



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Subject: Motions Arising from the Fire Committee

Committee: Fire Committee

Committee Meeting Date: March 24, 2022

Attachments: Committee Meeting Minutes and Corresponding Reports

Clerk's Note: The attached minutes are unadopted and will be considered by the Committee at its next scheduled meeting.

1. 2022- Mandatory Firefighter Certification

Moved By: Councillor Carrick

Seconded By: Mayor Bondy

That the report of the Deputy Fire Chief dated February 22, 2022 (FIRE-22-07) regarding Mandatory Firefighter Certification be received.

Carried.

2. 2021 Annual Report

Moved By: Mayor Bondy

Seconded By: Councillor Carrick

That the report of the Director of Fire Service/Fire Chief dated February 22, 2022 (FIRE-22-05) regarding the 2021 Annual Report be received.

Carried.

For more information regarding the Fire Committee Meeting on March 24, 2022 please view the [Meeting Agenda here](#).



The Corporation of the Town of LaSalle

Minutes of a Meeting of the Fire Committee Meeting

March 24, 2022, 4:00 p.m.

Meeting Held Virtually

Present: Councillor Jeff Renaud
Mayor Marc Bondy
Councillor Mark Carrick

Also Present: J. Milicia, Chief Administrative Officer
E. Thiessen, Director of Fire Service/Fire Chief
R. Malott, Deputy Fire Chief
A. Bala, Administrative Assistant to the Fire Chief
L. Jean, Deputy Clerk
R. Tufts, Council Coordinator

Clerk's Note: Members of Council and Administration participated in this meeting via video conference technology.

A. Call to Order

Councillor Renaud called the meeting to order at 4:00 p.m.

B. Disclosures of Pecuniary Interest and the General Nature Thereof

None disclosed.

C. Adoption of Minutes

Moved By: Mayor Bondy

Seconded By: Councillor Carrick

That the Minutes of the Fire Committee Meeting dated January 20, 2022 be adopted as presented.

Carried.

D. Items for Consideration

1. 2022 – Mandatory Firefighter Certification

R. Malott, Deputy Fire Chief appeared before the Committee and presented the report.

E. Thiessen, Director of Fire Service & Fire Chief appeared before the Committee and outlined the process of certification and levels of training in LaSalle.

Moved By: Councillor Carrick

Seconded By: Mayor Bondy

That the report of the Deputy Fire Chief dated February 22, 2022 (FIRE-22-07) regarding Mandatory Firefighter Certification be received.

Carried.

2. **2021 Annual Report**

Ed Thiessen, Director of Fire Service & Fire Chief appeared before the Committee and presented the report.

Moved By: Mayor Bondy

Seconded By: Councillor Carrick

That the report of the Director of Fire Service/Fire Chief dated February 22, 2022 (FIRE-22-05) regarding the 2021 Annual Report be received.

Carried.

E. Questions/Statements from Members of the Committee

None.

F. Next Meeting

The next scheduled meeting will be held on May 19, 2022 at 4:00 p.m.

G. Adjournment

Meeting adjourned at the call of the Chair at 5:20 p.m.

Chair

Council Coordinator



The Corporation of the Town of LaSalle

To: Members of the Fire Committee

Prepared by: Rick Malott, Deputy Fire Chief

Department: Fire Service

Date of Report: February 22, 2022

Report Number: FIRE-22-07

Subject: 2022 – Mandatory Firefighter Certification

Recommendation

That the report of the Deputy Fire Chief dated February 22, 2022 (FIRE-22-07) regarding Mandatory Firefighter Certification be received.

Report

Background

The Ministry of the Solicitor General (the Ministry) is seeking a second public input on a proposed regulation under the Fire Protection and Prevention Act, 1997 (FPPA) that would establish mandatory minimum certification standards for specific fire protection services.

In May of 2018, the Ministry of Ontario began the process of implementing regulations within the Fire Protection and Prevention Act. to ensure NFPA certification of all active firefighters within the province of Ontario. The regulation change received opposition from a large majority of stakeholders and the regulations were revoked in October of 2018. Since that time, the Ontario Fire Marshal's Office and the Ministry of Ontario have been working with communities, associations, AMO and other important stakeholders to develop and achievable a plan, which would see the re-introduction of mandatory certification for firefighters, in the province of Ontario.

The Ministry is proposing a firefighter certification model that outlines the mandatory minimum standard and corresponding job performance requirements of firefighters delivering specific fire protection services. The proposed approach would provide flexibility to meet local training needs based on the level of fire protection service set by

municipal council or territory without municipal organization, while promoting firefighter and public safety. Certain firefighters would be exempted from certification standards based on their prior knowledge, skills, and training. The proposed approach would require municipalities and territories without municipal organization to meet the certification standard that aligns with their level of fire protection service.

The proposed regulation does not change or add any new regulatory requirements on fire departments that are currently training and certifying to full NFPA standards, as they will already meet or exceed the minimum certification requirements defined in Table 1 of the draft regulation. Fire departments would also still have the option to train firefighters to a higher certification standard than what is prescribed in the regulation. In this case, the Office of the Fire Marshal would continue to provide for accreditation to full NFPA standards for all fire protection services covered in the regulation.

The regulation is proposed to come into force on July 1, 2022, with a four- and six-year compliance timeline based on the level of fire protection service set out in the regulation.

The LaSalle Fire Service (LFS) has provided and maintained provincially recommended training and certification to its staff, for well over 20 years. Prior to the adoption of National Fire Protection Association Standards (NFPA) in the province of Ontario, LaSalle Fire Service was proud to have been one of the first services within the province to certify its members, to the former provincial fire service standard, known as the “Ontario Fire Service Standards”. These Ontario specific standards were replaced in 2014 with globally recognized NFPA standards. The change to NFPA standards has provided a more consistent learning experience for students, established a modernized process, and meets the requirements of governing legislation of the province, the Fire Protection and Prevention Act, 1997.

The LaSalle Fire Service has a positive outlook on these proposed requirements and currently meets and/or exceeds nearly all applicable requirements. An internal strategic plan is being developed to align and ensure that the LaSalle Fire Service can achieve compliance with these new requirements on or before the proposed compliance date(s) and remains in a position to maintain the required training, evaluation, testing and certifications of all relevant standards applicable to our expected and established level(s) of service.

Level of Service & Compliance

Levels of service relating to the delivery of fire protection and rescue response capabilities within the Town of LaSalle are established and regulated by By-Law 6073. LFS - response capabilities are divided in two main categories within By-Law 6073. (Core & Non-Core

Services). “Core Services” are best described as primary firefighting and rescue services, while “Non-Core Services” include advanced and technical rescue services.

LaSalle’s current Establishing and Regulating By-Law 6073, was last amended in 2020 and was revised to meet the current needs and circumstances of the community. The most recent “service delivery capabilities” revision was based on the recommendations of the Community Risk Assessment as provided with the Fire Services Master Plan from 2019.

During recent technical briefings sessions with the Ontario Fire Marshal, it was clearly identified that municipalities may not opt out of training and certifying its firefighters to the roles and duties they are expected to perform. However, it was stated that municipal councils have the authority to set, and or adjust their community’s level of service through the Establishing and Regulating By-Law for Fire Services.

The LaSalle Fire Service currently provides training, evaluation and testing through the Ontario Fire Marshal’s Office to its staff. All currently available NFPA standards and qualifications applicable to the roles and duties expected to be performed. (As identified in By-Law 6073) are utilized.

The proposed regulation classifies the LaSalle Fire Service as a “Full-Service Fire Department” by virtue of the services/capabilities provided to our community (as identified within the Establishing and Regulating By-Law 6073) The proposed legislation does not differentiate between career and volunteer firefighters. Within the legislation a firefighter is a firefighter. If they are expected to perform a certain level and type of service, they must be trained and certified to do so under the applicable NFPA standard.

Standards & Qualifications Enhancement to meet Compliance

As of today’s date, the Ontario Fire College (OFC) and Academic Standards & Evaluation (AS&E) division have not yet made available several components of Ontario’s version of NFPA 1006 Technical Rescue. Including, training curriculum, related skill(s) evaluation checklists, or knowledge exams to fire services within the province of Ontario.

Several components identified within the proposed regulations relating to advanced technical rescue would be required and applicable to the LaSalle Fire Service as these response capabilities are identified in By-Law 6073. Examples of these components would be Ice and Water Rescue, Vehicle Rescue and Heavy Vehicle Rescue. These standards are currently being developed by the OFC and AS&E and are expected to be available in the next few months. Once these components are provided, the LFS training division and fire administration will work to develop a strategic plan to implement the necessary training, evaluation and testing to our staff that require such certification to perform these duties.

Compliance Dates

The proposed regulation is set to come into force on July 1, 2022.

All active LaSalle fire staff performing roles and duties as identified in the Town of LaSalle By-Law 6073 as “Core Services” are required to meet certification compliance on or before July 1, 2026.

All LaSalle fire staff performing roles and duties as identified in Town of LaSalle By-Law 6073 as “Non-Core Services” are required to meet certification compliance on or before July 1, 2028.

New Hires

Under the proposed regulations, “New Hires” are permitted to attend and assist at emergency incidents prior to being certified, for a period of no greater than 2 years (24 months). This proposed exception is to allow new firefighters the ability to gain important and relevant knowledge, skill and experience while working towards NFPA 1001 Firefighter Level I & II certification. New firefighters working at an emergency scene, prior to being certified. May only perform exterior firefighting duties only and must be directly supervised by a certified firefighter.

The proposed regulations for “new hires”, matches the current LFS guideline for new staff within the LaSalle Fire Service relative to core fire suppression duties and response capabilities.

