



Municipality of Port Hope

Staff Report

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Report Title: Renaming of Fire and Emergency Services Department

Report to: Fire & Emergency Services Committee

Date of meeting: April 5, 2022

Report Author:

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Director, Fire and Emergency Services/Fire Chief

Department responsible:

Fire & Emergency Services

Report Number: FES-03-22

Recommendation:

That a resolution be presented to Council to change the name of the municipal department currently named 'Fire and Emergency Services' to 'Protective Services'.

Highlights:

- Fire and Emergency Services currently represents Fire Services, Emergency Management, Building Services, and Bylaw/Parking Enforcement.
- Changing the department name to Protective Services reflects all services within the department and reflects a modern naming convention.

Background:

In 2017 Building Services and Bylaw/Parking Enforcement were brought under the Fire and Emergency Services department umbrella. The two groups previously reported to the Planning and Development department.

This transition occurred as building services and bylaw enforcement are regulatory positions which regularly perform their duties alongside the fire prevention responsibilities within the Fire Services division.

In 2021 the Fire and Emergency Services workplan identified the need to unify all divisions within the department. Areas looked at included a review of positions, cross training of staff, building morale and joint work efforts. One of the challenges identified was the fact that our building and bylaw staff lost a level of identity by reporting under the departmental name of Fire and Emergency Services.

Discussion:

Through staff engagement, a list of proposed departmental names were brought forward. Consideration was given to other municipalities operating under similar structure. Initial names submitted included;

- Protective Services
- Community Safety Services
- Fire and Protective Services
- Fire/Building/Bylaw

Staff determined the most fitting option would be Protective Services. Under the Protective Services Department umbrella are the divisions of Fire and Emergency Services and Building/Bylaw Services. Protective Services was the preferred name as all services provided by the department focus on protecting the public by means of regulation, legislation and municipal bylaws.

Maintaining two divisional names allows for the public to better identify what each service provides. The division of Fire and Emergency Services oversees fire and emergency response, fire prevention and emergency management. The division of Building/Bylaw Services oversees building inspections services, bylaw enforcement, parking enforcement and property standards. The overarching department of Protective Services represents both divisions.

The following new titles would be implemented as a result of the proposed change:

Current: Director, Fire and Emergency Services/Fire Chief

New: Director, Protective Services/Fire Chief.

Current: Administrative Assistant – Fire and Emergency Services

New: Administrative Assistant – Protective Services

Financial Considerations:

Financial consideration is minimal with regards to stationary products requiring department name changes as needed.

Communication and Public Engagement:

From a communications perspective, the municipal website and phone directory will be updated to reflect the name change. The committee of the whole agenda will also be altered to reflect the updated naming convention.

Conclusion:

Approval of this name change is a driving force in aiding the completion of a strategic workplan project in unifying the department. It also creates an identity of a department providing regulatory safety and protective services to our public.

Attachments:

None.