



Pembroke Fire Department 2023 Annual Report



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Fire Chief Selle's Message

After the Province experienced the largest loss of life from fire incidents in 2022, 2023 presented one very specific challenge for all fire departments in Ontario. What must the fire service do to ensure the message of "Smoke Alarms Save Lives" reaches the public. Fire Departments across North America have preached this concept for over 50 years. Why is the message not getting through?

With a renewed focus on smoke alarms, the Province of Ontario, saw a reduction in fire deaths by close to 10%. Although fire deaths are down, there was an increase in fatal fires. While the reduction of fire deaths is encouraging, the increase of fatal fires is not. The fire service must continue to reach out to the residents of Ontario in meaningful ways, striving towards registering zero preventable fire deaths in the Province.

To compliment the Province's focus, the Pembroke Fire Department adopted a renewed approach to our Smoke Alarm Program, focusing on educating our residents during responses and testing smoke alarms at all opportunities. Tracking of these inspections is now done and reported as a means of emphasizing the importance of working smoke alarms.

This past year, the City of Pembroke and the Pembroke Professional Firefighters Association successfully negotiated a new contract, avoiding the costly arbitration process. This reflects the commitment to the vision of the Pembroke Fire Department, providing exemplary service in a cost-effective and efficient manner. This also reflects the vision of the current Strategic Plan by engaging the employees through the Association, improving equity, increasing morale and ensuring retention remains a non-issue at the Pembroke Fire Department.

As stated last year, our goal of being a proactive Fire Department continued with the purchase of a utility trailer in 2023. This trailer will act as an Incident Command post during emergencies, offer staff and civilians shelter while conducting operations, and will allow us to transport contaminated equipment back to the Hall for proper cleaning, in line with the Firefighter's Cancer Prevention Checklist.

2023 also saw the purchase of a new rescue boat to replace our current unit. This new boat will be better equipped to handle emergency responses on the Ottawa River and will provide space for patients and equipment.

The past year has been an extremely busy one for the Pembroke Fire Department and, in my opinion, quite a successful one. As you will see throughout this report, there are many positives to be taken, from community outreach and engagement to staff education, to incident responses. Thank you to Council and the City of Pembroke for your continued support.

Scott Selle,

A handwritten signature in black ink, appearing to read "Scott Selle".

Fire Chief



Core Values, Mission and Vision

Professionalism

The fire department demands the highest standards of excellence, integrity, commitment, and dedication from all its employees. As professionals, we must treat all others with respect and dignity. The public and taxpayers deserve nothing less.

Integrity

The fire department is entrusted with protecting the public and enforcing fire and other related codes. Each member has a personal responsibility to demonstrate the highest ethical standards to inspire confidence and trust in each other and also in the public we serve.

Respect

Each member of this department should be treated with consideration and respect. Personnel must be free to contribute fully to this fire department without any fear or disrespect. All employees must respect the dignity and rights of co-workers and the public they serve.

Accountability

In carrying out our mission, all employees must hold themselves accountable to the public, taxpayers and personally for their actions.

Partnership

The Pembroke Fire Department recognizes that its success requires a diverse, coordinated team committed to the highest standards of trust, hard work, co-operation and communication working together with external stakeholders to achieve common goals.

Innovation

The fire department strives to work creatively, proactively and effectively in providing services to the public. We are committed to finding flexible, efficient and innovative approaches to providing fire safety.

Mission

It is our mission to continually strive to provide fire and life safety protection, prevention and education to the residents and visitors of the City of Pembroke with dedication, teamwork, civic pride and professionalism.

Vision

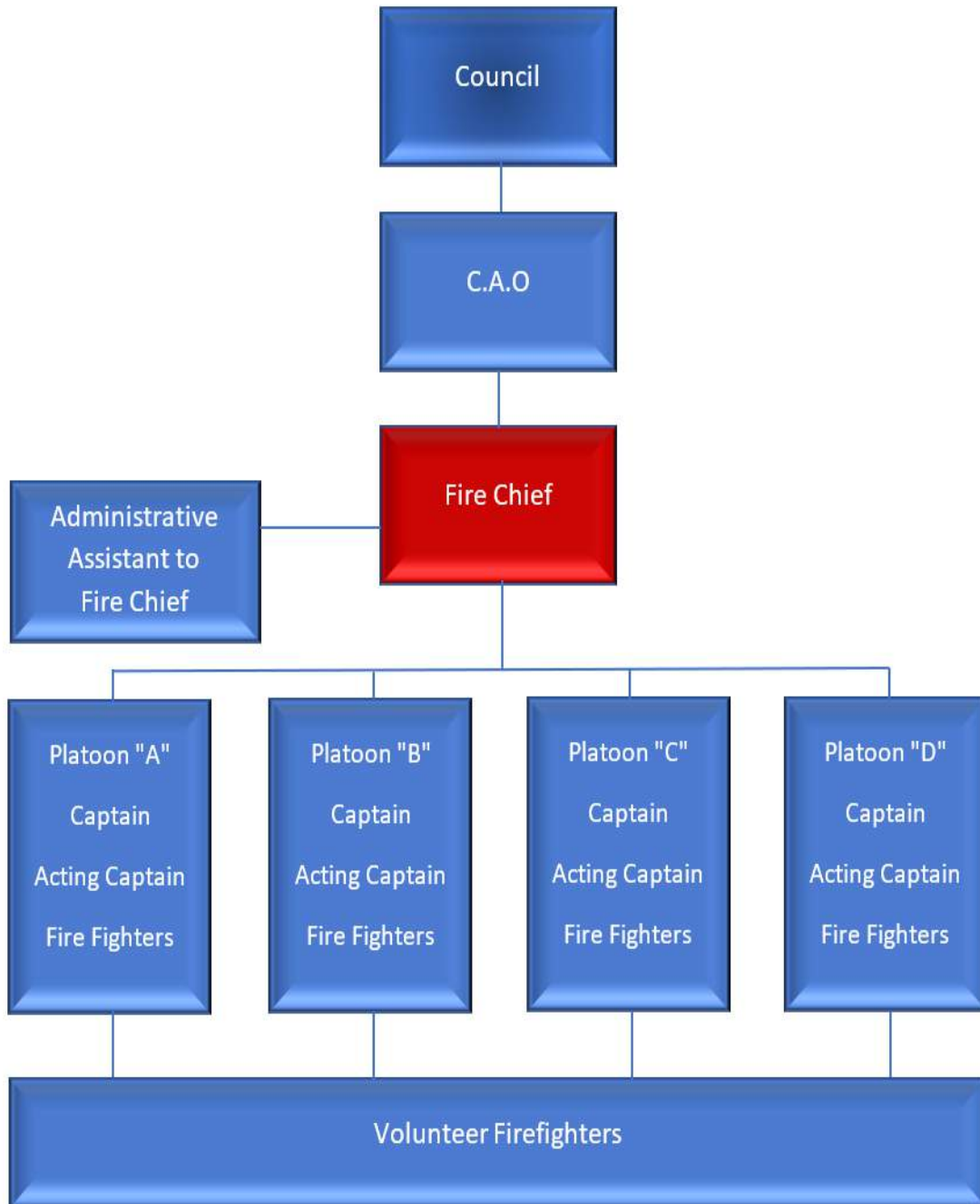
The Pembroke Fire Department is dedicated to continually improving the quality of life to the people we serve with exemplary service in a cost effective and efficient manner.



Organizational Structure

Pembroke Fire Department Chain of Command

The Pembroke Fire Department is a composite department consisting of 16 career and 16 Volunteer Fire Fighters, a Fire Chief, and an Administrative Assistant.





Department Staff

Career Fire Fighters (includes volunteer & career service as of Dec. 31, 2023)

Name	Rank	Service
Scott Selle	Chief	21 years, 10 months
Edward Beupre	Captain	35 years, 5 months
Gary Lowe	Captain	29 years, 11 months
Shawn Morgan	Captain	17 years
Chance Colquhoun	Captain	16 years, 7 months
Darrell Andrews	Acting Captain	30 years, 1 month
Kyle Zimmerman	Acting Captain	15 years, 6 months
Jason Kelly	Acting Captain	16 years, 4 months
Brent Verdiel	Acting Captain	14 years, 9 months
Ian Caughey	Fire Fighter	21 years, 6 months
Tom Watkins	Fire Fighter	22 years, 9 months
Luke Dunne	Fire Fighter	17 years, 9 months
Matt Troutman	Fire Fighter	12 years, 3 months
Tanner Rutz	Fire Fighter	12 years, 3 months
Brad Lapierre	Fire Fighter	8 years, 8 months
Emma Gibbon	Fire Fighter	5 years, 2 months
Riley Poirier	Fire Fighter	4 years, 4 months

Table 1 career firefighters rank and service time

Approximate Average years of service: 18 years and 11 months (Includes Volunteer Service time)

Captains approximate average years of service: 24 years and 9 months.

Acting Captains approximate average years of service: 19 years and 3 months.

Firefighters approximate average years of service: 13 years and 1 month.

9 of the 17 members were part of our volunteer corps (Beupre, Selle, Andrews, Watkins, Morgan, Caughey, Kelly, Dunne & Lapierre) and 3 of the members were co-op students with our department (Rutz, Troutman & Lapierre).

Years of Service Awards

Staff presented awards for their years of service at the City's Christmas Party:

Scott Selle: 20 years

Shawn Morgan: 15 years

Kyle Zimmerman: 15 years





Administrative Assistant to the Fire Chief

In 2023, Wendy Hewitt completed two years of service as the Administrative Assistant to the Fire Chief. She attends all major incident responses in the role of Scribe and is also the Secretary for the Renfrew County Fire Chiefs Association.

Promotions and Appointments

Fire Fighters Emma Gibbon and Brad Lapierre completed their annual promotional testing and were promoted to the rank of 1st class on January 4th and April 23, 2023, respectively.

Fire Fighter Riley Poirier earned the rank of 3rd class on September 13th, 2023.

