

# Fire & Emergency Services Headquarters Location

April 15, 2025

Jay Plato, *Fire Chief / Director of Municipal Enforcement*

# Welcome & Agenda

- Overview of Project
- Recommendations
- Background
- Discussion
- Strategic Alignment
- Financial Implications
- Next Steps
- Q&A





# Overview of Project

**Report FES-25-005:** Fire & Emergency Services is seeking Council's support and approval to initiate the process of developing construction drawings for a new **Fire Headquarters**.



## Town of Niagara-on-the-Lake

1593 Four Mile Creek Road  
P.O. Box 100, Virgil, ON L0S 1T0  
905-468-3266      [www.notl.com](http://www.notl.com)

<b>REPORT #:</b>	FES-25-005	<b>COMMITTEE DATE:</b>	2025-04-15
		<b>DUE IN COUNCIL:</b>	2025-04-29
<b>REPORT TO:</b>	COTW-General		
<b>SUBJECT:</b>	Fire & Emergency Services Headquarters Location		

### 1. RECOMMENDATION

It is respectfully recommended that:

# Recommendations

**1.1** Council support the proposed project of relocating Fire Administrative Staff to Fire Station #3 (Virgil) to improve service levels and accommodate future space needs due to growth.

**1.2** Council direct Staff to assign \$175,000 from the capital reserve to this proposed project to create an architectural set of construction-ready drawings.

**1.3** Council direct Staff to issue a Request for Proposal (RFP) for consulting services for the creation of design and construction drawings in order to be 'shovel ready.'

# Background

In the Fall of 2021, a Recommendation Report (FES-21-006) was presented to Council and approved regarding the production of construction drawings for an addition to Fire Station #1 in Old Town.

## Factors for Reconsideration:

- Attendance Levels of Firefighters at Station #1
- Supplementary Support
- Headquarters: Current Location
- Recommendations from Third-Party Reports

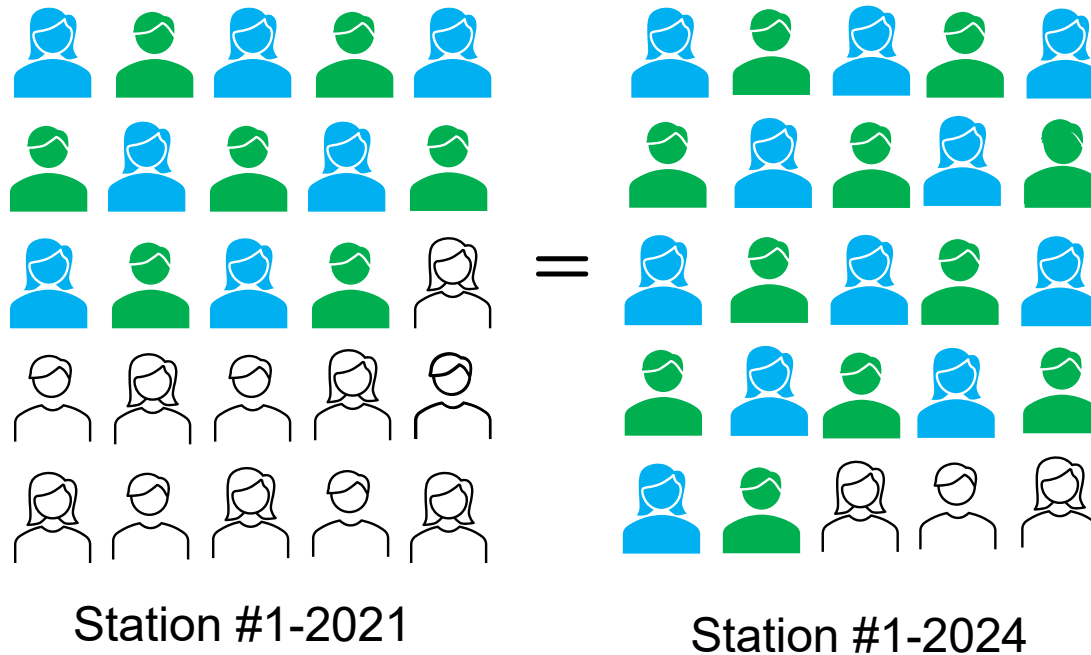


Fire Station #1: Old Town

# Discussion

## Attendance Levels

This graphic illustrates the improvement in attendance levels of volunteer firefighters at Station #1, comparing 2021 to 2024.



The increase in attendance demonstrates a stronger response rate and commitment to meeting the community's emergency needs.

# Supplementary Support

There is a need for additional support during peak daytime hours to ensure effective emergency coverage.

	00:00 - 03:59	04:00 - 07:59	08:00 - 11:59	12:00 - 15:59	16:00 - 19:59	20:00 - 23:59
January	17	26	43	68	50	34
February	17	15	47	46	66	27
March	13	23	57	57	43	33
April	16	16	57	64	51	43
May	13	12	55	70	65	47
June	22	22	55	73	75	51
July	24	34	63	106	101	51
August	28	26	72	88	80	61
September	25	26	82	75	77	44
October	22	20	64	67	71	41
November	20	22	68	65	61	39
December	19	21	58	68	60	30
	236	263	721	847	800	501
Total: 3368						



6-minute response map from Station #1 (Old Town)




6-minute response map from Station #3 (Virgil)



# Recommendations to Relocate






Recommendations from Third-Party Reports to Relocate Fire Administrative Staff




Emergency Management Group<sup>+</sup>


Town of Niagara-on-the-Lake


Focused Headquarters Location Study




2024

[www.emergencymgt.com](http://www.emergencymgt.com)

[info@emergencymgt.com](mailto:info@emergencymgt.com)



705.719.9007  
888.421.0665




Darryl Culley, President

Deloitte.




City Review  
Niagara-on-the-Lake




October 2020

Niagara-on-the-Lake  
Fire & Emergency Services




Fire Master Plan



Emergency Management & Training Inc.

705.719.9007  
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Barrie ON, Canada L4N 9R3



BUILDING CONDITION ASSESSMENT  
SUMMARY

TOWN OF NIAGARA-ON-THE-LAKE

FACILITIES MASTER PLAN  
Project No.: 2017-0761-10  
May 7, 2018



WALTERFEDY

Niagara-on-the-Lake  
EST. 1781



# Strategic Alignment

## Pillar: Enrich Community Assets, Environment, & Infrastructure

### Priority

- Infrastructure

### Action

- Infrastructure Investment (Physical & Green)

### Priority

- Assets

### Action

- Assets

## Pillar: Optimize Organizational Excellence

### Priority

- Customer Experience

### Action

- Customer Experience



# Financial Implications

## FES-25-005

- 7.5% - \$135,000 + \$40,000 contingency = **\$175,000**
- Project C02075, related to the Diesel Exhaust Removal System at Fire Station 3, finished **\$99,593.37** under budget
- Project C02076 for the Diesel Exhaust Removal System at Fire Station 1 finished **\$97,661.62** under budget
- Staff recommend reallocating \$175,000 from the capital reserve.



## Next Steps

Ensuring Fire Administrative Staff are able to effectively manage and optimize the volunteer firefighter service delivery model from a functional location that meets the needs of a growing department and community is critical. The current Fire Department delivery model represents one of the most valuable and essential services that the Town delivers. Staff are therefore requesting that the recommendations contained in this report be approved and acted upon.







**Thank You**