



# Fire Services

## 2025 Operational Plan



### 1: Department services

#### 1.1: Our mission

*To provide safe, effective quality services; including emergency response, emergency preparedness, fire prevention and emergency disaster program oversight; to the citizens of Leduc County.*

#### 1.2: Service areas

##### Leadership and administration

- Oversees safe, timely and appropriate fire service delivery through long-, medium- and short-term planning.
- Provides leadership, training, and support to paid on-call firefighters in the County's five direct-control fire districts (Calmar, New Sarepta, Nisku, Thorsby, and Warburg fire districts), as well as full time 24hr/7-day station in Nisku south district.
- Maintains cost-share agreement for fire service in the Millet Fire district within Leduc County.
- Provides oversight of mutual-aid agreements, fire prevention, fire suppression, fire investigation and reporting, and maintains all-hazards emergency preparedness for large disasters.
- Develops and promotes a healthy work environment, including a focus on mental health and increasing awareness and prevention of occupational diseases, to protect the safety and overall health of our firefighters.

##### Emergency management

- Provides oversight to the Municipal Emergency Plan and ensures readiness to respond to large-scale emergency events.
- Provides standardized training to Leduc County staff to ensure coordinated emergency response and effective activation of the emergency coordination center.
- Plans and delivers regularly scheduled exercises as per required legislation to ensure readiness.
- Collaborates with Alberta Emergency Management Agency and other provincial and federal organizations to coordinate our emergency management approach.
- Actively participates in regional efforts to enhance emergency preparedness. Provides comprehensive oversight of mutual-aid agreements to ensure effective disaster response.
- Participates as a key member of the regional Incident Management Team, supporting provincial disaster response and training initiatives.

##### Fleet and facilities

- Maintains a fleet of 37 heavy duty apparatus, two medium duty, and 13 other light duty vehicles plus small equipment by providing scheduled and non-scheduled urgent maintenance when required, with the efforts of two Heavy Duty Mechanics/Emergency Vehicle Technicians (EVT).
- Manages and maintains six County-owned fire stations, one regional fire training facility and two remote radio tower sites.
- Manages personal protective equipment required for use by firefighters.



## **Operations**

- Provides an effective firefighting force available to respond 24/7 in the County's five direct-control fire districts (Calmar, New Sarepta, Nisku, Thorsby, and Warburg); these districts include rural areas of Leduc County, multiple hamlets, as well as the towns of Calmar, Thorsby and Village of Warburg.
- Provides assistance when requested in the Millet Fire District within Leduc County. Leduc County Fire Services also provides assistance through mutual aid agreements with the City of Leduc, City of Beaumont and the Town of Devon.
- Provides assistance at large emergency events across the province, when requested, and when available, while also ensuring that adequate coverage in the County's fire districts is maintained.

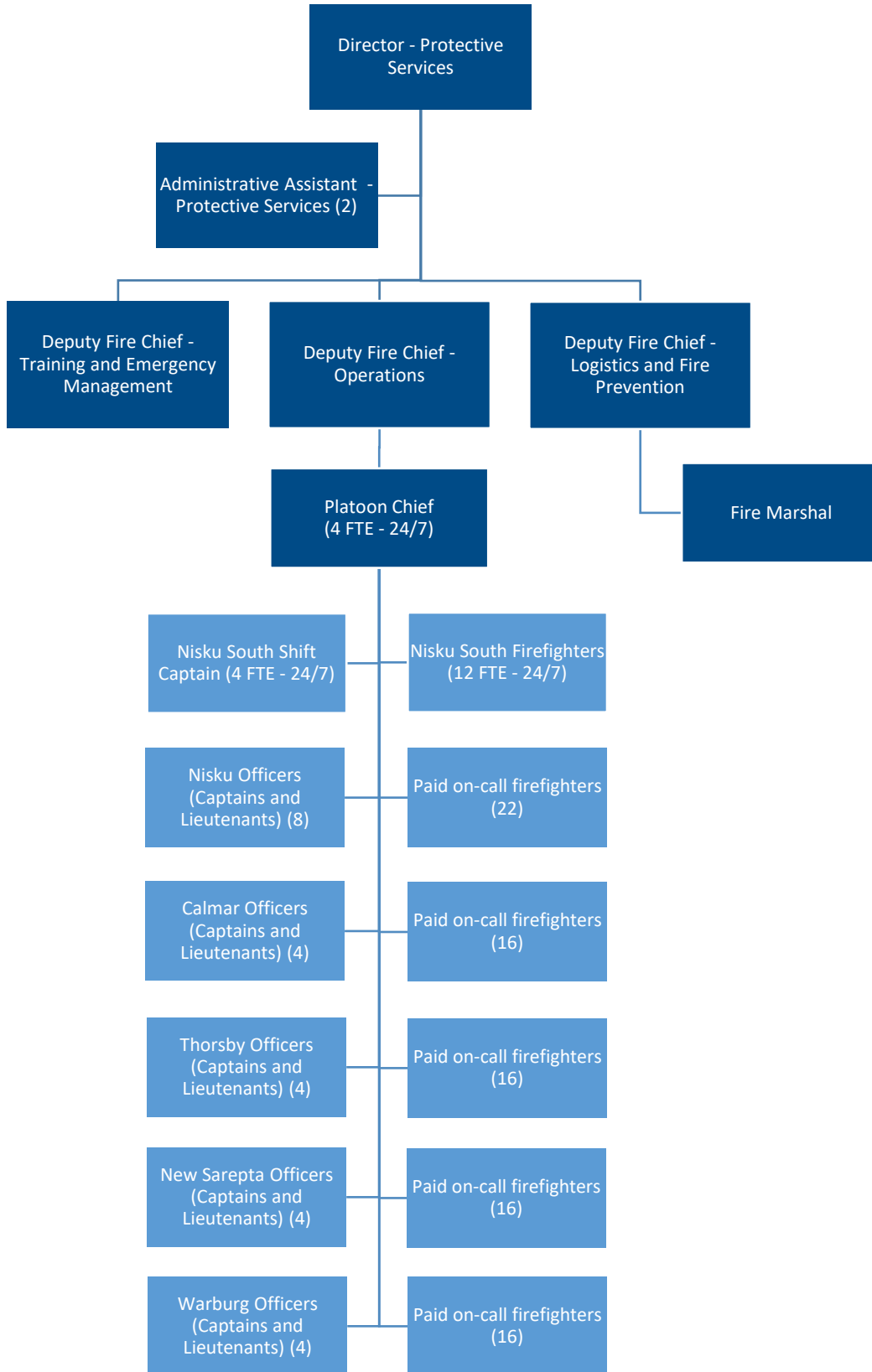
## **Public safety, education and safety codes**