Existing Staff

Existing LFS staff provide a highly professional and comprehensive service to the Town of LaSalle and take great pride in delivering a first-class service to our community. Members who are previously certified and or are grandfathered to NFPA standards, would maintain those credentials and would only require further certification if they were to advance, and or if they were not certified in an area or duty that they would be expected to perform.

Examples of further advancement would be firefighters who complete basic firefighter certification and then require certification to drive and operate fire apparatus. Other examples would include firefighters who advance to provide fire service training, fire scene supervisory roles and advanced technical rescue roles.

The proposed legislation does not differentiate between career and volunteer firefighters. Within the regulation a firefighter is a firefighter. If they are expected to perform a certain level and type of service, they must be trained and certified to do so under the applicable NFPA standard.

Mutual Aid Partners

Local Mutual Aid Coordinator's along with the Ontario Fire Marshal will be working with local fire services to identify potential gaps or variances in levels of service a mutual aid partner(s) may have. The new regulation could potentially impact response capabilities from mutual aid partners that don't provide the same level of service and or firefighters with certification to the level being requested. Currently, it is too early to determine if levels of service and certification status of neighboring mutual aid partners will affect the local mutual aid plan.

Training Capacity

The LaSalle Fire Service currently has one training officer to provide training and evaluation to nearly 50 firefighters. The time requirement to meet and maintain basic certification for new firefighters is substantive, in addition to maintaining regular and on-going training for career and volunteer firefighters and officers. On average, each year the Service recruits approximately five (5) firefighters to fulfill volunteer positions. The proposed standards will significantly increase the amount of time and cost to complete recruitments and train firefighters to a level that they will be certified to be competent and capable to perform roles and duties as prescribed. This may require additional full time staffing and associated funding for the Fire Services Training Division which is being investigated in more detail.

Overall Impact/Effect

In all, the proposed regulatory change is well received and supported by LaSalle Fire Service members and administration. The current membership takes great pride in the work they provide and deserve to be recognized by means of standardized certification in the roles they serve and for the work they perform. The regulatory changes also ensure that the Town of LaSalle maintains a progressive and effective professional service delivery of fire protection and rescue services, while the alignment and ensured training and certification of capabilities established in By-Law 6073 reduces liability and risk for community.

Consultations

Ed Thiessen, Director of Fire Service/Fire Chief

Financial Implications

As presented, the proposed regulatory change will not impact the 2022 budget, previously planned and budgeted training and certification for the operational year will continue to commence and will assist in achieving compliance. The Ontario Fire Marshal has communicated during recent briefings that there is no known provincial or federal funding available to assist with these new regulations. The Ontario Fire Marshal has advised that fire services may be subject to an administrative fee for compliance audits. Fees for such audits are projected to range from \$290.00 - \$1400.00. Compliance auditing fees will be determined by the size of the department being audited and the complexity of the department's certification requirements. These fees would be covered with annual operating budget funds and would apply one (1) time.

Any future financial impacts as a result of enhanced training or certification as a result of these proposed regulatory changes, would be identified and submitted in future years annual budget requests.

Prepared By:



Deputy Fire Chief

Rick Malott

Link to Strategic Goals

1. Enhancing organizational excellence - Yes
2. Strengthen the community's engagement with the Town - Yes
3. Grow and diversify the local economy - No
4. Build on our high-quality of life - Yes
5. Sustaining strong public services and infrastructure - Yes

Communications

N/A

Notifications

N/A

Report Approval Details

Document Title:	2022 - Mandatory Firefighter Certification.docx
Attachments:	
Final Approval Date:	Feb 22, 2022

This report and all of its attachments were approved and signed as outlined below:



Director of Fire/Fire Chief

Ed Thiessen



The Corporation of the Town of LaSalle

To: Members of the Fire Committee

Prepared by: Director of Fire Service/Fire Chief

Department: Fire Service

Date of Report: February 22, 2022

Report Number: FIRE-22-05

Subject: 2021 Annual Report

Recommendation

That the report of the Director of Fire Service/Fire Chief dated February 22, 2022 (FIRE-22-05) regarding the 2021 Annual Report be received.

Report

Please see attached report.

Consultations

Deputy Fire Chief

Financial Implications

N/A

Prepared By:

Director of Fire Service/Fire Chief

Ed Thiessen

Link to Strategic Goals

1. Enhancing organizational excellence - Yes
2. Strengthen the community's engagement with the Town - Yes
3. Grow and diversify the local economy - No
4. Build on our high-quality of life - No
5. Sustaining strong public services and infrastructure - Yes

Communications

N/A

Notifications

N/A



LaSalle Fire Service Annual Report 2021



LaSalle, ON N9H 1P8

Website: www.lasallefire.ca

Tel: 519-966-0744

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MISSION STATEMENT



LaSalle Fire Service Mission Statement

"We are a caring team dedicated to promoting safety, and providing positive outcomes to fellow citizens in a time of need."

Our mission is guided by commitment to our core values:
Respect, Integrity, Teamwork.



Our Mission is guided by commitment to our core values:

RESPECT

INTEGRITY

TEAMWORK

EXECUTIVE SUMMARY

This year was another busy and challenging year monitoring and adjusting our operation to safely provide our services to the community within the provincial COVID-19 guidelines for all municipal leadership team members. As managers in the fire service, we also hold the dual role and responsibilities as Emergency Management Coordinators for the municipality. Thankfully, the Town of LaSalle was not subject to significant flooding events in 2021. After having gained experience with dealing with the COVID-19 pandemic in 2020 and not experiencing the overland flooding issues the Town experienced last year, this permitted us to make progress toward completing our fire service departmental goals.

In consideration of traditional fire service activity, emergency response calls increased, totaling four hundred and seventy-six (476) compared to four hundred and four (404) in the previous year. This increase of approximately 18% is not attributable to any specific service that LaSalle Fire provides but rather a relatively equal distribution within the typical call responses other than two separate days of summer storms. Although the call volume increased from 2020, total estimated dollar loss from fires was lower in 2021, at approximately \$500,000.00. Seventy percent (70%) of this was attributed to a barn and contents fire. Ten percent (10%) was attributed to vehicle fires, with the remainder resulting from smaller residential fires. There were no fire fatalities in 2021, and only one bodily burn injury reported.

A large measure of the credit for consistently maintaining relatively low instances of structure fires and personal injuries or deaths resulting from fires, is attributable to our proactive approach to public fire safety education, and fire safety inspection programs, with a focus on making residents and building owners aware of their obligations for family and fire safety and assisting them in preventing preventable fires. The importance of these programs aimed at influencing public behavior and awareness in relation to fire safety cannot be overstated or overlooked. These combined activities assist in maintaining a sustainable level of required emergency response activity.

In addition to emergency response activity, other important and traditional public service functions continued to be provided, with necessary modifications and restrictions in order to protect the health and safety of the public as well as our staff, while complying with the pandemic orders and restrictions. Public fire safety education and community engagement was conducted on an on-going basis through our social media channels and various remote formats, including the production of a

series of fire safety videos. Required fire prevention and inspection activity continued in modified formats to reduce personal contact, and some non-essential activity was temporarily suspended, or completed virtually.

Firefighter training was also impacted by the ever-changing pandemic restrictions and recommended best practices. The use of on-line training was expanded, and essential in-person training was modified to be conducted in a safe manner. Basic recruit training and essential skills maintenance training continued to be provided in small groups and modified formats. Although external training opportunities for officers and specialty qualifications was essentially suspended province-wide for the majority of the year, our staff worked diligently within the applicable restrictions to continue to maintain their level of professional readiness, and to provide the high level of service expected by our residents. Despite the challenges presented by the pandemic restrictions, we were able to provide a total of ninety-three (93) training sessions for our staff at various curriculum levels, totaling nearly 4,451 person-hours of “in-house” training within the department.

Administratively, a number of projects were initiated or completed throughout the year. In August of 2019 Council adopted the Fire Protection Services Master Plan to guide future decision making for the provision of fire protection services. In early 2020, Council subsequently approved a detailed Implementation Strategy, which provides a funding strategy and prioritized implementation of all recommendations over a planning horizon of approximately 10 years. A significant first stage of the implementation strategy was the move to a minimum of two full-time suppression firefighters on-duty at all times. To accomplish this improved emergency response capability, three additional full-time firefighters were hired at the beginning of 2020, and an additional three in 2021.

In addition to this important service level enhancement, progress continued to be made on the implementation of other priority recommendations. Six of the twelve Council recommendations have been implemented and one is in-progress. Sixteen of the thirty-four Operational recommendations are now complete and seven are in progress at various stages of completion. Effort in completing the remaining recommendations will continue. Some of the in-progress recommendations will take considerable time to fully complete.

The overall departmental budget for operating costs for service delivery remained consistent with previous years, with a slight budget increase to accommodate annual labour and inflationary increases. Final operating costs for 2021 came in under budget estimates, due primarily to lack of travel and cancelled training opportunities resulting from pandemic restrictions. We did experience higher

than expected vehicle maintenance expenditures but were able to offset these costs. Major capital budget allocations for 2021 included the replacement of one of the command vehicles, which came in within budget.

