

SUNDRIDGE –STRONG FIRE DEPARTMENT MANAGEMENT BOARD
SPECIAL MEETING AGENDA
MONDAY JUNE 18, 2018 at 6:00 P.M.
SUNDRIDGE COUNCIL CHAMBERS

This special meeting has been called to discuss staff report 2018-003, Firefighter Wages and the 2018 budget. The Chair has requested four (4) additional items for discussion. Approval for these additional items will be required under item C. 2

- C1 Call to order by Chairperson

- C2 Approval of Agenda - with additional items C7a, b, c, d.
[A 2/3 majority vote is required to approve additional items pursuant to Section 10 of the Procedural By-Law #2014-061]

- C3 Declaration of Pecuniary Interest

- C4 Verification of Previous Committee Minutes

- C5 Business Arising from Minutes
 - a) Staff Report 2018-003 Firefighter Wages
[follow up from June 5, 2018 - originally presented on May 24, 2018]

 - b) Firefighter Wages – Feedback from municipalities
[follow up from June 5, 2018]

 - c) 2018 Budget approval
[follow up from June 5, 2018]

- C6 Correspondence

- C7 Follow Up/New Business
 - a) Procedural By-Law Matter – requested by Jason Cottrell
 - b) Shared Service - requested by Jason Cottrell
 - c) SCBA Purchase – requested by Jason Cottrell
 - d) Full Time Deputy Chief – requested by Jason Cottrell

- C8 Closed Session - Pursuant to Section 239(2) of the *Municipal Act*.
 - d) labour relations or employee negotiations:
 - i) Fire Department Succession

- C9 Adjournment

Next meeting to be held at the call of the Chair



C 5 a)
June 18/18

Sundridge-Strong Fire Volunteer Fire Department

Report Number: 2018-003
Date: May 24, 2018
To: Chairperson and members of the Fire Board
From: Fire Chief Grant Love
Report Title: Firefighter Remuneration

RECOMMENDATION

That the wages for firefighters be reflective of the new minimum wage for the year 2018 and 2019, based on the wage ratio utilized in February 2016, as laid out in staff report 2018-002 dated March 20, 2018 and updated in staff report 2018-003 dated May 24, 2018; and

That Staff Report 2018-002 dated March 20, 2018 be withdrawn.

BACKGROUND

The wages for firefighters were last reviewed in February of 2016. During this review wages were set as follows:

Regular Meetings	maximum of 26 per year	\$30.00 per meeting
Special Meetings	no maximum per year	\$30.00 per meeting
Regular Fire Calls		
Firefighter	\$12.00 per hour between 0800 and 2400	
Captain	\$13.00 per hour between 0800 and 2400	
Dep Chief	\$14.00 per hour between 0800 and 2400	
Overtime Fire Calls		
Firefighter	\$20.00 per hour between 2401 and 0800	
Captain	\$21.00 per hour between 2401 and 0800	
Dep Chief	\$22.00 per hour between 2401 and 0800	

ANALYSIS

In 2018 the Ontario Government increased the minimum wage to \$14.00 per hour with an increase to \$15.00 per hour in 2019.

The Ministry of Community Safety and Correctional Services recently introduced regulations that will impact training requirements.

In reviewing information that has been provided to the fire service in Ontario by the law firm Hicks, Morley, Ontario Bill 148 provided some relief for municipalities from the Bill's impact. It, however, did not provide total relief.

Bill 148 Information

In force January 1, 2018

1. **Crown**

The Crown will be bound by the provisions of the ESA.

2. **Minimum Wage**

The general minimum wage will increase to \$14.00 an hour on January 1, 2018. Bill 148 did not eliminate any of the special minimum wage rates, and they will increase by the same percentage applied to the general minimum wage (16%).

4. **Vacation with Pay**

Employees will now be entitled to 3 weeks of paid vacation where the employee has been employed for 5 years or more. Corresponding changes have been made to the calculation of stub periods (engaged where employers establish an alternate vacation year) and to the rules governing the timing of vacations.