Volunteer Fire Fighters (average years of service is 8.7 years)

Name	Rank	Service
Richard Larocque	Volunteer	29 years
David Stresman	Volunteer	22 years
Reid Lewis	Volunteer	20 years
Paul McMillan	Volunteer	20 years
Dave Roach	Volunteer	15.5 years
Shawn Mahood	Volunteer	11 years
Trevor Popke	Volunteer	8.5 years
Matthew Wagner	Volunteer	5 years
Dereck Beaupre	Volunteer	5 years
Noah Maika	Volunteer	3.5 years
Dillon Watts	Volunteer	3.5 years
Matthew Smith	Volunteer	1.5 years
Jakob Therrien	Volunteer	1.5 years
Shane Schneider	Volunteer	1.5 years
Justin White	Volunteer	1.5 years

Table 2 Volunteers and service time

Volunteer Fire Fighter Resignations & Hiring

In 2023, the Pembroke Fire Department saw the resignation of Volunteer Firefighter River Beaupre. River had served the City of Pembroke for 7 years. We wish River good luck in his future endeavors and thank him for his service.

In January, four Volunteer Firefighters, Matthew Smith, Jakob Therrien, Shane Schneider and Justin White, hired the previous fall, completed all the required training and evaluations and became responding members of the Pembroke Fire Department.





Incident Response Times

The Pembroke Fire Department responded to a total of 392 emergency incidents in 2023. This is the highest number of responses since 2018 and our third highest total recorded in the history of the Pembroke Fire Department.

The importance of time is critical in responding to any emergency. The goal of the Pembroke Fire Department is to have a crew and unit at the scene of an emergency in less than 5 minutes, all the while, following the Highway Traffic Act and ensuring the safety of the staff and the citizens of Pembroke during response. The average response time to incidents in the City of Pembroke in 2022 was 4:53. This represents the time from the receipt of the call from 911 dispatch to the on-scene arrival time by the fire department. In 2023, major construction projects on Bennett Street caused detours to our response routes, sending us through residential neighbourhoods or to Paul Martin Drive. These detours began in May and lasted through to December and had a major impact on our response times.

Without adjusting for construction and detours, the response time for 2023 was 5:22. This is an exceptional average time considering the closure of the intersection at Bennett and Boundary Road and the prolonged closure of Bennett Street.

As in 2022, The Pembroke Fire Department responded to nine (9) incidents outside of the City of Pembroke for Mutual Aid, Vehicle Extrication or Water Rescue in 2023. Our average response time for incidents outside of the City was 14:18. Again, construction projects affected these times.

The following charts compare the average response times for incidents within the City, as well as outside of the City boundaries, over the past five years.

Emergency Incident Response Times (within the City) 2019 – 2023

Year	# of Emergency Incidents	Response Time
2019	378	5:04
2020	327	4:44
2021	360	4:48
2022	343	4:53
2023	383	5:22



Emergency Incident Response Times (outside the City) 2019 – 2023

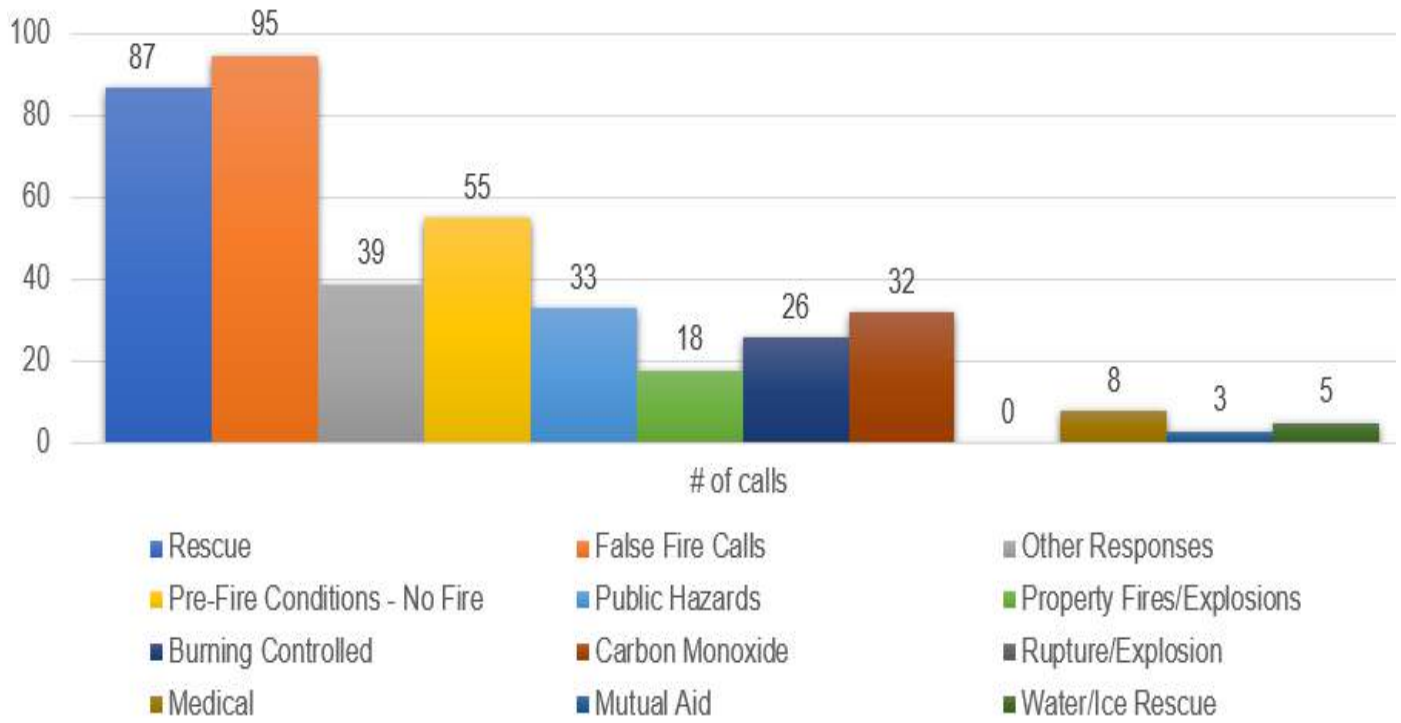
Year	# of Emergency Incidents	Response Time
2019	10	6:49
2020	9	8:56
2021	7	8:00
2022	9	9:05
2023	9	14:18

Incident Types

The Pembroke Fire Department responds to many different types of incidents. The following graph demonstrates incidents by event type.

Incidents

Incidents 2023 Total # Of Calls - 392





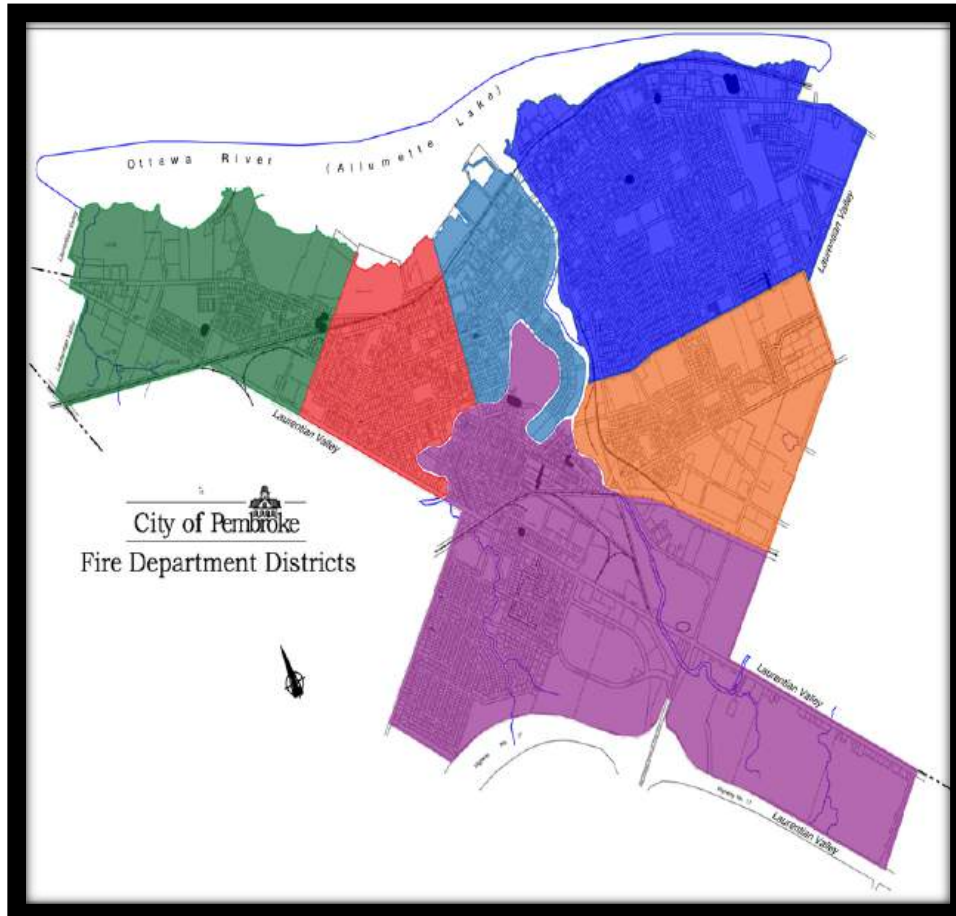
Breakdown of Incidents in 2023

Type of Incident	# of Calls	Type of Incident	# of Calls
Rescue	87	Burning Controlled	26
False Fire Calls	95	Carbon Monoxide	32
Other responses	39	Rupture/Explosion	0
Pre-Fire Conditions-No Fire	55	Medical	8
Public Hazards	33	Water/Ice Rescue	5
Property Fires/Explosions	18	Mutual Aid	3

Incident by Districts

The Pembroke Fire Department maintains a system which divides the City into six districts. All statistics are broken down to identify trends in fire loss and call volume by district.

Districts in the City of Pembroke





Summary of Incidents by District

District 1 – Downtown core Christie Street, east to Muskrat River and south to Indian River

Incident Count	64
Percentage of Incidents	16.32%
Estimated Loss	\$5,000
% of Dollar Loss	0.76%

District 2 – west of Christie Street to Forced Road and south to Boundary Road.