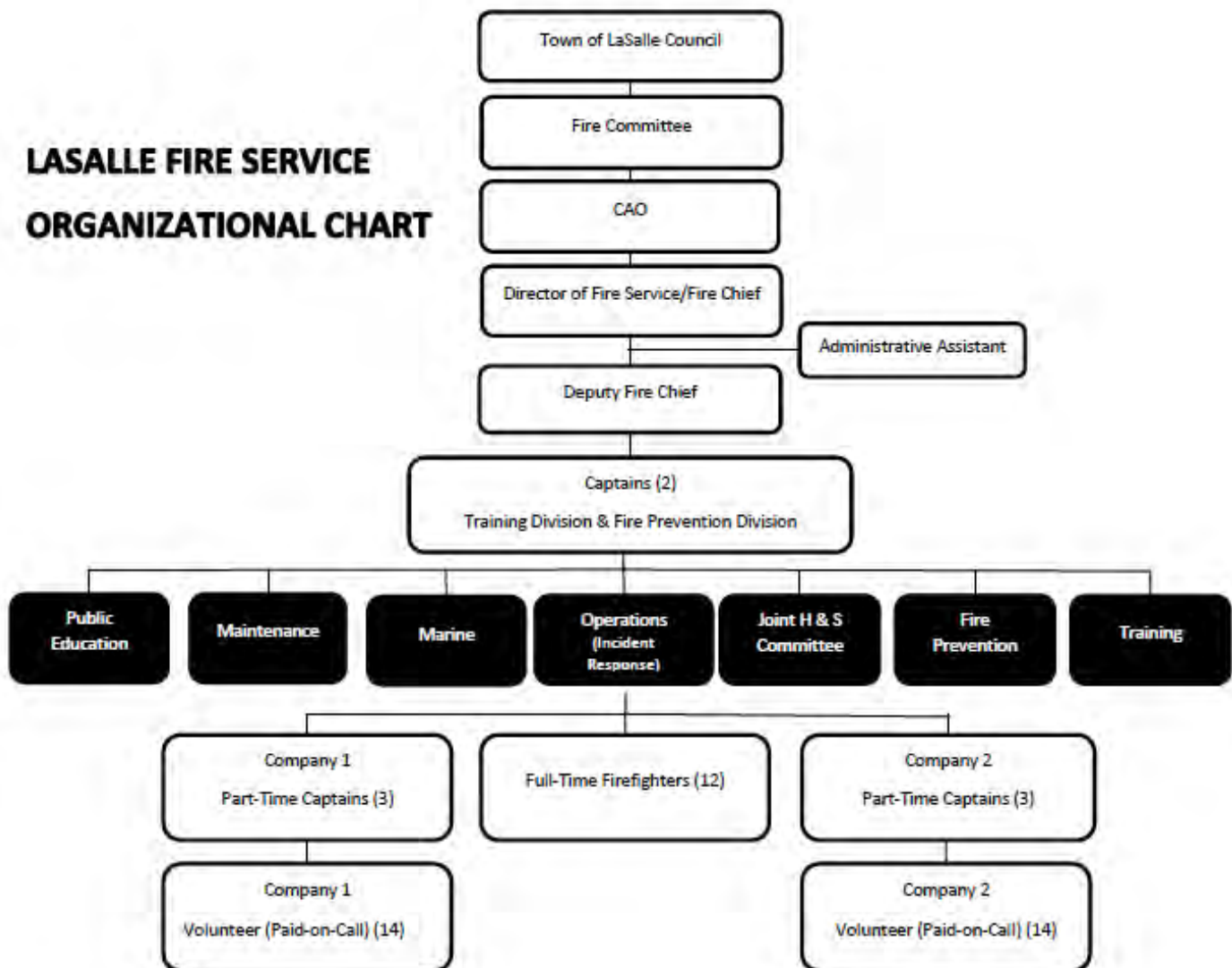
Professional development, human resource planning, and hiring/promotional processes continue to be a significant administrative activity. In terms of staffing development, three new full-time firefighter positions were filled in February as per the Fire Master, which initiated the training and certifications processes for the individuals in those positions. The Administrative Assistant to the Fire Chief took on a new role within the Town of LaSalle and resulted in initiating the recruitment process to fill this vacancy. This process was successfully completed in December. The Fire Chief retired in April of 2021 and this position was filled with the Deputy Fire Chief. The hiring process to replace the Deputy Fire Chief position was successfully completed in March.

LASALLE FIRE SERVICE

STAFF ORGANIZATION

ADMINISTRATION	
FIRE CHIEF – E. THIESSEN	DEPUTY FIRE CHIEF – R. MALOTT
ADMINISTRATIVE ASSISTANT – A. BALA	
FULL-TIME CAPTAINS	
CAPTAIN/TRAINING OFFICER – J. PRICE	CAPTAIN/FPO – M. WILEY
FULL-TIME FIREFIGHTERS	
K. SEMANDE	C. LUSSIER
R. MOORE	C. THIBERT
R. CURTIS	J. TOUSIGNANT
B. BARTLETT	J. MACNEIL
L. MELOCHE	J. SHINKAR
M. SEGUIN	R. O'NEILL
VOLUNTEER /PAID-ON-CALL FIREFIGHTERS	
COMPANY 1	COMPANY 2
CAPTAIN - M. BONDY	CAPTAIN - J. GRIFFITH
CAPTAIN - C. SEGUIN	CAPTAIN - L. THIESSEN
ACTING CAPTAIN - P. HOMENICK	ACTING CAPTAIN - C. CARR
C. CARR	ACTING CAPTAIN – M. O'BRIGHT
K. DUFOUR	G. LEGOOD
K. CANT	J. HARRIS
M. RIGGI	M. CARLONE
K. LAUZON	B. THOMAN
D. FAVOT	J. BLANCHETTE
B. TAYOR	L. PANEK
M. DAY	P. JANIKOWSKI
J. CHAUVIN	T. WARNHOLTZ

LASALLE FIRE SERVICE ORGANIZATIONAL CHART



PERSONNEL CHANGES

- 1 Full-time Chief Retired – D. Sutton
- 1 Full-time Deputy Chief promoted to Chief – E. Thiessen
- 1 Full-time Deputy Chief hired – R. Malott
- 3 Full-time firefighter promotions – R. O'Neill, M. Seguin, J. Shinkar
- Administrative Assistant hired – A. Bala
- 5 Volunteer (paid-on-call) Firefighters resigned
- 3 Volunteer (paid-on-call) firefighter promoted to Acting Captain – C. Carr, P. Homenick, M. O'Bright

CONTINUING EDUCATION INITIATIVES & CONFERENCES

E. Thiessen	OAFC Virtual Labour Relations Seminar OFMEM Virtual Public Education Program NG9-1-1, Canadian Association of Chiefs of Police Graduated with a master's Certificate in Public Administration
R. Malott	PSH&SA eLearning, Part 1 PSH&SA eLearning, Public Safety Sector Only (Police, EMS, Fire) NG9-1-1, Canadian Association of Chiefs of Police
S. Nantais	University of Victoria, Public Relations Diploma OFMEM Virtual Public Education Program
M. Wiley	Ontario Building Code - General Legal/Process - Certified
Justin Price	Coast Guard Phase 2 Course
M. Bondy M. O'Bright C. Thibert	PSH&SA eLearning, Public Safety Sector Only (Police, EMS, Fire) PSH&SA eLearning, Part 1 PSH&SA eLearning, Part 1

PUBLIC EDUCATION

2021 PUBLIC EDUCATION EVENTS

Event Type	Audience	Subject Matter
Community Event	Families	Truck or Treat – Vollmer Complex
Community Event	Families	Vollmer Day Camp
Social Media Advertisements	Adults	Snow Clearing Around Home Venting Systems and Fire Hydrants Valentine Fire Safety Cooking Daylight-Savings Time Smoke/CO Alarm Emergency Preparedness Week Flooding, Drowning, Grilling Safety Backyard Fire Safety Canadian Blood Services #SirensForLife Home Escape Plans Dangers of Carbon Monoxide and Candles Smoking/Drinking Habits Christmas Tree Maintenance and Winter Maintenance
Social Media Contest	Families	Daylight Saving Time Contest <ul style="list-style-type: none"> ○ Checking Smoke/CO Alarms Spring Break Fire Safety Planning Contest

Public fire safety education continues to be an important focus of the LaSalle Fire Service. Encouraging and promoting fire safe behaviors and an awareness of potential fire hazards is a proven method of reducing the incidence of accidental fires, particularly in homes and residential buildings that all too often result in burn injuries and fire-related fatalities. Our team is pleased to report that 2021 was another fire-safe year in LaSalle, with no fire fatalities or serious burn injuries resulting from structure fires.

A wide variety of public education programs continue to be delivered throughout the community by our emergency response personnel. These interactive programs typically include presentations by firefighters at organized events to various targeted audiences, as well as hosting

numerous groups of children for visits and educational programs at the fire station. Public education also includes displays at municipal venues such as events at the Vollmer Recreation Complex, the public library branch, and community festivals. The COVID-19 pandemic forced a pause on in-person public education programming; however, staff were able to adapt to the changing circumstances and provide most of the same materials and services virtually. Our previously developed social media channels and established following provided a platform to reach many of our residents with important and timely fire safety messaging.

The hallmark of our public education program has traditionally been our Fire Prevention Week activities. The theme for the international Fire Prevention Week in October 2021 was “Learn the Sounds of Fire Safety”. While traditional interactive school visits with the children and young adults were not possible, our team developed a series of creative, fun and informative messaging on smoke and carbon monoxide alarms, as well as other fire safety tips and messages developed specifically to address concerns in our municipality. The information and was provided to the schools for use in their programs, was posted daily on social media, and the videos remain available on our website for continued use.



FIRE PREVENTION ACTIVITY

2021 FIRE PREVENTION ACTIVITY SUMMARY

ACTIVITY TYPE	FREQUENCY
Routine Inspection	11
Complaint/Request Inspection	8
Licencing/Legislative Inspection	1
Occupancy Inspection	8
Re-Inspection for Compliance	27
Fireworks Permit	2
In-service inspection for Smoke & Carbon Monoxide Alarm Compliance (Suppression)	178
Fire Investigations	0
New Construction Plans Review	13
Fire Safety Plan Review & Approval	12
File Search Requests	1
Training & Professional Development Course/Symposium	1
Court Prosecution/Appearence	1
Fire Marshal Orders Issued	0
Provincial Offence Notices Issued	0

Public fire protection in Ontario is regulated by the *Fire Protection and Prevention Act, 1997*, as amended. The legislation establishes minimum requirements including a community risk assessment, a smoke alarm program with home escape planning, public education program, and fire safety inspections, to meet the needs and circumstances of the community. LaSalle Fire Service continues to work at meeting the minimum requirements of the legislation with a proactive public education program, fire safety inspections, and code enforcement. As part of the Fire Protection Services Master Plan project, an updated comprehensive Community Risk Assessment was completed by the consultant

and approved by Council in 2019. This updated risk assessment is intended to guide decision making regarding appropriate fire protection service levels based on identified risks over the next several years. It is important that the community risk assessment be reviewed and updated on a regular basis to remain current as relevant factors such as development, traffic patterns, and demographics in the municipality change and evolve over time.

