

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 059 - 2010



BEING A BY-LAW TO ESTABLISH AND REGULATE THE FIRE DEPARTMENT, AND TO REPEAL BY-LAW NOS. 45-97, 23-2001 AND 138-2003.

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS the Municipal Act provides that sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues;

AND WHEREAS the Fire Protection and Prevention Act, (FPPA) 1997, S.O., c4, as amended, requires every municipality to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention and to provide such other Fire Protection Services as it determines may be necessary in accordance with its needs and circumstances;

AND WHEREAS the FPPA permits a municipality, in discharging these responsibilities, to establish a fire department;

AND WHEREAS the FPPA permits a Council of a municipality to establish, maintain and operate a Fire Department for all or any part of the municipality;

AND WHEREAS the FPPA requires a municipality that establishes a Fire Department to provide fire suppression services and permits the Fire Department to provide other Fire Protection Services in the municipality;

AND WHEREAS the FPPA requires a municipality that establishes a Fire Department to appoint a Fire Chief;

AND WHEREAS the FPPA authorizes a council of a municipality to pass by-laws under the FPPA to regulate fire prevention, to regulate the setting of open-air fires and to designate private roads as fire routes.

NOW THEREFORE, THE COUNCIL FOR THE CORPORATION OF THE TOWN OF MILTON ENACTS AS FOLLOWS:

1. DEFINITIONS

1. In this By-law:

- (a) "*Approved*" means approved by Council;

- (b) *"Automatic Aid"* means any agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department is capable of responding more quickly than any fire department situated in the other municipality; or a municipality agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department in the municipality is capable of providing the quickest supplemental response to fires, rescues and emergencies occurring in the part of another municipality;
- (c) *"CAO"* means the Chief Administrative Officer appointed by Council to act as the Chief Administrative Officer for the Corporation;
- (d) *"Chief Fire Official"* shall mean the Assistant to the Fire Marshal who is the Municipal Fire Chief or a member or members of the Fire Department appointed by the Municipal Fire Chief under the FPPA or a person appointed by the Fire Marshal under the FPPA;
- (e) *"Collective Agreement"* means an Agreement between the Corporation and the full-time Firefighters' Association made under the provisions of the Fire Protection and Prevention Act;
- (f) *"Confined Space"* means any space that has limited or restricted means for entry or exit (i.e. tanks, vessels, silos, storage bins, hoppers, vaults, trenches, excavations and pits) and that is not designed for human occupancy;
- (g) *"Corporation"* means the Corporation of the Town of Milton;
- (h) *"Council"* means the Council of the Corporation;
- (i) *"Deputy Fire Chief"* means the person appointed by Council to act on behalf of the Fire Chief in the case of an absence or a vacancy in the office of the Fire Chief;
- (j) *"Director of Corporate Services"* means the Director of the Corporate Services Department for the Town of Milton;
- (k) *"Division"* means a Division of the Fire Department as provided for in this By-law;
- (l) *"Emergency Control Group"* means the Mayor with designated Senior Officials who coordinate and deploy resources to mitigate the impact of a municipal or other large scale emergency incident;
- (m) *"Emergency Management Committee"* means the group of municipal officials that are responsible to ensure that local programs and

committees are developed as required to enable the emergency management process in accordance with the requirements of the *Emergency Management and Civil Protection Act*;