Incident Count	33
Percentage of Incidents	8.41%
Estimated Loss	\$0
% of Dollar Loss	0%

District 3 – Forced Road west to city limits and north to Ottawa River.

Incident Count	59
Percentage of Incidents	15.05%
Estimated Loss	\$199,000
% of Dollar Loss	30.13%

District 4 – Boundary Road bridge, east to city limits and north including Eganville Road.

Incident Count	42
Percentage of Incidents	10.71%
Estimated Loss	\$3,000
% of Dollar Loss	0.45%

District 5 – east of Muskrat River to city limits and south to Bell Street.

Incident Count	150
Percentage of Incidents	38.26%
Estimated Loss	\$448,500
% of Dollar Loss	67.9%



PEMBROKE FIRE DEPARTMENT

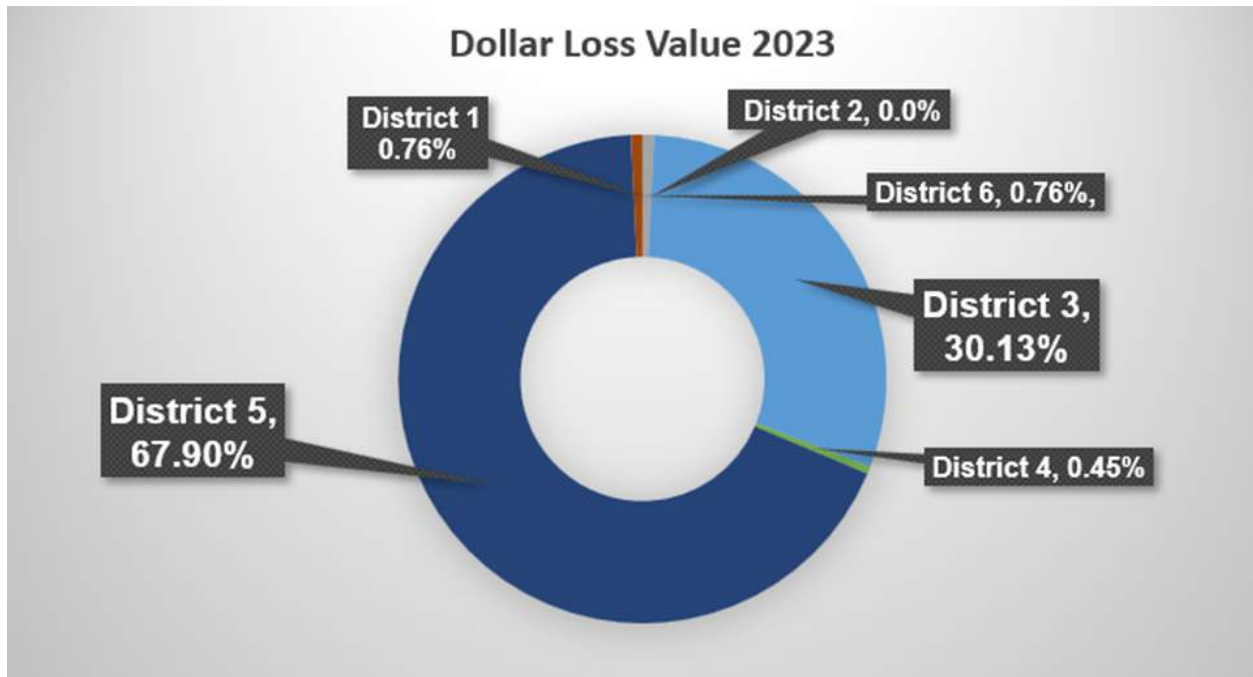
District 6 – east of Muskrat River from Bell Street to the city limits.

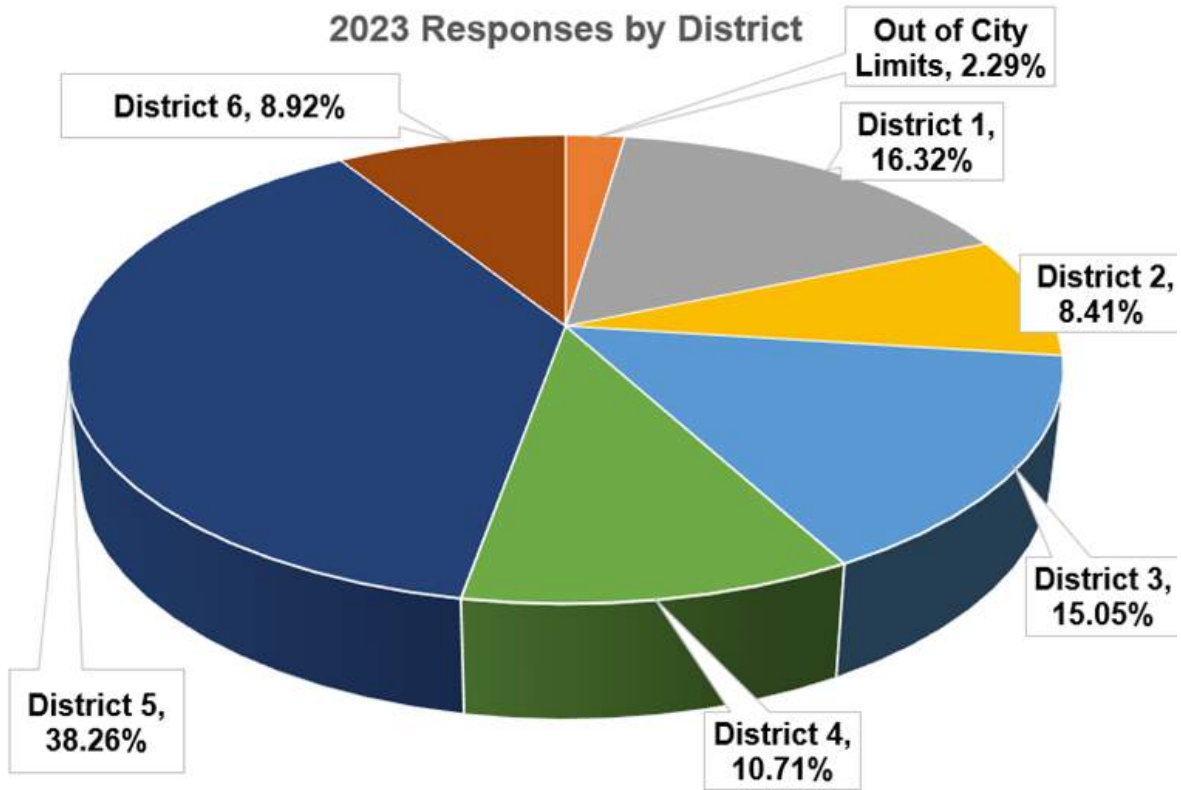
Incident Count	35
Percentage of Incidents	8.92%
Estimated Loss	\$5,000
% of Dollar Loss	0.76%

Out of City Limits (losses are recorded by Laurentian Valley Fire Department)

Incident Count	9
Percentage of Incidents	2.29%
Estimated Loss	N/A
% of Dollar Loss	N/A

Note: Percentage of dollar loss per district reflects all fire loss





THE FOLLOWING CHART DEMONSTRATES THE CALL VOLUME BY DISTRICT

2023 Incident Responses By Month

Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
# of Responses	26	29	28	27	21	42	50	31	28	38	37	35
% of Responses	6.6%	7.4%	7.1%	6.9%	5.4%	10.7%	12.8%	7.9%	7.1%	9.7%	9.4%	8.9%

2022 Incident Responses By Month

Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
# of Responses	27	17	17	31	38	37	27	28	35	30	37	28
% of Responses	7.7%	4.8%	4.8%	8.8%	10.8%	10.5%	7.7%	8%	9.9%	8.5%	10.5%	8%



PEMBROKE FIRE DEPARTMENT

2021 Incident Responses By Month

Month	Jan.	Feb.	Mar.	Apr	May	June	July	Aug.	Sept.	Oct.	Nov	Dec.
# of Responses	24	14	29	22	27	38	32	42	45	41	31	26
% of Responses	6.5%	3.8%	7.9%	6%	7.4%	10.3%	8.7%	11.4%	12.2%	11.1%	8.4%	7.1%

2020 Incident Responses By Month

Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
# of Responses	29	15	27	28	38	17	29	36	31	28	32	19
% of Responses	8.8%	4.6%	8.2%	8.5%	11.6%	5.1%	8.8%	10.9%	9.4%	8.5%	9.7%	5.8%

2019 Incident Responses By Month

Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
# of Responses	39	24	35	27	25	23	33	37	30	30	32	45
% of Responses	10.3%	6.3%	9.2%	7.1%	6.6%	6.1%	8.7%	9.7%	7.9%	7.9%	8.4%	11.8%

5 Year Average Monthly Responses

Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Avg # of Responses	29	20	27	27	30	31	34	35	34	33	34	31
Avg % of Responses	7.9%	5.4%	7.4%	7.4%	8.2%	8.4%	9.3%	9.5%	9.3%	9.0%	9.3%	8.4%



Emergency Responses

Property Value Saved/Loss

To measure the effectiveness of the Pembroke Fire Department, we attempt to track all aspects of statistics in the fire service. We are refining our formulas to extract better comparisons of dollar losses at fire incidents compared to property saved.