All fire service staff contribute to the success of our aggressive smoke alarm, and carbon monoxide alarm program. Compliance with requirements for smoke alarm and carbon monoxide alarm legislation is confirmed whenever practical in all residences attended by the fire service during emergency response activity and calls for service. In 2021, 574 smoke alarms were inspected in 178 homes, resulting in the replacement or installation of 73 smoke alarms, and the replacement of 42 batteries. In cases of faulty alarms, or non-compliance with smoke alarm and carbon monoxide legislation, options include installation of a loaner alarm until the required device can be replaced, invoicing for units that are installed, and issuing Provincial Offence tickets, when required.

In addition to our ongoing smoke alarm and carbon monoxide alarm programs, we also had an opportunity in 2020 to partner with Enbridge Gas and the Fire Safety Council in their “Project Zero” campaign. As a community partner with a particular focus on fuel safety and carbon monoxide awareness, the goal of their public campaign is to reduce preventable instances of residential carbon monoxide poisoning. In a joint campaign, Enbridge provided LaSalle Fire Service with a quantity of quality combination smoke and carbon monoxide alarms to be distributed to our most vulnerable populations in the community to ensure early warning in the residence in the event of a carbon monoxide or fire emergency. Our staff worked with various community partners to provide, and in some cases install these life-saving devices at no charge to our vulnerable residents. This program continues to date, and our team is grateful for the donations from Enbridge Gas and the Fire Safety Council for their donations.

In addition to our fire prevention programs for single family detached residences, our Fire Prevention Officer completed a total of 44 fire safety inspections in 2021 in multi-residential, assembly, and commercial buildings. All complaints and requests for inspections were completed as required. The objectives of our proactive inspection program are to educate building owners and occupants, provide fire safety advice, and assist in successfully resolving various fire code violations to achieve compliance. Enforcement activity, including Fire Marshal Orders, Provincial Offence Notices, and charges in relation to Ontario Fire Code and municipal by-law violations, is conducted when required.

These fire safety inspections are critical to promote public safety in the community and to reduce the potential for fire-related injuries and deaths resulting from preventable fires.

The Fire Prevention division is also responsible for conducting investigations to determine the cause and origin of all reported fires. In addition to education, inspection and enforcement activities, and fire investigations, the Fire Prevention division is also responsible to review fire safety plans required by businesses and residential facilities and issue approval, conduct plans reviews for fire safety components of new buildings, coordinate pre-planning activities to familiarize emergency response personnel with risks and layout features of various buildings, process and approve permits for fireworks displays, and ensure compliance with annual legislative requirements for all care facilities, schools and licenced day care facilities. A fire prevention representative and/or the Deputy Fire Chief also participate with other Town staff on the Special Events Resource Team (SERT), to review plans for any festivals or events proposed to be hosted at municipal venues. This participation helps ensure compliance with established codes and standards for the safety of all participants, and also helps to ensure adequate emergency plans are in place for the proposed event. Routine duties also require the Fire Prevention Officer's attendance at numerous meetings, events and on-going professional development sessions.

LaSalle Fire Service has traditionally maintained a very effective and proactive overall fire prevention program. Steadily increasing development and diversity in additional building stock, continually expanding regulatory requirements, and increasing demand for services, continues to challenge the ability to maintain the previous level of effectiveness. The department continues to work at meeting the minimum legislated requirements for fire prevention activity; however, we continue to struggle with the capacity to maintain important proactive programs recommended in our growing community, such as pre-incident planning, and routine or periodic fire safety inspections in residential and assembly buildings. These pressures on the Fire Prevention Division were recognized in the Fire Protection Services Master Plan, and recommendations were made to sustain current service levels and provide additional capacity to keep pace with growth and recommended service levels and programs, consistent with recognized industry standards. In the short term, modest increases in full-time firefighter staffing levels have provided some additional capacity to assist with basic level fire prevention duties. In 2021 the LaSalle Fire Service introduced a Safety Audit. This Safety Audit is a checklist of fire/life safety items of concern and is conducted by our team while at a residence. This Safety Audit is proving to be valuable and we receive positive feedback from home owners.

TRAINING ACTIVITY

DEPARTMENTAL TRAINING ACTIVITY - 2021

LEVEL OF TRAINING	NUMBER OF SESSIONS	ACTIVITY	CUMULATIVE HOURS
Recruit	28	NFPA Firefighter I & Firefighter II certification Basic firefighting, rescue, medical assist skills	1,213
General	43	Skills maintenance, advanced skills, legislative requirements, annual certifications/re-certifications, online learning	2,440
Officers	22	Incident Command, leadership, pre-plan familiarizations, departmental planning & administration	798

Firefighter training continues to be a critical element of competent service delivery for LaSalle Fire Service. Despite the ever-changing restrictions and uncertain conditions presented by the global pandemic, a total of ninety-three (93) training sessions were conducted “in-house” within the department at various levels in 2021, totaling nearly 4,451 hours. Our entire team understands the importance of learning and maintaining critical skills, in order to provide effective response to our community when required. While training requirements vary among team members depending on positions and established levels, the average firefighter receives approximately 120 hours of internally delivered training annually, in addition to external courses.



In addition to training delivered by our own staff, the Training Officer also coordinates and facilitates course availability and registrations for various on-line programs for all staff of specialized courses provided by qualified third-party entities as these courses are needed and/or available.

There are several concurrent levels of training provided within the department to meet the needs of

personnel at various stages of experience and responsibility. As an established policy approved by Council, LaSalle Fire Service has trained and certified all firefighters in accordance with the standards set out by the Office of the Fire Marshal using the NFPA Standard for Firefighter Professional Qualifications and curriculum, as the foundation of our training program. The recruit or entry level program includes “Firefighter Level I and Level II” training, delivered in a blended format of on-line self-directed study, as well as classroom theory, and hands-on practical training sessions.

The second phase of the recruit program includes driver training, fire pumper operations, and a basic hazardous material curriculum. Upon completion of each level of required training, independent written and skills testing are arranged through the Office of the Fire Marshal for verification and final certification. The period required to complete this basic level program and achieve certification to Firefighter Level II within the department has typically been two to three years. We have streamlined the training program making use of on-line and in-house resources to now complete this training within two years.

Upon completion of the basic Firefighter I & II recruit level, firefighters continue regular, on-going “general” level training twice monthly, including more advanced proficiency of firefighting skills and specialized or technical training. This training is mandated in that to maintain certification, a minimum amount of time must be spent annually to maintain the skills within the curriculum. Areas of training include auto extrication, hazardous materials, ice & water rescue, medical first responder, live fire, marine operations, etc. They are also eligible for Officer level courses as required by the

department. The Officer level training program includes NFPA Instructor I, Fire Officer Level I, and Incident Command courses.

EXAMPLES OF IN-HOUSE ONGOING TRAINING CONDUCTED

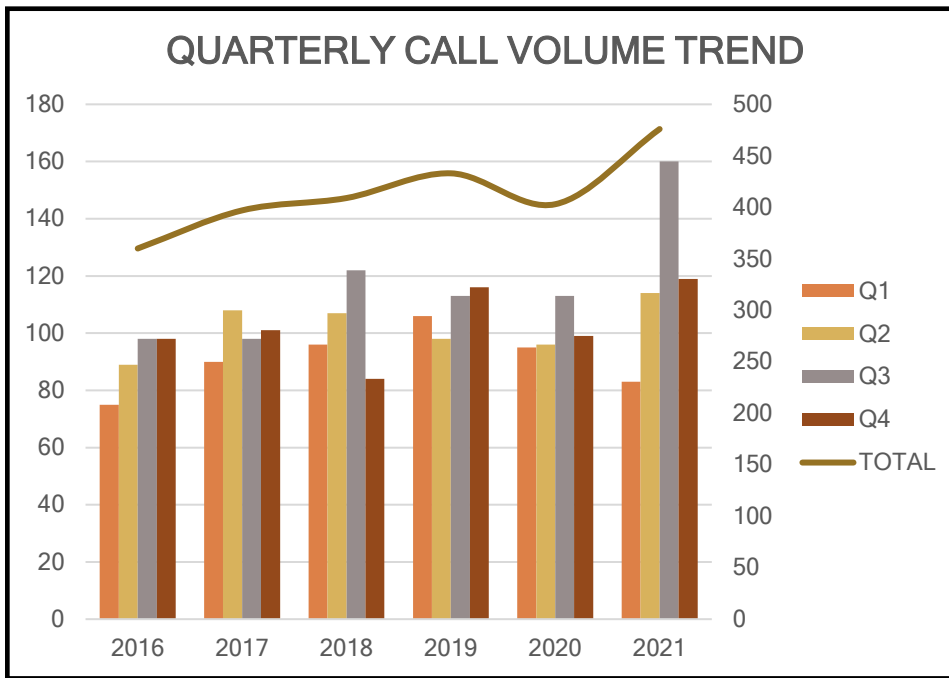
- Recruit training – on-line study, FF I and FF II practical sessions & instructor sign-offs, exam preparation & exams
- Live Fire training
- Equipment familiarization
- Communications
- Pump Operations
- Fire-ground operations
- RIT/Self Rescue
- Auto Extrication
- Search & Rescue operations
- SCBA endurance drills
- Personal protective equipment, physical agility with SCBA, respiratory program - mask fit testing
- Emergency Vehicle Operator driver course
- Officer Level Training – pre-planning, incident command, building familiarization, scene assessment
- Health & safety training, policies and Operational Guideline training and on-line training through LaSalle Systems 24/7 and Target Solutions
- R2MR – Road to Mental Readiness, Mental Health Training