- (n) *"Fire Chief"* means the person appointed by Council to act as Fire Chief for the Corporation and is ultimately responsible to Council as defined in the FPPA;
- (o) *"Fire Coordinator"* means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to co-ordinate the mutual aid plan, or the person appointed by the Fire Marshal to act in the absence of the Fire Coordinator;
- (p) *"Fire Department"* means the Town of Milton Fire Department (also referred to as Fire and Emergency Services, or Fire and Rescue);
- (q) *"Firefighter's Association"* means Local 3168 of the International Association of Firefighters (IAFF);
- (r) *"FPPA"* means the Fire Protection and Prevention Act, 1997, S.O., c 4, as may be amended from time to time, or any successor legislation, and any regulation made there under;
- (s) *"Fire Protection Agreement"* is a contract between municipalities, other agencies, individuals, or a company that clearly defines the responsibilities, terms, conditions, and all other aspects of the fire services purchased, provided and/or required.
- (t) *"Fire Protection Services"* includes fire suppression, fire prevention, fire safety education, communications and support services, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services;
- (u) *"Member"* means any defined Firefighter or Officer as per the FPPA and/or any person employed in or appointed to the Fire Department and assigned to undertake Fire Protection Services;
- (v) *"Mutual Aid"* means a program to provide/receive assistance in the case of a major emergency in a municipality, community or area where resources in a municipality, community or area have been depleted, but does not include Automatic Aid.
- (w) *"Officer"* means any member with the rank of Lieutenant or higher.
- (x) *"Rope Rescue"* means an environment (open or confined space, high angle or low angle) in which the load is predominately supported by a rope rescue system;

- (y) *“Specialty Rescue”* shall mean rescue response to high angle/low angle rope rescue, ice/water rescue (land based entry level), auto extrication, hazardous materials response (awareness & emergency decontamination level) in accordance with available resources.

2. ESTABLISHMENT

- 2.1 A department for the Town of Milton, to be known as the Milton Fire Department (fire and emergency services), is hereby established and continued under this By-law and the head of this Department shall be known as the Fire Chief.
- 2.2 The goals of the Fire Department shall be those contained in Appendix “A”.

3. COMPOSITION

- 3.1 The Fire Department shall consist of the Fire Chief, Deputy Fire Chiefs, senior divisional officers (coordinators), district and/or platoon chiefs, captains, other officers, administrative support staff and any other person(s) as may be authorized or considered necessary from time to time by Council or by the CAO on recommendation from the Fire Chief for the Fire Department to perform Fire Protection Services.
- 3.2 The Fire Chief shall be appointed by By-law of the Council of the Town of Milton.
- 3.3 The Deputy Fire Chief(s) shall be appointed by By-law of the Council of the Corporation.

4. EMPLOYMENT

- 4.1 The Fire Chief may recommend for appointment, any qualified person as a member of the Department if the position is authorized by Council and is subject to the approved hiring policies of the Corporation.
- 4.2 A person appointed as a member of the Department shall be on probation for a minimum of twelve (12) months, during which time he/she shall take such special training and examinations as may be required by the Fire Chief.
- 4.3 Any probationary member may be discharged for any just cause upon recommendation by the Fire Chief to the Director of Corporate Services.
- 4.4 All recommendations for appointments, promotions, and demotions will be reported to the Director of Corporate Services by the Fire Chief.
- 4.5 The remuneration of all members of the Department shall be determined by Council or other administrative and legal process as appropriate.

5. TERMS AND CONDITIONS OF EMPLOYMENT

- 5.1 Subject to the FPPA and applicable collective agreement(s), the remuneration and other terms and conditions of employment or appointment of the members and administrative support staff that comprise the Fire Department shall be determined by Council or by the CAO acting in accordance with policies and programs established or approved by Council.

6. ORGANIZATION

- 6.1 The Fire Department shall be organized into Divisions such as Administration, Emergency Operations, Support Services, Communications, Training, Fire Prevention and Public Education.
- 6.2 The Fire Chief, with prior approval of the CAO, may re-organize or eliminate Divisions or establish other Divisions or may do all or any of these things or any combination of them as may be required to ensure the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation.
- 6.3 The Fire Chief may assign or re-assign such members to a Division to assist him in the administration and operation of that Division.

7. CORE SERVICES

- 7.1 The core services of the Fire Department shall be those contained in Appendix "B".
- 7.2 Nothing in this By-law will restrict the Fire Department to providing only core services or limit the provision of Fire Protection Services.

8. RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

- 8.1 The Fire Chief shall be the head of the Fire Department and is ultimately responsible to Council, through the CAO, for proper administration and operation of the Fire Department including the delivery of Fire Protection Services.
- 8.2 The Fire Chief shall be a fully contributing member of the Corporation's Senior Management Team reporting to the CAO and will perform the duties of Emergency Control Group member as required.
- 8.3 The Fire Chief shall be authorized to make such general orders, policies, procedures, rules and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation and for the prevention, control and

extinguishment of fires, the protection of life and property and the management of emergencies and without restricting the generality of the foregoing;

- a) For the care and protection of all property belonging to the Fire Department;
- b) For arranging for the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department;
- c) For arranging and implementation of automatic aid, mutual aid and other negotiated fire protection and emergency service agreements within the Corporation's borders and/or within the municipal borders of adjoining municipalities;
- d) For determining and establishing the qualifications and criteria for employment or appointment and the duties of all members and administrative support staff of the Fire Department;
- e) For the conduct and the discipline of members and administrative support staff of the Fire Department;
- f) For preparing and upon approval by Council, implementing and maintaining a departmental fire service plan and program for the Corporation;
- g) For assistance, as a contributing member of the Emergency Management Committee, in the preparation, implementation and maintenance of any emergency plans, organizations, services or measures established or to be established by the Corporation;
- h) For reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer the facts upon the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the FPPA;
- i) For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department and reporting of same to the Office of the Fire Marshal;
- j) For keeping such other records as may be required by Council, the Corporation and the FPPA;
- k) For preparing and presenting quarterly reports of the Fire Department to Council;

- l) For preparing and presenting the annual estimates of the Fire Department to the Budget Committee of the Corporation and Council and for exercising control over the budget approved by Council for the Fire Department, provided that such general orders, policies, procedures, rules, regulations and other measures do not conflict with the provisions of this By-law or any other By-law of the Corporation, including, without limitation, those requiring the prior approval of or notice to Council or the satisfaction of certain conditions, general or otherwise, specified by Council before such measures can be implemented, or with the provisions of the FPPA or with the provisions of any collective agreement or other written agreement that may be applicable.
- 8.4 The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules and regulations made under this By-law and for the enforcement of any other By-laws of the Corporation respecting Fire Protection Services, and shall review periodically such By-laws, including this By-law, recommend to Council such amendments as the Fire Chief considers appropriate and, in the case of general orders, policies, procedures, rules, and regulations made under this By-law, revise or terminate any of them if the Fire Chief considers it appropriate.
- 8.5 The Fire Chief shall have all powers, rights, and duties assigned to a Fire Chief under the FPPA including, without limitation, the authority to enforce compliance with the Fire Code. Further, the Fire Chief shall be afforded the ability to take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all municipal by-laws respecting fire prevention.
- 8.6 The Fire Chief may liaise with any union representing firefighters.
- 8.7 The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization (local, regional, provincial or federal) as required by Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation.
- 8.8 The Fire Chief is authorized to contribute to and assist in the formulation of mutual aid, automatic aid and emergency service agreements or response plans with other emergency response agencies and further, is authorized by Council to perform the duties of Regional Fire Coordinator as required.
- 8.9 The Fire Chief may utilize such members and administrative support staff of the Fire Department as the Fire Chief may determine, from time to time, to assist in the performance of his duties and/or perform the role as required of a Chief Fire Official or other designate in such a manner as to include, but not be limited to, the following;

