



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Dwayne Evans, CAO  
**DATE:** 15/01/2018  
**SUBJECT:** Fire Chief Recruitment  
**ATTACHMENTS:** [Click here to enter text.](#)

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the report of the CAO dated January 15, 2018 regarding Fire Chief recruitment;

AND FURTHER, that the Township of North Huron hereby authorizes the CAO to investigate the possible sharing of an existing fire chief with another municipality;

AND FURTHER, that the Township of North Huron hereby affirms their motion passed on December 11, 2017 (M598/17) directing the CAO to proceed with the recruitment of a Director of Fire and Emergency Services and to consult with Senior Fire Department staff in the development of the process for recruiting for the position.

### **EXECUTIVE SUMMARY**

Prior to the Christmas break, the Ontario Association of Fire Chiefs contacted the CAO to extend an offer to assist with the recruitment process for a new fire chief and/or assist with providing an interim fire chief. As they do with all fire departments, the Ontario Association of Fire Chiefs communicated they had been following the situation in North Huron closely and wanted to offer assistance. The Association representative stated it was in their best interest to ensure North Huron does not experience a repeat situation.

On January 9, 2017, a meeting was held between the CAO, the two Deputy Chiefs, the Reeve and a representative of the Ontario Association of Fire Chiefs. The purpose of the meeting was to discuss and learn how the Association may be able to assist with North Huron's recruitment process. During the meeting it was learned that the Association has assisted other municipalities with the recruitment of fire chiefs and their level of involvement in the process has varied. If a municipality wishes, the Association can develop and implement the entire recruitment process or they can assist with providing information (e.g. interview questions) to assist with a municipally led recruitment process. The Association can also assist with advertising, interviewing and/or evaluating candidates. The level of involvement is entirely at the discretion of the municipality.

After much discussion, the CAO, the two Deputy Chiefs and the Reeve agreed that engaging the Association in the recruitment process would be beneficial. The Association offers the required expertise and has the experience of assisting other municipalities. It is also believed the Association's involvement will ensure the recruitment process is objective, open and transparent. In consultation with the Association, the two Deputy Chiefs and the Reeve, the CAO will design the recruitment process and move forward with the hiring process.

In addition to the above, there was a discussion at the January 9, 2017 meeting regarding shared services of an existing municipal fire chief. The Deputy Chiefs are interested and support exploring this option because there may be an opportunity to achieve efficiencies.

If Council is supportive of investigating shared services of an existing municipal fire chief, the CAO will investigate this option further. If the investigation generates a possible result, it will be presented to Council for consideration. During the investigation and in the interest of time, the CAO will continue moving forward with the hiring process for a full-time fire chief, as outlined above.

### **DISCUSSION**

According to their website, the mission of the Ontario Association of Fire Chiefs is to lead innovation and excellence in public and life safety. To achieve this, they provide a recognized, authoritative voice for all matters relating to the management and delivery of fire and emergency services in Ontario. They work cooperatively with the provincial government, key stakeholders, and other organizations to promote excellence and innovation in the areas of education and training, legislation and public policy, fire and membership services. They are the trusted policy advisor to the provincial government, key stakeholders and media on matters relating to public and firefighter safety.

Another option considered was the hiring of an external consultant. The Ontario Fire Marshall's Office provided the name and contact information of a recommended consultant. As noted above, the Association offers the required expertise and has the experience of assisting other municipalities. It is also believed the Association's involvement will ensure the recruitment process is objective, open and transparent. North Huron hired its former fire chief through an external consultant and the outcome was not favourable to the municipality or the individual hired. The two Deputy Chiefs, Reeve and CAO are recommending we solicit the expertise and experience of the Ontario Association of Fire Chiefs. Their level of involvement will be determined during the design of the recruitment process.

### **FINANCIAL IMPACT**

The fee for the Ontario Association of Fire Chief's involvement is \$500/day. It is projected their involvement will not exceed 3 days. With respect to a shared service arrangement, any savings realized will be through efficiencies. Savings of staff time will be minimal.

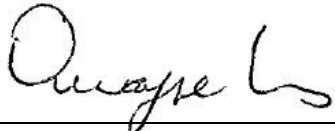
### **FUTURE CONSIDERATIONS**

As directed by Council, Senior Fire Department staff are involved and have input into the recruitment process. The two Deputy Chiefs are of the opinion that the fire personnel will be supportive of the Ontario Association of Fire Chief's involvement in the recruitment process. According to the Deputy Chiefs, the key attribute fire personnel are seeking in the next fire chief is commitment to the community. Through a shared services arrangement or through the recruitment process with the assistance of the Association, the Deputy Chiefs believe this objective can be achieved.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal #3 Our community is healthy and safe.

Goal #4 Our administration is fiscally responsible and strives for operational excellence.

A handwritten signature in black ink, appearing to read "Dwayne Evans", written over a horizontal line.

Dwayne Evans, CAO