SPECIALIZED TRAINING CONDUCTED

- Base Hospital program Train the trainer – CPR/Defib. Annual training
- Mental health Peer Support Training
- Aerial tower operation training – tower crew
- Various Officer level NFPA courses
- Blue Card Incident Command
- Marine Operations
- Forcible Entry Seminar
- Ice Rescue (Theory Online)

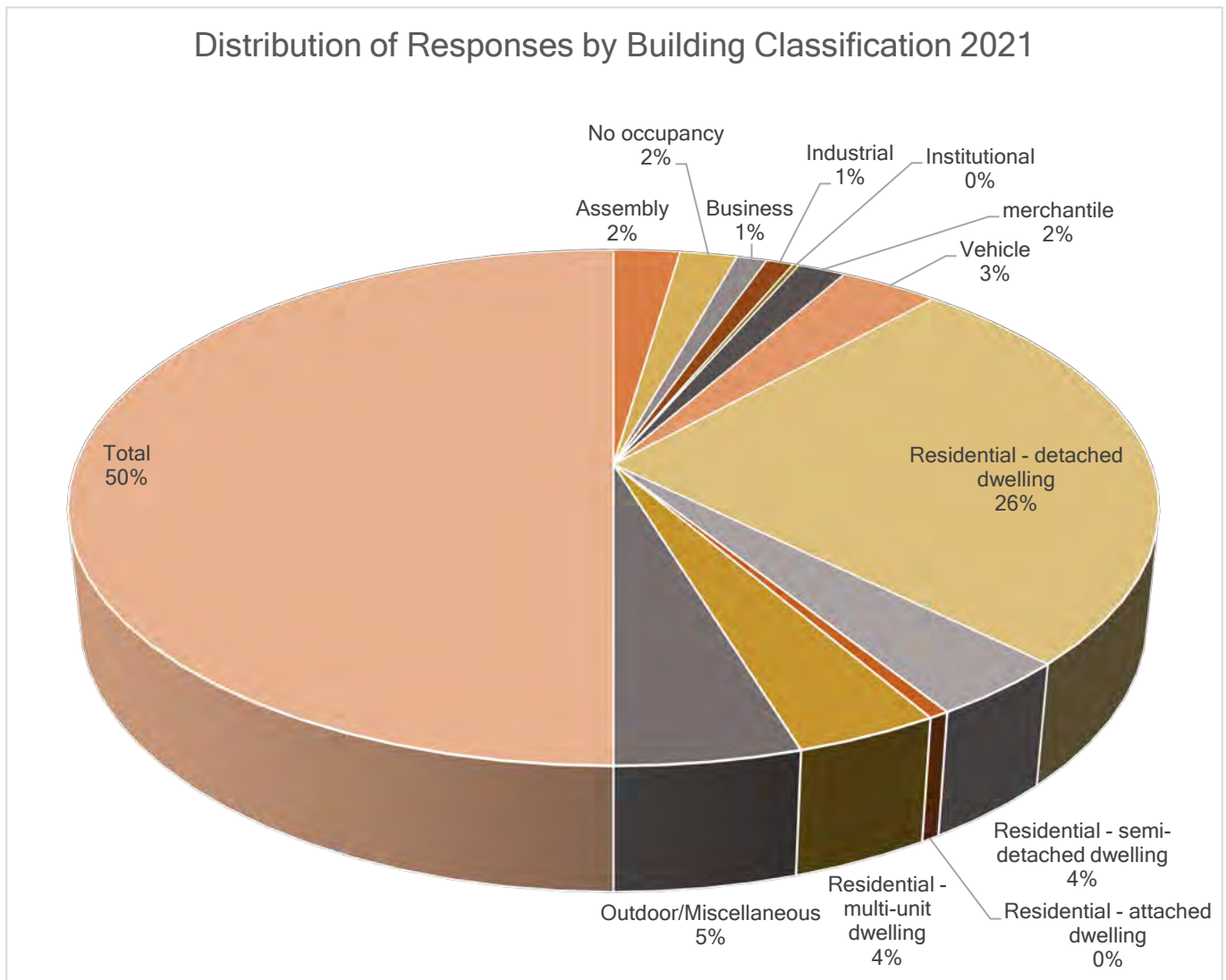
RESPONSE ACTIVITY

Chart 1: Quarterly Call Volume Trend 2016 - 2021



LaSalle Fire Service responded to 476 calls for service in 2021, which resulted in approximately \$500,000 in fire loss. As seen in the chart below, the call volume trend is increasing year over year except for 2020. In 2020 the province was significantly impacted by the COVID-19 pandemic

including shut down of many businesses and places of work. 2021 started off slower than usual in Q1 when compared to the previous five years. However, the remainder of the year was busier than usual. As seen in the chart the last three quarters were all higher than previous data. Calls for service are distributed across all property types, as indicated in the chart below. While the majority of activity, and the majority of dollar loss due to structure fires has traditionally been attributed to single family homes, recent statistics reflect the changing building stock in the community, and include increasing numbers of calls for service in multi-residential, assembly and commercial buildings. Calls for service in these larger and more complex buildings often require more personnel, additional equipment, and may result in higher dollar loss values resulting from fire incidents. The recently completed Community Risk Assessment and Fire Protection Services Master Plan address these concerns in the recommendations recently adopted by municipal Council to ensure an adequate level of fire protection and services to meet the needs of on-going growth and development in our community.

Chart 2: Distribution of Responses by Building Classification 2021

In addition to fire suppression and related responses, LaSalle Fire Service also provides emergency response services that include auto extrication, tiered medical assistance response, ice & water rescue, hazardous materials response, and limited technical rescue capabilities. A breakdown of response activity by general response category, and geographical area of the municipality, is provided below.