Vacation pay will increase to 6% of wages where the employee has a period of employment of more than 5 years.

In force January 1, 2019

1. **Minimum Wage**

The general minimum wage will increase to \$15.00 an hour on January 1, 2019. The special minimum wage rates will be increased by the same percentage applied to the general minimum wage. Once the

minimum wage rate reaches \$15.00 per hour, the ESA will revert to its existing process of annual increases based on changes in the Consumer Price Index.

(b) Minimum On-Call Pay

Bill 148 will create a new entitlement to minimum on-call pay, which applies where an employee is placed on call, but is either not called into work or is required to work but for less than 3 hours (despite being available to work longer). The employee will be entitled to be paid wages for 3 hours, which is the greater of two amounts:

- three hours of pay at the employee's regular rate, or
- the sum of (1) the amount that the employee earned while working, plus (2) the remaining time calculated at the employee's regular rate.

The new entitlement will not apply where a person is put on call for the purposes of ensuring the continued delivery of essential public services, and the person is not required to work. This will apply regardless of who delivers the essential public services.

Regulations Made Under the ESA:

1. O. Reg. 526/17 amends O. Reg. 285/01 (Exemptions, Special Rules and Establishment of Minimum Wage) as follows:

- the title of O. Reg. 285/01 is changed to "When Work Deemed to be Performed, Exemptions and Special Rules"
- certain minimum wage provisions are revoked to reflect the fact those provisions are now contained in the ESA
- "When Work Deemed to be Performed" by an employee for an employer is now under a standalone heading
- the following persons are exempted from the new equal pay for equal work provisions (this provision in force April 1, 2018):
 - a person employed as a firefighter as defined in section 1 of the *Fire Protection and Prevention Act, 1997*

WSIB

Members of municipal volunteer fire brigades, volunteer ambulance brigades, and auxiliary members of a police force generally operate under the authority of a municipality. Members of these forces are

workers under the *Workplace Safety and Insurance Act, 1997* (WSIA), and the WSIB considers the employer of these volunteer workers to be one of the following:

- a municipal corporation
- a public utilities commission or any other commission or any board (other than a hospital board) that manages the brigade for a municipal corporation
- any other person that manages the volunteer ambulance brigade for a municipal corporation
- the board of trustees of a police village
- a police force

Volunteer firefighters are employees under the Ontario Labour Relations Act.

Training

There will be a need for additional training meetings due to the Regulation changes. We will be required to go from two per month to three or four per month. Additional weekend training may also be required. The average time spent at the training meeting will increase by at least an hour per meeting, if not more. So far in 2018, the average length of time of a training meeting has been 3.5 hours.

Not included is the training meeting time is the time spent by firefighters preparing equipment before and or after the meeting, this would bring the average to closer to 4 hours.

Remuneration

The ratio between the firefighter, captain, and deputy chief rates in 2016 were 108.34% of firefighter for captain and 116.67% of firefighter for deputy chief.

In order to adjust for the new Regulations were a member would start as an Intern Firefighter, the minimum rate going forward is based on an Intern Firefighter receiving the ESA minimum rate.

The rate of remuneration for each rank of Volunteer Firefighter shall be commensurate with the respective levels of responsibility relative to the position of a certified Firefighter, and shall be as follows:

- (a) Intern Firefighter (Probationary Firefighter) shall be paid at ESA minimum rate.
- (b) Firefighter I (Firefighter with NFPA 1001 Firefighter I) shall be paid at 105% of the Intern rate.
- (c) Firefighter II (Certified Firefighter with NFPA 1001 Firefighter I and II Certifications) shall be paid at 108 % of the Intern rate.
- (d) Captain shall be paid at 112% of the the Intern rate.
- (e) Deputy Chief shall be paid at the Captain rate 118% of the the Intern rate.
- (f) Every 4 years of continuous service a member will receive a \$300.00 years of service payment.

The rate of remuneration of Volunteer Firefighters shall be adjusted each year in accordance with annual increases (if any) to wage rates provided by the Corporation to other employees of the Corporation, and any such adjustments shall take effect on May 1 of each year.

