



## **FIRE SERVICES** *Staff Report*

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REPORT NO: FS 2023-01  
TO: Council  
SUBMITTED BY: R. Leeson  
PREPARED BY: R. Leeson  
REVIEWED BY: Sharon Chambers, CAO  
DATE: May 8, 2023  
SUBJECT: Erb Road Shelter Fire Protection Agreement

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### RECOMMENDATION:

THAT Report FS 2023-01 regarding the Erbs Road Shelter Fire Protection Agreement between the Township of Wilmot and the City of Waterloo be approved; and further,

THAT Waterloo Fire Rescue will provide fire protection and emergency medical response protection to the Erbs Road Shelter at 1003 Erbs Road; and further,

THAT Wilmot Fire Department will be responsible for fire prevention, fire investigation, and public education for residents and staff located at the Erbs Road Shelter at 1003 Erbs Road.

### SUMMARY:

This report outlines the responsibilities and duties of each fire department for response by Waterloo Fire Rescue and fire prevention, investigation, and public education by Wilmot Fire Department at the Erbs Road Shelter, located at 1003 Erbs Road.

## BACKGROUND:

In response to the ongoing homelessness crisis, The Region of Waterloo has selected a portion of the Regionally owned property at 1001 Erbs Road, within the Township of Wilmot, to house up to 50 individuals experiencing unsheltered homelessness. Township of Wilmot staff have worked collaboratively with the Region of Waterloo, City of Waterloo and The Working Centre on various logistical matters related to the construction and operation of the Hybrid Encampment site. One such matter is the establishment of a Fire Protection Agreement between the Township of Wilmot and the City of Waterloo to outline the areas of responsibility for each fire service.

## REPORT:

The Region of Waterloo approached Township of Wilmot Staff earlier this year to engage in discussions with the CAO, Development Services, and Fire Services staff about the Region's plans to construct a managed encampment. The Region selected 1001 Erbs Road as the preferred site, which is the home to the Waterloo Region Emergency Services Training and Research Centre (WRESTRC) campus. The existing site includes Paramedic Services, Waste Management, Water Services and a training facility for municipal emergency services. The selected site comes after an extensive search for a suitable location outside of downtown cores. It should be noted that a new address has been assigned specific to the Shelter and is 1003 Erbs Road. This will direct emergency services or any others to this specific property.

The site will be staffed 24/7, managed by The Working Centre, and will include support services and security. Services provided will include mental health and addictions supports, medical staff, cafeteria services, with a focus on connecting residents to permanent housing options. It will include 50 individual cabins that will provide private, safer and inclusive accommodation for individuals experiencing unsheltered homelessness. Each 107 square foot cabin will be furnished and equipped with electricity, heating and cooling. A main cabin complex will provide amenities, including running water, common space, washrooms, showers and laundry services. A transportation service will also be offered to residents who are moving to the shelter.

Given the geographic location, City of Waterloo has agreed to provide fire protection services to this location through agreement. Wilmot Fire Department will continue to oversee Fire Prevention, Investigations, and Public Education at the site. Further, should Waterloo Fire Rescue be unable to attend the site, Wilmot Fire Department will continue to respond to the location at the request of Waterloo Fire Rescue.

Wilmot's Fire Prevention division has worked closely with the Region of Waterloo and the Working Centre Staff to provide advice and oversight with operating procedures and site rules with respect to fire safety. Fire Prevention will continue to monitor and conduct site inspections throughout the duration the Erbs Road Shelter continues to operate.

### ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of enjoying our quality of life through ensuring people's safety. In addition it aligns with being an engaged community through reviewing operational efficiencies and use of resources.

### FINANCIAL CONSIDERATIONS:

As per the Fire Protection Agreement between the Township of Wilmot and the City of Waterloo, The Region of Waterloo shall compensate the City of Waterloo and the Township of Wilmot based on the following amounts for responses to 1003 Erbs Road.

The total amount is calculated using the following rates:

- 1) Fire suppression response ie. "odor investigation, report of smoke and/or fire" - \$1,000/per response,
- 2) Emergency medical response, or other types of tiered response incidents requiring a response to the site but not fire oriented - \$500/per response; and,
- 3) False smoke/heat alarm or emergency medical response when truck is called back to station before arriving on site— no charge.

Fire prevention services, investigations, and public education will not have any fees associated to the Erbs Road Shelter.

### ATTACHMENTS:

By-Law 2023-XX Fire Protection Agreement 1003 Erbs Road Shelter.

Fire Protection agreement