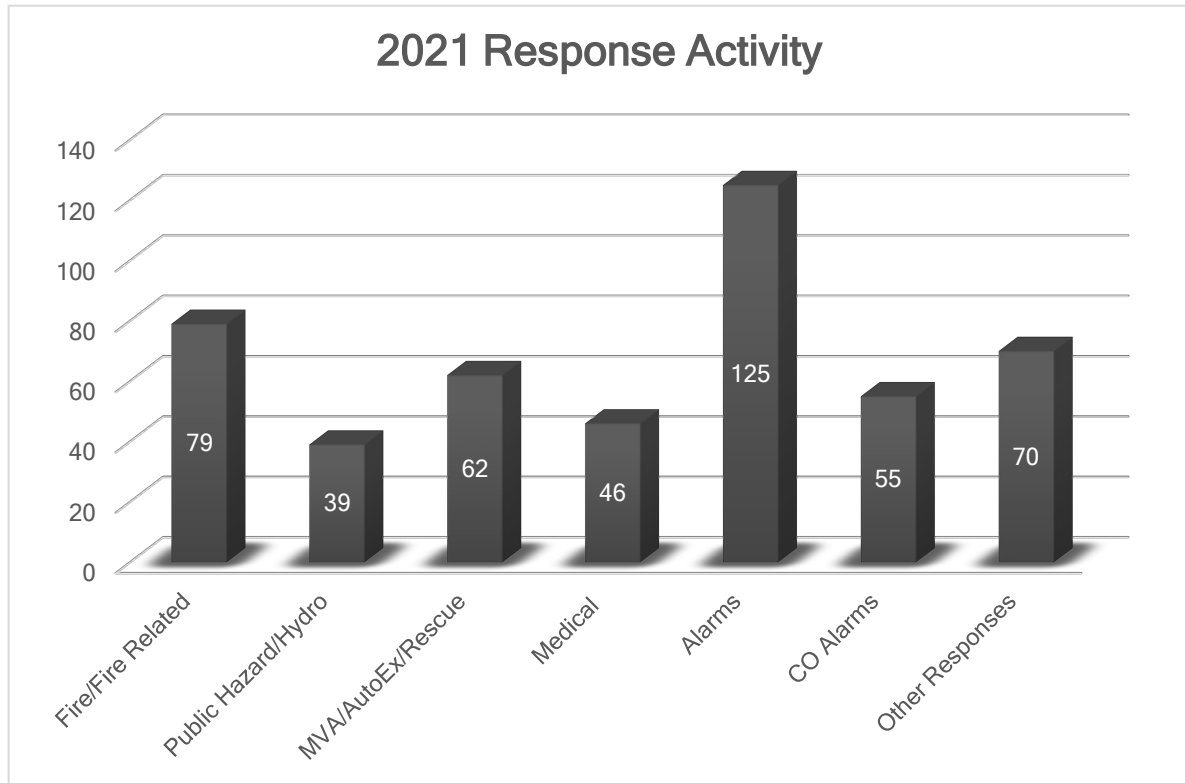
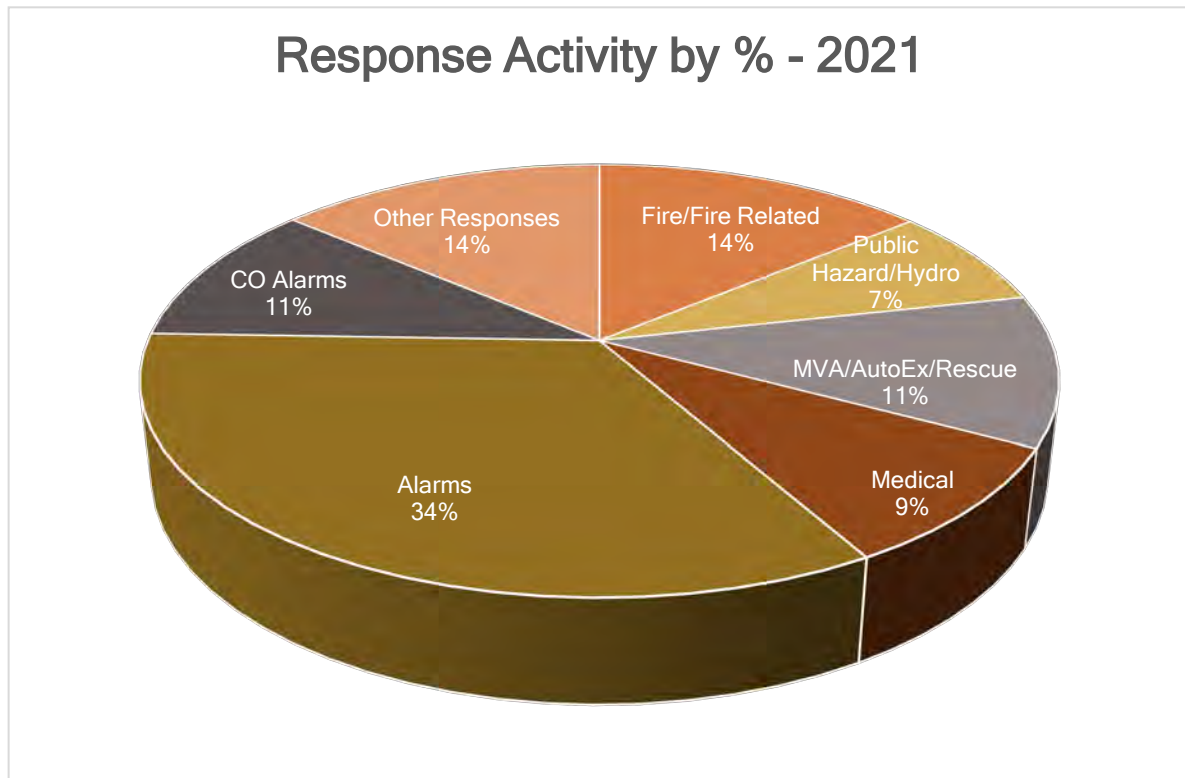
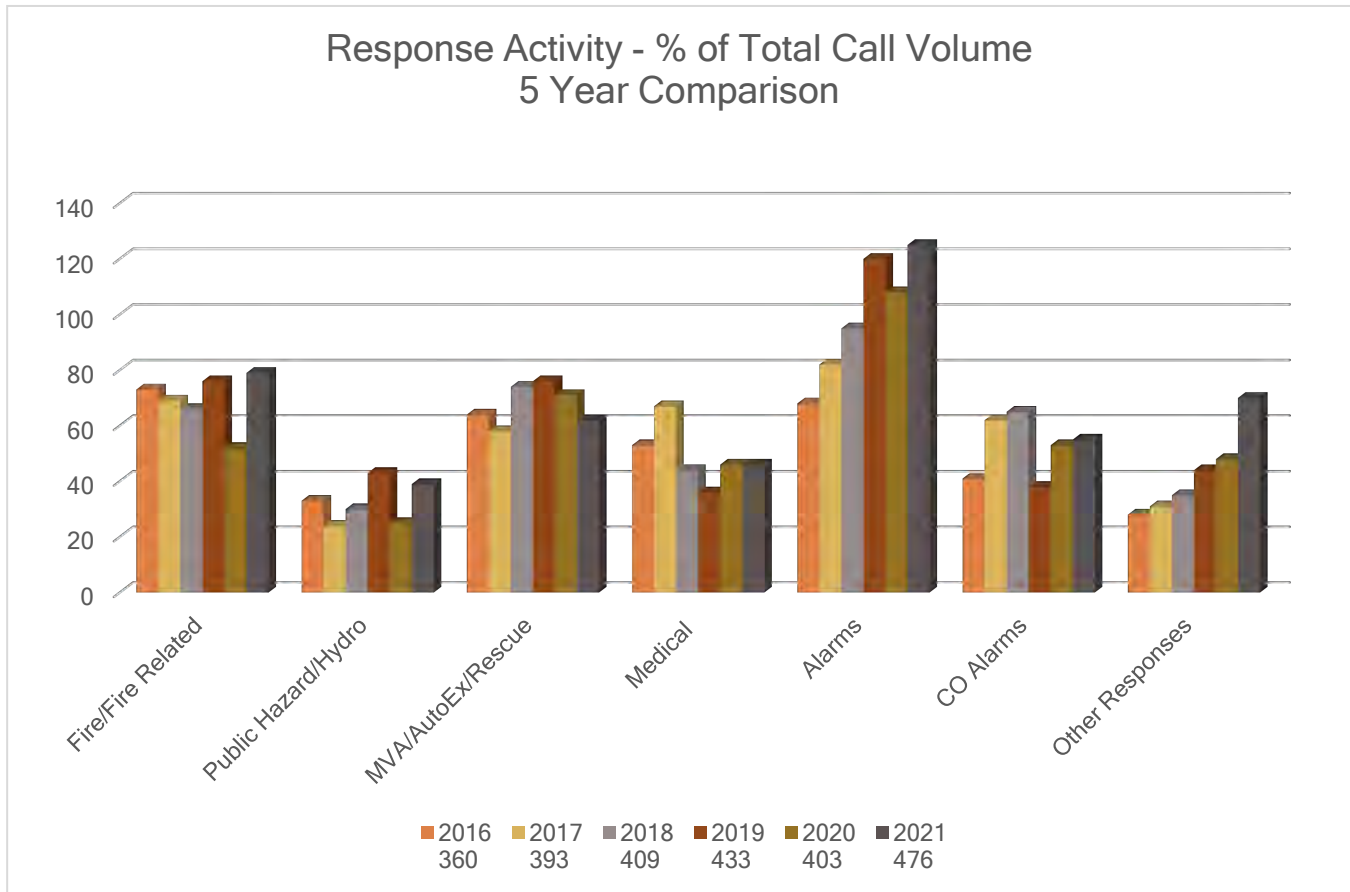
Chart 3: Response Activity of Calls 2021**Chart 4: Response Activity by Percentage 2021**

Chart 5: Response Activity - % of Total Call Volume 5 Year Comparison (2016 – 2021)

Other than an increase in overall call volume, the distribution of response activity remained relatively consistent in 2021.

The significant number of responses under the broad category of “Alarms” is partially attributable to continued growth and development in the municipality and should not be interpreted as a disproportionate amount of “nuisance” or “false” alarms. Response to alarms includes both commercial alarms in assembly and multi-residential buildings such as condo buildings, as well as smoke alarm incidents in single family homes. As new commercial, assembly and multi-residential buildings continue to be added to the municipal building stock, corresponding responses for alarm activations continue to increase. Newer technology and building trends also had a corresponding impact on responses to smoke alarms and monitored alarm systems in single family homes. Periodic enhancements to code requirements continue to provide for increased levels of safety in new construction. New homes are required to have interconnected alarms in all sleeping areas and levels of the home. Combined with the trend locally toward larger homes, it is not uncommon to have between 8 and 12 interconnected smoke alarms in a single-family residence. The technology is designed to sound an alarm when any component of the system malfunctions; as well as, at end of life

of each device. A portion of the call volume for Alarms is for non-emergency attendance at homes for malfunctioning alarms, to assist in restoring active fire protection of the interconnected system. The recently approved increase in full-time staffing will allow most of these responses to be attended by on-duty staff.

