



---

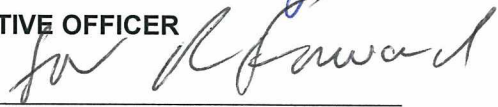
**TO:** GENERAL COMMITTEE

**SUBJECT:** INTERIM FIRE STATION #5

**PREPARED BY AND KEY CONTACT:** R. MONKMAN, DEPUTY FIRE CHIEF, Ext 3264  
M. CALDWELL, PLATOON CHIEF, Ext 3237

**SUBMITTED BY:** J. LYNN, FIRE CHIEF, Ext 3256 

**GENERAL MANAGER APPROVAL:** J. SALES, GENERAL MANAGER OF COMMUNITY OPERATIONS 

**CHIEF ADMINISTRATIVE OFFICER APPROVAL:** JON M. BABULIC, CHIEF ADMINISTRATIVE OFFICER 

---

**RECOMMENDED MOTION**

1. That FES010-10, "Interim Fire Station #5", be received for information.

**PURPOSE & BACKGROUND**

2. The purpose of this report is to provide an update regarding staff's investigation into the potential for a temporary station in the south west quadrant of Barrie to enhance fire service response times.
3. In January of 2010, an amendment to the 2010 Business Plan was made (Council Motion 10-G-023) *"that the workplans for staff in the Leisure, Transit and Facilities Department and Barrie Fire and Emergency Service be adjusted to permit an investigation of options for enhancing fire service response in the south west quadrant of Barrie including the consideration of a temporary station until such time as a permanent station location is finalized and the station constructed, and report back to General Committee in conjunction with or in advance of the development of the report on the 2011 Budget Directions associated with the 2011 Business Plan, to allow for any recommendations to be incorporated into the Plan"*.
4. In 2004 a motion was passed by Council directing the Barrie Fire and Emergency Service to have 10 firefighters on the scene of a single-family structure fire within 10 minutes, 90% of the time along with a road response of less than 6 minutes for the first arriving apparatus, 90% of the time. The 10 firefighters in 10 minutes is also an Ontario Fire Marshal Public Safety Guideline. GIS mapping completed during the development of the current Fire Master Plan, and current response data, identified that the city is outgrowing the Council directed and legislated response times in the south and west areas of the Barrie. Longer response times can result in the increased possibility of deaths, injuries and loss of property and damage to the environment.
5. The Fire Master Plan as approved by Council on October 19, 2009 endorsed a new station 5 in the south-west quadrant of the City of Barrie, and pursuant to the approval of the Fire Master Plan, a study was undertaken by BFES and LTF to review the planning and cost estimates for a training facility including the joint location of a Station 5 that identified operating efficiencies and savings and capital savings.

---

**ANALYSIS**

**Rationale for and Expected Useful Life of an Interim Fire Station**

6. There is currently no suitable land in the original boundaries of Barrie to build a new Fire Station that could efficiently serve the south west quadrant of the city. As an alternative, staff investigated whether an existing location was available with a building that could be renovated to serve as a Fire Station.
7. However, meeting response time standards in the newly-acquired land once development starts there would also require a review of location options for a new Fire Station. To minimize capital costs and ensure a new permanent station could efficiently serve both existing and newly-acquired parts of the City, staff wanted to identify sites in the south west quadrant that could be used on an interim basis until service demands increased to the point where a permanent station location could be identified that efficiently served both existing and newly-acquired land.
8. The interim station would be expected to enhance response times in south west Barrie until land is available in the newly acquired annexed lands and service demands there called for the construction of a new, permanent station. Staff estimate an interim station would be in use for up to five years.

**Approach for Investigating Location Options**

9. A working group was formed with staff from the Leisure, Transit and Facilities Department, the Barrie Fire and Emergency Service, the Legal Services Department, and the Information, Technology and Communication Department. A matrix of location requirements was completed and GIS mapping was used to complete a response area and analysis exercise. Requirements are described in more detail in Appendix "A".
10. A Request for Expression of Interest (EOI) was issued and publicly advertised in July. It should be noted that an EOI is a process designed to determine the level of interest in the marketplace for providing goods or services that the corporation is contemplating purchasing. It does not produce a contractual obligation between the corporation and a respondent, nor does it replace the requirement for a bid process or negotiation to be completed before making a decision to expend funds.
11. The EOI process was used because staff wanted to learn whether, or to what extent, there was interest in the market for providing a location on a temporary basis to serve as a fire station. There is currently no approved capital or operating budget to initiate negotiations or call for proposals. The Purchasing By-law requires Department Heads to ensure funds are available prior to initiating a bid process and, when necessary, that sufficient approval is in place to transfer funds in order to satisfy this requirement.