- Interprets and enforces the National Fire Code – 2023 Alberta Edition and Alberta Safety Codes and conducts fire prevention inspections, fire investigations, pre-fire planning and tank inspections.
- Educates the public about fire prevention through hosting fire prevention activities and conducting public safety education programs and initiatives.
- Provides engagement between Fire Services and the public at applicable community events.
- Reviews development permit applications to ensure compliance with the National Fire Code – 2023 Alberta Edition and related regulations.

## **Training**

- Offers NFPA certifications in 1001 Level 1 and 2, NFPA 1041, 1021, and 1072 Awareness and Operations. New recruits are trained to the NFPA 1001 standard and are eligible for certification upon completing their probation period.
- Provides ongoing skill maintenance and updated training for Leduc County Fire Services paid on-call and full-time firefighters to meet national firefighting standards. Internal courses include vehicle extrication, pump operation, aerial operation, a comprehensive driving program, mental health resilience training, and continuous skill maintenance.
- Hosts external training sessions at the regional fire training facility located at the Nisku Fire District Station.
- A long-standing member and leader of the South Capital Regional Firefighter Training Association, which offers grant-funded training to regional departments, including Leduc County Fire.

**1.3: Organizational chart:**



## 2: Strategic priorities

<b>Goal 1</b>	<b>Strategic priority – Deep community connections</b> Maintain a safe County.
<b>Goal 2</b>	<b>Strategic priority – Strong leadership</b> Demonstrate leadership amidst the continuous advancement of our fire service.

## 3: Action plan

### Goal 1

Maintain a safe County.

#### Strategy 1.1

Continued development of paid on-call backfill list to support the full-time fire service.

<b>Actions</b>	<b>Target dates</b>	<b>Deliverables and/or Key performance indicators</b>
Formalize backfill qualifications and required criteria to backfill in full-time positions.	Q1 2025	Qualifications and criteria identified and documented in an administrative directive.
Develop ongoing monitoring of backfill program to ensure sufficient staffing.	Q4 2025	Developed participation and skill monitoring program.
Develop a ride-along program for paid on-call firefighters at full-time station.	Q3 2025	Paid on-call firefighters participating in ride-along opportunities with full-time platoons.

#### Strategy 1.2

Strengthen training program to support succession planning needs.

<b>Actions</b>	<b>Target dates</b>	<b>Deliverables and/or Key performance indicators</b>
Formalize development program.	Q3 2025	Updated firefighter development program communicated to all staff.
	Q3 2025	Officer development program formalized and communicated to all staff.

#### Strategy 1.3

Evaluation of Fire Services' operations to ensure effective use of resources.

<b>Actions</b>	<b>Target dates</b>	<b>Deliverables and/or Key performance indicators</b>
Complete a Fire Services' fleet review to determine an optimal fleet model to meet current and future service levels.	Q2 2025	Fleet review is completed.
	Q3 2025	A fleet strategy plan is created to execute the optimal fleet model.

## Goal 2

Demonstrate leadership during the ongoing evolution of fire service in Leduc County.

### Strategy 2.1

Expand the pool of paid on-call firefighters by increasing the application rates.

<b>Actions</b>	<b>Target dates</b>	<b>Deliverables and/or Key performance indicators</b>
Raise community awareness about paid on-call firefighter opportunities.	Q3 2025	Participate in at least four local events to engage with residents and provide information about the application process.

### Strategy 2.2

Increase fire prevention activities throughout Leduc County.

<b>Actions</b>	<b>Target dates</b>	<b>Deliverables and/or Key performance indicators</b>
Increase the number of pre-incident plans performed and reviewed across the County.	Q4 2025	Eighty new plans completed and/or current plans reviewed.