



The Corporation of the Town of Milton

Report To:	Council
From:	Peter Gatto, Fire Chief
Date:	July 14, 2025
Report No:	CORS-011-25
Subject:	Fire Department Establishing & Regulating By-law update
Recommendation:	THAT By-law No. 026-2018, being a By-law for the Fire Department Establishing and Regulating By-law be repealed in its entirety and be replaced with the by-law 072-2025 attached here to as Appendix 'A'.

EXECUTIVE SUMMARY

- An Establishing, Maintaining, and Operating By-law, (commonly referred to as an “Establishing and Regulating By-law”), should provide clear and accurate policy direction as to how a Municipal Council intends its fire protection services to operate.
- The last revision to the by-law was completed in 2018, and an update is required to reflect how the Town of Milton currently delivers fire protection services according to the communities’ needs and circumstances, as required by the Fire Protection and Prevention Act, 1997.
- The proposed bylaw update is consistent with the recommendations of the Office of the Fire Marshal and is comparable with other municipal fire departments.

Background

Fire Protection in Ontario is mandated and is a municipal responsibility. It is the responsibility of municipal councils to be familiar with general fire protection requirements, practices and procedures (i.e. The Fire Protection and Prevention Act, 1997). Where a municipality establishes and maintains a fire department, it is required that an “Establishing and Regulating Bylaw” be created. As such, the Town of Milton created and adopted Bylaw 45-97, with subsequent amending bylaws numbered 23-2001, 138-2003, 059-2010 and 026-2018.

Discussion

Since the last bylaw amendment in 2018 there has been a change in the oversight of the fire service as well as legislation, trends and issues that require changes to the existing bylaw. Although the updated bylaw makes no major service level changes, it has been amended to reflect the current fire service levels as approved by Council

A highlight of the revised changes includes but is not limited to the following:

1. Housekeeping Items
 - removal Appendix A - Mandate, Vision Goals
 - updated organizational structure/language to support current best practices for staffing the Fire Service
2. Eliminating duplication - Removal of references to the collective agreement or Human Resource policies; Terms and Conditions of employment; legislated specific training standards; duties and responsibilities of administrative and support staff; fees included in the annual User Fee By-law update
3. Clearer language on the authority of the Chief
4. Core service updates
 - proactive inspection and fire life safety education cycles through policy
 - addition of machine rescue to Technician level
 - amending trench rescue to awareness level as the service is provided through a service agreement
 - adding the ability to provide Fire Communications as a fee for service to other Municipalities
5. Include reference to the Community Risk Assessment

The proposed bylaw update is consistent with the recommendations of the Office of the Fire Marshal and is comparable with other municipal fire departments establishing and regulating bylaws.

Discussion

Conclusion

Using the Community Risk Assessment in conjunction with the Fire Master Plan, staff will continue to examine further opportunities to maximize community fire and life safety through education, prevention and emergency response.



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Financial Impact

There are no financial implications resulting from the recommendations in this report.

Respectfully submitted,

Peter Gatto
Fire Chief

For questions, please contact:

Peter Gatto, Fire Chief
peter.gatto@milton.ca

Phone:
905 878-9251 x 2806

Attachments

CAO Approval
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississauga's of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.