



PROTECTION SERVICES: FIRE DEPARTMENT



New Staff



Operating Budget - New Staff Hire

Position Title:	Firefighter/inspector	Reports to:	Captains
Division:	Fire Department	Department:	Fire
Start Date:	July 1, 2024	Position Type:	Full-Time

Justification Category

- Council Request
 Organizational Review
 New Impacts
 Other

Please explain in detail:

The National Fire Protection Association 1710 is the standard for the organization and deployment of fire suppression operations. To ensure that the Town of Cobourg Fire Department meets the standard, and maintains the appropriate service level for the community, staff are requesting the hiring of four additional firefighters by July 2026.

To mitigate the impact on the operating budget, staff propose that the addition of these positions be spread across the budget years. To maximize the operational efficiencies that can be recognized through the addition of supplementary staff positions, staff are recommending the hiring of two firefighters in 2024, one in 2025, and one in 2026. The standard requires suppression crews to be staffed with a minimum of 4 firefighters on the first apparatus to be able to provide basic firefighting, including search and rescue. The deployment standard 5.2.4.1 for a single-family dwelling structure fire requires the establishment of 1- incident commander, 1- pump operator, and 2- firefighters to begin suppression functions. As part time and career firefighters arrive, they will provide other required roles such as a 2nd suppression team, a rapid intervention team to rescue firefighters if they become trapped, accountability, entry control, and safety officer. This will ensure the safety of our staff and give them the best opportunity to attempt a rescue of any trapped civilians, saving the structure, reducing damage, and most importantly making the emergency scene safer for firefighters.

With the increase in 2024 we will be able to reduce the firefighter overtime because the collective agreement allows management to float staff from shift to shift when overtime is required. This includes the call back firefighter overtime when a crew is attending a call when there are 5 firefighters on shift, there will not be a requirement to back fill the fire station when the crew is attending minor calls. The call volume has increased substantially from 2022 to 2023. There were 1409 calls in 2022 and 1914 calls in 2023, an increase of 505 calls or 35%.

The Fire Master Plan also recommended the increase to a minimum of four firefighters on the apparatus for each shift. This would bring the CFD closer to being in line with NFPA 1710 and increase the operational abilities of the CFD. While the extra staff are not engaged in fire suppression duties, they will be reassigned to fire prevention and public education duties. We are mandated under the fire protection and prevention act to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention. We are presently overwhelmed in prevention and significantly behind on inspections. These new roles would ensure we are responding with adequate staff to emergencies and fulfilling our obligation to provide fire prevention and public education.



Operating Budget - New Staff Hire

Budget Implications

Salary Scale:	\$65,555 - July 1 st start – Probationary Firefighter – 2 positions request half year (65,555 x 2 = \$131,110 Annualized salary)				
Grade:	Probation	Level:	firefighter	Union:	Union
Total Salary (\$):					65,555
Benefits Required for Position:					
Total Cost of Benefits (\$):					22,616
Equipment Required for Position: Bunker gear, boots, gloves, helmets, flash hoods					
Total Cost of Equipment (\$):					\$5,000.00
Training/Memberships Required for Position: \$2,500.00					
Total Cost for Training/Memberships (\$):					\$2,500.00
Total Budget Required (\$):					\$161,226.00



Capital Budget



Capital Budget – Projects

Project Title:	Replacement of Auto Extrication Tools		
Division:	Protection Services	Department:	Fire

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Cobourg Fire Department is presently operating with auto extrication tools that are exceeding their useful life. One set of tools is over 20 years old and becoming unreliable. The other newer unit will become the secondary unit to be utilized as a backup. The technology has been improved and no longer requires a gas power unit and hydraulic hoses. The unit is now operated by batteries. This will allow us easier access to vehicles and any industrial incident.

Budget Implications

Budget Required:	\$50,000		
Funding Available:	N/A – large reserve budget		
		Total Project Cost (\$):	\$50,000
		Total Budget Required (\$):	\$50,000

Commitments:

Please describe any commitments that have already been made for this capital project.
 Click here to enter text.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 Click here to enter text.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.
 Click here to enter text.

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.
 Click here to enter text.



Capital Budget – Projects

Project Title:	Bunker Gear		
Division:	Protection Services	Department:	Fire

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

To be compliant with NFPA 1971 the Cobourg Fire Department requires 5 sets of bunker gear. This will ensure the health and safety of all CFD staff.

The usual life of all PPE (Bunker gear, helmets, boots, gloves & hoods) is 10 years.

Budget Implications

Budget Required:	\$20,000		
Funding Available:	N/A - large reserve budget		
Total Project Cost (\$):			\$
Total Budget Required (\$):			\$20,000

Commitments:

Please describe any commitments that have already been made for this capital project.
 Click here to enter text.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 Click here to enter text.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.
 Click here to enter text.

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.
 Click here to enter text.