Volunteer Firefighters shall be paid a minimum of one (3) hour at their applicable rate of pay for responding to emergency calls, attending training (other than the regular training night), and attending other Fire Department activities approved by the Fire Chief or designate, and shall be paid one-half (1/2) hour for every one-half (1/2) hour or part thereof worked beyond the first hour.

Additionally, vacation pay would be paid at the end of the year.

The Base Pays for the positions would be removed.

Proposed rate for 2018

Regular Meetings maximum of 48 per year \$42.00 per meeting

Special Meetings no maximum per year \$28.00 per meeting

Regular Fire Calls

Intern \$14.00 per hour between 0800 and 2400
Firefighter I \$14.70 per hour between 0800 and 2400
Firefighter II \$15.12 per hour between 0800 and 2400
Captain \$15.68 per hour between 0800 and 2400
Dep Chief \$16.52 per hour between 0800 and 2400

After midnight Fire Calls

Intern \$19.10 per hour between 0800 and 2400
Firefighter I \$20.00 per hour between 0800 and 2400
Firefighter II \$20.62 per hour between 0800 and 2400
Captain \$21.39 per hour between 0800 and 2400
Dep Chief \$22.54 per hour between 0800 and 2400

Proposed rate for 2019

Regular Meetings maximum of 48 per year \$45.00 per meeting

Special Meetings no maximum per year \$30.00 per meeting

Regular Fire Calls

Intern \$15.00 per hour between 0800 and 2400
Firefighter I \$15.75 per hour between 0800 and 2400
Firefighter II \$16.20 per hour between 0800 and 2400
Captain \$16.80 per hour between 0800 and 2400
Dep Chief \$17.70 per hour between 0800 and 2400

After Midnight Fire Calls

Intern	\$20.00 per hour between 0800 and 2400
Firefighter I	\$21.00 per hour between 0800 and 2400
Firefighter II	\$21.60 per hour between 0800 and 2400
Captain	\$22.40 per hour between 0800 and 2400
Dep Chief	\$23.60 per hour between 0800 and 2400

OPTIONS/ALTERNATIVES

Option 1

That the wages for firefighters be reflective of the new minimum wage for the year 2018 and 2019, along with vacation pay.

This is the recommended Option as it takes into consideration the change in the minimum wage in Ontario along with the MCSCS regulation changes for training.

Option 2

Leave the wage rates at the 2016 level.

This Option is not recommended as it does not take into consideration the minimum wage change in Ontario and other obligations under the ESA and OLRA.

FINANCIAL CONSIDERATION

The financial costs have been included in the 2018 budget, based on the 2017 total costs.

Year	Deputy \$	Capt \$	FF \$	Meeting \$	Sub Total	Difference	Vacation Pay	Total
2017	14.00	13.00	12.00	30.00	49,338.00			
2018	16.52	15.68	15.10	40.00	68,000.00	18,662.00	2,720.00	70,720.00
2019	17.70	16.80	16.20	45.00	73,200.00	5,200.00	2,928.00	76,128.00

CONCLUSION

Option 1 is the recommended option based on the changes made by the Ontario Government and information available from the Ontario Association of Fire Chiefs.

