



MANITOBA MUNICIPAL
ADMINISTRATORS' ASSOCIATION



November 16, 2016

To All Municipal Councils, Chief Administrative Officers and Fire Chiefs in Manitoba,

On behalf of our organizations, we are very pleased to provide an update on the implementation of the *Manitoba Provincial Fire Protection Plan 2015-2018*, which aims to ensure municipalities and the Manitoba Fire Service remain strong and well positioned to collectively meet current and future challenges pertaining to the delivery of fire protection services in our province.

Over the past year, the Working Group comprised of representatives from our respective organizations held frequent meetings to ensure the goals and action items identified in the *Plan* are fully implemented. For instance, an *Online Resource Library* has compiled documents to assist municipalities in developing and maintaining safer, more organized and responsive local fire services. All documents can be found on the OFC website under the 'Municipal Support' tab or at the following link: http://www.firecomm.gov.mb.ca/support_mpfpp_resource.html

In addition, the *Fire Protection Guide for Land Use Planning* was recently introduced in cooperation with the Department of Indigenous and Municipal Relations and the OFC. This guide outlines steps that can be taken at each stage of the planning process to integrate emergency services with land use planning. It is intended for planning authorities, development officers and building officials to use as a guide when adopting planning by-laws, reviewing development proposals, and applications for development and building permits. The guide can be downloaded from the OFC website: http://www.firecomm.gov.mb.ca/docs/support_fire_protection_guide2016.pdf

The OFC has also revised its presentation specifically designed for elected officials, CAOs and fire department officers looking for an introduction to the organization, requirements and responsibilities of the fire department in their jurisdiction. Moreover, a one-day workshop has been developed to provide elected officials, CAOs and other municipal personnel with a more comprehensive understanding about the scope, roles and needs facing their local fire service. The workshop is available to municipal personnel at various locations throughout the province, free of charge. Our organizations encourage all elected officials and senior administrators with a direct relationship and interest in their local fire service to attend this informative and engaging one-day session. For more information on attending the workshop, please contact firecomm@gov.mb.ca or 1-888-253-1488.

Lastly, please be advised that a sample Fire Chief-CAO/City Manager quarterly reporting template will soon be available for download from the *Online Resource Library* to help foster greater communication and collaboration between CAOs/City Managers and Fire Chiefs on administrative matters, including budgetary consultations regarding fire departments. As this template is intended to be used as a foundational document, municipalities are welcome to tailor the template to their individual needs based on the priorities of their local Council. The template will also be accompanied with corresponding explanatory notes to ensure accuracy and consistency.

Going forward, the Working Group will continue to put forth timely and practical resources to support the implementation of the *Manitoba Provincial Fire Protection Plan*. Our organizations greatly value the dedication and service of fire protection personnel, and will also continue to partner to strengthen fire protection services in our province.

Sincerely,




Chris Goertzen
President, AMM



Heather Ewasiuk
President, MMAA



Cameron Abrey
President, MAFC



David Schafer
Fire Commissioner, OFC