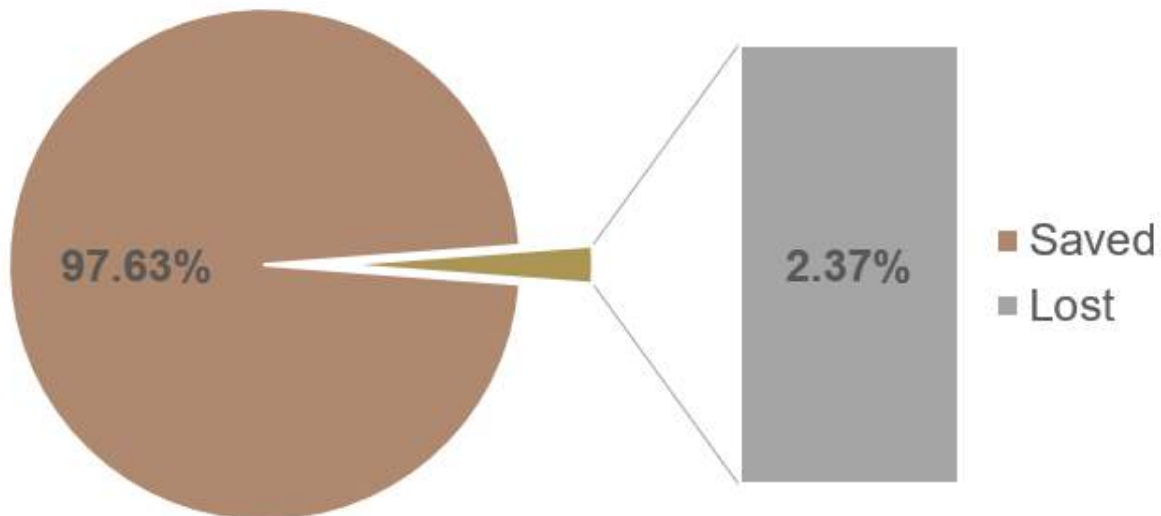
This year the percentage of property value saved was 97.63% (\$27,230,500) versus the percentage of property loss of 2.37% (660,500).

In 2023, the PFD responded to 4 significant fires. There were no major injuries to civilians or staff.

The chart below indicates total property value saved as well as property lost over the past 5 years.

Year	#of Incidents	Dollar Loss structure fire only	% of Loss	% Saved
2019	378	\$2,392,000.00	22.5%	77.47%
2020	327	\$1,072,525.00	41.98%	58.02%
2021	367	\$803,750.00	7.54%	92.46%
2022	352	\$1,690,000.00	36.89%	63.11%
2023	392	\$660,500	2.37%	97.63%

2023 Property Value Saved/Loss





Significant Incidents

175 Mackay St. Apartment Fire January 23



The Pembroke Fire Department received a call from Renfrew Dispatch shortly after 5:00 a.m. reporting a sofa on fire in an apartment. Upon arrival, smoke and flames were exiting the west side of the building from a third story window. Firefighters ensured all tenants were evacuated from the neighbouring apartments while other firefighters donned SCBAs and advanced hose lines to the apartment. Upon entry to the unit, firefighters were faced with a room that was fully involved in fire. Extinguishing efforts were successful, and searches of the involved unit and neighbouring units were completed quickly. The lone occupant of the apartment suffered minor burns to their lower legs. The likely cause of this fire was smoking. Loss was estimated at \$70,000.

426 Mackay St. Vehicle Fire July 6



The Pembroke Fire Department received the report of a vehicle on fire from Renfrew Dispatch just after 1:30 pm. On response, a large black column of smoke could be seen as the responding crew pulled out of the station. On arrival, a spray foam insulation truck was fully engulfed in flames, with fire impinging on the cable and hydro lines above. The responding crew quickly advanced hose lines to knock the flames down. The heat had caused barrels of product to rupture. With the assistance of the Operations Department, the runoff was contained, and the spill was cleaned quickly. There were no injuries, and the fire was contained to the vehicle.

Loss was estimated at \$300,000.



PEMBROKE FIRE DEPARTMENT

114 Dickson St. House Fire September 4



Shortly before 1:30 am, the Pembroke Fire Department received the report of a bathroom fire from Renfrew Dispatch. On arrival, the responding crew forced entry through the front door. The lone occupant was found in a second-floor bedroom and removed from the home. The occupant was then transported to PRH with minor injuries. The fire had extended into the attic area. Suppression efforts brought the fire under control quickly and searches revealed no other occupants.

The cause of the fire was determined as electrical, starting with the bathroom fan.

Loss was estimated at \$73,000.

240 Cecil St. Structure Fire – House December 16



The Pembroke Fire Department received a call from Renfrew Dispatch just after noon reporting a structure fire. On arrival, the incident was upgraded, calling in all available personnel. Heavy smoke and flames were visible from a second story window. Crews knocked the fire down from the exterior, then proceeded inside. All occupants were out of the unit involved prior to PFD's arrival, while the adjoining unit was evacuated as a precaution. The cause of the fire was undetermined; however, investigators deemed the fire not suspicious.

Loss was estimated at \$199,000.

Fire Cause Determination

Fire Cause Determination plays an important role in all fire incidents. Captain Ed Beaupre currently takes the lead role in all post fire investigations. In 2023, Acting Captain Jason Kelly and Acting Captain Kyle Zimmerman completed the process to become certified investigators and have worked closely with Captain Beaupre on these incidents. In 2023, potential causes of ignition for fires in the City of Pembroke were improperly handled or discarded smoking materials, improperly used candles, and electrical and mechanical malfunctions or failures.



Incidents Involving Vehicles

Vehicle Collisions and Fires

The Pembroke Fire Department responded to 42 motor vehicle collisions in 2023.



Vehicle Extrications

The Pembroke Fire Department provides lifesaving heavy extrication rescue for victims entrapped in automobile accidents within the City of Pembroke and to portions of the Township of Laurentian Valley. The Pembroke Fire Department responded to a total of 3 extrication calls in 2023.

The costs for response to extrication outside the City are recovered through an Agreement with the Township of Laurentian Valley. All calls for extrication in 2023 were in the Township of Laurentian Valley. The Pembroke Fire Department recovered a total of \$2,403.24 for these extrication incidents.





Water/Ice Rescue Incidents

The Pembroke Fire Department provides Water and Ice Rescue services to the residents and visitors of the City of Pembroke. Water and Ice Rescue emergencies are dynamic events. Fire fighters may have to enter the water in extreme circumstances to remove those in distress. Our equipment is comprised of a DR 520 Water Rescue Boat & motor, a Rapid Deployment Craft for ice rescue incidents, and various other tools and equipment specific to these operations. The Pembroke Fire Department responded to 7 water rescue calls in 2023.

The Pembroke Fire Department assisted Garrison Petawawa in June, searching for victims after the tragic helicopter crash on the Ottawa River.

Other responses were for a capsized boat on Muskrat Lake, 2 responses for rescue into Laurentian Valley and the remaining responses were for rescue on the Ottawa River within the City of Pembroke territory.

False Alarms

A total of 95 false alarms were received in 2023. False alarms are considered incidents of human error, perceived emergencies, accidental activations and malfunctioning alarms equipment. A good number of the false alarms will not be reflected in the table below in that they are not preventable automatic alarm issues. In order to reduce operating costs and false alarms, the Pembroke Fire Department has a False Alarm By-law which allows for the recovery of costs associated with preventable false alarms.

# of Letter Warnings	# of Invoices	Year	Total
23	11	2019	\$6,102.00
22	6	2020	\$3,051.02
29	7	2021	\$3,051.02
16	12	2022	\$7,246.15
20	6	2023	\$3,432.39

Since the introduction of our False Alarm By-law in 2004 we have recovered a total of \$121,604.88.





Prevention

The Pembroke Fire Department has identified major risks within the community and has prioritized them below. Each Platoon carries out certain responsibilities to mitigate these identified risks.

The top seven identified risks are:

1. Missing, malfunctioning or disabled smoke alarms
2. Residential Fires
3. Compliance with the Ontario Fire Code in multi-unit apartments
4. Senior Citizen Vulnerability
5. Escape Planning for Multi-Unit Dwellings
6. Evacuation of large, vulnerable occupancies
7. Major industrial fire loads

Below are the responsibilities of the individual platoons in 2023. There were no changes to the responsibilities from the previous year.

“A” Platoon – Health Care and Long-Term Care

“B” Platoon – Restaurants and Compliance of Ontario Fire Code in Multi-Unit Dwellings

“C” Platoon – Industrial occupancies

“D” Platoon – Commercial and Compliance of Ontario Fire Code in Multi-Unit Dwellings and Other Residential Occupancies

All platoons take part in general inspections and the smoke alarm program. For career development and a deeper understanding of the Ontario Fire Code and its application, Platoons may branch out and expand their inspection portfolios at the Fire Chief’s discretion.





Inspections & Consultations

The Pembroke Fire Department completed approximately 2,044 inspections and consultations in 2023. During these inspections, approximately 244 violations of the Ontario Fire Code have been repaired or corrected. In 2023, the PFD reviewed and/or approved 56 Fire Safety Plans. These plans are written documents outlining roles and responsibilities during a fire emergency. These plans are mandated by the Province, through the Ontario Fire Code, for many buildings within the City. A fire safety plan attempts to mitigate many of the fire hazards associated with the major risks identified on the previous page.

Property Use	# of Inspections
Assembly	383
Health Care and Long-Term Care	454
Residential	935
Mercantile & Business	114
Industrial	86
Hotel/Motel	12
Recreational Burn Permit Site Inspections	92

Smoke Alarm Program

Working smoke alarms are essential in preventing the loss of life due to fires in the City of Pembroke. Missing, disabled or malfunctioning smoke alarms are identified as the #1 risk to the safety of our residents. The Pembroke Fire Department resuscitated our smoke alarm program in 2021. In 2022, we combined mitigation efforts for Risk #1 and Risk #2 and started with the largest residential buildings in the City. In 2023, we completed inspections on the largest multi-unit buildings in the City. In October, we began recording the number of Smoke Alarm Inspections as well as the number of alarms tested. From that date to the end of 2023, 84 Smoke Alarm inspections were conducted, 178 smoke alarms were tested, 4 smoke alarms were missing, 9 were not working, 2 batteries were replaced, and 9 new smoke alarms were installed. 95.3% of homes visited had working smoke alarms.

Carbon Monoxide Alarm/Program

The requirement for carbon monoxide alarms in all residences in Ontario became law in 2014. This is now a regular part of our public education and fire safety inspections. 2023 saw a renewed focus on Carbon Monoxide safety, initiated through the Technical Standards and Safety Authority (TSSA). Over a two-week period, from November 1 to 14, we assisted TSSA in promoting Carbon Monoxide safety through our social media pages as well as a billboard sign which is still erected at the Fire Department.



Sparky the Fire Dog

For the past 14 years, Josh Woermke has donated his time to don the Sparky costume at our public relation events. From the Open House to supporting young children at our Junior Firefighters Program, Sparky continues to delight the young and young at heart. There is a tremendous appreciation for the role Josh plays and the friendship he provides here at the PFD.



