



West Nipissing Ovest



FIRE AND EMERGENCY SERVICES MASTER PLAN



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Optimizing the methodology of the three lines of defense will allow West Nipissing Fire and Emergency Services to provide a comprehensive fire protection program.

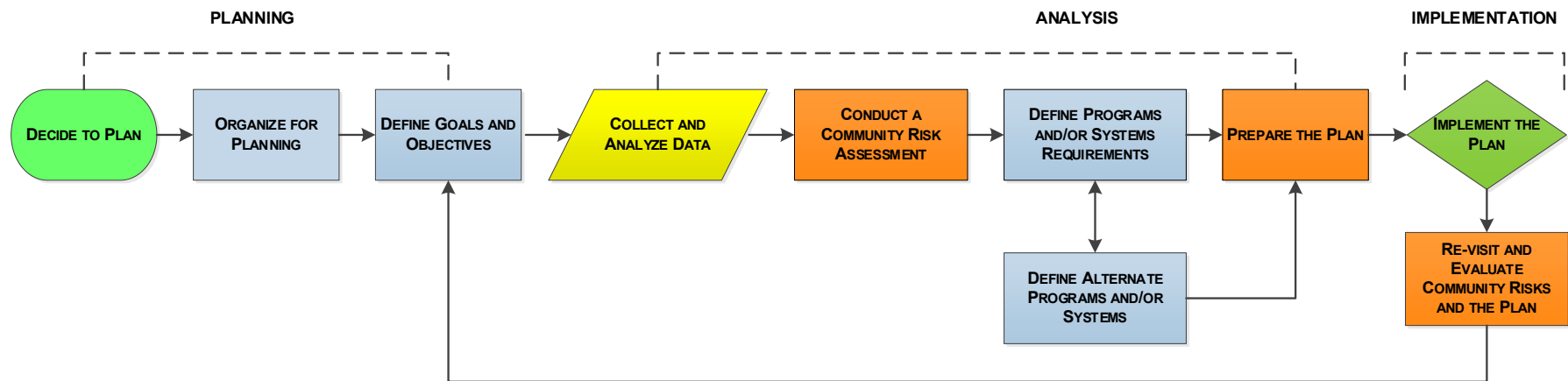
- Public Education
- Fire Prevention and Code Enforcement
- Emergency Response

- Enhanced firefighter safety
- Improved cost control and containment
- Increased efficiency and effectiveness
- Identification of the right sized service to meet the current and future needs of the community.

1. Community Risk Assessment (CRA) addressing the nine (9) mandatory profiles outlined in Ontario Reg 378/18 to make informed decisions regarding the current service capabilities.
2. A review of all current fire services and programs, based upon the above risk assessment. Our analysis included an examination of the department's core functions, including, but not limited to:
 - a. Fire administration fire prevention, fire inspection, public education, training, fire suppression, apparatus, facilities, and emergency management.
 - b. How are services currently being provided and to identify areas needing improvement?
 - c. Fire station locations and apparatus deployment.
 - d. Recruitment and retention of volunteer firefighters.

What is a Fire Services Master Plan and Process

A Fire Services Master Plan can be referred to as a 'road map' to the future and used as a guiding document for current and future fire service leaders and municipal decision makers.



- Identify risks using historical event and response data.
- Evaluation of fire and rescue risks considers both the probability and consequence of emergency event types.
- Probability of an event is quantified by analyzing historical, current, and projected data.
- Consequence of the event type or risk based on an informed assessment of the potential impact on a community should the event occur.

- 1. Geographic Profile:** Physical features of the community.
- 2. Building Stock Profile:** Types, numbers, uses and ages of buildings in the community.
- 3. Critical Infrastructure Profile:** Facilities and services that meet vital needs, sustain economy, and protect public security.
- 4. Demographic Profile:** Composition of the community's population.
- 5. Public Safety and Response Profile:** Organized agencies and organizations in the community that can respond to certain types of incidents.

6. **Community Services Profile:** Community agencies, organizations and associations that can provide supportive services.
7. **Hazard Profile:** Natural, human-caused, and technological hazards in the community.
8. **Economic Profile:** Economic sectors that are critical to financial stability of the community.
9. **Past Loss and Event History Profile:** Past emergency responses in the community.

- Road network – contributor to emergency call volume – MVA/ Vehicle Fires
 - 195 emergency calls responded to between 2018 and 2022 pertaining to motor-vehicle related incidents, this represents 91.54% of rescue calls.
- Major Rail line operates through the municipality
- Waterways in the municipality, such as the Sturgeon River, Cache Bay, Temagami River, and Lake Nipissing, pose rescue and accident risks
- Residential Occupancies represents 84.86% of the existing property stock and, were associated with 77.78% of the structure fire loss.

- 12 registered vulnerable occupancies and 7 Community Living spaces.
- There are several properties within West Nipissing that have a potentially high fuel load and therefore an increased high fire risk.
- Aged 65 years and older in West Nipissing represents 26.41% of the total population
 - 18.48% of the municipality's population falls between the ages of 55 and 64
- West Nipissing has a notably higher proportion of Indigenous population at 19.71% compared to the province at of 2.90%.

