

## **EMERGENCY SERVICES COMMITTEE**

### MINUTES

Brant County Council Chambers  
7 Broadway Street, Paris  
Tuesday, November 25, 2008  
7:07 p.m.

**Present:** Mayor Eddy (7:14 p.m.), Councillors Wheat (7:17 p.m.), Schmitt, Haggart and Powell

**Regrets:** Councillor Hodge and City of Brantford Councillors Sless and Kinneman

**Staff:** Underwood, Longeway, Papple, Collings, Leask, Wamsteeker, Mifflin and Lehmann  
Dan Temprile, General Manager of Public Health, Safety and Social Services, City of Brantford

Councillor Schmitt in the Chair.

### **APPROVAL OF AGENDA**

Moved by – Councillor Powell  
Seconded by – Councillor Haggart

That the Emergency Services Committee agenda for November 25, 2008 be approved, as printed.

.Carried

### **MINUTES**

Moved by – Councillor Powell  
Seconded by – Councillor Haggart

That the Emergency Services Committee minutes of October 28, 2008, be approved as printed.

.Carried

Moved by – Councillor Powell  
Seconded by – Councillor Haggart

That the Emergency Services Committee minutes of September 23, 2008, be approved, as printed.

.Carried

### **AMBULANCE SERVICES**

### **CONSENT ITEMS**

Moved by – Councillor Haggart  
Seconded by – Councillor Powell

That the following items be received as information:

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- i. Ambulance Services Cheque Register dated November 4, 2008;
  - ii. Ambulance Services Cheque Register dated October 2, 2008;
  - iii. Ambulance Services Call Statistics September, 2008;
  - iv. Ambulance Services Call Statistics August, 2008

.Carried

## **REPORTS FROM STAFF**

### **AWARD OF TENDER FOR CONSTRUCTION OF THE TRANQUILITY AMBULANCE STATION**

Mr. Dan Temprile, General Manager of Public Health Safety and Social Services, City of Brantford, noted that when applying the standard cost-sharing formula for ambulance services (72.1% City and 17.9% County), the County's share of the project would be \$132,916 and the City's share would be \$609,631. He further noted that construction is to be completed within 100 working days (approximately five months) from the start of the project and that the pricing is to be firm, with no escalation.

Moved by – Councillor Haggart  
Seconded by – Councillor Powell

That the Emergency Services Committee recommend that Brant County Council award the tender for construction of the Tranquility Ambulance Station to the lowest qualified bidder, Abcott Construction, at a price of \$742,547, excluding GST, with the County share being \$132,916.

.Carried

In an effort to expedite the award process, the General Manager requested that a special meeting of County Council be scheduled for Thursday, November 27, 2008, to consider and approve the recommendation. Mayor Eddy directed that the Clerk review the request of the General Manager, in order to ensure compliance with the County's notice requirements.

### **DRAFT 2009 AMBULANCE CAPITAL AND OPERATING BUDGETS**

Mr. Charles Longeway, Ambulance Services Manager, reviewed with Committee the draft 2009 Ambulance Budget Summary. Discussion focused on the increase of 15% over the 2008 Operating Budget. The Ambulance Services Manager reviewed the Federal / Provincial grant monies available to the County for ambulance services and noted that in previous years, the County has been notified in early to late December with respect to those monies being granted to the County. The Ambulance Services Manager made reference to the ambulance replacements included in the proposed 5 Year Capital Forecast and noted that given recent incidents of vehicle failure, those replacements are timely in nature.

The Ambulance Services Manager reviewed additional budget information for Ambulance Services, particularly the 2009 Justification of Other Unmet Needs. Discussion focused on paperless ambulance call reporting and the removal of shift supervisors from regular shift rotation.

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Moved by – Councillor Wheat  
Seconded by – Councillor Powell

That the draft Ambulance Services Operating and Capital Budgets, as may be amended, be received and forwarded to Committee of the Whole.

.Carried

Mr. Geoff Hayman, Deputy Fire Chief, joined the meeting at 7:32 p.m.

### **OTHER BUSINESS**

#### **Cross Border Billing**

The Ambulance Services Manager reported that the process to resolve cross border billing issues continues to move forward and discussion focused on the uncertainty of the cross border billing process and procedure in the future, as well as issues that the County continues to encounter in attempting to arrange cross border billing discussions with neighbouring municipalities.

The Ambulance Services portion of the Emergency Services Committee adjourned at 7:43 p.m., on a motion of Councillors Wheat and Powell, to meet again on January 27, 2009 at 7:00 p.m. in Council Chambers, Paris.

The Ambulance Services Manager, the Ambulance Services Duty Manager of Operations and the General Manager of Public Health, Safety and Social Services, City of Brantford left the meeting at 7:43 p.m.

Marlie Gubbels, Supervisor of Budgets and Finance, joined the meeting at 7:47 p.m.