Public Service Announcements

The Pembroke Fire Department continues to broadcast Public Service Announcements (P.S.A.s) on local radio stations. With Pembroke's Pure Country, announcements are made monthly and are relevant to seasonal hazards and hazards that are low frequency with high consequences. The P.S.A. messages are recorded by the Firefighters, Officers, Wendy, and the Fire Chief. Some examples of topics covered include the importance of working Smoke and Carbon Monoxide alarms, family escape planning, water safety and road safety.

For the last four years, the Pembroke Fire Department has partnered with MyFM to present the 12 Days of Holiday Fire and CO Safety Campaign. Over a 12-day period leading up to Christmas, a specific holiday season fire safety message is played each day. Listeners are then invited to enter a contest for a chance to win a daily prize of fire safety equipment donated by the Fire Marshal's Public Fire Safety Council.

We also continued our partnership with other Renfrew County fire departments to promote fire safety in the Eganville Leader newspaper. Once again, these fire safety messages are season specific.

TAPP-C (The Arson Prevention Program for Children)

The Pembroke Fire Department delivers this program to children identified to have an "unhealthy" fascination with fire starting. It is a voluntary program, although it can also be a requirement of the courts. Thankfully, the PFD did not have any enrolment in the TAPP-C program in 2023. There is a possibility this program could be integrated into broader family programs offered by local agencies in the future.



Emergency Management & Exercise

Chief Selle is also the Community Emergency Management Coordinator (CEMC) for the City of Pembroke. The CEMC works under the Emergency Management Program Committee and coordinates training for the Municipal Emergency Control Group, oversees the development and review on the Emergency Plan and all the appendices, and leads the planning and development of the Emergency Exercise. In 2023, the CEMC attended 41 meetings pertaining to Emergency Management. This does not include training sessions.

The City of Pembroke conducted our annual Emergency Exercise in November of 2023 under the leadership of the Municipal Emergency Control Group. Delivered by the Community Emergency Management Coordinator, Chief Selle, the MECG reviewed the Incident Management System, which was introduced to the group last year. The MECG then proceeded to work through management of a severe winter storm with a prolonged power outage with mitigation efforts supported through the IMS structure.

Fiddle Park

The Annual Fiddling and Step Dancing Competition, along with Fiddle Park, resumed operations again in 2023 without any major incidents. This being the first event in a few years, trailers at Fiddle Park numbered 306. This can be compared to the last event in 2019, which saw 400+ trailers on site. Unfortunately, although the overall numbers for 2023 were lower, we saw an increase in the number of trailers (17% of trailers on site) that needed either a smoke alarm or batteries. The estimated value of the trailers and vehicles that stayed at the Park over the course of the event is estimated at \$68 million.

Fire Prevention Week October 8th – 14th

“Cooking Safety Starts With YOU! Pay Attention to Fire Prevention.”

We continued with our traditional Fire Prevention Week activities, conducting fire drills and interacting with the students at the schools in the City of Pembroke. Our Firefighter for a Day contest, conducted in partnership with all elementary schools in the city, led us into FPW. Grades 4 and 5 students from the City were asked to develop catchy fire safety messages. The winning messages are displayed on the PFD half ton. The winners also spent the afternoon of October 27th at the firehall working and training with the firefighters. This year’s winners with their messages are:

Hudson (Champlain Discovery) “If the fire alarm goes, be quick on your toes!”



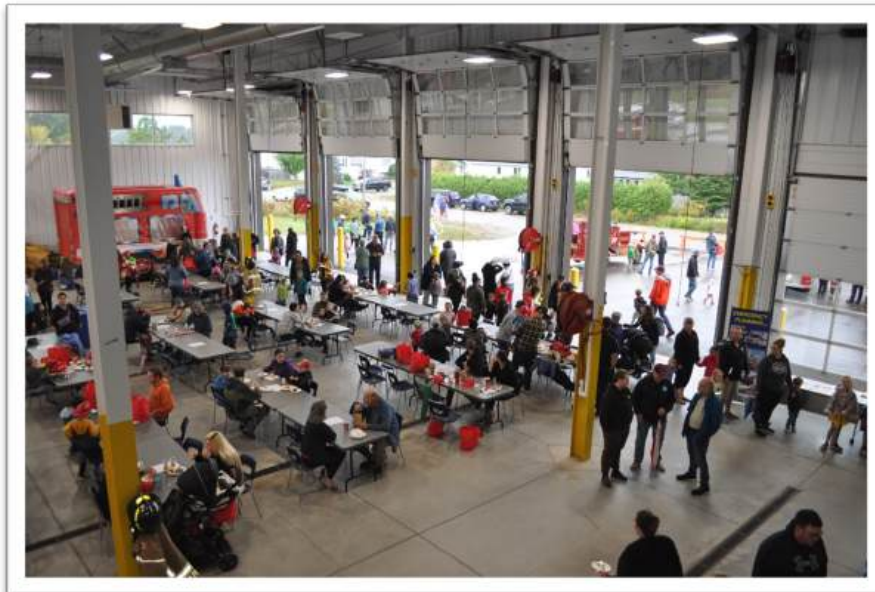


Matthew (Cathedral) “Don’t make a mistake, plan your escape!”



Prior to the start of the week, Mayor Gervais delivered a proclamation recognizing the importance of the week at the Council Meeting held October 3rd. We prepared specific messaging for our social media platforms and with our radio partners, promoting FPW activities. We also used these mediums to expand upon the basic messaging around safe cooking habits and safety in the kitchen.

Again in 2023, due to the timing of Fire Prevention Week, our kickoff event was our Open House. We were extremely lucky to partner with the Pembroke Professional Firefighters Association and Co-operators, Perri-Rae Boell & Associates Inc. This was perhaps our most successful Open House with an estimated attendance of 500 people.



Open House 2023

Our “Where’s Sparky” contest began in September leading up to the Open House where attendees were able to fill out ballots identifying Sparky’s location in the City. With the correct answer, contestants were entered into a draw for a fantastic prize pack, generously donated by local businesses. A heart-felt thank-you goes to all the local businesses that supported us to make this event a success. The support received is overwhelming.



Fire Prevention Week Sponsors

Our smoke alarm exchange and information booths were held throughout the week at the West End Plaza, Giant Tiger, and the Pembroke Mall. The locations provide spots that allow access to the program for all residents of the City. Thank you to these organizations for their support in this endeavor as well.

The Saturday of FPW saw Sparky and staff participate in activities at the Pembroke Public Library. Staff led story time, reading a work chosen for its fire safety messaging, and followed this up with a presentation to the children.

The close of the week was held at the Pembroke Lumber Kings game with an information booth and smoke alarm exchange program. Mayor Gervais and Firefighter Poirier joined Sparky for the ceremonial puck drop at center ice. Although the Chief could not attend this year, he kindly reminded FF Poirier to bring a puck! Again, a huge thank you to the Pembroke Professional Firefighters Association (P.P.F.F.A.), who sponsored the Chuck-A-Puck event.

Vulnerable Occupancy Drills

In accordance with Ontario Regulation 364/13 (Mandatory Inspection – Fire Drill in Vulnerable Occupancies), made under the Fire Protection and Prevention Act, all seniors' homes, care and treatment homes and hospitals are required to have, at a minimum, one fire safety inspection and one fire drill each year. The fire drills must be attended and critiqued by the PFD. These fire drills are conducted simulating staffing levels at their lowest levels and at the time of day the occupants may be most vulnerable in these facilities due to the staffing levels. Completing these inspections and drills this year proved to be challenging as once again, Covid affected the scheduling and completion of many of the inspections and drills. By the end of the year, we managed to complete inspections and drills at all the Vulnerable Occupancies in the City of Pembroke.



Social Media

We continue to use our social media platforms (Facebook and Twitter) to educate the residents of the City. The focus of the education portion is primarily on fire related topics, however, with the role of Emergency Management falling within the scope of the Fire Chief, educational topics have been expanded to touch on emergency management as well. We have also attempted to utilize social media to promote events and topics important to the City of Pembroke and other partners in the community. We originally launched on Facebook and Twitter in June of 2021.

We began 2023 with a weather advisory which may have been an omen for the next few months. Weather-related posts from thin ice warnings to extreme cold to flooding and heavy rain fall, filled our timeline through to June. Interspersed between were celebrations of events at the Fire Hall as well as promotion of City events and info.

The platforms were used to promote Emergency Preparedness Week, Fire Prevention Week, and the two weeks of Carbon Monoxide Safety. We tried to present residents with as much information as possible regarding the poor air quality we experienced in June along with the Fire Ban that was implemented Province wide in the summer.

Again, throughout the fall, messaging was released on our pages to coincide with the PSA messaging on the local radios.

Leading into Christmas is the 12 Days of Holiday Fire and CO Safety Campaign in partnership with MyFM and the Fire Marshal's Public Fire Safety Council. Each day beginning on December 12th, a specific holiday fire and/or CO safety message aired on myFM while we released the same messaging on our social media pages.

Messaging over the 12 days focused on:

- Proper use of lights when decorating and checking for worn or damaged cords
- Use of flameless candles
- Installing and testing smoke alarms
- Installing and testing Carbon Monoxide alarms
- Watering trees daily
- Never overload electrical outlets
- Fire safety while cooking with children
- Preparing and practicing an escape plan for your home
- Stay in the kitchen while cooking
- Keeping heating sources away from anything that can burn
- Safe smoking tips
- Lithium battery safety

YourTV kindly ran their public service announcements developed in partnership with the Pembroke Fire Department. Some new recordings were also made to ensure the information is current and relevant. Thank you to YourTV for the great work they do in the community!

