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**YORK REGION EMS PARAMEDIC RESPONSE STATION/FIRE HEADQUARTERS  
TOWN OF WHITCHURCH-STOUFFVILLE**

**The Health and Emergency Medical Services Committee recommends the adoption of the recommendations contained in the following report, December 13, 2007, from the Commissioner of Community and Health Services and the Commissioner of Corporate Services:**

**1. RECOMMENDATIONS**

It is recommended that:

1. The Region be authorized to partner with the Town of Whitchurch-Stouffville for the construction of a replacement York Region Emergency Medical Services Paramedic Response Station/Fire Headquarters.
2. Staff be authorized to negotiate the terms and conditions of an agreement or Memorandum of Understanding with the Town of Whitchurch-Stouffville which outlines the Town and Region's respective roles and responsibilities in accordance with the principles set out in this report, in order to facilitate the development of this project. The Commissioner of Community and Health Services be authorized to execute same, subject to the prior review of Legal Services and Property Services.
3. Property Services staff be authorized to negotiate the terms and conditions of a ground lease and ancillary agreements respecting shared costs and operating issues associated with the project, and report back to Committee and Council.

**2. PURPOSE**

This report is to obtain Council authorization to participate with the Town of Whitchurch-Stouffville in the development of an Emergency Medical Services (EMS) Paramedic Response Station/Fire Headquarters on a town-owned site in Stouffville, and to negotiate the terms of a Memorandum of Understanding between the Town and Region in accordance with the principles set out in this report. As well, this report seeks approval to negotiate the term and conditions of a ground lease and ancillary agreements and report back to Committee and Council.

### **3. BACKGROUND**

Part of the York Region EMS Capital Plan is to improve existing, replace or build new paramedic response stations in partnerships with other Regional or municipal services to respond to population growth and call demand.

#### **3.1 EMS Paramedic Response Station/Fire Headquarters partnership opportunity**

York Region EMS currently provides paramedic response services from a joint EMS Paramedic Response Station/Fire Headquarters located on Town-owned property on Main Street in Stouffville.

Staff have recently been contacted by the Town of Whitchurch-Stouffville to discuss the potential of partnering on a joint EMS Paramedic Response Station/Fire Headquarters to replace the existing station on Main Street. This project would be located on a large parcel of municipally-owned land located on Weldon Road in the Town of Whitchurch-Stouffville (*see Attachment 1*).

Town staff have indicated that it is their intent to vacate and then demolish the building that houses the existing EMS operation upon completion of the new facility. This would result in the Region having to find a new leased location in 2009 if it chose not to participate in the joint venture.

The proposal is similar to previous joint ventures in the Town of Markham and the City of Vaughan.

### **4. ANALYSIS AND OPTIONS**

#### **4.1 Whitchurch-Stouffville has secured a site, engaged consultants for the new site**

The Town has started the development process and is responsible for project management of design and construction with input from the Region. It has engaged a project manager to oversee this initiative and has contracted an architectural firm to design the buildings. York Region will be required to enter into a ground lease once the site is ready for occupation. The terms of the ground lease have not been finalized at this time and once complete staff will bring back a report to obtain appropriate authorization.

#### **4.2 The Principles of the Memorandum of Understanding have been established**

The principles of the Memorandum of Understanding are as follows:

- Description of the project space, including the uses and sizes of the respective spaces and identifying joint use areas.

- Whitchurch-Stouffville will contribute the land portion of the project and a ground lease between the Region and Town is to be negotiated.
- Whitchurch-Stouffville will manage the overall development and construction of the project while York Region's approval will be required with respect to the design and costs associated with the EMS portion. York Regional staff will also provide project management services for the EMS portion of the project to ensure Regional interests are met.
- Following tendering and Council approvals, neither party may withdraw from the project.
- Region and Whitchurch-Stouffville will negotiate an equitable cost sharing agreement for all costs related to the development and construction of the project.
- Operating costs will be separate to the extent possible and apportioned on a pro rata basis where facilities are shared; e.g. driveways, parking areas. An operating agreement will form part of the lease.
- Each party is to ensure budgets, financing and required approvals are in place prior to tendering.
- Disputes between the parties will be resolved through mediation or arbitration.

These principles have been agreed with senior staff at Whitchurch-Stouffville and the Memorandum of Understanding document is being drafted by Legal Services of the Region.

#### **4.3 Facilities to open fall 2009**

The Town is expecting to open the new facilities by the fall of 2009 and has set a very aggressive timetable for achieving this goal. Construction is expected to begin in the summer of 2008.

The EMS station will be approximately 1,900 sq. ft. in size including a one bay ambulance garage. It will also contain a work space, lounge, kitchen, washrooms, locker rooms and utility areas.

#### **4.4 Development to incorporate sustainable design features**

The Town and Region are committed to a high level of energy/water conservation measures and sustainable building design. These principles were emphasized in the terms of reference for the project consulting team and required the team to include a sustainable design consultant to provide expertise on energy and environment conservation principles.

#### **4.5 Preliminary capital costs can be accommodated within the 2008 EMS Capital Plan**

Preliminary cost projections indicate that this project can be accommodated within the 2008/09 EMS Capital Budget and Business Plan. As this project proceeds through the development process, the construction cost estimates will be determined and staff will report back to Committee and Council.

**5. FINANCIAL IMPLICATIONS**

Replacement of the existing Whitchurch-Stouffville EMS Paramedic Response Station was originally scheduled for 2009/2010. At the November 29, 2007 meeting of Health and Emergency Medical Services Committee, staff recommended that the Whitchurch-Stouffville station project be advanced to 2008 and the EMS Capital Budget be amended accordingly. The preliminary budget for this project is estimated at \$650,000.

**6. LOCAL MUNICIPAL IMPACT**

The residents of Whitchurch-Stouffville will receive continued emergency medical services from the proposed EMS Paramedic Response Station/Fire Headquarters.

**7. CONCLUSION**

Staff recommend that York Region partner with the Town of Whitchurch-Stouffville in the development and construction of a replacement EMS Paramedic Response Station/Fire Headquarters and will report back as the project progresses and the terms of the ground lease are determined.

For more information on this report contact Gabe Tropea, Manager, Housing Development, in the Community and Health Services Department.

The Senior Management Group has reviewed this report.

*(The attachment referred to in this clause was included in the Agenda for the January 10, 2008 Committee meeting.)*