### **FIRE SERVICES**

#### **REPORTS FROM STAFF**

##### **APPOINTMENT OF CAPTAIN AT STATION NO. 1 – PARIS**

Moved by – Councillor Wheat  
Seconded by – Councillor Haggart

Whereas the retirement of the Captain of Station No. 1 – Paris has created a vacancy;

Be it hereby resolved that Michael MacCormack be appointed as a Captain at Station No. 1 – Paris, for a one year probationary period.

.Carried

##### **RECRUITMENT POLICY FOR VOLUNTEER DISTRICT FIRE CHIEFS**

The Director noted that the recommendation contained in the staff report will ensure that any future appointments of District Chief will follow the volunteer fire department's recruitment and selection process and practices.

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Moved by – Councillor Powell  
Seconded by – Councillor Wheat

Whereas the Emergency Services Committee requested staff to develop a policy to govern future appointments of Volunteer Fire Department District Chiefs;

Be it hereby resolved the following policy be adopted as follows;

*“The recruitment and selection team for the position of volunteer District Chief shall include the Fire Chief, a volunteer District Chief from an alternate Fire Hall, the Director of Community Services, and the Human Resources Advisor. The recruitment and selection process shall follow the County of Brant volunteer recruitment practices, appropriate for the position of volunteer District Chief, to ensure the recommended person for appointment to the position meets the qualifications as outlined in the volunteer Job Description” (attached for information purposes).*

.Carried

The Recreation Manager, the South Dumfries Parks & Facility Supervisor, the Paris Parks & Facility Supervisor and the Burford Parks & Facility Supervisor joined the meeting at 7:57 p.m.

### **CONSENT ITEMS**

Moved by – Councillor Haggart  
Seconded by – Councillor Wheat

That the following consent items be received as information:

- i. Fire Services Cheque Register dated November 4, 2008;
- ii. Fire Services Cheque Register dated October 2, 2008;
- iii. Fire Call Report – October, 2008;
- iv. Fire Call Report – September, 2008;
- v. Fire Services Business Status Report;
- vi. Chiefs’ Meeting Minutes of October 23, 2008;
- vii. Chiefs’ Meeting Minutes of September 18, 2008;
- viii. ES-08-29 – Current Status Re: Decommissioning of Station No. 9 – Tranquility;
- ix. Fire Prevention Activity Report September 1 – October 31, 2008

.Carried

### **POLICE SERVICES**

#### **CONSENT ITEMS**

Moved by – Councillor Haggart  
Seconded by – Councillor Wheat

That the following item be received as information:

- i. Resolution – City of Woodstock Re: Provincial Sales Tax Exemption for Police;

.Carried

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**COMMITTEE / BOARD MINUTES**

Moved by – Councillor Powell  
Seconded by – Mayor Eddy

That the Police Services Board meeting minutes of October 15, 2008 and September 17, 2008, be received as information.

.Carried

Move by – Councillor Haggart  
Seconded by – Councillor Wheat

That the Police Accommodations Committee meeting minutes of October 1, 2008, be received as information.

.Carried

**DRAFT 2009 COMMUNITY SERVICES CAPITAL AND OPERATING BUDGET**

The Director reviewed the 2009 Draft Community Services Capital and Operating Budgets, noting that this is a preliminary submission and would be subject to further review by Senior Administration before being presented to the Committee of the Whole. Discussion focused on the following:

- cross-departmental reallocation of budgeted funds within Community Services;
- 9% overall increase in the proposed Community Services Operating Budget, over the approved 2008 Operating Budget;
- requested budget of \$5,525 for Bell Homestead;
- increase in the proposed Operating Budget for Cemetery Administration;
- decrease in the proposed Operating Budget for Landscaping;
- grants to organizations;
- adult “drop in” fitness programs;
- specialized transportation;
- burial v.s. cremation, as it relates to cemetery revenue and a decreased need for lands;
- community halls and building upgrades;
- replacement of Mt. Pleasant Tanker;
- renovation / expansion of the Cainsville Fire Hall;
- Paris Community Pool;
- cemetery upgrades;
- staff resource requests - Parks and Trails Supervisor and Facility Maintenance Mechanic

Councillor Haggart expressed concern that more time and / or individual meetings with staff may be required to fully comprehend and consider the materials presented in the draft 2009 Community Services Budget Summary. The Director and the Deputy Treasurer advised that should any member of Committee so require, additional review time and explanation could be arranged.

Moved by – Councillor Wheat  
Seconded by – Councillor Powell

That the draft Community Services Operating and Capital Budgets, as may be amended, be received and forwarded to Committee of the Whole.

.Carried

**DIRECTOR'S UPDATE**

The Director advised that the Building Canada Fund Application was submitted on November 20, 2008. She reported that an extensive amount of cross-departmental time, work and energy was dedicated to the process and expressed her confidence that the application will be successful.

With respect to an anticipated response date, the Director advised that a concrete response date has not been provided, but, that the County has received notification that the complete application has been received.

**ADJOURNMENT and NEXT MEETING**

The Emergency Services Committee adjourned at 9:17 p.m. on a motion of Councillors Wheat and Powell, to meet again on January 27, 2009 at 7:00 p.m. in the Council Chambers, Paris.

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Secretary