the implementation – incorporation of local fire prevention offices at select fire station to offer more accessibility to Fire Prevention Officers.





Recommendations

Section 4 – Department Staffing and Related Programs

9. To verify the Training Division is meeting related NFPA (and other) training program recommendations, the Training Officer (or person assigned to monitor training) should identify:
 - What training programs are required in relation to the services that KLFRS is providing, along with what training programs need to be implemented or enhanced based on the new Provincial regulations

(Cont'd)





Recommendations

Section 4 – Department Staffing and Related Programs

9. (Cont'd)

- The number of hours that are required to meet each of those training needs
- Resources required to accomplish this training
- Joint partnerships with bordering fire departments and private organizations that can be entered into to achieve the training requirements identified by the Training Officer/Manager

(Cont'd)





Recommendations

Section 4 – Department Staffing and Related Programs

9. (Cont'd)

- Should continue to enhance the annual and multi-year program development, with noted goals and expectations, which are measured and reported in relation to completion and success rate at the end of each year





Recommendations

Section 4 – Department Staffing and Related Programs

10. It is recommended that KLFERS hire one Training Officer position within the short term along with implementing a more formal station and/or district training coordinator program to assist with the implementation of training programs and the delivery of them

- Based on program review and identified future needs, a second Training Officer position may be required.





Recommendations

Section 4 – Department Staffing and Related Programs

11. To enhance training, it is recommended that KLFRS purchase a mobile training unit that can be moved from station to station to accommodate training needs of the firefighters.

- Also, as a possible revenue generator, when not in use by KLFRS, this mobile training unit can be shared amongst the other fire departments in the region on a rotational basis.





Recommendations

Section 4 – Department Staffing and Related Programs

12. It is recommended that Council support an increase in full-timer firefighter staffing from the present full-time crews of three to a minimum response of four on the full-time response unit out of the Lindsay fire station.





Recommendations

Section 4 – Department Staffing and Related Programs

13. It is recommended that continued enhancement of the full-time Fire Officer resources be incorporated into an annual fire prevention program on a more formal basis. To accomplish this, all full-time officers should be trained and certified to at least:

- NFPA 1031 – Fire Inspector I, and
- NFPA 1035 – Fire and Life Safety Educator I

(Cont'd)





Recommendations

Section 4 – Department Staffing and Related Programs

13. (Cont'd)

By having all full-time Officers trained to the noted levels, KLFRS will have a greater number of resources to draw upon in its public fire safety education and inspection programs.





Recommendations

Section 5- Fire Suppression/Dispatching

14. The Department will need to complete certification for staff for each position (that requires certification as noted in the updated FPPA) and ensure that certifications are maintained.





Recommendations

Section 5- Emergency Response/Dispatching

15. The present dispatching agreement with the current dispatch provider should be updated to include NFPA related standards for KLFRS to incorporate the necessary performance measures as per the NFPA 1221 standard.



Section 6 – Facilities Fire Stations





Recommendations

Section 6 – Facilities

16. Areas relating to exhaust systems, backup generators, storage of firefighter gear and space needs we noted.

- It is the recommendation of EMT that a full structural review be completed on all of the fire stations to gain a more accurate review of needed repairs and/or upgrades.



A decorative banner at the top of the slide featuring a stylized world map in shades of red, orange, and yellow.

Recommendations

Section 6 – Facilities

17. The City should look at a gradual implementation plan for the installation of generators at “key” fire stations.





Recommendations

Section 11 – Review of Previous MFP

18. There are still four recommendations from the 2010-2017 MFP that have not been implemented and still require attention by the City of Kawartha Lakes.

- Page 30 – AD-5: That a new job description be considered for the 2013 budget for the position of “Manager Facilities and Stores” and that the position be filled by a candidate who had building construction and distribution stores management experience.

(Cont'd)





Recommendations

Section 11 – Review of Previous MFP

18. (Cont'd)

- Page 30 – AD-7: That a new job description be considered for the 2012 budget for the position of “Manger Emergency Management Program” and the position to be filled by an applicate who is a certified “Community Emergency Management Coordinator” (CEMC).

(Cont'd)





Recommendations

Section 11 – Review of Previous MFP

18. (Cont'd)

- Page 30 – FS-2: That the operational staffing in the fulltime Divisions be established as a minimum of 4 Firefighters and a maximum of 5 Firefighters on duty at all times and that a financial plan be developed to allow for the hiring of two (2) Firefighters each year to achieve this level of fulltime staffing by 2017.

(Cont'd)





Recommendations

Section 11 – Review of Previous MFP

18. (Cont'd)

- Page 51: Stations Chart: Lindsay Station Ranked priority of 1 on the list of recommendations as requiring relocation due to lack of office and work space for the staff.





Overall Assessment

Based on the review conducted by EMT, along with the related information noted in this presentation:

- Kawartha Lakes Fire Rescue Service is endeavoring to meet the needs of a growing community, based on present staffing, fire station locations and equipment.

(Cont'd)



A decorative header image showing a stylized world map in shades of red and orange.

Overall Assessment

- Incorporation of the noted recommendations found in the MFP document will assist KLFRS to meet future goals and expectations as the community continues to grow.



A decorative header featuring a stylized world map in shades of red and orange, positioned at the top of the slide.

Conclusion

It must be noted that during our review it was quite evident that the KLFRS is made up of a group of dedicated, professional staff (both career and volunteer) who are committed to meet the needs of the community





Thank you

Emergency Management and Training Inc. would like to thank everyone who participated in the surveys and related interviews, along with those who assisted in the data and document collection.

Without everyone's assistance the Master Fire Plan document would not have met successful completion.





Emergency
Management &
Training Inc.

info@emergencymgt.com

(705) 719-9007 or 1-888-421-0665



www.emergencymgt.com • 1.888.421.0665