



Clause No. 21 in Report No. 2 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on January 22, 2015.

Appointment of the Regional Fire Coordinator

Committee of the Whole recommends adoption of the following recommendation contained in the report dated December 19, 2014 from the Commissioner of Corporate Services:

1. Recommendation

It is recommended that this report be received for information.

2. Purpose

This report is to advise Council of the appointment of Chief Bill Snowball from the City of Markham Fire and Emergency Services as Regional Fire Coordinator by the Provincial Office of the Fire Marshal and Emergency Management. Under the Provincial *Fire Protection and Prevention Act*, the Office of the Fire Marshal and Emergency Management appoints the Regional Fire Coordinator and alternates.

3. Background

The previous Regional Fire Coordinator has vacated the position, requiring a new Coordinator

To better coordinate municipal fire resources within York Region, the position of Regional Fire Coordinator was created as a Council approved position in 1971. The Regional Fire Coordinator is a member of the Regional Emergency Control Group and is responsible for the administration of a Mutual Aid fire plan and an

inventory of municipal fire resources, while also providing advice, direction and coordination of resources in the event of an emergency.

There has been a Regional Fire Coordinator since January 1, 1971. Chief John Molyneaux served in that capacity from 1979 until his retirement on December 31, 2009. There have been two municipal fire chiefs appointed as Regional Fire Coordinators since 2009.

At the October 29th, 2014 meeting of the Fire Chiefs of York Region, Chief Bill Snowball was recommended by his peers to serve as the Regional Fire Coordinator commencing on November 11, 2014. Chief Bill Snowball advised the Region of the recommendation. The Alternate Regional Fire Coordinators remain unchanged, Chief Ian Laing of Central York Fire Services and Chief Steve Richardson of Georgina Fire Department. Based on the decisions noted above, the formal process to fill the vacancy was initiated as outlined below.

4. Analysis and Options

The process for the appointment of a new Regional Fire Coordinator has been followed

There are three steps required to fill the position of a Regional Fire Coordinator:

1. The local municipal Fire Chiefs select candidates to fulfill the role of Regional Fire Coordinator and alternate (Attachment 1).
2. The Chief Administrative Officer of the local municipality which the selected candidates are from must support the recommendation (Attachment 2).
3. The outgoing Regional Fire Coordinator forwards the recommendations to the Ontario Fire Marshal for approval under the Fire Protection and Prevention Act. The Fire Marshal appoints the Regional Fire Coordinator under the FPPA 1997, c. 4, s. 7 (1) (Attachment 3).

The process for the appointment of a new Regional Fire Coordinator has been followed and all of the required documentation has been received by York Region.

Link to key Council-approved plans

The Regional Fire Coordinator is an integral part of the Emergency Management Program which supports the Strategic Priority area of strengthening organizational capacity and applying continuous improvement activities to core business systems and processes in the *2011-2015 Strategic Plan*. In addition, the program supports *Vision 2051-A Place Where Everyone Can Thrive*, through promoting safe and secure communities, promoting adaptability and sustainability and enhancing our human resources and partnerships. The Emergency Management Program protects public safety and creates disaster-resilient communities.

5. Financial Implications

Funding for the Regional Fire Coordinator's position and alternates is included in the Office of the Chief Administrative Officers proposed 2015 Budget in the form of an annual honorarium in the amount of \$3,400.

6. Local Municipal Impact

The role of the Regional Fire Coordinator assists the Region and local municipalities during an emergency by ensuring fire resources are available and supported through the Regional Emergency Operations Centre. The City of Markham Chief Administrative Officer supports the appointment of Chief Bill Snowball as Regional Fire Coordinator.

7. Conclusion

The position of Regional Fire Coordinator has been in effect at York Region since 1971.

