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Item No. 11.1.2

Halifax Regional Council
August 5, 2008

TO: Mayor Kelly and Members of Halifax Regional Council

A handwritten signature in black ink, appearing to read "Dan English".

SUBMITTED BY: _____
Dan English, Chief Administrative Officer

DATE: July 31, 2008

SUBJECT: Fire / Corporate Safety Purchase of Vehicle / Reserve Withdrawal

ORIGIN

Staff

RECOMMENDATION

It is recommended that Council:

1. Approve an increase to the 2008/09 Capital Budget, Capital Project CVJ01089 - Fire Utility Replacement 08/09 for two additions to Fire and Emergency- Corporate Safety Division Fleet in the amount of \$67,800, for the purchase of two All-Wheel Drive Compact Car, 4 Door, Hatchbacks with funding in the amount of \$67,800 to be provided from Q206 - Fire Vehicle & Equipment Reserve.
2. Approve the withdrawal of \$67,800 from Q206 - Fire Vehicle & Equipment Reserve.

BACKGROUND

Resulting from an Operational Safety Audit, a recommendation was made to restructure the Corporate Safety Program of Organizational Development, Health, Safety and Wellness. Included in this change was the addition of Corporate Safety to Halifax Regional Fire and Emergency Service, and the requirement to develop a Corporate Safety Division.

Corporate Safety is continuing to develop as a Division within Halifax Regional Fire and Emergency Service. Corporate Safety is committed to the promotion and continuous improvement of a knowledgeable and dedicated safety culture that will provide a safe and healthy work environment for all HRM employees, customers, contractors and visitors. Through education, auditing, monitoring, technical consultation and the provision of services, the Corporate Safety Team will assist all business units in meeting their obligations for compliance with health and safety legislation.

The Team's vision is to realize an improvement in the safety culture within HRM that will include health and safety attitude and behaviour changes, as well as a better understanding of occupational health and safety requirements for a safer workplace; a reduction in workplace accidents / incidents, equipment / property damage, and zero fatalities or disabling injuries; achieving and maintaining compliance with all applicable regulatory requirements and becoming a recognized leader in health and safety promotion.

One of the goals that Corporate Safety has in how the Division will operate is to be available to respond to all HRM workplaces / locations and eventually on a 24 / 7 operation, when required. Another very important aspect of having dedicated marked Corporate Safety vehicles assigned to Corporate Safety on a full time basis, would be to further promote the presence and perception that HRM is a safety conscious employer and having mobile Safety Officers is paramount to the success of the Corporate Safety Program.

DISCUSSION

The Corporate Safety Division currently has three positions assigned to it, one Manager and two Safety Officers.

Corporate Safety is presently engaged in discussions which will result in an on call system. This vehicle will be available for use by the on call staff. HRM currently has business units working on a 24 / 7 basis. In addition many of HRM's contractors also work 24 / 7, especially in the winter months where contractors operate in conjunction with HRM's Public Works for snow removal. In order to meet their commitment, which is a CAO initiative, it is imperative that business units implement the use of Corporate Safety Officers at the scene of major incidents. Being on scene will provide the opportunity to have a seamless reporting process between the individual business unit manager, supervisors, Corporate Safety, and Department of Labour and Environment (when

required).

Vehicles permanently assigned to Corporate Safety will, in the long run, lower vehicle operation and maintenance costs and contribute to employee satisfaction by providing the benefit of a vehicle for on and off duty hours.

BUDGET IMPLICATIONS

Increase to the 2008/09 Capital Budget of \$67,800 for two new All-Wheel Drive Compact Car, 4 Door, Hatchbacks.

Cost breakdown (approx amounts per vehicle): Vehicle: \$21,300 / Decals: \$500 / Lightbar and additional Safety-Warning Lights: \$4,500 / Hand Light: \$200 / Safety Equipment: \$500 / Mobile Data Terminal: \$1,000 / Toughbook Notebook: \$4,500 / Consul: \$1,000 / Vehicle Bluetooth: \$400.

Budget Summary: CVJ01089 - Fire Utility Replacement

| | |
|---|------------------|
| Cumulative Unspent Budget as of July 22, 2008 | \$ 178,933 |
| Add: Increase in Capital Project Budget | <u>\$ 67,800</u> |
| Balance | \$ 246,733 |

Funding is available from the Fire Vehicle and Equipment Reserve Q206 in the amount of \$67,800 and has been confirmed by Financial Services.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation. Approving this report will increase the gross capital budget and withdrawals from reserves.

ALTERNATIVES

The alternatives would be to require Corporate Safety Staff to utilize their own vehicles, where and when possible and reimburse for travel expenses, providing that staff have access to a personal vehicle. Based on the mileage costs from last year and so far this year, it is expected that each Safety Officer will log over 20,000 km's (each officer spends most of their working hours on the road performing site inspections) . Another alternative would be not to require Corporate Safety

Staff to visit HRM work sites, facilities, and accident sites. This would result in a change on how the division would function and complete their safety promotion / accident prevention program.

ATTACHMENTS

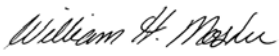
None

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Roy Hollett, Deputy Chief Director, Halifax Regional Fire & Emergency

Report Approved by: 
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Financial Approval by: _____
Catherine Sanderson, Senior Manager, Financial Services, 490-1562


Report Approved by: William H. Mosher, Chief Director, Halifax Regional Fire & Emergency, 490-4239