

To: COUNCIL

Meeting Date: 5/13/2025

Subject: Township of North Dumfries Fire Protection Agreement

Submitted By: Rob Martin, Fire Chief

Prepared By: Rob Martin, Fire Chief

Report No.: 25-003-CRS

File No.: 2025-FIR-01

Wards Affected: All Wards

RECOMMENDATION(S):

THAT Report 25-003-CRS Township of North Dumfries Fire Protection Agreement be received;

AND THAT Council approves the three-year extension to the Fire Protection Agreement with the Township of North Dumfries;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the Agreement, subject to the satisfaction of the City Solicitor.

EXECUTIVE SUMMARY:

Purpose

- The City has an existing fire services agreement with the Township of North Dumfries that expired on December 31, 2024.
- The Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 provides the ability for municipalities to enter into fire protection agreements to provide specified fire protection services to lands or premises that are situated outside the territorial limits of the municipality and also receive such services as specified in an agreement.
- The intent of this report is to authorize the execution of a three-year extension to the fire protection agreement with the Township of North Dumfries.

Key Findings

- North Dumfries Administration approached City staff to discuss a three-year continuation of the fire agreement beyond 2024.
- This agreement provides for fire protection and medical response to the agreed upon coverage area.
- Response service levels and the fire protection coverage area as set out in Schedule A of the agreement.

Financial Implications

- The revenue formula is determined by using 100% of the net Cambridge per capita cost for fire protection, less Fire Prevention and Public Education expenditures, multiplied by the North Dumfries population served, using figures provided by North Dumfries
- Increases to the net annual fee over the course of the Agreement are based on the fixed 2025 rate and the forecasted net per capita costs of \$192.18 in 2026 and \$206.33 in 2027.

STRATEGIC ALIGNMENT:

☐ Strategic Action

Objective(s): Not Applicable

Strategic Action: Not Applicable

OR

☒ Core Service

Program: Fire Services

Core Service: Fire Suppression

BACKGROUND:

The Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 provides the ability for municipalities to enter into automatic aid/fire protection agreements to provide specified fire protection services to lands or premises that are situated outside the territorial limits of the municipality and also receive such services as specified in an agreement.

To enable such agreements, Council must approve of the arrangement and authorize the Mayor and Clerk to execute the agreement..

North Dumfries Administration approached City staff to discuss a three-year continuation of the fire agreement beyond 2024, as the current Township of North Dumfries Fire Protection Agreement expired on December 31, 2024.

Township of North Dumfries Council have approved the agreement. Two signed copies of the agreement have been provided by the Township of North Dumfries to the City of Cambridge.

ANALYSIS:

There are no material changes to the fire protection services provided by the City of Cambridge Fire Department to the Township of North Dumfries. While response service levels remain unchanged, some changes to the expired agreement are being proposed.

The expired contract included a negotiated discount to account for forecasted revenue. The new contract phases out this discount in the first year.

There were two modifications made to the protection agreement to improve transparency and clarity within the revenue formula and phase out the discount. The per capita costs were previously calculated using gross costs, and a discount line was calculated to balance the revenue forecasted for each year. The new method uses net costs with the revenue calculated into the per capita costs.

The second change is a reduction to the protection boundaries.

There are no anticipated issues or impacts to CFD or other City Departments.

This is a continuance of a protection agreement that has been a long-standing practice.

EXISTING POLICY / BY-LAW(S):

By-Law No. 214-03.

FINANCIAL IMPACT:

- The revenue formula is determined by using 100% of the Cambridge net per capita cost for fire protection, less Fire Prevention and Public Education expenditures, multiplied by the North Dumfries population served, using figures provided by North Dumfries.
- The North Dumfries population will be reduced from the 2020 figure of 3,157 to 2,500 for the three-year duration of the agreement due to updated 2023 figures and a boundary change.
- The proposed Cambridge revenue is \$439,000 for 2025, \$480,500 for 2026, and \$515,800 for 2027.
- Total revenue expected over the term of the contract: \$1,435,300

PUBLIC VALUE:

Does not apply.

ADVISORY COMMITTEE INPUT:

Not Applicable

PUBLIC INPUT:

Posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:

There was no internal/external consultation undertaken.

CONCLUSION:

There are no material changes to the fire protection services provided by the City of Cambridge Fire Department to the Township of North Dumfries. Technical Rescue Services have been clearly identified and isolated under a cost recovery model. Response service levels remain unchanged. Revenue formula calculations have been adjusted to factor in revenue and inflationary changes.

Staff are recommending an extension to the Fire Protection Agreement for an additional three-year period.

REPORT IMPACTS:

Agreement: **Yes**

By-law: **No**

Budget Amendment: **No**

Policy: **No**

APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director

Deputy City Manager

Chief Financial Officer

City Solicitor

City Manager

ATTACHMENTS:

None.