**Results of the EOI Process and Next Steps**

12. Two submissions were received in response to the EOI when it closed August 5. This indicates there is interest in the market and potential sites available to serve as a location for an interim fire station. The location of the buildings identified in the submissions fall within the boundaries as described in the EOI, which was to be east of Reid Drive, west of Highway 400, north of Salem Road and south of Caplan Avenue.
13. As described in Staff Report FES 007-10, dated June 21, 2010, staff estimated an interim station would cost approximately \$2 million for a 5 year period. Subject to additional information that would be provided in response to a Request for Proposal or via negotiation with a preferred

property owner, data submitted in the responses to the EOI suggests the \$2 million cost estimate continues to be reasonable.

14. A series of steps are required to implement plans for an interim fire station. Currently:
- a) Staff have investigated options to assess whether an existing building could be available for conversion to an interim fire station based on criteria established by a staff working group;
  - b) Operating plans, including anticipated staffing levels and a process to complete a recruiting exercise, have been drafted;
  - c) Capital asset needs have been identified including fire apparatus, security systems, technology hardware, communications, furnishings, fixtures and equipment. An estimate of the capital assets that could be transferred from the interim station to the permanent station when it is built has also been produced; and,
  - d) Preliminary financial information has been assembled for further development as part of the 2011 Business Planning process (see Appendix "B").

Next, funds to support the selection of a site would need to be secured. Staff anticipate this decision would be considered as part of the 2011 Business Planning process. With funding in place, staff would then issue a Request for Proposals to select a site and determine a reasonable opening date for the interim fire station. Recruiting and equipment acquisition processes would occur to line up with the planned opening date. If funds for an interim station are provided in the 2011 Business Plan, staff anticipate a recruiting process would be completed in 2011.

#### **ENVIRONMENTAL MATTERS**

15. There are no environmental matters related to the recommendation.

#### **ALTERNATIVES**

16. As this report is being presented for information purposes only, no alternatives are presented

#### **FINANCIAL**

17. As this report is presented for information purposes, there are no financial implications associated with the recommended motion. However, staff have prepared preliminary operating and capital cost estimates that will be developed further as part of the 2011 Business Planning process.
18. A financing plan to support an interim fire station also requires additional analysis and this will occur as part of the 2011 Business Planning process. In particular, because development charge revenues are being earned at a slower rate than originally forecast, additional analysis is required to determine the level of DC funding that will be available to fund Fire related growth costs. This would include a review of projected DC revenues and timing as well as a review of the funding requirements for protective services (ie both Police and Fire) over the next several years.

#### **LINKAGE TO COUNCIL STRATEGIC PRIORITIES**

19. The recommendation included in this Staff Report is not directly related to Council's Strategic Priorities.

---

**Appendix "A"**

**Interim Fire Station Site Requirements**

The criteria published in the EOI included the following list of requirements or possible leasehold improvements that the City would require for the facility to meet the needs of an interim Fire Station.

- a) Has a minimum of 4,500 sq. ft. of floor space to a maximum of 6,000 sq. ft.;
- b) A min of 75' of access area away from the overhead doors to maneuver apparatus;
- c) 200 amp electrical service;
- d) Significant parking for staff vehicles with one (1) identified as handicapped parking;
- e) End unit(s) if incorporated into commercial plaza;
- f) Close proximity to arterial routes;
- g) Site to have the ability to handle the installation of an emergency generator;
- h) Accommodate and assist with BFES specialized equipment requirements; and
- i) Must maintain unimpeded access from apparatus bays to roadway, including road marking and signage indicating such restrictions, in accordance with, but not limited to, the Ontario Building Code, Clauses 3.2.5.6. & A-3.2.5.6. (1). All infraction(s) of the posted signage will be enforced.

**Apparatus area:**

- a) Two (2) automatic overhead doors with remote controls, min 12' X 14';
- b) Of such size to accommodate two (2) apparatus;
- c) Trench floor drains with separators;
- d) Two (2) water bibs; and
- e) Preferred 20' ceiling height

**Living quarters:** The following square footages are preferred.

- a) Kitchen / lounge area, including kitchen cupboards electrical services for refrigerator and stove (600 sq. ft.);
- b) Dormitory (400 sq. ft.);
- c) Male washroom / locker room with shower (300 sq. ft.);
- d) Female washroom / locker room with shower (150 sq. ft.);
- e) Handicapped washroom (64 sq. ft.);

- f) Bunker gear storage room with air exchange system (200 sq ft.);
- g) Fitness room (200 sq ft.);
- h) Custodian room with laundry hookup (80 sq ft.);
- i) Storage room (200 sq. ft.);
- j) Communications equipment room (80 sq. ft.);
- k) Captain's office (120 sq ft.);
- l) Firefighter's office ((120 sq. ft.);
- m) Study room (120 sq. ft.); and
- n) Preferred 9' ceilings throughout

---

**Appendix "B"**

**Preliminary Cost Details**

The following preliminary cost details require further evaluation that would occur as part of, or following, the 2011 Business Planning process. Generally, costs for an interim fire station include:

Salary and benefits - \$1,500,000

New recruit training - \$190,000

Leased space – up to \$120,000 per year

New Pumper Apparatus - \$650,000

Capital assets and facility setup – \$980,000

Facility operating costs – to be determined