- a) Provide administrative support and customer assistance for facilities and services provided by the Fire Department;
- b) Prepare Divisional and overall Departmental budget(s) and exercise budgetary control;
- c) Prepare the payroll data of the Department as required, to initiate requisitions and acquire materials and services and certify all accounts of the Department;
- d) Maintain personnel records as required in conjunction with the direction of the Corporation's Corporate Services Department;
- e) Arrange for the provision of new facilities, equipment, and apparatus;
- f) Carry out the general administrative duties of the Fire Department;
- g) Liaise with the local firefighters' union and/or association(s);
- h) Liaise with other emergency response and safety agencies;
- i) Liaise with other Departments within the Corporation and participate on committees or be involved in functions as required;
- j) Provide emergency communications/dispatch, firefighting and emergency response duties and/or assist at emergency or life supporting incidents as required by the Fire Chief to prevent, control, and extinguish fires, and further prevent fire and life safety tragedy;
- k) Conduct investigations of fires by Fire Department personnel in concert with Investigators of the Office of the Fire Marshal and the Halton Regional Police Service or other allied agencies in order to determine cause, origin, and circumstances of a fire incident;
- l) Perform specialized emergency and/or rescue response such as vehicle/auto/machinery extrication, land based static water/ice rescue, hazardous materials response (emergency decontamination), high/low angle rope and confined space rescue, render emergency patient care and other life saving measures as per Fire Department policies;
- m) Conduct, facilitate and participate in training at fire stations or other approved sites and keep clear and concise records of said training;
- n) Research and/or develop new technologies and strategies to maintain safe operating efficiency and effectiveness in emergency or routine operations;

- o) Prepare and conduct examinations of Fire Department staff members as required;
- p) Conduct in-service fire prevention audits, visits, inspections and/or other pre-planning familiarization inspections of premises and occupancies on a complaint, request or proactive basis as required;
- q) Enforce all legislation pertaining to fire prevention and the Ontario Fire Code and respond to all fire and life safety complaints and/or concerns as appropriate;
- r) Provide fire and life safety education and distribution of educational materials as appropriate;
- s) Perform apparatus and equipment maintenance cleaning, checks, inspection and testing at stations or other as required;
- t) Co-ordinate and address joint health and other safety issues between other departments within the Corporation and the Fire Department, and within the Department itself;
- u) Ensure the Joint Health and Safety Committee performs, meets, and provides recommendations to Administration as required by legislation, and further that all staff conform and abide by safety practices to ensure a safe workplace;
- v) Prepare quarterly, statistical data or other analysis reports as required;
- w) Assist in the preparation and implementation of Departmental emergency plans and contingencies in conjunction with the Corporation's Emergency Plan;
- x) Perform other duties as assigned and shall comply with all other requirements of the job description and abide by all orders, policies, procedures, rules and regulations as provided.

9. SUPERVISION – GENERAL DUTIES AND RESPONSIBILITIES

- 9.1 The Deputy Fire Chief(s) shall be the second ranking officer of the Fire Department and shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to him or her by the Fire Chief and shall act on behalf of the Fire Chief in case of absence or vacancy in the office of Fire Chief.
- 9.2 The members and administrative support of the Fire Department while on duty shall be under the direction and control of the Fire Chief or the next ranking officer present in any place.

- 9.3 When the Fire Chief designates a member to act in place of an Officer in the Fire Department, such member, when so acting, has all the powers and shall perform all the duties of the Officer replaced.
- 9.4 The Fire Chief and all other Officers of the Department shall protect and guard all property entrusted to their care and the Chief, all Officers and all members, insofar as lies in their power, shall take proper measures to protect all members of the Fire Department from accident, injury or death as a result of duty.
- 9.5 All matters pertaining to or affecting the Fire Department proposed or contemplated by staff members must be submitted to the Fire Chief before any action is taken, and staff members are strictly forbidden to take any part in any proposition contemplating any effect, directly or indirectly, upon the Town of Milton Fire Department or its operation, except after consultation with the Fire Chief.
- 9.6 Every member and administrative support staff person shall conduct themselves in accordance with the general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention while on duty to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the FPPA and any collective agreement or other written agreement that may be applicable.
- 9.7 The Fire Chief may reprimand or suspend any member of the Fire Department for insubordination, inefficiency, misconduct, tardiness, or for non-compliance with any of the provisions of this By-law, departmental policies or procedures, guidelines or the general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to the discipline and efficiency of the Fire Department. The Fire Chief shall submit a report to the Director of Corporate Services regarding the reprimand or suspension handed out to the staff member. Any such disciplinary action shall be in accordance with the Disciplinary Procedures as outlined in the Town of Milton Personnel Administration Manual unless otherwise governed by the collective agreement between the Town of Milton and Local 3168 International Association of Firefighters.