C5 b) June 18/18

June 5, 2018 - Agenda Item C7-b) Firefighter Wages other municipal departments

Department	Year	Point System	FF	Officer	Dispatch	Deputy	Meetings Training	Minimum Call Out	Comments
Callander	2017	Yes		12.00/hr		Part-Time hourly rate		1 point	1 point @ \$25.00 per hour which is paid for alarms, approved training, public education, stand-by, work parties, equipment inspections, etc.
Kearney	2017	No	15.00/hr	17.00/hr		7500		1 hr	In negotiations with Union in 2018, Average firefighter in 2017 received @ 6,000
Sprucedale	2017	Yes				1000 + points			points at end of year average 15.00 to 18.00 per hour depending on position
Perry	2017	Yes	1 point per hr	1.4 points per hr					Acting Captains receive 1.2 points per hour. For all if amount works out to less than minimum wage, it is raised to minimum wage amount
East Ferris	2018	Yes	1 point per hr	1040 + 1 point per hr					In 2107 worked out to @ \$9.00/hr
South River	2011	Yes	\$450 + 4 points per hr	\$840 + 4 points per hr		\$1000 + 4 points per hr	4 points		In 2018 it worked out to @ \$30 per hr
Burks Falls	2018	No	\$15.92/hr	\$1500 + \$15.92 per hr	\$500 + \$15.92 per hr	\$2000 + \$15.92 per hr	\$30	\$21.23 for 1st hr	
Nipissing	2017	Yes						1 point	1 point @ \$22.00 per hour which is paid for alarms, approved training, public education, stand-by, work parties, equipment inspections, etc.

C5 b) June 18/18 SSFD

#	Base Pay	\$ from Fire Calls	Regular Meetings			Extra Hours			Mutual Aid Meetings			Training Courses			Special Meetings			2017 Incentive Program	Total For 2017
			Number	Rate	Total	Number	Rate	Total	Number	Rate	Total	# hours	Rate	Total	Number	Rate	Total		
a	812.5	191.00	8	30	240	4	12	48	0	30	0	0	12	0	3	30	90	0	1381.50
b	875	1079.00	26	30	780	2	12	24	1	30	30	8	12	96	7	30	210	500	3594.00
c	687.5	694.25	14	30	420	21	12	252	0	30	0	0	12	0	6	30	180	500	2733.75
d	875	200.50	26	30	780	6.45	12	77.4	1	30	30	0	12	0	7	30	210	500	2672.90
e	1400	724.75	26	30	780	2	12	24	0	30	0	0	12	0	7	30	210	500	3638.75
f	150	198.00	5	30	150	0	12	0	0	30	0	0	12	0	0	30	0	0	498.00
g	325	369.00	10	30	300	0	12	0	0	30	0	0	12	0	0	30	0	500	1494.00
h	325	131.40	22	30	660	0	12	0	0	30	0	0	12	0	0	30	0	500	1616.40
i	450	741.00	25	30	750	8.5	12	102	1	30	30	8	12	96	2	30	60	500	2729.00
j	262.5	480.00	6	30	180	3.5	12	42	0	30	0	0	12	0	0	30	0	500	1464.50
k	135.42	0.00	3	30	90	0	12	0	0	30	0	0	12	0	0	30	0	0	225.42
l	162.5	0.00	4	30	120	0	12	0	0	30	0	0	12	0	0	30	0	0	282.50
m	325	618.00	26	30	780	5	12	60	0	30	0	0	12	0	2	30	60	500	2343.00
n	0	0.00	0	30	0	0	12	0	0	30	0	0	12	0	0	30	0	0	0.00
o	450	882.00	16	30	480	2	12	24	0	30	0	0	12	0	2	30	60	500	2396.00
p	450	767.40	21	30	630	41.5	12	498	1	30	30	0	12	0	6	30	180	500	3055.40
q	325	399.00	23	30	690	6	12	72	0	30	0	0	12	0	2	30	60	500	2046.00
r	325	456.00	21	30	630	0	12	0	0	30	0	0	12	0	0	30	0	500	1911.00
s	243.75	360.00	26	30	780	4	12	48	0	30	0	0	12	0	2	30	60	500	1991.75
t	450	552.00	26	30	780	2	12	24	1	30	30	0	12	0	5	30	150	500	2486.00
u	225	42.00	4	30	120	2	12	24	0	30	0	0	12	0	2	30	60	0	471.00
v	243.75	576.00	24	30	720	6	12	72	0	30	0	0	12	0	0	30	0	500	2111.75
w	81.25	0.00	6	30	180	0	12	0	0	30	0	0	12	0	0	30	0	0	261.25
x	450	440.40	13	30	390	0	12	0	0	30	0	0	12	0	2	30	60	500	1840.40
y	325	462.00	20	30	600	9.5	12	114	0	30	0	0	12	0	2	30	60	500	2061.00
z	450	783.00	19	30	570	6	12	72	1	30	30	0	12	0	0	30	0	500	2405.00
aa	0	0.00	5	30	150	0	12	0	0	30	0	0	12	0	0	30	0	0	150.00
bb	189.58	188.40	18	30	540	5	12	60	0	30	0	0	12	0	0	30	0	500	1477.98
cc	108.33	144.00	8	30	240	5	12	60	0	30	0	0	12	0	0	30	0	0	552.33

