



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: March 13, 2023

Subject: SRFIRE.23.02 Fire Department Command Response Unit

Report from: Steve Tiernan, Fire Chief

Appendices: None

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### **Recommendation**

Be It Resolved that Council hereby,

1. Provides pre-budget approval for the purchase of a 2019 Chevrolet 4X4 Crew Cab from Morrows Sales and Service Chesley, Ontario, for the purchase price of \$43,000.00 plus applicable taxes, to be used as the Arran-Elderslie Fire & Emergency Services command/response unit;
2. That Council approves \$3,000.00 for the upfit for the emergency lighting/siren, and reflective package to meet NFPA 1901 "Standard for Automotive Fire Apparatus";
3. In accordance with Article 4 of the procurement policy, Council waives the requirement to issue a request for proposal for Items 1 & 2;
4. That the purchase be financed by the Fire Station's reserves, \$41,458 and the Township of Chatsworth \$5,352.

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### **Report Summary**

In 2021, it was identified that the amalgamated fire department would require a command/response pickup truck. This vehicle would be used to respond to emergency scenes, conduct inspections, attend fire chief meetings, and fire practices, as well as other daily tasks that require the Fire Chief to move throughout the Municipality and neighboring communities for meetings, plus being used for out-of-town training for firefighters. The request for the truck was deferred to the 2023 budget.

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## **Background**

Through budget deliberations with Council, Council has requested further information as to the requirement of the fire departments need for a command /response unit.

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## **Analysis**

Arran-Elderslie Fire & Emergency Services protects over 461 square kilometers, with three (3) fire stations serving the community. In 2021, the need for a command/response unit was identified for the Fire Chief to be able to respond throughout the Municipality to emergency incidents, meetings, (not only fire department related), firefighter training nights, fire inspections and public education events. This would include travelling in inclement weather, including when roads are closed to emergency incidents.

NFPA 1901 sets the standard for municipal fire service vehicles responding to emergency incidents. These standards address emergency lighting (which includes light intensity, 360 degree coverage, strobe timing and reflective striping 360 degrees around).

The pickup truck would also be used for meetings outside of the Municipality including Chief meetings. This would also include Emergency Management Ontario meetings for the Fire Chief in Grey, Bruce and Huron Counties.

With the new legislated requirement for firefighter mandatory certification, it was also identified that the truck could be used for firefighters taking classes at the Brockton Regional Training Center, Bruce Nuclear Training Center, Markdale Regional Training Center as well as other Ontario Fire College Training Centers that would be required for Code Enforcement certifications. By using the pickup truck, it would save on mileage paid out on personal vehicles being used by the fire fighters.

Listed are areas in which the truck would be used.

- Fire Chief response to incidents
- Fire Inspections throughout the municipality
- Public Education meetings
- Public Inquires and Complaints
- Burn Permit site inspections
- Firefighter Training nights (3 stations) twice a month at each
- Fire Chief meetings within and throughout the neighboring counties and province
- Firefighter training out of town (as identified above)
- Bruce County School (firefighter training)
- Use at emergency incidents to transport SCBA cylinders for refilling (either to Elmwood or Saugeen Shores or going for supplies or additional equipment as needed).

- Used as standby at an emergency incident where a truck must stay on scene (wires down, waiting on Ontario Hydro). This allows firefighters to go back to their jobs and apparatus to be put back in service.

Options for vehicles that were investigated:

Use of a car

- Not safe for responding to calls in inclement weather
- No room to transport firefighters to training with their Bunker Gear and SCBA's
- Cars are not used as a response vehicle
- Would not be able to isolate dirty gear from the firefighters after emergency events or live fire training

Use of an SUV

- Would need to be all wheel drive
- No room to transport firefighters to training with their Bunker Gear and SCBA's
- Would not be able to isolate dirty gear from the firefighters after emergency events or live fire training

Public Works Used Truck

- All trucks are required for current work commitments.

Building Truck

- Would entail purchasing a new truck for the Chief Building Official and using funds from the Building Reserve which is earmarked for wages and other costs when building permit activity is not consistent.

Used Truck from Morrow's Sales & Service

- Savings by purchasing used
- Truck already outfitted with a cap and rollout bedliner to assist in moving and securing equipment
- Able to isolate dirty bunker gear from firefighters after training or emergency incidents
- Crew Cab to allow for transportation of five (5) firefighters to training or emergency incidents

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## **Link to Strategic/Master Plan**

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.4 Leading Financial Management

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## Financial Impacts/Source of Funding/Link to Procurement Policy

Estimated cost of mileage based on two (2) years of daily operations and training for firefighters out of town. These are only estimates and may fluctuate due to incident response, inspections, and training needs.

Fire Chief meetings out of town

- Fire Chief meetings out of town approximately 7000 kms  
7000 kms X .50 mileage = **\$3,500.00**
- Fire Chief meetings and responses and training within the municipality  
200 kms per week based on 104 weeks X .50 = **\$10,400**
- 5 Firefighter Recruits attending Walkerton Regional Training Center for NFPA 1001 Level 1  
5 students 10 days training 80 kms per day X .50 = **\$2,000.00**
- 1 Student Grimsby Regional Training Center NFPA 1033 Fire Investigator 1033  
1 student 500 kms X .50 = **\$250.00**
- 5 Students Bruce Nuclear Training Day  
5 Students X 100 kms X .50 = **\$250.00**

The draft 2023 Capital Budget as presented to Council includes the purchase of a Fire Chief Command/Response Unit (23-FIRE-0003 Fleet) for \$65,000. The financing of the truck is being cost shared from each of the Fire Stations respective reserves, totalling \$57,568 and \$7,432 from the Township of Chatsworth. Staff have been investigating other options, which has resulted in locating a used truck for \$43,000 plus applicable taxes.

Under Section 9 of the Procurement Policy, the procurement requirements for purchases over \$20,000 is a tender or quote, or request for proposal, with a recommendation report to Council for award of the contract. This process would be followed for a new vehicle; however, Staff have been successful in finding a used vehicle that would meet the needs of the department. Proceeding with a used vehicle provides significant budgetary savings of approximately \$20,000.

Under Article 4 of the Procurement Policy, providing certain provisions are met, Council has the authority to waive the requirements of the Procurement Policy. Those provisions are:

- A)** The extension or reinstatement of an existing contract would prove cost effective or beneficial to the Municipality,
- B)** Goods and services are available from only one source.
- C)** Where for reasons of time, or due to the nature of the goods and services to be supplied, the interests of the Municipality would be best served by a direct purchase or invitation to tender to three or more selected tenderers, instead of calling a public tender.

If Council endorses the purchase from Morrow Sales and Service, a capital budget amendment will be made to reflect the purchase of a used vehicle. The revised financing will be \$46,810, net of HST rebates and will be financed:

- Arran-Elderslie's Fire Station Reserves - \$41,458
  - Reserve 7222 – Chesley - \$10,252
  - Reserve 7224 – Paisley - \$15,603
  - Reserve 7226 – Tara - \$15,603
- Township of Chatsworth (1/3 cost x 34.3%) - \$5,352

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Approved by: Sylvia Kirkwood, Chief Administrative Officer