10. PROPERTY

- 10.1.1 No person shall normally supply any apparatus, equipment or other property of the Fire Department for any personal or private use without the express permission of the Fire Chief.
- 10.2 No person shall willfully damage or render ineffective or inoperative any apparatus, equipment or other property belonging to or used by the Fire Department or any emergency vehicle of a public safety agency engaged by

the Fire Department to attend to a fire or emergency incident within the municipality.

11. FIRE SUPPRESSION

- 11.1 The Fire Department may suppress any fire or other hazardous condition by extinguishing it or by other reasonable action and, for this purpose, may enter private property, if necessary, to do so.
- 11.2 The Fire Department may pull down or demolish any building or structure when considered necessary to prevent the spread of fire.
- 11.3 The Fire Department may request other appropriate persons or agencies present at a fire to assist in extinguishing fires, pulling down or demolishing buildings or structures to prevent the spread of fire, initiate crowd and traffic control, or suppression of fires or other hazardous conditions in other reasonable ways.

12. REFUSAL TO LEAVE

- 12.1 No person present at a fire shall refuse to leave the immediate vicinity when required to do so by the Fire Department or the Halton Regional Police Service.

13. CONDUCT AT FIRES

- 13.1 During a fire or emergency incident and for the time after it has been extinguished and is required to remove the apparatus and equipment of the Fire Department and render the location and vicinity safe from fire, no person, either on foot or with a vehicle of any kind shall enter or remain upon or within;
 - a) The portion of any street or lane upon which the site of the fire abuts or upon any street or lane for a distance of fifteen (15) metres on each side of the property damaged by fire or;
 - b) Any additional street or lane or part of a street or any additional limits in the vicinity of the fire as may be prescribed by the Fire Chief or the next ranking officer present at the fire or emergency incident.
 - c) The provisions of section 13.1.(a) shall not apply to a resident of any street or lane or within any prescribed additional limit or to any person so authorized to enter or remain by an officer of the Fire Department or by a Halton Regional police officer.

14. RECOVERY OF COSTS – ADDITIONAL EXPENSES

- 14.1 The Fire Chief may require occupancy owners or persons within or outside the municipality to pay costs or fees for fire and emergency response or other administrative services provided to them. Invoicing for response services or recovery of fees will be conducted in accordance with the Corporation's User Fees and Rates Bylaw as amended from time to time.
- 14.2 If as a result of a Fire Department response to a fire or emergency incident, the Fire Chief or his designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials than are carried on a fire apparatus (the "Additional Service") in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by or contracted to the Corporation, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Fire Department and/or to generally make "safe" an incident or property, the owner of the property requiring or causing the need for the Additional Service or expense shall be charged the full costs to provide the Additional Service including all applicable taxes. Property shall mean personal and real property.

15. EMERGENCY RESPONSES OUTSIDE LIMITS OF THE MUNICIPALITY

- 15.1 The Fire Department shall not respond to a call with respect to a fire or an emergency incident outside the limits of the municipality except with respect to a fire or an emergency;
- a) that in the opinion of the Fire Chief threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality;
 - b) in a municipality with which an agreement has been entered into to provide fire protection services,
 - c) on property with respect to which an agreement has been entered into with any person or corporation to provide fire protection therefore;
 - d) at the discretion of the Fire Chief to a municipality authorized to participate in the Region Mutual Aid plan established by a fire coordinator appointed by the Ontario Fire Marshal, emergency fire service plan and program or any other organized plan or program on a reciprocal basis;
 - e) on those highways that are under the jurisdiction of the Ministry of Transportation or other agency within the Town of Milton;

- f) on property beyond the municipal boundary where the Fire Chief or his designate determines that immediate action is necessary to preserve and protect life and/or property and the correct department is notified to respond and/or assumes command or establishes alternative measures acceptable to the Fire Chief or designate;
- g) response due to a request for special assistance as required through a declaration of a provincial or federal emergency and such request has been approved by the Fire Chief, the CAO and the Head of Council.