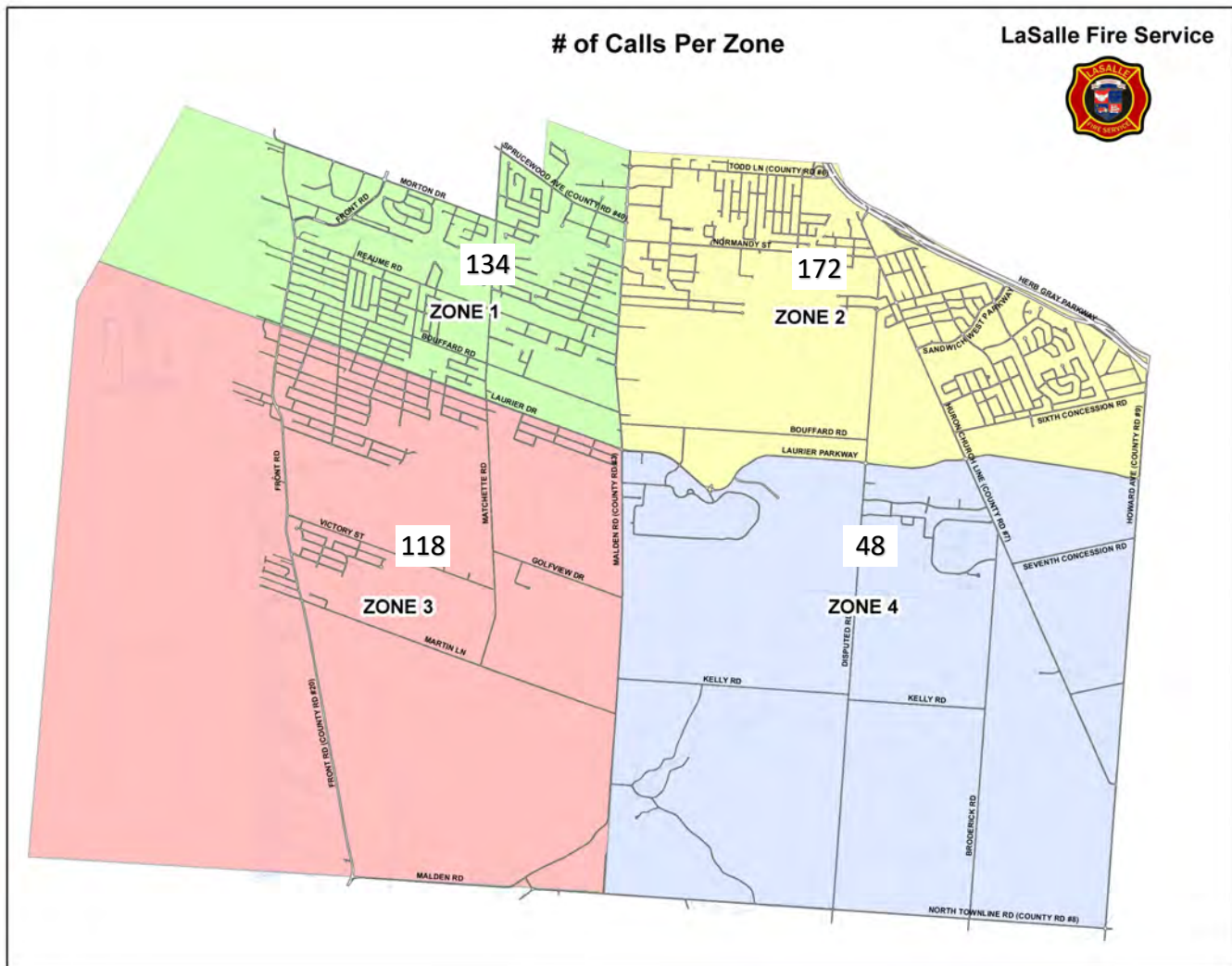
It must also be noted that although this response category is classified as “Alarms”, there should not be an assumption that these responses are all for “false alarms”. Occasionally unsubstantiated false alarms or nuisance alarms do occur; however, the Town’s False Alarm by-law provides an effective means to control nuisance false alarms. In many cases the alarm is activated by smoke or overheating caused by mechanical or accidental human sources. In these cases, the end result is often a relatively



minor outcome such as an overheated power bar, motor, or a pot left unattended on a stove, so the incident is successfully resolved due to the early warning of the working smoke alarm, and recorded as an “Alarm” call. It is important to bear in mind that in these cases the alarm functioned exactly as intended and alerted residents and the fire service, thereby avoiding a potential structure fire.

Similarly with carbon monoxide alarms, the department responds to numerous calls each year where a carbon monoxide alarm has activated due to a small leak in a natural gas line, a gas appliance being inadvertently left on, or a vehicle idling for long periods with fumes entering the living area. While a seemingly minor incident is identified and corrected through the early warning provided by the alarm sounding, a serious and potentially life-threatening outcome may have been prevented. For these reasons, a significant number of responses to “Alarm” calls is both expected and ultimately beneficial.

2021 CALLS FOR SERVICE DISTRIBUTION BY GEOGRAPHICAL AREA



The number of calls increased in all four areas from 2020. Area 1 increased by 30%, Area 2 by 5%, Area 3 by 44% and Area 4 by 26%.

EMERGENCY RESPONSE PERFORMANCE BENCHMARKS

The approved Fire Protection Services Master Plan proposed specific benchmarks for emergency response performance, based on relevant industry standards and best practices. Given the size and population distribution of the municipality and our composite response model, the recommended performance benchmarks that were adopted by Council as the service delivery target for the municipality, recognizes both an urban component for areas with a population density of 1,000 persons per square mile, and a suburban component for areas with less than 1,000 persons per square mile. The tables below provide summary of current response performance in comparison with intended targets. The information presented is based on the best available data; however, there are anomalies within the data collection capabilities that may have minor impacts on the accuracy of some data. The data in the following table includes only emergency responses. The Urban designation applies to all of Area 1, and significant portions of Areas 2 and 3.

Table 1: Response Times Profile - 2021

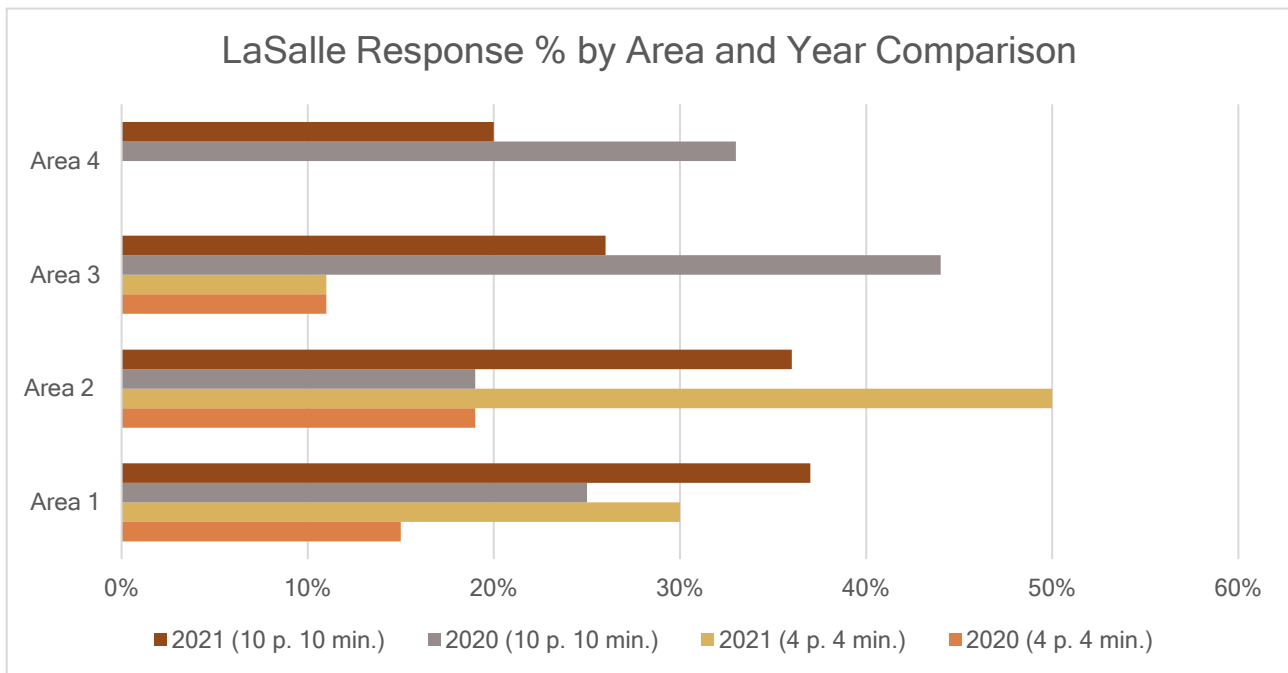
Adopted Response Standard Components	Target Criteria	LaSalle Average	Area 1 Average	Area 2 Average	Area 3 Average	Area 4 Average
Alarm Processing Time (Dispatch)	1:00 – 1:30	01:13	01:16	01:31	01:00	01:05
Turnout Time	1:20	01:15	01:10	01:08	01:29	01:16
Travel Time						
Initial Response - Urban	4:00	05:44	04:08	04:25	06:28	07:18
Depth of Response -Suburban (turnout + travel time)	8:00	07:00	05:17	05:32	07:57	08:34
Total Response Time (Apparatus & 10 initial personnel)	10:00 suburban 80% of calls	07:54	06:33	07:03	08:57	08:23
Initial Response	4 ff's in 4 min. Urban	3.9	4.4	3.6	4.1	3.8

Table 2: Current Emergency Response Performance - Structure Fires and Fire-Related Responses

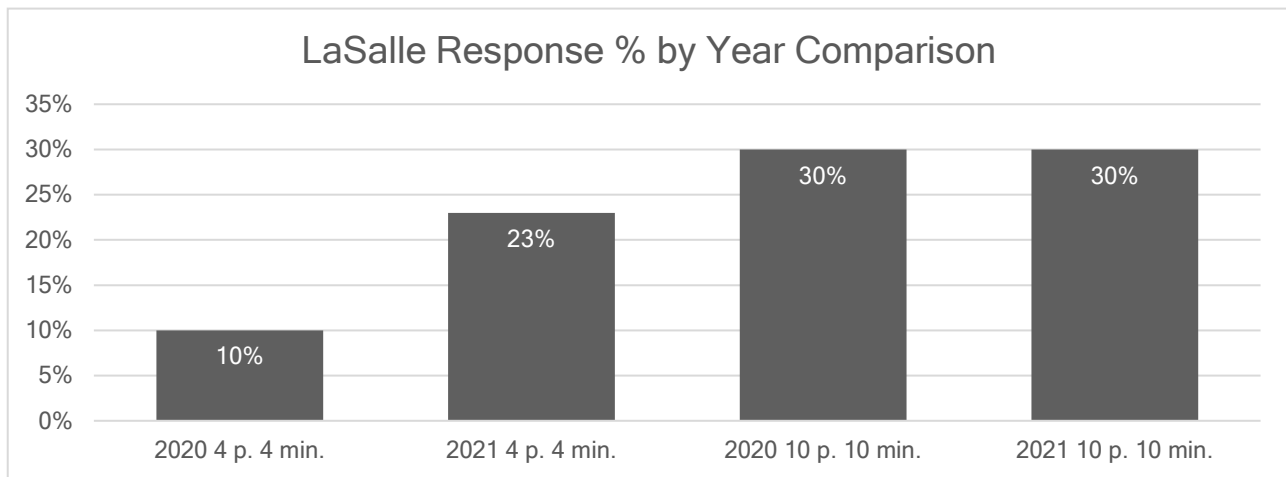
Adopted Response Standard Performance Criteria	Compliance Criteria	LaSalle Average	Area 1	Area 2	Area 3	Area 4
INITIAL RESPONSE First Unit AND 4 personnel on scene within 4 minutes	Urban (1000+/sq. mi.) 90%	23%	30%	50%	11%	0%
DEPTH OF RESPONSE First Unit AND 10 personnel on scene within 10 Minutes	Suburban (-1000/sq. mi) 80%	30%	37%	36%	26%	20%
Number of Emergency Calls		70	27	28	19	5

Table 2 also includes only emergency response data. The above data does not include “Alarm” responses. While responses for activated fire alarm systems in residential, multi-residential, assembly and commercial buildings would typically be included in this analysis, the records management system currently in use also includes in this category numerous non-emergency responses for accidental or malfunctioning residential smoke alarms. The data may include a few emergency responses that were downgraded by first arriving personnel on arrival and confirming non-emergency conditions or sufficient personnel for the incident. In these cases, subsequent personnel may have been cancelled prior to the applicable benchmark criteria being met. The instances where this occurred, while not significant would primarily affect areas 1 and 2, where the first arriving unit is on scene sooner. The records management system is not capable of filtering for these calls.