TOTAL PAYROLL 49890.58

2018 Budget Passed by Fire Board

May 24, 2018

C 50)

June 18/18

		2014	2016	2017	2017	2018	
		Budget	Budget	Budget	Actual	Budget	
Revenues					Dec		
Account Number	Account Description						
G-250-085-0833	Joly Twp Fire calls	8,000.00	10,000.00	10,000.00		9,100.00	
G-250-085-0929	FIRE-JOLY TWP FIRE SERVICES	8,550.00	9,150.00	9,400.00	9,400.00	9,400.00	
G-250-087-0830	FIRE DONATION	4,000.00	1,500.00	700.00	100.00	500.00	
G-250-087-0831	MTO FIRE CALLS	9,000.00	8,000.00	10,000.00	6,891.75	10,000.00	
G-250-087-0832	Fire MISC revenue.		-	-	140.00		
G-250-087-0833	FIRE-FEE FOR SERVICE	500.00	500.00	1,000.00	479.59	1,000.00	
G-250-087-0836	Sale of Surplus Fire Equip		-	-	5,471.89		
G-250-087-0837	FIREMAN'S ASSOC.-DONATION		-	-	1,585.00	10,000.00	5000 donation, 5000 in kind
G-250-087-0937	SM.ALARMS PURCHASED BY OTHERS		-	-		25,000.00	as discussed at May 25/18 meeting
		30,050.00	29,150.00	31,100.00	24,068.23	65,000.00	

Expenditures

							increase due to Bill 148 @ 18,662.00 , increase due to changing MCSCS @ 24,000 more training required, more mandatory meetings, included here are savings by not hiring a part-time Fire Inspector
G-250-121-1110	Fire - SALARIES AND WAGES	120,000.00	118,000.00	103,437.00	104,663.87	150,000.00	
G-250-121-1210	Fire - EMPLOYER COSTS	24,000.00	27,000.00	25,859.25	13,411.86	29,000.00	
G-250-121-1410	Fire - DISTRIBUTED WAGES	800.00	275.00				
G-250-121-1420	Fire - DISTRIBUTED OVERHEAD	160.00	160.00				
G-250-121-1430	Fire - RECOVERABLE VEHICLE EXPENSE	100.00	100.00				
G-250-121-1440	Fire - MATERIALS & SUPPLIES	20,000.00	14,000.00	11,000.00	15,197.42	16,000.00	
G-250-121-1450	Fire - CONTRACTED SERVICES	11,000.00	14,000.00	15,000.00	11,462.32	33,000.00	training program, changes from MCSCS @ 23,000
G-250-121-1510	Fire - STATIONERY & SUPPLIES	600.00	1,200.00	800.00	1,251.65	800.00	
G-250-121-1511	Fire - OFFICE EQUIPMENT	500.00	2,500.00	3,500.00	3,733.64	1,500.00	
G-250-121-1515	Fire - POSTAGE	200.00	100.00	50.00	7.66	50.00	
G-250-121-1516	Fire - PHOTOCOPIES	100.00	100.00	100.00		100.00	
G-250-121-1521	Fire - SECRETARY FEE		525.00	525.00	450.00	525.00	
G-250-121-1525	Fire - HYDRO	2,700.00	2,500.00	2,700.00	2,748.02	3,000.00	
G-250-121-1530	Fire - HEAT	3,300.00	2,500.00	2,500.00	1,700.36	3,000.00	
G-250-121-1535	Fire - TELEPHONE and Internet	4,000.00	3,000.00	5,000.00	3,183.65	6,000.00	2017 Internet and phones were 5000
G-250-121-1536	Fire - ANSWERING SERVICE	2,000.00	2,500.00	2,500.00	2,583.78	2,640.00	
G-250-121-1539	Fire - ALARM SYSTEM	300.00	300.00	300.00	295.78	300.00	
G-250-121-1540	Fire - TRAVEL	200.00	500.00	1,500.00	2,853.29	2,100.00	
G-250-121-1545	Fire - MEMBERSHIP FEES	350.00	350.00	700.00	388.15	700.00	O AFC is 280 per person, Mutual Aid is @ 100, FP 150 only was 10,000 in 2017 due to 1/2 year had discussed 20,000, new mandatory requirements, succession planning
G-250-121-1546	Fire - TRAINING COURSES	6,000.00	5,000.00	10,000.00	4,887.84	30,000.00	
G-250-121-1547	Fire - DRIVERS ABSTRACTS-FF	350.00	300.00	300.00	161.00	1,000.00	starting 2018 medical and driving test when licence renewal
G-250-121-1550	Fire - ADVERTISING	500.00	300.00	300.00	550.32	500.00	
G-250-121-1554	Fire - MEDICALS & NEEDLES-FIREMEN	450.00	250.00	250.00	545.00	750.00	starting 2018 medical and driving test when licence renewal
G-250-121-1556	Fire - ADMINISTRATIVE EXPENSES	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
G-250-121-1564	Fire - FIRE PREVENTION EXPENSES	10,500.00	9,100.00	6,000.00	713.64	1,000.00	
G-250-121-1610	Fire - AUDIT & LEGAL	3,102.00	2,500.00	2,100.00	1,506.05	2,100.00	