16. INTERFERENCE

- 16.1 No person shall impede or interfere with or hinder the Fire Department in the performance of its duties.

17. FIRE ALARM

- 17.1 No person shall prevent, obstruct, or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department responding to a fire alarm that has been activated.

18. CONFLICT

- 18.1 Where this By-law may conflict with any other By-law of the Corporation, this Bylaw shall supersede and prevail over that other By-law to the extent of the conflict.

19. SHORT TITLE

- 19.1 This By-law shall be known as the Fire Department Establishing and Regulating By-law.

20. PENALTY

- 20.1 Any person who violates any provisions of this By-law is, upon conviction, guilty of an offence and shall be liable to a fine, subject to the provisions of the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended.

21. REPEAL OF BY-LAWS

- 21.1 By-law No. 45-97, By-law No. 23-2001, and By-law 19-2003 are hereby repealed.

22. EFFECT

22.1 This By-law shall come into force and effect on the day it is passed.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 17th day of May, 2010.



Gordon A. Krantz

Mayor



Troy McHarg

Town Clerk

APPENDIX “A” TO BY-LAW NO. 059-2010

Mandate of the Fire Department

The mandate of the Milton Fire Department is to provide fire protection services and emergency response, public fire and life safety education and fire prevention initiatives to protect the lives and property of the citizens, businesses and visitors to the Town of Milton.

Vision of the Milton Fire Department

The vision of the Milton Fire Department is to be a well planned, well trained and a well equipped emergency response agency where the safety and well being of all involved in any emergency response is paramount.

Primary Goals of the Fire Department

The primary goal of the Fire Department is to;

- Provide appropriate public fire and life safety education and other fire prevention programs and measures as legislated by the FPPA,
- Provide exceptional training to its members through well planned programs followed by appropriate testing and documentation,
- Provide effective, timely and adequately staffed emergency response and assistance as appropriate to the needs and circumstances of the municipality and as required by the FPPA and other applicable legislation,

**In conjunction with goals and direction of Destiny Milton 2;
“Engaging, Balanced, Connected”**

GOAL 1 - A Responsible, cost-effective and accountable local government

Direction 1: Establish priorities that support the municipal service requirements of the majority of local residents.

- Ensure that the service plans are reviewed annually and reported to Town Council
- Ensure that the cost effectiveness of service delivery is a priority
- Ensure that the concept of ‘service excellence’ serves as the basis for service delivery
- Ensure the effective and regular communication of municipal objectives to staff for implementation
- Ensure that municipal staff are able to effectively and efficiently deliver required municipal services
- Ensure that municipal human resource needs are factored into decisions on what services are to be provided and how

Direction 2: Engage in transparent and accountable decision-making processes.

- Use technology to expand/enhance the delivery of on-line services
- Enhance communication between the government and its citizens
- Educate the public about what is within and outside of the Town's direct control/sphere of influence
- Increase the use of electronic communication to ensure that residents and business owners are aware of municipal opportunities and initiatives

Direction 3: Properly fund municipal services and community infrastructure through a combination of fiscally responsible operating budgets, capital budgets, effective reserves and reserve fund management.

- Ensure the efficient management of capital assets and municipal services to meet existing and future demands
- Enhance communication and coordination with the Region and other levels of government in the provision of services
- Require that a quarterly report be prepared to provide an overview on how the municipality's objectives have been met and how funds were budgeted, allocated and spent

Direction 4: Demonstrate leadership on matters that affect Milton.

- Participate fully in Region-led exercises that are intended to maintain and enhance quality of life
- Engage other levels of government to ensure that the interests of Milton residents and business owners are known
- Ensure that Federal and Provincial programs that may benefit Milton are considered whenever possible
- Ensure that Milton's interests and needs are known at the Regional level
- Continue local political and staff participation on Boards and Committees both within and outside the Milton community:

GOAL 2 - Well managed growth, well planned spaces

Direction 2: Facilitate the safe movement of people and goods, and enhanced travel to, from and within the community.

- Encourage effective traffic management and the streamlined movement of traffic

Direction 3: Encourage and influence cost effective and timely municipal/community infrastructure development.