The position plays a key role in effective emergency planning and response through coordination of Fire Services. The previous Regional Fire Coordinator has vacated the position requiring a new Regional Fire Coordinator to be appointed. The process to fill the position has been followed and it is recommended that Council receive this report for the appointment of Chief Bill Snowball, City of Markham Fire Department as the Regional Fire Coordinator effective January 15, 2015.

For more information on this report, please contact Morris Faccin, Manager,
Emergency Management at ext. 71212.

Attachments (3)

Accessible formats or communication supports are available upon request



NOV 10 2014

November 5, 2014

Morris Faccin
Manager, Emergency Management
York Region
17250 Yonge Street
Newmarket, ON L3Y 6Z1

Dear Mr. Faccin: *Morris*

At its regular meeting on October 29, 2014 the York Region Fire Chiefs Association (YRFCA) moved a motion that the President of the YRFCA would also be appointed as the Regional Fire Coordinator.

This letter is to advise you that I have been appointed Regional Fire Coordinator effective immediately.

The Regional Fire Coordinator is responsible for developing and maintaining a Regional Mutual Aid Plan and enacting the plan as necessary. The Regional Fire Coordinator is not responsible for local issues of municipalities in the Region. These issues would be dealt with by the Fire Chief of the local municipality.

Should you have any questions please feel free to contact me.

Yours truly,

A handwritten signature in cursive script that reads 'Bill'.

Bill Snowball
Fire Chief



Andy Taylor
Chief Administrative Officer

November 3, 2014

Brent Sterling
Area Advisor, OFMEM

Re: Regional Fire Coordinator

Dear Mr. Sterling,

I have been informed that Markham Fire Chief Bill Snowball was appointed as the Regional Fire Coordinator for York Region by the York Region Fire Chief's Association at its meeting on October 29, 2014.

It is my understanding the appointment is effective immediately. The City of Markham is in full support of Chief Snowball in this undertaking and is delighted with the appointment. Chief Snowball's leadership, experience and sound judgement will be a significant asset in his role as the Regional Fire Coordinator.

Sincerely,

A handwritten signature in cursive script that reads 'A. Taylor'.

Andy Taylor
CAO, City of Markham

Ministry of
Community Safety and
Correctional Services

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File Reference/Référence 687-17
(York Region)

November 7, 2014

Fire Chief Snowball
Markham Fire & Emergency Services
101 Town Centre Boulevard
Markham, Ontario
L3R 9W3

Re: **Appointment as Fire Co-ordinator**

Dear Chief Snowball:

Attached, is your letter of appointment as the Fire Co-ordinator for York Region.

The *Fire Protection and Prevention Act, 1997*, provides immunity to Fire Co-ordinators while executing their duties in good faith. It is recognized that the Fire Co-ordinator may be absent from time to time or be unable to carry out the prescribed duties. In order that these duties may be delegated to another responsible person and that the immunity provisions under the *Fire Protection and Prevention Act* will apply to that person, it is necessary to appoint additional Fire Co-ordinators. Therefore, the previously appointed Fire Chief Ian Laing of Central York Fire Services and Fire Chief Steven Richardson, of the Georgina Fire Department will act in your absence.

I trust these arrangements will assist you in fulfilling your duties as a Co-ordinator.

Yours truly,

A handwritten signature in black ink, appearing to read "Jim Jessop".

Jim Jessop
Director, Field and Advisory Services/Deputy Fire Marshal

JJ/bs

Enclosures

c: Fire Chief Ian Laing, Central York Fire Services
Fire Chief Steven Richardson, Georgina Fire Department

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(York Region)

LETTER OF APPOINTMENT

Pursuant to section 7 of the *Fire Protection and Prevention Act, 1997*, I am appointing **Fire Chief Bill Snowball** of the **Markham Fire & Emergency Services** as Fire Co-ordinator for **York Region** effective **November 7, 2014**.

A handwritten signature in black ink, appearing to read "Jim Jessop".

Jim Jessop
Director, Field and Advisory Services/Deputy Fire Marshal