



ONTARIO ASSOCIATION OF FIRE CHIEFS

Leading innovation and excellence in public and life safety

January 13, 2025

RE: 2025 O AFC Board of Directors Mandate

Dear O AFC Members,

The Ontario Association of Fire Chiefs (O AFC) represents the Chief Fire Officers from the 437 Fire Departments across the province in leading innovation and excellence in Public and Life Safety.

Our mission is to provide leadership and support to the Ontario fire service through advocacy in service delivery, public and firefighter safety. We are the trusted leader in the fire service by inspiring and influencing a safer Ontario.

The purpose of this letter is to outline the O AFC's priorities and expectations for the upcoming year, and to provide an open, transparent and formal mandate to the 2025 Board of Directors, each of whom has been provided with their own individual mandate letter specific to their portfolios.

For the 2025 term, the O AFC has the following priorities that Directors are tasked with supporting and achieving:

- Improving member engagement & communication, and representing members from all fire departments
- Completing the modernization of the zone program to better represent local member interests
- Ensuring the continued success of O AFC events and the value they provide to members
- Conducting a 2026 to 2029 strategic plan
- Continuing our strong government relations program, including hosting another Queens Park Advocacy Day, having a strong presence at the ROMA and AMO conferences, maintaining regular engagement with key Ministries and providing all members with government relations speaking points to ensure consistent messaging
- Ensuring effective business operations for the O AFC, including ensuring staff are supported, looking at on-going opportunities to diversify revenue, and developing a framework of internal processes that will ensure effective future succession planning
- Conducting a comprehensive governance review, including evaluating further constitutional improvements, determining the best approach related to a code of conduct, formalizing election and resolution processes; and ensuring adherence to the Ontario Not for Profit Corporations Act (ONCA)



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For the 2025 term, our committees and working groups are embarking on a number of projects and initiatives including:

- Engaging and improving communication with industry partners to ensure that they are receiving value from their relationship with the O AFC
- Developing a website repository of information (sample policies & procedures, collective agreements, tiered response agreements etc.) that can be utilized by members to make informed decisions
- Continuing the work to engage and recognize retirees and keep them involved in the Association
- Developing a new member orientation program that introduces new O AFC members to the Association and how we can serve them
- Developing a Chief Officer 101 manual and training program that assists newly promoted/appointed Chief Officers with their role
- Providing stakeholder feedback on proposed changes to the Ontario Building Code and/or Ontario Fire Code
- Being a key stakeholder to the Office of the Fire Marshal (OFM) on all items related to fire prevention, code enforcement and public fire safety education
- Operating the Chief Officer Peer Support Program
- Advocating for firefighter health & safety initiatives, including cancer and PTSD prevention initiatives
- Working with the OFM for the purpose of providing the Volunteer Firefighter Recruitment & Retention Working Group with feedback and strategies that can be shared with all Ontario fire departments
- Working directly with the Office of the Fire Marshal to provide stakeholder feedback related to their training modernization and mandatory certification programs
- Working with key stakeholders to ensure that training on electric vehicle emergencies and lithium-ion battery fires is produced and available to Ontario fire services
- Being a key stakeholder to the Solicitor General and other partners on all items related to Next Generation 911, Simultaneous Notification, Public Safety Broadband Network and Public Safety Radio Network

On behalf of the Ontario Association of Fire Chiefs Board of Directors, thank you for your confidence in us to lead this organization, and the work that you do each and every day to make the Ontario Fire Service better and safer. I commit to you that the Board of Directors will work tirelessly to fulfill the above mandate, serve you as our members and work to improve public and life safety throughout the province.

Yours truly,

A handwritten signature in black ink, appearing to read "Rob Grimwood".

Deputy Chief Rob Grimwood
President