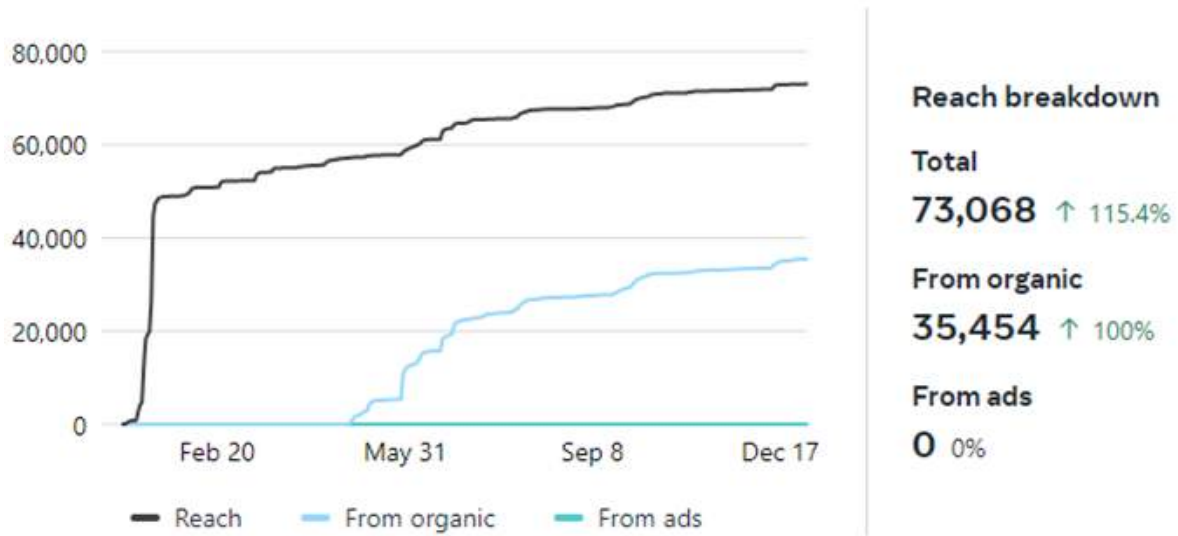
The Ontario Fire Marshal's Office chose September 28th as "Test Your Smoke Alarm Day" in Ontario. This built on the September, 2022 campaign of "Cause for Alarm", a messaging campaign, released on social media, centering on the importance of working smoke alarms. A lot of energy and promotion went into this day. PSAs were recorded, messaging was developed leading up to and including the day of the event, an article



PEMBROKE FIRE DEPARTMENT

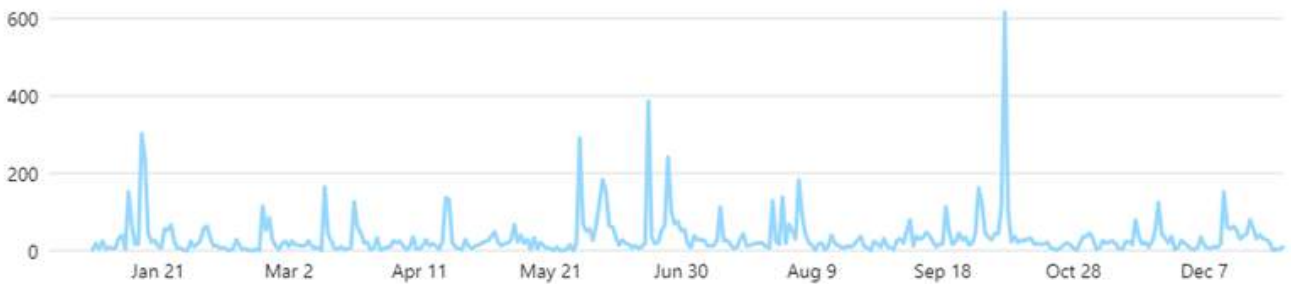
written with the Observer, messages on the PMC board and our website, the Mayor's proclamation and YourTVs recordings, all the while preparing for Fire Prevention Week 10 days later!

There are currently **815 Followers** to our Facebook page and growing.



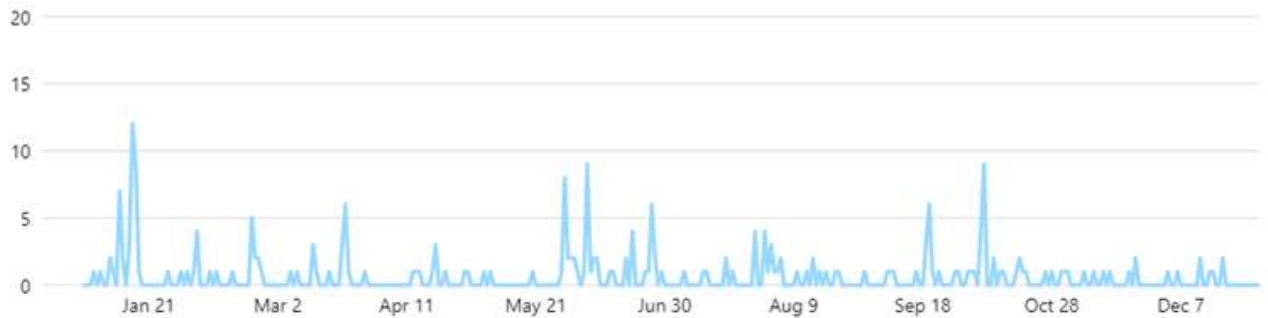
Facebook visits ⓘ

12,467 ↑ 149.8%



Facebook Page new likes ⓘ

231 ↑ 37.5%





Facebook followers ⓘ

815

Age & gender ⓘ



Other Public Relation Events

The Pembroke Fire Department continues to strive to be a valuable part of the community. We understand the role that positive public relations play in developing lasting relationships throughout the City of Pembroke. It is one of the roles of the Fire Chief to help foster these relationships. We as the Pembroke Fire Department should set an example of what responsible members of the community should and can do.

There were many events the PFD contributed to or assisted with in various ways in 2023:

- McHappy Day
- School Fun Nights and Open Houses
- Community Expo
- Multicultural Festival
- Tim Horton’s Camp Day
- 9-1-1 Birthday Party
- FT Canine Training
- Music for a Cause
- Waterfront Waterfall Unveiling
- Wave of Light Remembrance Day
- OSPCA Mash Clinic
- Santa Claus Parade
- Robbie Dean Centre “Art in the Valley”
- Algonquin College Events
 - Options
 - Career Mentoring Day

In January, we hosted a 9-1-1 Birthday Party, partnering with Ry-Js Climbing Adventures and 7th Heaven Sweets. This Birthday Party was offered as a prize for the Hospital Gala on-line auction as part of the Cancer Care Campaign. A total of 14 children and adults attended the party.



PEMBROKE FIRE DEPARTMENT

Over the past decade during spring break in March, the Pembroke Fire Department has held our Junior Firefighter program in conjunction with the Pembroke Public Library March break programming. When we were located on Victoria St., the event was held at the library. Since the move from Victoria St., the event has been hosted at 200 International Dr. 14 children attended the event held at the Pembroke Fire Department in 2023. Thank you to Firefighter Matt Troutman who has led this successful program for several years.

May saw the Pembroke Fire Department attend the Community Expo hosted by the PBIA and the City of Pembroke at the PMC. In 2023, the event coincided with Emergency Preparedness Week. Our booth had a variety of information pertaining to both Emergency Preparedness, fire prevention and public education.

Chief Selle was fortunate to be a part of the happiest day of the year! He partook in McHappy Day, assisting local McDonald's staff in raising funds for Ronald McDonald House and other children's charities across Canada. Since the first House opened in 1981, Ronald McDonald House Canada has helped over 436,000 families with sick children stay together.



As in previous years, the Pembroke Fire Department was invited to join our schools and daycares for their fun night and open house events. The "Fun Night Season" kicked off in May and ran right through to the end of June, picking up again in September, celebrating the closing and opening of the school year.

A very special thank you goes to Karthi Rajamani from the Pembroke Library, for inviting us to be a part of the Multicultural Festival. Our information booth provided the opportunity for those attending the festival to ask any fire related questions, Emergency Preparedness questions, and get to know what the Pembroke Fire Department is all about. Four 72 Hour Emergency Kits were given to winners drawn from those that attended our booth and filled out a ballot.



PEMBROKE FIRE DEPARTMENT

The Pembroke Fire Department continues to sit on the Algonquin College Firefighter Pre-Service Advisory Committee, and we have also partnered with the Fire Team at K-9 Headquarters to offer support and assistance in developing service dogs.

In 2023, the PFD continued to act as a drop off site for the CPAN Snow Suit Program. The support for this program this year was tremendous.

The Pembroke Fire Department attended two outstanding events, hosted by Algonquin College, for high school students to discuss career paths and options with professionals from the Community. These events are used as a means of introducing the fire service to different community groups who may not see the Fire Service as a possible career option.

Public Education

Public Education is a partner to Fire Prevention and encompasses all efforts of the fire service to educate the public on topics such as fire hazards, fire safety practices and general life safety. We strive to continually improve and increase our public education programs to reach all age groups. All members play an integral part in the delivery of these programs and any interaction with the community affords us the opportunity for education.

Public Education Activities

Activity	Number of Events Held	Number of Participants
Fire Safety Training Including Fire Extinguisher Training	20	600 Adults & Children
Fire Hall Tours	13	19 Adults/89 Children
Fire Drills	30+	N/A

Training

The Pembroke Fire Department continues to follow the provincial standard of training as set by the Ontario Fire Marshal's Office, based on the N.F.P.A. (National Fire Protection Association) certified standard training program.

The Ontario Fire College programs and courses are based on and built from the NFPA Standards.

In April of 2022, Ontario Regulation 343/22 Firefighter Certification came into effect. This regulation laid out a road map to ensure all firefighters in the Province of Ontario



PEMBROKE FIRE DEPARTMENT

become certified within a specific time frame. In January of 2023, a window opened in which departments could apply for legacy certificates for firefighters who met training criteria for interior and exterior firefighting. Certificate applications were sent to the OFM for 10 of our volunteers. These 10 applications were some of the first to be approved in the province for compliance with the requirements for legacy certificates. The success of the applications is because of our excellent training program and documentation practices.

Practical training on vehicle extrication was conducted in the spring for the career firefighters. The spring session is held on site, while a local wrecking yard, AIM Recycling, has allowed us to conduct specialized training throughout the year off site.

In early May, Ice/Water Rescue training was conducted on the Ottawa River. This full training session was intense, mirroring what staff could expect when entering the water to effect rescue. As water rescues are extremely fluid, dynamic, and dangerous, our staff train vigorously to meet the standards required to ensure all our rescue efforts are successful.