2018 Budget Passed by Fire Board

May 24, 2018

		2014	2016	2017	2017	2018	
		Budget	Budget	Budget	Actual	Budget	
G-250-121-1615	Fire - INSURANCE	18,296.24	19,369.72	18,968.00	18,968.12	19,000.00	
							currently have SCBA that do not conform to a complete standard, as well parts are no longer available for certain model years, currently have 3 members bunker gear that do not meet regulation SCBA (120,000); Bunker Gear (12,000); Rescue 2 (130,000); PPE (3,000); Computer software (10,000)
G-250-121-1635	Fire - FIRE DEPT CAPITAL EXPENDITURES	11,518.38	413,734.00	443,030.00	429,624.73	280,000.00	items required to maintain the building and increase operational readiness will be deferred to 2019
G-250-121-1715	Fire - REPAIRS & MAINTENANCE	4,000.00	6,000.00	6,000.00	7,505.73	8,235.00	
G-250-121-1720	Fire - LICENSES	1,200.00	1,200.00	1,011.00	1,011.00	1,100.00	
G-250-121-1725	Fire - COMMUNICATIONS EQUIPMENT	3,300.00	2,500.00	2,500.00	4,312.18	8,500.00	4 intrinsically safe radios
G-250-121-1800	Fire - FIRE ALARM PROGRAM	100.00	100.00	100.00		100.00	
G-250-F01-1440	Fire - MATERIALS AND SUPPLIES	1,500.00	1,000.00	1,000.00	7,189.36	7,000.00	Items required such as new nozzles, hose, hand tools will be deferred to 2019
G-250-F01-1710	Fire - FUEL	6,100.00	7,000.00	7,000.00	5,002.76	8,000.00	
G-250-F01-1715	Fire - REPAIRS & MAINTENANCE	10,000.00	12,000.00	25,000.00	25,199.01	15,000.00	refurbishment of Rescue 1 and Tanker 1 will be deferred to 2019
		270,226.62	672,963.72	702,030.25	671,096.09	634,000.00	
	Net Fire Dept Costs	240,176.62	643,813.72	670,930.25	647,027.86	569,000.00	
	Sundridge Share	120,088.31	321,906.86	335,465.13	323,513.93	284,500.00	
	Strong Share	120,088.31	321,906.86	335,465.13	323,513.93	284,500.00	

Approximate change in the 2018 budget due to government changes \$78,900