

**TOWN OF MINTO**

DATE: March 1, 2017
REPORT TO: Mayor and Council
FROM: Chris Harrow
SUBJECT: Master Fire Plan Update

STRATEGIC PLAN:

- 6.3 Support the Fire Department's mission to service the community with high standards of emergency response and fire prevention programs to ensure a safe environment for residents and to protect local business and property.
- 6.4 Maintain and enhance the local volunteer fire fighter model in Minto, and take a leadership role in setting standards for municipalities this size by ensuring training, equipment and vehicles available to volunteers compares with a full time fire service.

BACKGROUND:

In 2012, staff undertook the process of writing a Master Fire Plan for the Minto Fire Department, entirely “in house” without the use of consultants. Firefighters, community members and members of Council helped write the document. Council reviewed the final plan and accepted it as a guideline.

For the past 5 years, the Plan was used to give guidance in determining priorities of Minto Fire. The accompanying presentation shows how many of the objectives have been accomplished. A great deal of the Plan is complete and has moved the organization forward significantly over its effective period.

COMMENTS:

It is time to update the Plan using a basic methodology prepared to complete the process. The accompanying presentation demonstrates how the update will be completed and who is proposed to be involved. The Plan update will be completed “in house” by Minto Fire personnel with the approval of Council expected sometime in June. During the process Council will be invited to provide input into the future of Minto Fire.

FINANCIAL CONSIDERATIONS:

No budget money is required for the re-write. Only regular meeting reimbursements will be required for committee participants.

RECOMMENDATION:

That Council of the Town of Minto accept the Fire Chief's report and presentation and approve the process for completing the update of the Master Fire Plan.

Chris Harrow, Fire Chief