Water Rescue Training

In addition to our regular training on all aspects of firefighting, larger, in depth and detailed training sessions were held on:

- Basic Emergency Management.
- Resilient Minds “Building Psychological Strength in Firefighters”.
- Specialized Response for Electric Vehicle and Lithium-Ion Battery Fires.
- Confined Space Entry and Rescue Training.
- Health and Safety Seminar and Health and Safety Certification.
- Managing Challenging Customer Service and Resolving Conflict.
- SAFER (Smoke Alarms For Every Residence) Symposium hosted by the Ontario Fire Marshal’s Office
- Equity, Diversity and Inclusion training



Ontario Fire College Courses and Seminars

In December, a Proctor assigned from the OFM Academic Standards and Evaluations division attended the Fire Hall to conduct exams for Firefighters. These exams are part of the process of certification and are the final step towards acquiring the certification seal. This is the first time the Pembroke Fire Department has done this. Congratulations to the successful members:

Captain Colquhoun	NFPA 1031 Inspector I
Captain Morgan	NFPA 1031 Inspector I
Acting Captain Verdiel	NFPA 1031 Inspector I
Acting Captain Kelly	NFPA 1021 Fire Officer I
Firefighter Ian Caughey	NFPA 1041 Instructor I
Firefighter Matt Troutman	NFPA 1041 Instructor I
Firefighter Brad Lapierre	NFPA 1041 Instructor I



Other Courses attended through the Ontario Fire College were:

Firefighter Luke Dunne	Parts 2 & 6 of the Ontario Fire Code
Firefighter Tanner Rutz	Parts 2 & 6 of the Ontario Fire Code
Captain Shawn Morgan	NFPA 1006 Ice Rescue
Acting Captain Brent Verdiel	NFPA 1006 Ice Rescue
Firefighter Riley Poirier	NFPA 1006 Water/Ice Rescue Awareness
Firefighter Brad Lapierre	NFPA 1006 Water/Ice Rescue Awareness
Firefighter Matt Troutman	NFPA 1006 Water/Ice Rescue Awareness

Employee Recognition & Firefighter of the Month

As part of the Wellness Program and to celebrate the individual efforts of staff, Firefighter of the Month was introduced in 2023. Each month, acknowledgement of hard work, dedication and professionalism is recognized for both the career members and the volunteer firefighters. The winners of the award in 2023 were:

Captain Shawn Morgan	Captain Gary Lowe	Captain Ed Beaupre
Acting Captain Brent Verdiel	Acting Captain Kyle Zimmerman	
Acting Captain Darrell Andrews	Acting Captain Jason Kelly	
Firefighter Luke Dunne	Firefighter Emma Gibbon	
Firefighter Tanner Rutz	Firefighter Riley Poirier	
Firefighter Ian Caughey	Firefighter Brad Lapierre	



PEMBROKE FIRE DEPARTMENT

Vol. Firefighter Reid Lewis	Vol. Firefighter Matthew Smith
Vol. Firefighter Derrick Beaupre	Vol. Firefighter David Roach
Vol. Firefighter Paul McMillan	Vol. Firefighter Noah Maika
Vol. Firefighter Dillon Watts	Vol. Firefighter Shane Schneider
Vol. Firefighter Trevor Popke	Vol. Firefighter Shawn Mahood

Chief's Training



During the month of January, the Fire Chief attended the Labour Relations Seminar hosted by the Ontario Association of Fire Chiefs (O AFC). These seminars and conferences, coordinated by the O AFC provide excellent learning, development and networking opportunities for leaders of the Fire Service.

The O AFC Trade Show and Conference was held in May. The Trade Show displays new products, equipment and apparatus for Fire Departments and allows chief officers the opportunity to meet vendors and manufacturers. Seminars are also conducted throughout the event.

In the spring, the Fire Chief attended the Annual Coordinators Symposium. This event stretched throughout the months on April and May with meetings and seminars held virtually. The focus this year was on Mutual Aid Plans and their implementation.

Fire Department administration attended Equity, Diversity and Inclusion training in April and Customer Service training in May.

The Annual General Meeting for the O AFC was held in November.

Staff attended the Senior and Elected Official Workshop presented by Emergency Management Ontario.

Chief Selle as CEMC completed EM 125. The course through Emergency Management Ontario is the basis for developing and implementing an Emergency Exercise program.

Chief Selle and the City of Pembroke's Emergency Information Officer attended a virtual course on Crisis Communication During Emergencies.





Volunteer Fire Fighter Training

The Pembroke Volunteer Fire Fighters train bi-weekly to the NFPA 1001 Firefighter I & II standard. The career firefighters provide training to the volunteer corps. As mentioned above, all of our Volunteer Firefighters are either Legacy Certified or certified to NFPA 1001 Level I & II. Training topics for the year were:

- Review of Personal Protective Equipment
- Donning and Doffing SBCA
- Building Construction
- Fire Control
- Fire Dynamics
- Structural Search, Rescue and Victim Removal
- Firefighter Survival, Mayday Operations, Firefighter Rescue
- Loss Control
- Small Engine Operations on the Fire Ground
- Water Supply
- Ground Ladders
- Water/Ice Rescue
- Hose Line Deployment and Operation
- Master Streams
- Forcible Entry
- Portable Fire Extinguishers
- Ropes and Knots
- Lithium-Ion Battery Fires





Apparatus and Equipment

The Pembroke Fire Department maintains a fleet of six apparatus. Below are the operating costs for the individual apparatus.

Apparatus	Operating Costs (Excluding fuel Costs)
2018 Pierce Pumper	\$4,903.78
2006 Spartan Pumper	\$2,312.60
2013 Pierce 100' aerial platform	\$2,385.39
2012 Rescue Vehicle	\$1,049.17
2020 Dodge Ram (Inservice April 2021)	\$1,324.31
2008 Mercury Rescue Boat	\$830.44

Total fuel costs for 2023 was \$7,674.00.

Apparatus	Fuel Usage (Litres)
2018 Pierce Pumper	4,801.41
2006 Spartan Pumper	722.26
2013 Pierce 100' aerial platform	727.36
2012 Rescue Vehicle	204
2020 Dodge Ram (Inservice April 2021)	1,201.65
2008 Mercury Rescue Boat	80.9



Equipment and Building

Equipment maintenance and upgrading is a continuous process. We follow a stringent equipment and apparatus maintenance program dictated by NFPA, provincial legislation and manufacturers' recommendations.

The table below shows the equipment and apparatus replacement schedule.

Table of Capital Replacement Schedule

Breakdown of Capital Components	Estimated year of implementation
2020 Dodge Ram	2031
2008 Rescue Boat	2023 (Expected in-service in 2024)
2012 Ford Rescue Utility vehicle	2025
2006 Spartan Pumper	2026
2013 Pierce Aerial Platform	2038
2018 Pierce Pumper	2043
S.C.B.A.	2032 (10 yrs.)
Breathing Air Compressor	2030 (20 yrs.)
Extrication Equipment	2029 (10 yrs.)
Communications Equipment	2030 (10 yrs.)
Thermal Imaging Equipment	2025 (10 yrs.)
Fire Fighting Bunker Gear	2024 (5 yrs.)



PEMBROKE FIRE DEPARTMENT

In 2023, our building generator, a requirement for an Emergency Operation Center, suffered a catastrophic engine failure in January. On four separate occasions, our heating contractor attended the Fire Hall for repairs to our heating equipment. We had planned on repairs to the water heating system, but this was pushed to 2024, along with improvement of lighting at the rear of the fire hall.

The Training/Meeting room at the Pembroke Fire Department, also referred to as the Emergency Operations Center, saw high usage by the City and its partners, for training sessions and meetings in 2023. Over and above the almost daily use of the room by PFD staff, the EOC was used for 68 training sessions or meetings. Some examples of the usage were:

- Municipal Freedom of Information and Protection of Privacy Act training
- Ontario Provincial Police training sessions
- City/County Liaison meetings
- City/Laurentian Valley Liaison meetings
- Warming Center meetings
- Community Watch meetings
- City of Pembroke Strategic Planning sessions
- PBIA Strategic Planning sessions
- Equity, Diversity, and Inclusion training
- OSPCA Mash Clinic
- Extinguisher training sessions for all City of Pembroke staff
- Emergency Management meetings and training courses
- Managing Challenging Customer Service and Resolving Conflict
- Various Operations Department training sessions

New and Exciting

Discovery Endeavor Aluminum Trailer

In October, the Pembroke Fire Department took possession of a new Discovery Endeavor Aluminum trailer. A committee of Firefighters was formed, and research conducted throughout the year on options available to the PFD. As a result of the hard work, the purchase came in under budget. The funds were drawn from the Fire Department reserves, available due to a re-prioritization of proposed projects at the Fire Hall. The trailer will act as an Incident Command Post during larger events. It will also offer shelter to Command Staff, firefighters and those who are displaced during emergency responses. Finally, the trailer is a key element in our cancer prevention strategy. As outlined in the Firefighter's Cancer Prevention Checklist, developed by the Ministry of Labour, Training and Skills Development, equipment and tools should be transported from the incident scene back to the station in a manner that does not expose firefighters to carcinogenic contamination. All contaminated items can now be safely transported back to the Fire Hall for proper cleaning post events.



Discovery Endeavor Aluminum Trailer

Pulsecraft 20' Stanley Rescue Boat

In October, Council approved the replacement of our 2008 DR520 Rescue Boat. This boat has served us well over the last 15 years. Again, a committee was formed to explore options available to the City that would best meet our needs for rescue on the Ottawa River.

We initiated the procurement process but did not receive any interest. Following the City's Procurement Policy, Council approved the single source option. The Boat Committee proceeded with discussions and came to an agreement on a 2024 Pulsecraft 20' Stanley Rescue Boat from Connor Industries. This boat will meet all of the Department's needs when performing operations on the River. The aluminum hull will be more resilient and easily repairable when compared to the fiberglass hull of our current boat. The length of the boat provides space, which we did not have for casualties, stretchers, and equipment, including firefighting equipment. Lastly, there is ample storage on the boat, and victim removal and rescue from the river will be much easier.

