

2018 Work Plan – Fire Department

Initiative/Source/Strategic Plan Reference	Actions/Milestones	* Lead ** Support	Timing	Status
<p>Grow-op and clandestine lab policy</p> <p>Achieve excellence in governance and service delivery</p>	<p>Research existing policies in other jurisdictions and develop draft for Council's consideration to address grow-op, clandestine and other illegal circumstances.</p> <p>– Held off pending 2018 marijuana regulations are introduced by both the Provincial and Federal Governments. May be carried over into 2019.</p>	<p>*Gord Jopling ** Rob Lamarre ** Angela Chittick ** Rick Dunford</p>	<p>Q3 – Q4</p>	<p>On Hold</p>
<p>Operational Guideline and Policy and Procedure - Annual Review</p> <p>Achieve excellence in governance and service delivery</p>	<p>Annual review of the Department's Operational Guidelines and Policies and Procedures to make sure that all are up to date and in accordance with Health and Safety Requirements, Section 21 Guidelines, other acts and regulations and the Establishing and Regulating Bylaw.</p>	<p>*Gord Jopling ** Ted Jackman **Officers</p>	<p>Q2</p>	<p>Ongoing</p>
<p>Implement "Who's Responding" App</p> <p>Achieve excellence in governance and service delivery</p>	<p>Implement the "<i>Who's Responding</i>" app which will allow firefighters to receive calls for service through their cell phone. Other uses include notifying of ability to respond, to listen to calls, access mapping of the incident etc...</p> <p>- Develop a policy and procedure to implement the app and use of fire fighters personal cell phones</p> <p>Note: this app would replace the traditional paging system used through TAS-Page communications company.</p>	<p>*Gord Jopling **Officers</p>	<p>Q1</p>	<p>Completed</p>

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<p>Investigate and implement other apps to the tablets in the Department's Rescue Units.</p> <p>Achieve excellence in governance and service delivery</p>	<p>Investigate and implement other applicable “<i>Who’s Responding</i>” apps on the tablets in the rescue units. Features include live mapping of the incident, who is responding to the call etc...</p> <p>Other apps include prompts for personnel to complete hall duty and equipment checks.</p>	<p>*Gord Jopling *Sherry Webster ** Mike</p>	<p>Q3- Q4</p>	<p>In progress</p>
<p>Finalize radio communication setup to full digital system</p> <p>Achieve excellence in governance and service delivery</p>	<p>Continue the radio setup to full digital system.</p> <p>On hold for the time being as Peterborough Fire Dispatch is in the process to upgrade their dispatch system in mid to late 2018.</p> <ul style="list-style-type: none"> - Implement changeover to coordinate with the Public Works Department. - Investigating a second frequency from Industry Canada. 	<p>*Gord Jopling</p>	<p>Q 3 - Q4</p>	<p>In progress</p>
<p>Replacement of Car #1</p> <p>Achieve excellence in governance and service delivery</p>	<p>Prepare RFP to replace Car#1 (2012 GMC 4 door 3/4 ton) consistent with the 5 year replacement schedule.</p> <ul style="list-style-type: none"> - Car # 1 to be retained in the fire department fleet as a replacement for the 2007 Ford single cab, 1/2 ton (Car #2). 	<p>*Ted Jackman ** Gord Jopling</p>	<p>Q1 - Q2</p>	<p>Completed</p>
<p>2018-2019 Recruit Hiring</p> <p>Achieve excellence in governance and service delivery</p>	<p>Where required, recruit fire personnel to ensure fire hall rosters are maintained.</p> <ul style="list-style-type: none"> - Process to begin earlier in the year commencing in June to allow adequate time to process the new recruits before EOETA training starts in January of the following year. 	<p>*Gord Jopling **Kim Berry HR</p>	<p>Q2 – Q4</p>	<p>Completed</p> <p>No recruits required for the 2019 course.</p>

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Residential Sprinkler Systems Achieve excellence in governance and service delivery	Develop a program to promote and educate the public and homebuilders about the advantages of residential sprinkler systems <ul style="list-style-type: none"> - Work with the Building and Planning Department and the Finance Department to investigate the feasibility of implementing a By-law to require the installation of sprinklers in new homes as well as a municipal incentive program for residential sprinkler systems. (Fire Master Plan Recommendation 11) 	*Gord Jopling **Rob Lamarre **Lane Vance	Q 4	Carried forward from 2017
SCBA Battery Pack Replacement Achieve excellence in governance and service delivery	Replace all the C cell battery packs in the 2015 MSA G1 SCBA with rechargeable Lithium Ion batteries. <ul style="list-style-type: none"> - Chargers for the batteries will be hooked into each rescue with a number of replacements. 	*Ted Jackman ** Gord Jopling ** Randy Jopling	Q1	Completed
2019 Budget & Work Plans Achieve excellence in governance and service delivery	<ul style="list-style-type: none"> • Prepare draft capital and operations budgets for consideration as part of budget process <ul style="list-style-type: none"> ○ Draft Capital budget due September 18, 2018 ○ Draft Operations budget and narratives due December 14, 2018 • Prepare Draft work plans for 2019 <ul style="list-style-type: none"> ○ Due November 30, 2018 	* Gord Jopling ** Ted Jackman ** Howie Jinkerson	Q2-Q4 Q4	In progress In progress

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Fire Dept. Support for other Initiatives	<ul style="list-style-type: none"> • Business Process Review/Evaluation of Service Area(s) • Waste Reduction Initiatives 	*Janice Lavalley *Janice Lavalley		

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