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APPOINTMENT OF THE SECOND ALTERNATE REGIONAL FIRE COORDINATOR

The Finance and Administration Committee recommends the adoption of the recommendations contained in the following report, May 17, 2005, from the Emergency Management Branch:

1. RECOMMENDATIONS

It is recommended that:

1. Deputy Chief Steve Kraft, Town of Richmond Hill Fire Department be appointed as Second Alternate Regional Fire Co-ordinator, under the *Emergency Management Act*.
2. That the Regional Solicitor be requested to prepared the appropriate by-law for adoption by Council, to make the appointment effective June 23, 2005

2. PURPOSE

The *Emergency Management Act* authorizes the Region of York to appoint a Regional Fire Coordinator and alternates. It is good business practice to have a Regional Fire Coordinator and alternates for the purposes of emergency planning and response.

3. BACKGROUND

Under the *Emergency Management Act*, the Regional Fire Coordinator is a member of the Regional Emergency Control Group and plays an important role in developing and implementing emergency management program requirements.

Specifically, the Regional fire Coordinator provides an up-to-date mutual aid fire plan and inventory. The Coordinator also provides advice, direction, and coordination of resources, in the event of an emergency, under the authority of the Regional emergency plan.

The positions of the Regional Fire Coordinator and alternate were created in 1997. The second alternate position was created in 1999. Council appointed John Molyneaux, Fire Chief Central York Fire Service (formerly Town of Newmarket Fire Service) and Robert Kennedy, Fire Chief, Town of Richmond Hill to the positions of Regional Fire Coordinator and Deputy Fire Coordinator, at an annual remuneration of \$3000.00 and \$1,700.00 respectively, effective January 1st, 1997. With the retirement of Chief Kennedy, the Deputy Regional Fire Coordinator position was filled by Chief John Sutton,

City of Vaughan, and the second alternate position was filled by Chief Tim Beckett, Town of Whitchurch-Stouffville.

3.1 Region Emergency Plan Reference

With the passing of the *Emergency Management Act*, R.S.O 1990, c. E.9, the appointment of the Regional Fire Co-ordinator and Alternate(s), can be made under the authority of both the *Emergency Management Act* and the Region's Emergency Plan and By-law.

3.1.1 Current Regional Fire Coordinator Status

The Regional Fire Chiefs discussed the alternate vacancy and Steve Kraft volunteered to assume the responsibility. A letter was subsequently sent from Mr. David Weldon, CAO, Town of Richmond Hill to Mr. John Molyneaux, Regional Fire Co-ordinator, indicating corporate approval for the Deputy Chief to take on this task.

The Province of Ontario has also sent appointment documents to Mr. Molyneaux indicating their approval of the appointment.

4. FINANCIAL IMPLICATIONS

Funding in the form of an annual Honorarium fee paid by the Region to the position is provided in the Emergency Management Branch budget.

5. LOCAL MUNICIPAL IMPACT

Aside from adding a heightened level of preparedness to all area municipalities, the designation of alternate (Deputy) positions could potentially require the designated Community Emergency Management Coordinator (CEMC) to attend the Regional Emergency Operations Centre to coordinate activities in a large scale multi-jurisdictional emergency event. As the CEMC's are primarily the municipal Fire Chiefs, municipalities that have designated staff acting as Regional Fire Coordinators should consider designating alternate CEMC's to operate the municipal Emergency Operations Centre in the absence of the primary figure.

6. CONCLUSION

In order to maintain an appropriate level of emergency preparedness and staffing coverage it is recommended that the Regional Solicitor prepare the appropriate by-law to

appoint Deputy Chief, Steve Kraft as the second Alternate Regional Fire Coordinator, effective June 23, 2005.

The Senior Management Group has reviewed this report.