This data demonstrates the combined impact of our two primary challenges; travel time for responding fire apparatus, and travel delays for paid-on-call personnel responding in personal vehicles. The performance criteria for compliance with the adopted Standards requires **both** the first apparatus **and** sufficient personnel, to arrive at the scene of an incident within accepted response times, to satisfy the standard for an effective response to the emergency. As the data from Table 1 confirms, responses in areas 1 and 2 require less travel time for the responding fire apparatus, however paid-on-call staff are challenged in reaching the incident scene within the target benchmark times. In areas 3 and 4, the current station location challenges target travel times, although particularly in area 3 a somewhat greater percentage of paid-on-call responders are able to reach the incident within accepted target times.

Chart 6: Initial Response & Depth of Response Data By Area and Year

In this chart, it is easy to recognize the positive impact the additional fulltime firefighters have made in the improvement to responses in Areas 1 and 2. Please note that although the average in Table 1 for Area 4 shows that there were an average of 3.8 firefighters within four minutes. There is no corresponding data for Area 4 on this chart, as the data in this chart shows the percentage of times that we met the minimum standard of four firefighters in four minutes, and this was not achieved in 2020 or 2021. Similarly, our response to Areas 1 and 2 improved in relation to having ten firefighters in ten minutes. This performance however does not carry over to Areas 3 and 4. In these Areas, we performed better in 2020 than in 2021. It is important to note that LaSalle Fire Service did see many firefighters resign or retire in 2021. In fact, one third of our volunteer or “paid on call” firefighter compliment is vacant at this time. In addition to physically available firefighters, time of day also provides a challenge to our service. With the majority of our firefighters being volunteer or “paid on call”, we often struggle with turnout during daytime calls during the week. It is during this time that our volunteer force is at their main place of employment.

Chart 7: Initial Response & Depth of Response Data By Year

As a result of the increase to fulltime firefighters over the past two years, beginning early 2021, LaSalle Fire Service was able to operate with a minimum of two fulltime firefighters at all times. This has shown impressive results in the *First Response* component of the target standards of personnel on scene with the first arriving apparatus with an increase from meeting the standard 10% of the time to 23%. Continued implementation of the recommendations of the Fire Protection Services Master Plan pertaining to station locations and staffing are aimed at addressing the emergency response challenges to provide improved service delivery, and to achieve the target criteria of the adapted response performance benchmarks.

ADMINISTRATION

FIRE PROTECTION SERVICES MASTER PLAN

At the direction of Council, a comprehensive Community Risk Assessment and Fire Protection Services Master Plan were completed and adopted by Council in August of 2019 as the strategic planning framework for the delivery of fire protection services within the Town of LaSalle the next ten-year community planning horizon. The findings and recommendations of the Fire Protection Services Master Plan are based on referenced applicable standard and best practices and have been informed by a Community Risk Assessment that was developed as a companion document to assess the existing fire risk within the community. Together, these documents present a comprehensive analysis of the existing fire risks within the community, and the existing fire protection capabilities of the LaSalle Fire Service.

The Fire Protection Services Master Plan provides options and recommendations to assist Council in developing both short-term and long-term planning strategies for the responsible delivery of fire protection and related services, based on the current and future needs of the community. These documents also provide focus for the administration team for specific and defined improvement areas to the services provided to our community by the LaSalle Fire Service in the form of both Council and Operational recommendations. Implementation of the recommendations will allow Council to clearly establish and communicate the level of fire protection services to be provided to the community, including, where applicable, proposed performance measures for ongoing monitoring and evaluation of the services to be provided.

The Fire Protection Services Master Plan provided 34 operational recommendations, including administrative processes and operational enhancements across all functional areas, largely within the scope of the fire chief and fire administration for implementation, and 12 Council Recommendations that require the consideration of Council, primarily in relation to the establishment of levels of service and associated staffing implications, and modernization of the current emergency response model.

The first critical benchmark of the implementation plan was realized with the addition of six additional full-time suppression firefighters, to achieve a new minimum level of service of at least two firefighters on duty at all times. This recommendation was completed in 2021. This enhancement in full-time staff will assist to improve our *first response* capabilities at emergency incidents and provide additional support for ongoing fire prevention and public education initiatives.

Fire service administration continues to work toward implementation of all recommendations of the Fire Protection Services Master Plan. Six of the twelve Council recommendations have been implemented and one is in-progress. Sixteen of the thirty-four Operational recommendations are now complete and seven are in progress at various stages of completion.

Among the major outstanding, but in-progress, Council recommendations targeted in the approved implementation plan as a priority, is the establishment of a two-station response model. Continued effort is ongoing with Town of LaSalle Administration. With the Town's growth being higher than anticipated and detailed review of a two-station operating model, it was realized that this may not be the best solution for the Town beyond the next ten years. Administration continues to make progress on determining the best operating plan and is working with a consultant for third party and specialized knowledge input to an optimum solution.

FLEET REPLACEMENT

The second of two "Command" utility SUV vehicles was replaced in 2021 as provided in the capital asset replacement schedule. The replacement of this vehicle will complete the replacement cycle of all fleet vehicles within the last 10 years, with the exception of the specialized aerial tower apparatus, scheduled for replacement in 2025. The mobile fleet therefore is in good condition and complies with all applicable standards and annual certifications.

To comply with industry recognized improved safety, relative to visibility in both day light and nighttime operation, all response vehicles that were not initially equipped with blue flashing lights were upgraded to include blue lights. All but our two new command vehicles did not have blue lights, only red. Now, all response vehicles have blue flashing lights on the passenger side of the vehicle at both the front and rear of the vehicle. Research is showing that the blue light provides better visibility during day light hours than the red. This is important for scene safety and protecting all those at the scene of incident.

LaSalle Fire Service utilizes two vessels for water and ice rescues. The smaller of the two vessels known as LaSalle Fire Rescue II is aging and was in need of repair. This vessel was stripped down to bare metal and water tested for leaks. The leaks were repaired, and the vessel was painted. LaSalle Fire Rescue II is now in like new condition and will serve LaSalle Fire Service for years to come.

MENTAL WELLNESS AND PEER SUPPORT

Staff wellness continues to be a priority in maintaining a healthy and resilient workplace. Occupational stress and related illnesses are disproportionately prevalent among first responders, and significant effort has been made across the emergency services spectrum in recent years to increase available supports for first responders to maintain a healthy level of resilience and reduce the debilitating effects of various types of mental stress injuries. LaSalle Fire Service has been active in supporting the needs of our personnel and maintains a peer support team of individuals trained by an expert clinician, through a collaborative regional approach for consistency and familiarity among all local first responder agencies.

In addition to internal health and wellness initiatives, LaSalle Fire Service is also an active participant in the Windsor Essex First Responder Coalition of emergency services from the region to support mental health among first responders by building resilience, reducing stigma, and promoting mental wellbeing. This regional group was formed via grant funding by the Ministry of Labour and continues to operate through the local Canadian Mental Health Association. The coalition also supports and promotes other support services for mental health among first responder organizations.

EMERGENCY MANAGEMENT PROGRAM

The fire service administrative team is also responsible for leading the emergency management planning group for the municipality. On March 22, 2020, Mayor Bondy advised the Provincial Emergency Operations Center (PEOC) of the declaration of an Emergency in the Town of LaSalle in response to both flooding and COVID-19 concerns. This declaration remains in effect for the Town of LaSalle. As a result, in 2021 our established Municipal Control Group met regularly dealing with the impacts of the COVID-19 pandemic and adjusting the operation of Town owned facilities. Constant review of the latest Provincial Guidelines provided the foundation in determining the proper time of the closure and suspension of services as necessary to protect our staff and residents from the emerging public health crisis. Together with the CAO and the senior municipal management team, the LaSalle Fire Service leadership team in the roles of Emergency Management Coordinators devoted inordinate amounts of time and resources to assist in the municipal responses to these ever-changing conditions. Although challenging for all involved, the municipal staff were familiar with their emergency management roles and responsibilities, and regardless of unprecedented external circumstances, contributed exceptionally to a responsible and well-balanced municipal response.

LEADERSHIP TRANSITION

All three administrative positions of LaSalle Fire Service changed in 2021. Having led the department since 2011, the fire chief retired on April 1, 2021. This position was filled by the current Deputy Chief. A new Deputy Chief joined the LaSalle Fire Service team in March of 2021. The Administrative Assistant to the Fire Chief was promoted to another department within the Town of LaSalle and a new Administrative Assistant joined the team in December of 2021. This new leadership team remains focused and committed to maintain and improve the level of service required to meet the changing needs of the community.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ed Thresher".

Director of Fire Service/Fire Chief