



Administrative Report

Office of the Chief, Essex-Windsor EMS

To: Warden McNamara and Members of County Council

**From: Bruce Krauter
Chief, Essex-Windsor Emergency Medical Services**

Date: Wednesday, September 04, 2019

**Subject: Essex County Alternate Fire Coordinator Appointment
and Remuneration Amendment for 2019**

Report #: 2019-0904-EM-R001-BK

Purpose

To seek County Council endorsement for the appointment of a new Essex County alternative Fire Coordinator and to approve remuneration for these officials.

Background

In accordance with the Fire Protection and Prevention Act, the Fire Marshal's Office has the authority to appoint Fire Coordinators and alternates for a designated region. Since 2011, the Windsor Fire & Rescue (WFRS) Chief has been appointed as the Fire Coordinator and a WFRS Deputy Fire Chief and a Essex County Municipal Fire Chief have been appointed as the alternate Fire Coordinators by the Fire Marshal's office. WFRS Chief Stephen Laforet was appointed as the Essex County Fire Coordinator and Tecumseh Fire Chief Doug Pitre was appointed as an alternate Fire Co-coordinator on July 19, 2017.

Administrative Report

Page 2

September 4, 2019

Essex County Alternate Fire Coordinator Appointment and Remuneration Amendment for 2019

As prescribed in Section 7 of the Ontario Fire Protection and Prevention Act, the duties of the Fire Coordinator are to:

- a) establish and maintain a mutual aid plan under which the fire departments that serve the designated area agree to assist each other in the event of an emergency; and
- b) perform such other duties as may be assigned by the Fire Marshal. 1997, c. 4, s. 7 (2); 2002, c. 18, Sched. N, s. 1.

Discussion

Due to the retirement of former Tecumseh Fire Chief Doug Pitre and the vacancy related to former Windsor Deputy Fire Chief Doug Goodings, it is necessary for the Office of the Fire Marshall to make new appointments to fill these positions. In January 2019, the Essex County Fire Chiefs selected WFRS Deputy Chief James Waffle as the replacement of the former Deputy Chief Doug Goodings. The Essex County Fire Chiefs have selected Town of Lakeshore Fire Chief Don Williamson as the replacement for the former Tecumseh Fire Chief Doug Pitre. This replacement is effective August 1, 2019.

The Office of the Fire Marshall is now requesting a letter of support from Essex County Council, prior to formalizing these appointments.

Remuneration for the Essex County Fire Coordinator and alternate Fire Coordinators was established by an Agreement and authorized by By-law. That agreement was last revised in 2018 and no change to the amount of remuneration is being proposed. The annual remuneration for the County Fire Coordinator is \$5,000 and the annual remuneration for the alternate Fire Coordinators is \$ 1,250 each. The remuneration has remained unchanged since 2002. Former Tecumseh Fire Chief Doug Pitre has received his remuneration for January to July, \$625.00. All that remains is the remuneration for Deputy Fire Chief Waffle (\$1,250) and Fire Chief Don Williamson (\$625), for the remainder of 2019.

Financial Implications

There are no financial implications as the Fire Coordinator and Alternate Coordinators' remunerations are within the Emergency Management 2019 approved Budget.

Administrative Report

Page 3

September 4, 2019

Essex County Alternate Fire Coordinator Appointment and Remuneration Amendment for 2019

Recommendation

It is the recommendation from Administration:

That a letter be sent to the Office of the Fire Marshal expressing the support of Essex County Council for the following appointments:

- 1) Alternate Fire Coordinator (1) – Windsor Deputy Fire Chief James Waffle
- 2) Alternate Fire Coordinator (2) – Lakeshore Fire Chief Don Williamson

And further that County Council adopt Bylaw #35-2019, establishing the remunerations for the positions of the alternate Fire Coordinator (1) and (2) for 2019.

Respectfully Submitted

Bruce Krauter

Originally Signed by

Bruce Krauter, Chief, Essex-Windsor Emergency Medical Services

Concurred With,

Robert Maisonville

Originally Signed by

Robert Maisonville, Chief Administrative Officer