

Information Report

Title: Review and Direction on Core Level of Service – Kincardine Fire and Emergency Services (KFES)

Report Number: Fire Prevention-2025-01

Director: Chief Administrative Officer

Manager: Emergency Services

Meeting Date:

Wednesday, May 28, 2025

Executive Summary:

Staff are presenting this Core Level of Services information for review. Staff will return at the June 25, 2025, meeting to seek Council's direction on the Core Level of Services to be delivered by Kincardine Fire and Emergency Services (KFES), ensuring alignment with provincial regulations, community needs and operational capacity.

Context and Background Information:

The current Core Level of Services, as outlined in the Establish and Regulate Municipality of Kincardine Fire Department (2024) By-law No. 2024-141. This level of service was adopted in approximately 20 years ago, prior to 2005. Since then, both the scope of emergency services and provincial requirements have evolved significantly.

Notably, the Province of Ontario now mandates firefighter certification under O.Reg. 343/22, which impacts the delivery of several specialized services. Some services listing in the existing by-law are no longer offered, while others require modernization to reflect current standards and community risk profiles.

Council's decision on the desired level of service will directly inform KFES's training programs, capital planning, staffing, and operational budgeting.

Analysis

The Fire Chief has conducted a comprehensive review of:

- historical and projected call volumes;
- current services delivery capabilities;
- risk assessments for Municipality of Kincardine;
- compliance requirements under provincial legislation;

- public education, fire prevention, and enforcement activities.

Certain emergency services now require certified personnel, and Council must determine the appropriate level of response for each. The three recognized levels of service are:

- **Awareness Level:** Personnel can recognize hazards, secure the scene, and request appropriate resources.
- **Operations Level:** Personnel are trained to perform limited rescue operations using specialized equipment.
- **Technical Level:** Personnel are trained to perform complex rescues, often entering hazardous environments with advanced techniques and equipment.

Each level carried implications for training, liability, equipment, and staffing.

Recommendations

Based on the analysis, the Fire Chief recommends adopting a **tiered service model** that aligns each service type with the most appropriate level of response, based on:

- frequency and severity of related incidents;
- available and projected resources;
- community risk profile; and
- legislative compliance.

Council is asked to provide direction at the June 25, 2025, meeting on the following:

1. **Core Services:** Which services should KFES continue, enhance, or discontinue? The Fire Chief has recommended levels in each area based on the analysis on the attached Schedule B.
2. **Service Levels:** For each service, what level of response is appropriate? (Awareness, Operations, Technical)

Note: Appendix B – Draft Schedule of Recommended Services 2025 is attached to this report and provides detailed background information, service-by-service recommendations, and associated comments and cost considerations.

Next Steps

Upon receiving Council's direction at the June 25, 2025, meeting, the Fire Chief will:

- Draft an updated Establish and Regulate a Fire Department By-law reflecting Council's decisions.
- Develop a phased implementation plan for training and certification.
- Prepare a multi-year capital and operational budget forecast.
- Continue to monitor and report on service effectiveness and compliance.

Note that a separate report regarding the **Medical Tiered Response Agreement** will be brought forward to Council for consideration at a future meeting.

Consultation Overview:

Staff reviewed the frequency and severity of related incidents, available and projected resources, community risk profile and relevant Provincial Legislation.

Origin:

Staff review of Establish and Regulate Municipality of Kincardine Fire Department (2024) By-law.

Attachments: Draft B Schedule of Recommended Services

E&R By-law

Prepared by: Guy Gallant, Fire Chief

Submitted by: Guy Gallant, Fire Chief