These two large purchases made in 2023 are an example of the kind of teamwork and collaboration between management and staff we strive for daily at the Pembroke Fire Department.

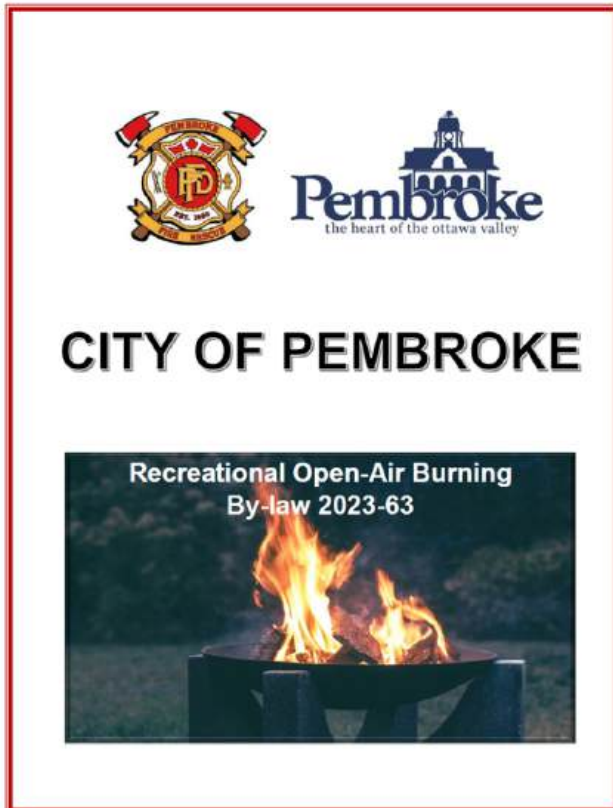


By-law 2023-63 Recreational Open-Air Burning

Original discussions regarding the updating of the City's previous recreational burning by-law began in the late winter/early spring of 2023. After months of research and gathering information, a new recreational burning by-law came into effect on September 5th. This new by-law completely overhauled the existing one, allowing more residents the opportunity to enjoy a recreational fire in their back yard. The geographical restrictions were removed, which dictated only properties along the 3 rivers could have fires and the new modernized by-law better defines the dos and don'ts of having recreational fires for the residents of Pembroke. The new by-law also addresses safety issues that were not a concern when the previous by-law was updated.

For 2023, 92 recreational burning permits have been issued in the City of Pembroke with a total of \$7,850 generated from these permits. 68 of these permits were approved and issued after September 5th. In 2022, a total of 25 permits were approved.

Since the signing of the new by-law, the PFD has responded to one incident where the property owner did not have a permit. PFD responded to two incidents, that could be described as false calls, where one was a propane smoker and the other incident the property owner had a permit. Six additional calls were received after September 5th pertaining to unauthorized open-air burning. These incidents were located in wooded areas throughout the City. Prior to the passing of the new by-law, PFD responded to seven incidents of unpermitted Recreational Burning. Of these seven, two incidents occurred during the Fire Ban in place in the early summer and fines were laid on the property owners.





Critical Incident Response Procedure

A Critical Incident is defined as any potential psychologically traumatic incident based on individual perception common to public safety personnel that is distinguished from common line of duty exposures. The culmination of these incidents can be devastating to firefighters, their families, and the City of Pembroke as the employer. To mitigate this risk, Firefighter Luke Dunne and Firefighter Emma Gibbon were tasked with researching guidelines and procedures on critical incident exposures and what to do when one occurs. I am extremely pleased with the results of their work. The new procedure, with the approval of Human Resources, was put in place in the fall of 2023. It covers steps to take pre-event to ensure the firefighters have the tools beforehand to process and deal with the traumatic experience. Steps to care for responders during the event are outlined as well as what to do at the end of the traumatic event. Support agency numbers are provided in the document and there are follow-up self-assessments to be taken at one month, six month and one-year intervals. This procedure was not applied in 2023, however, we have had to use it once in 2024 already.

I am very proud of the document that FF Dunne and FF Gibbon prepared.



Mutual Aid for the Fire Services of Renfrew County

Chief Selle has now been in the role as Fire Coordinator for Mutual Aid for the Fire Services of Renfrew County for two years.

The duty encompasses consultation on all fire related matters, coordinating mutual aid responses, and providing direction for larger hazardous materials spills or rescue emergencies for the Fire Departments of Renfrew County.

Chief Selle has attended all training sessions along with Coordinator webinars and meetings throughout the year.

The Renfrew County Fire Chiefs' Association aims for quarterly meetings; however, special meetings may be called when required. The Chief's Association met eight times in 2023. One of the main topics of the past year was the purchase of a new dispatching console at the Central Ambulance Communication Center. All decisions surrounding this purchase were made by the County of Renfrew with no input from the Chief's Association or municipal fire departments. Costings and invoices were sent from the County and the City's portion of costs was paid in 2023 from the Fire Department reserves.



Pembroke Fire Department & Mutual Aid

Although we responded to 9 calls outside of the City in 2023, these responses are covered under separate fire service agreements and fall outside of the scope of mutual aid. Chief Selle, through his role as Mutual Aid Coordinator, attended 15 meetings in 2023 pertaining to Mutual Aid and Fire Service matters within the County outside of the above-mentioned Chief's Association.

The Pembroke Fire Department continued to fulfill their Fire Service Agreements with Laurentian Valley Fire Department for Heavy Rescue (Extrication), Water & Ice Rescue and Aerial response. For these services, our Department received an annual administration fee from Laurentian Valley as well as an hourly service fee for each individual call. The fees for heavy rescue and ice/water rescue are reviewed and increased annually as per the CPI rate. For 2023, we saw an increase of 6.44% for these two agreements. The Aerial agreement addresses CPI rates in the costing formula and remains the same year to year.

In October, the Pembroke Fire Department was notified that the Laurentian Valley Fire Department will be providing extraction services for their municipality as of March 1, 2024, ending the existing agreement signed in 2018.





Pembroke Professional Fire Fighters Association (Local 488)

Listed below are the many local charities and organizations that benefitted from the efforts and generosity of the P.P.F.F.A. this past year.

- Donated to the St. Joseph's Food Bank
- Donated to the Coldest Night of the Year
- Donated to Muscular Dystrophy Canada, the 59th year supporting this organization.
- Sponsored families with registration fees for Pembroke Minor Hockey
- Donated to the Heart and Stroke Foundation
- Donated to the Cancer Society Daffodil campaign
- Donated to the school hockey programs at Bishop Smith and Fellowes
- Participated and donated to Tim Horton's Camp Day
- Sponsored Men's Night at the Pembroke Golf Club
- Donated to Meals on Wheels
- Donated to Boys & Girls Club
- Donated to the purchase of Fellowes Football jerseys
- Donated to Canadian Mental Health Association
- Donated to Krista Johnson Memorial Run for Change
- Donated to the local OSPCA
- Participated in the Canada Day Fireworks
- Supported Legion Branch 72 with Remembrance Day Wreath
- Donated to the Kiwanis Club Christmas Toy and Food Drive
- Donated to the Christmas Angel program
- Participated in the CPAN Snowsuit Fund program by utilizing the Pembroke Fire Hall as a collection drop off point
- Hosted the annual Chili Fest
- Continued their annual donation to the Silver Stick
- Participated and donated to the Movember campaign
- Participated and donated to a special Yoga event for Mental Health and Prostate Cancer
- Sponsored programs for the production of Newsies
- Participated in the Elwyn Duchrow Memorial Hockey Tournament
- Sponsored Fire Prevention Week campaign
- Participated in the Santa Clause Parade
- Sponsored Chuck-A-Puck Event
- Sponsored Public Skating Event & Sno Spree skating event
- Art In The Valley Gala at Grey Gables with donation to Robbie Dean
- Kids Fight Cancer
- PFFFA Charity Bass Derby

The P.P.F.F.A. is also a major sponsor for our annual Open House event and without their assistance, our Fire Prevention Week activities would not succeed. A special thank you goes to the members of Local 488 and their families for taking the time to help with this great event!



Summary

The path forward began in earnest in 2023. The City welcomed a new Mayor, a new Council, a new CAO, a new Director of Parks and Recreation, and numerous staff in various positions throughout the City. At the PFD, we welcomed four young volunteer firefighters into our ranks, energizing our training program as all new recruits do. Our career staff has gained another year of experience which will manifest in increased professionalism, productivity and efficiency in both prevention and response activities.

This coming year, we will receive our boat, aiming for deployment in late summer early fall. A visit with the manufacturer in early 2024 has the Department very excited for the new watercraft. With the addition of the trailer to our inventory, we continue in the process of mitigating carcinogen exposures during emergency incidents. As I said last year, my personal goal is to ensure every new member brought into this fire hall has a long and healthy retirement. Further to this, 2024 will be the first year we purchase a quantity of structural firefighting gear through a formalized procurement process.

We will also take steps to ensure our staff is mentally fit and ready for duty by our focus on overall wellbeing. Staff recognition initiatives, developed in 2023, will continue into 2024 as my way of saying thank you to staff for all their hard work, while reflecting the City's overall Strategic Plan.

In 2024, the PFD will continue to work towards certifying our staff to meet the provincial requirements in the most appropriate way for the City of Pembroke. We will continue to work with the Treasury Department and refine our plan forward to cope with exorbitant costs of equipment replacement and building maintenance.

The opportunity arose to present a business case for the position of Deputy Chief in 2023. Although the proposal was not accepted under the 2024 budget, I will continue to push for this position. I cannot stress the importance of this role in addressing risk management for the Department and the City. The position would also address continuity of operations planning, succession planning, and ease the burden of managing a professional Fire Department while also managing the City of Pembroke Emergency Management Program.

To be successful in addressing the City's Strategic Plan, continued teamwork in the Department and support from City Council and staff is key. We cannot attain the goals identified in the Strategic Plan without full commitment from the members of the Pembroke Fire Department.

The past year has reassured me that the PFD have the best staff in the County and quite possibly the province. Thank you for the opportunity to lead this Department for 2023 and looking forward to a great 2024!

Sincerely,

Scott Selle, Fire Chief

