

Municipality of Lakeshore – Report to Council

Community and Protective Services

Fire Services



To: Mayor & Members of Council

From: Frank Jeney, Acting Corporate Leader Community & Protective Services

Date: January 3, 2024

Subject: Extension of Temporary Fire Chief Shared Services Agreement between Lakeshore and Leamington

Recommendation

Direct Administration to extend the current temporary Fire Chief shared services agreement between Lakeshore and Leamington until April 4, 2024, and;

Direct the Clerk to read By-law 16-2024 being a By-law to Authorize an Extension to the Temporary Fire Chief Shared Services Agreement with The Corporation of the Municipality of Leamington during the “Consideration of the By-laws”, as presented at the January 30, 2024 Council Meeting.

Background

At the Regular Council meeting of May 2, 2023, Administration recommended entering into a shared services agreement with Leamington to temporarily share the services of Lakeshore’s Fire Chief for a period of up to four months with the option to extend for a maximum of five additional months. At the same meeting, Council passed By-law 38-2023 that authorized the Mayor and Clerk to enter into the shared services agreement and delegated authority to the Chief Administrative Officer to approve extensions for no more than five additional months.

Comments

On May 4, 2023, the Municipality of Lakeshore entered into an agreement with the Municipality of Leamington for the temporary shared services of the Fire Chief. This agreement would allow a Temporary appointment of the position of Fire Chief under Leamington’s statutory obligations under the FPPA.

The term of the agreement was four (4) months, commencing on May 4, 2023, and could be extended month to month, to a maximum of eight (8) months, upon the agreement of the parties. This agreement ended on January 4, 2024. Effective January 4, 2024, an amending agreement was entered into with the Municipality of Leamington to extend the term to February 4, 2024 pursuant to the delegated authority granted to

the Chief Administrative Officer by By-law 38-2023. The terms of the amending agreement are essentially the same except for an increase to the applicable compensation to reflect the approved 2024 salary and to improve the indemnity and insurance requirements.

The Municipality of Leamington has requested a further extension to the end of March 2024 which is outside the delegated authority granted to the Chief Administrative Officer by By-law 38-2023. It is recommended that the amending agreement be further amended to permit an extension to April 4, 2024.

Shared Services Agreement Experience to Date

The Fire Chief Shared Services arrangement between Lakeshore and Leamington is made up of one day per week in Leamington and attending one evening meeting per month. On occasion, additional time is spent addressing emergent issues that may arise within the Leamington Fire Services environment.

Under this arrangement, Lakeshore's Deputy Fire Chief has served in the Fire Chief's place to direct and support Lakeshore's Fire Service. This arrangement has gone well and has met the Municipality's needs over the course of the shared services agreement.

Lakeshore and Leamington share a common border across which Fire Services must be coordinated and infrastructure spending decisions made. Both Leamington and Lakeshore are in the midst of completing Fire Master Plans. This has created a unique environment for both municipalities to consider aligning future planning. It has also allowed for further discussions within the Fire master planning process around potentially formalizing a subregional Fire Service, at some point in the future, in order to find efficiencies and increase effectiveness of service. A formal intermunicipal service delivery review for Fire in Leamington and Lakeshore would be required in order to determine if a fulsome business case could support such a venture.

To date, the Shared Services Agreement has been a valuable learning experience for both municipalities. It has provided both Fire Services an opportunity to learn from each other and understand the dynamics and performance of Fire Services in a subregional context. It has also provided an opportunity to be involved in Leamington's Budget process, which has further increased the understandings of both services.

Strong relationships have been developed between the two Fire Services and learnings will be shared formally with Council's of both municipalities when the agreement comes to an end.

Leamington is in the final stages of finishing their Fire Master Plan which they anticipate bringing to Council by the end of Q1 2024 which would align with the request for additional months in the agreement. Leamington intends to proceed to recruiting a new Fire Chief after adoption of their Draft Fire Master Plan.

A further report will be brought to Council upon completion of the shared services agreement with Leamington.

Others Consulted

The Corporation of the Municipality of Leamington

Financial Impacts

The shared services agreement will include arrangements to compensate Lakeshore, for its services based on a model negotiated between the municipalities aligned to the Fire Chief's 2024 salary.

Attachments

Report to Council – May 2, 2023 - Temporary Fire Chief Shared Services Agreement between Lakeshore and Leamington

Report Approval Details

Document Title:	Extension of Temporary Fire Chief Shared Services Agreement Between Lakeshore and Leamington.docx
Attachments:	- 2023 - Temporary Fire Chief Shared Services Agreement and Leamington.pdf
Final Approval Date:	Jan 25, 2024

This report and all of its attachments were approved and signed as outlined below:

Prepared by Frank Jeney

Approved by Justin Rousseau and Truper McBride