- Small communities such as North Monctville, Lavigne, Kipling, River Valley, Field, and Crystal Falls are at a greater risk of a forest fire.
- An ignition source related to heating equipment which is 5.98% higher than that of the province at 7.35%.
- 8.03% of incidents, there was a smoke alarm present on the floor of origin, but it did not operate.
- 26.67% of the unintentionally set fires in the municipality occurred due to Mechanical/Electrical Failure

Community and Fire Stations Tour - Focused on the overall footprint, topography, transportation infrastructure of the community and the various response zones.

Targeted Interviews - Participants were asked questions related to their areas of purview and expertise and how it relates to fire services

Online Firefighter Survey - Provides balanced input

Municipal Comparative Analysis - An industry peer comparative analysis benchmark the performance of departments to similar municipalities

- 21 observations and 29 recommendations
- A timeframe has been assigned to each recommendation
- Completion is based on the:
 - Criticality of the recommendation
 - Staff capacity
 - Annual corporate priorities
 - Council approved budget allocations

Strategical Recommendations

Recommendation #1a: Revise the current Establishing and Regulating Bylaw to provide for a Council supported detailed core service levels that are informed by the current Community Risk Assessment and providing for WNFES to meet all applicable provincial legislation and regulations.

Recommendation #1b: Establish a Standard of Cover policy identifying the performance expectations (baseline) for each level of service identified in an updated E&R bylaw.

Recommendation #3: WNFES develop a plan to provide for a minimum of two firefighters/ staff on duty 24/7.

Recommendation #12: WNFES explore dispatching options with another fire department communications centre.

Recommendation #13b: WNFES utilize a records management program that allows for proper tracking and analysis of current and future training needs and utilizing an on-line training module.

Recommendation #15: The fire stations are included in building envelope study and develop a proactive plan for the maintenance, and repair of fire stations. These deficiencies are addressed through the municipalities capital budget process based on the formal building envelope study.

Recommendation #18a: WNFES permanently close Station 3, utilizing Station 2 for response coverage.

Recommendation #18b: WNFES permanently close Station 9, utilizing Station 1 for response coverage.

Recommendation #18c: WNFES explore a fire protection agreement with French River to provide response coverage to Station 8

Recommendation #18d: WNFES permanently close Station 8 if recommendation #18c is successful.

Recommendation #18e: Consolidation of station 6 and station 7 to a central area between the two communities of Verner and Lavigne

Recommendation #21: Utilize a purpose-built fire service records management system to ensure support for all programs required to meet the service levels.

Operational/ Administrative Recommendations

Recommendation #2: WNFES develop a firefighting water supply plan that includes tanker operations, cisterns, and implementation of additional strategically located dry hydrants in water reservoirs and water bodies.

Recommendation #4: WNFES work with the municipal Human Resources personnel to establish complete job descriptions for each of the positions within WNFES. They include:

- Fire Chief/ Community Emergency Management Coordinator
- Administrative Assistant
- Assistant Fire Chief
- Full-time Firefighter
- POC District Chief
- POC Captain
- POC Firefighter

Recommendation #5: WNFES explore recruitment and retention practices that have proven to be successful in other similar fire services. This may include, but not be limited to:

- Incentives for local employers who employ POC firefighters and allow their employees to leave work for emergency response.
- Regularly review and update remuneration rates for POC firefighters
- Establishment of a Firefighter cadet program
- Increased community based or local recruitment drives.
- Regular recognition programs for POC firefighters

Recommendation #6: Utilizing the Community Risk Assessment findings and new identified trends, WNFES to formalize public education programming. This includes annual reviews to ensure recent trends or incidents are addressed to mitigate risks and ensure adequate resources available to delivery programming.

Recommendation #7: WNFES to formalize a proactive inspection program and ensure the municipality is conducting code enforcement inspections and meeting all legislative requirements through a formalized proactive fire safety inspection program.

Recommendation #8: WNFES and the Building Department conduct a review of the OBC plan review and occupancy inspections program to ensure that the Fire Service is appropriately engaged to be proactive on fire safety requirements under the OBC.

Recommendation #9: WNFES must review the level of operational level for fire suppression operations, considering the critical tasks necessary to manage all risks safely and effectively, structure fire types and technical rescue types.

Recommendation #10a: WNFES identify the stations to be trained, certified and respond to MVC incidents

Recommendation #10b: Station #1 to be trained, certified and respond to ice and water rescues at an operations level and all other stations be trained to awareness level.

Recommendation #11: WNFES to formalize pre-planning programming. This to include annual reviews to ensure plans are current accessible to all staff attending fire incident scenes.

Recommendation #13a: WNFES develop at training and certification forecast to meet the level of service provided identified for each station.

Recommendation #14a: The municipality ensure that all members that will serve on the MECG or in support role obtain the appropriate training required through Emergency Management Ontario.

Recommendation #14b: The Emergency Plan committee review the current plan to ensure that it meets the needs and circumstances and is compliant with the provincial legislation and regulations. This review should be conducted and tested annually.

Recommendation #16: WNFES explore opportunities to improve equipment and vehicle inventory tracking and maintenance scheduling.

Recommendation #17: Identify and implement opportunities to improve assembly time

Recommendation #19: Identify the number of firefighters that respond and monitor the time taken to assemble an effective response force.

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Recommendation #20: Complete a critical task analysis for common emergency incident types.

THANK YOU

For more information contact:

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