

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
REGULAR COUNCIL MEETING SUPPLEMENTARY AGENDA
OCTOBER 12, 2021 @ 2:00 P.M.
VIA WEB CONFERENCING**

**PAGE
NUMBER**

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the October 12, 2021 Regular Meeting of Council be amended to include the following changes on page 6 of the agenda coversheets:

- *delete the "1" in the wording Recommendation 1; and*
- *delete Recommendation 2 entirely*
- *Confirming By-law to be numbered 099-21*

the supplementary agenda be passed.

ITEMS FOR CONSIDERATION

7. FIRE

- a. Report DFC 2021-005 Appointment of Fire Department Deputy Chief

001

Recommendation:

THAT Council of the Corporation of the Township of Wellington North receive Report DFC 2021-005 Appointment of Fire Department Deputy Chief;

AND FURTHER THAT Council appoint Callise Loos as Deputy Chief of the Wellington North Fire Services.

AND FURTHER THAT By-law 054-18 being a by-law to appoint a Deputy Fire Chief be repealed.

AND FURTHER THAT the Mayor and Clerk be authorized to execute the by-law.

- b. Report DFC 2021-006 Dispatch Agreement with Guelph Fire Department

003

Recommendation:

THAT Council of the Corporation of the Township of Wellington North receive Report DFC 2021-006 Dispatch Agreement with Guelph Fire Department;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the agreement to authorize Guelph Fire Department to provide all dispatching services to Wellington North Fire Services.

BY-LAWS

- e. By-law Number 098-21 being a by-law to appoint a Deputy Chief for Wellington North Fire Service

005

Recommendation:

THAT By-law Number 083-21, 094-21, 095-21, 097-21 and 098-21 be read a First, Second and Third time and enacted.

CONFIRMING BY-LAW NUMBER 099-21

Recommendation:

THAT By-law Number 099-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on October 12, 2021 be read a First, Second and Third time and enacted.



Staff Report

To: Mayor and Members of Council Meeting of October 12, 2021
From: Chris Harrow, Director of Fire Services
Subject: Appointment of Fire Department Deputy Chief

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive report DFC 2021-005 Appointment of Fire Department Deputy Chief;

AND FURTHER THAT Council appoint Callise Loos as Deputy Chief of the Wellington North Fire Services.

AND FURTHER THAT By-law 054-18 being a by-law to appoint a Deputy Fire Chief be repealed.

AND FURTHER THAT the Mayor and Clerk be authorized to execute the by-law.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

BACKGROUND

As part of the transition to the new Management Team for fire services in Minto and Wellington North, Deputy Chiefs should be appointed to act on behalf of the Director of Fire Services in his absence. This includes all of the day to day operations of the fire department and other associated activities and duties of the Fire Chief.

The 2 Deputy Chiefs, Callise and Marco, are better equipped to run the day to day operations as they already cooperate in most of the activities. Anything to do with emergency scene operations can be run by the District Chiefs in each station as well as the other officers. The Management team will be there to support them whatever their needs including incident command capabilities if needed. Marco has already been appointed a Deputy Chief for Wellington North by By-law 054-18, so will only need to be added in Minto.

This report and by-law will be going to each municipality to ensure we are meeting the requirements of the Fire Protection and Prevention Act. It will name the same personnel for each department as Deputy Chiefs so the continuity across both organizations still exists. It would be very difficult to put the District Chiefs in the position of acting fire chief when they are doing their full time jobs on a day-to-day basis and not familiar with administrative daily activities.

By passing this by-law, it will ensure the efficient operations of both departments carry on throughout any absences. Continuity of operations on the administrative side is just as important as continuity on the response side of the departments. All of the Chiefs will continue to work together as an administrative team to ensure all aspects of the department are where they need to be.

FINANCIAL CONSIDERATIONS

No financial considerations for this report.

ATTACHMENTS**STRATEGIC PLAN 2019 - 2022**

Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Municipal Infrastructure

Partnerships

Alignment and Integration

Prepared By: Chris Harrow, Director of Fire Services

Chris Harrow

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of October 12, 2021

From: Chris Harrow, Director of Fire Services

Subject: Dispatch Agreement with Guelph Fire Department

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive report DFC 2021-006 Dispatch Agreement with Guelph Fire Department;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the agreement to authorize Guelph Fire Department to provide all dispatching services to Wellington North Fire Services.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

DFC 2021-004 Fire Service Modernization Report

BACKGROUND

Previously, Guelph Fire has provided Wellington North Fire Services with dispatching services on a paging only service. This means that they would receive all of our 911 calls and dispatch us to the incident. Once we acknowledged the call, they would stop monitoring us. We were then on our own for any dispatching needs.

In this year's budget, we purchased new radios to join all of the other fire services and public works departments on the Wellington County radio system. Once implemented later this month, we will be able to reliably talk to Guelph from an incident scene. This will allow us to proceed with a full dispatching agreement with Guelph. All other fire departments in Wellington County presently use full dispatching services with Guelph Fire. Utilizing full time dispatching services is standard practice in most fire services and ensures you always have someone on the incidents to be able to perform all of the functions needed.

Presently as mentioned, we rely on a dispatcher to be in our radio room all of the time. With the varying numbers we have attending our calls, we don't always have a person to put in the radio room to complete this important task. By signing a full dispatch agreement with Guelph Fire, we will always have a fully trained dispatcher able to assist us on out calls

FINANCIAL CONSIDERATIONS

Our dispatch contract will increase by approximately \$8000, but savings in other areas of the department should offset this increase in the budget.

ATTACHMENTS

Fire Services Dispatch Agreement

STRATEGIC PLAN 2019 - 2022

Do the report's recommendations align with our Strategic Areas of Focus?

 Yes No N/A

Which priority does this report support?

 Modernization and Efficiency Municipal Infrastructure Partnerships Alignment and Integration**Prepared By:** Chris Harrow, Director of Fire Services*Chris Harrow***Recommended By:** Michael Givens, Chief Administrative Officer*Michael Givens*

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 098-21

**BEING A BY-LAW TO APPOINT A DEPUTY FIRE CHIEF FOR
WELLINGTON NORTH FIRE SERVICE.**

WHEREAS the Fire Protection and Prevention Act authorizes by-laws for providing fire fighting and fire protection services and authorizes the establishment, maintenance and operation of a fire department to serve defined areas of the municipality;

AND WHEREAS The Corporation of the Township of Wellington North has established the Wellington North Fire Service.

AND WHEREAS The Corporation of the Township of Wellington North requires a Deputy Fire Chief for the operation of the Township of Wellington North Fire Service.

NOW THEREFORE the Council of The Corporation of the Township of Wellington North enacts as follows:

1. THAT Callise Loos be appointed as a Deputy Fire Chief for the Corporation of the Township of Wellington North;
2. THAT By-law 054-18 being a by-law to appoint a Deputy Fire Chief be repealed.
3. THAT By-law shall come into effect on its passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 099-21

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
OCTOBER 12, 2021**

WHEREAS Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

NOW THEREFORE the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on October 12, 2021 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK