

FIRE STAFF REPORT

FSR-003-2020

TO: Mayor Gibson & Members of Council
FROM: M. Alcock, Fire Chief/CEMC
DATE OF MEETING: January 28, 2020
SUBJECT: Joint Emergency Services Facility Project Update-
Spatial Needs Assessment

RECOMMENDATION(S):

THAT Fire Staff Report FSR-003-2020 respecting Joint Emergency Services Facility Project Update – Spatial Needs Assessment be received for information.

EXECUTIVE SUMMARY:

This report includes a status update regarding Fire Services Spatial Needs Assessment for the Joint Emergency Services Facility project.

BACKGROUND

Following the Council-approved purchase of lands on Highway 3 in Chambers Corners for the proposed purpose of a Fire Station, and the direction to investigate options, staff have commenced work in earnest to facilitate development of the new facility.

Staff developed a proposal for a Joint Emergency Service facility that would potentially locate Fire, EMS and a shared community Police office for the residents of the Township of Wainfleet. Staff delivered the presentation, outlining the needs of the proposed facility to the Niagara Region Police Services Board on March 28, 2019. Staff have met with representatives for Niagara Region and Niagara Emergency Medical Services to discuss service needs.

Understanding the needs of the Wainfleet community and the long-standing lack of facilities for the Community Response Unit, Niagara Regional Emergency Medical Services have indicated an interest in a shared location provided through a long term Lease Agreement. Niagara Regional Emergency Medical Services have shared their spatial needs for the facility and Township staff are incorporating these needs into a draft plan that is currently being developed. A long term lease agreement is being developed and negotiated with Niagara Region EMS to ensure all costs associated with the EMS portion of the building are recovered.

At the December 3, 2019 meeting, Council approved a Zoning Amendment and an Official Plan Amendment to combine and re-title all the lands within the hamlet boundary to

“Institutional” for municipal government uses. Following consultation with Township and Regional Planning staff, a Justification Memo (Appendix “H”) was developed. In addition, the Agricultural lands located outside the Hamlet boundary are proposed to remain zoned Ag-1 until such time that the Township deems the lands necessary to be developed for further operations of the facility (ex. training grounds).

OPTIONS/DISCUSSION:

Staff will be required to engage Architect/Engineering services for the design and engineering of the site plan and building. Following the Townships procurement policy a Request for Proposal will need to be created.

Prior to an RFP being issued, a spatial needs assessment (SNA) was conducted to determine and justify overall needs of the Fire Service. The SNA includes a gap analysis of current operational needs as well as long term forecasted needs. The gap analysis provides a comparison of current WFES operations to the Occupational Health & Safety Act, Section 21 Guidance Notes, NFPA standards, and industry best practices. It should be noted that the Ministry of Labour (MOL) conducted inspections on all four stations in April of 2016. There were orders issued (Appendices “K” & “L”) at that time, with recommendations made for any new facilities. MOL Inspectors required that some of the issues were to be immediately corrected. Outstanding violations were to be addressed during the construction of any new station. The MOL Section 21 Committee has developed a draft “Cancer Prevention Checklist” for Fire Services. Part C of the checklist outlines MOL and Industry best practices for the design and use for Fire Stations.

Some of the items on the Checklist include:

- 1- Ventilated Laundry room/area (Regular washing machine)
- 2- Laundering facilities (Extractor) for Structural Firefighting Ensembles (Bunker Gear)
- 3- Shower & Decontamination areas
- 4- Clean vs. Dirty work areas
- 5- Protected and ventilated Structural Firefighting Ensembles (Bunker Gear) storage areas

Staff developed and conducted a survey (Appendix “A”) with members of Council and Fire Service personnel, in order to determine priorities, needs, and expectations of the new facility.

Results of the Surveys (Appendices “B” & “C”) indicate that Firefighter Health & Wellness, Long term planning, Multi-purpose for municipal use, Energy efficient and cost effective construction are all priorities for Council and Fire Personnel.

Staff reviewed the following:

- Results of the surveys,
- Recommendations from the Master Fire Plan c.2013 (MFP) and the Fire & Emergency Services Operational Review, c.2016 (FESOR),
- Previous reports on satellite fire station needs,
- Ministry of Labour Orders, c.2015/2016, (Appendices “K” & “L”)
- Various guides and Industry best practices (Appendices “D”, “E”, “F”, “G”).

Following a review, staff developed a spatial needs workbook (Appendix "I"), ensuring each work space met the Ontario Building Code for occupancy ratings. Once spatial needs were assessed and reviewed, staff drafted a "concept" plan (Appendix "J") that included all of the facilities identified in the needs assessment and workbook.

FINANCIAL CONSIDERATIONS:

Once final size has been approved by Council, a request for proposal (RFP) for Design Architect and Engineering Services is planned to be undertaken in the first quarter of 2020 and will be funded through carryover of the approved 2019 Capital Project budget.

OTHERS CONSULTED:

- 1) WFES Officers
- 2) Deputy Fire Chief
- 3) Strategic Leadership Team

ATTACHMENTS:

- 1) Appendix "A" – Fire Station Needs Survey
- 2) Appendix "B" – Fire Station Needs Survey- Council Results
- 3) Appendix "C" – Fire Station Needs Survey - Fire Personnel Results
- 4) Appendix "D" – Fire-Rescue-EMS Facility Design Handbook
- 5) Appendix "E" – Ontario Office of the Fire Marshall – Fire Station Planning Guide
- 6) Appendix "F" – Fire Station Design Checklist
- 7) Appendix "G" – Whole Building Design Guide- Fire Stations
- 8) Appendix "H" – Justification Planning Memo- Sept. 12, 2019
- 9) Appendix "I" – Fire Station Spatial Needs Workbook
- 10) Appendix "J" – Proposed Concept Plan
- 11) Appendix "K" – Ministry of Labour Inspection Orders c. April 25, 2016 Re. Station 1
- 12) Appendix "L" – Ministry of Labour Inspection Orders c. April 25, 2016 Re. Station 2
- 13) Appendix "M" – Ministry of Labour Fire Services Section 21 Committee
Draft "Cancer Prevention Checklist"

Respectfully submitted by,

Approved by,

Morgan Alcock
Fire Chief/CEMC

William Kolasa
Chief Administrative Officer