- Encourage the efficient use of land to make the best use of infrastructure and services
- Ensure that appropriate financial plans and infrastructure strategies are in place before development occurs

Direction 4: Encourage well timed service delivery.

- Ensure that hard and soft service needs are identified up front and then appropriately prioritized and delivered either before or at the same time as new development
- Encourage the development of public facilities in appropriate locations at the right time to meet the needs of present and future residents
- Ensure that appropriate capital works forecasting/planning is done before the works are required

GOAL 3 - A safe, liveable and healthy community

Direction 2: Maximize community safety and security.

- Encourage the development of fire service facilities at the right time in locations that provide the maximum benefit to all residents/businesses
- Enhance relationships with regional emergency service providers in adjoining jurisdictions so that cost effective and timely emergency response and support functions are maintained
- Encourage the establishment and maintenance of a road network that facilitates the movement of emergency service and all other vehicles

GOAL 5 - A thriving natural environment that is a Valued Community Asset to be Protected, Maintained and Enjoyed

Direction 1: Protect and enhance natural features and their associated ecological and hydrological functions.

- Require that the land use planning process within our jurisdiction contributes to the protection, maintenance and enhancement of water and related resources and aquatic ecosystems on an integrated watershed basis

APPENDIX "B" TO BY-LAW NO. 059-2010

CORE SERVICES

FIRE SUPPRESSION AND EMERGENCY RESPONSE

1. Fire suppression services shall be delivered in both an offensive and defensive mode and shall include search and rescue operations, forcible entry, ventilation, protecting exposures, salvage and overhaul as appropriate.
2. Emergency pre-hospital care responses and medical acts or other first aid/CPR services shall be maintained as per local protocol as appropriate and instituted as per the latest Emergency Services Agreement (nee tiered response agreement) and appropriate to the needs of the municipality as recommended by the Fire Chief and as agreed.
3. Special technical and/or rescue response services shall include performing automobile and/or equipment extrication using hand tools, air bags, and heavy hydraulic tools as required, and water/ice rescue (land based, static water), high angle/low angle rope and confined space rescue (operations/limited technical level), and hazardous materials response (emergency decontamination level), in accordance with available resources. Other specialized rescues (such as HUSAR, trench rescue, operational/technical level hazardous materials response, etc.) shall not be provided by the Milton Fire Department beyond the basic awareness level. Notwithstanding, the Milton Fire Department may contract other agencies to provide this service in an emergency incident and will provide assistance as appropriate to the level of skills and training afforded at the awareness level or its current capability.
4. The Ontario Firefighter's Curriculum, International Fire Service Training Association "Essentials of Firefighting", Ontario Fire Service Standards and other related industry training standards and reference materials may be used as reference guides for Milton Fire Department training as approved by the Fire Chief. All training will comply with the Occupational Health and Safety Act and applicable provincial legislation.

FIRE PREVENTION

1. Inspections arising from complaint, request, retrofit, or self initiated and fire investigations shall be provided in accordance with the FPPA and policies of the Fire Prevention Division.
2. The Ontario Fire Service Standard for Fire Prevention Officers and the Ministry of Municipal Affairs Standards shall be used as a reference guide for fire prevention training.

FIRE AND LIFE SAFETY EDUCATION

1. Distribution of fire and life safety information and public education programs shall be administered in accordance with the FPPA and policies of the Department's Fire Prevention Division.
2. A residential home fire safety and smoke alarm awareness program shall be ongoing.
3. Smoke alarms for residential occupancies shall be provided to those in need.
4. Fire and life safety communiqués shall be distributed using media tools and other outlets as appropriate.

EMERGENCY DISPATCHING AND COMMUNICATIONS

1. The Ontario Fire Service Communications Standard shall be used as a reference guide for emergency dispatching and communications.
2. The Communications Division will provide emergency call taking (as well as "after hour" call taking) and dispatching of emergency vehicles as appropriate. This service may be provided to other municipalities in the event of mutual aid assistance.