

TIERED RESPONSE AGREEMENT, MADE IN TRIPLICATE,

BETWEEN

**The Corporation of the United Counties of Leeds and Grenville
("Leeds Grenville")**

AND

**The Corporation of the Town of Prescott
("Prescott")**

This Agreement made effective the _____ day of _____, 2026

WHEREAS the Municipal Act, 2001, provides authority for municipalities to pass by-laws to enter into agreements with persons or municipalities for the purpose of receiving fire protection services; and

WHEREAS The Corporation of the United Counties of Leeds and Grenville has established and organized Leeds Grenville Paramedic Service (LGPS) to provide paramedic services in Leeds and Grenville, as authorized by the Ontario Minister of Health; and

WHEREAS the participation of local fire departments in tiered response for medical emergencies is set out in Schedule "A" – Call-Out Procedures, and Schedule "B" – Roles and Responsibilities, which may be revised from time to time, duly signed by both parties; and

WHEREAS Leeds Grenville Paramedic Service will provide the established call-out procedures for the local fire departments to the Central Ambulance Communication Centre (CACC); and

WHEREAS the said call-out procedures will endeavour to ensure the Fire Department Communications Centre will be notified to allow a timely assignment of fire services as soon as the status of the patient requiring service is confirmed;

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the Town of Prescott are hereby authorized to participate in the Tiered-Response Program in partnership with The Corporation of the United Counties of Leeds and Grenville, Paramedic Service Division as set out in Schedule "A" – Call-out Procedures, and Schedule "B" – Roles and Responsibilities; and

AND THAT The Town of Prescott Fire Chief is hereby authorized to execute the Roles and Responsibilities Agreement set out under Schedule B attached hereto


BE IT FURTHER RESOLVED THAT the Standard Operating Procedures for the Tiered-Response Program shall be reviewed as required by the LGPS Chief and the Prescott Fire Chief and will be affirmed, modified or revoked as agreed in writing.

IN WITNESS WHEREOF, The Corporation of the Town of Prescott has hereunto set its hands and corporate seals and The Corporation of the United Counties of Leeds and Grenville has hereunto affixed its corporate seal attested by the hands of its duly authorized officers as of the date of this Agreement.

FOR: THE CORPORATION THE TOWN OF PRESCOTT

Gauri Shankar, Mayor

Name and Title


Signature

March 2, 2026
Date

Chloe Preston, Director of Administration,
Clerk

Name and Title


Signature

March 2, 2026
Date

FOR: THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE

Jeff Carss, Chief
Leeds Grenville Paramedic Service

Date



TIERED RESPONSE AGREEMENT

SCHEDULE "A" – CALL-OUT PROCEDURES

THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE AND THE CORPORATION OF THE TOWN OF PRESCOTT

This Schedule shall form part of the original Tiered Response Agreement dated _____, 2026; all terms and conditions of the Agreement remain the same unless otherwise specified below.

Tiered Response

The ultimate goal of tiered response for medical emergencies is to provide timely first response resources and skills to out-of-hospital medical emergencies in situations where there is a high probability of clinical benefit and advantage in the Fire Department's arrival in advance of Leeds Grenville Paramedic Service (LGPS) resources.

Tiered Response Agreement

A tiered response will be requested in conjunction with the response reference chart, for the following emergency requests for service:

1. Vital signs absent (VSA)
2. Unconsciousness
3. Airway compromise (airway obstruction, absence of breathing)
4. All priority RED calls with Paramedic Service ETA greater than thirty (30) minutes.

Note

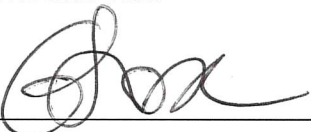
- These criteria for medical-tiered response are in addition to the usual incidents requiring fire services response under their fire suppression, rescue and/or hazardous materials spills mandate where Central Ambulance Communications Centre (CACC) notification of the fire departments is automatically, in the following circumstances:
 - i. Extrication or rescue of patients is required.
 - ii. Structural hazards.
 - iii. Any situation that the fire service would normally attend (e.g., fire, explosions, fluid spill, fire/gas alarms, or live electrical wires).
 - iv. Unknown cause, origin, and circumstances of any fire, explosion, or condition that has led to critical injury, loss of life, or damage to property.
 - v. Environmental/hazardous materials emergencies (e.g., nuclear, biological, chemical releases).
 - vi. MCI or disaster.
 - vii. As requested from a scene by paramedic crews
 - Once a tiered response has been initiated, it shall only be cancelled if the request for service is cancelled by the call originator, and/or paramedic service resource(s) have arrived on scene and made patient contact and have further determined that fire services are not required.
 - Fire services will **not** be tiered to long-term care facilities, retirement homes, correctional facilities and/or hospitals.
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IN WITNESS WHEREOF, the parties have duly executed this agreement under seal.

FOR: THE CORPORATION OF TOWN OF PRESCOTT

Gauri Shankar, Mayor

Name and Title



Signature

March 2, 2020

Date

Chloe Preston, Director of Administration

Name and Title

Clerk



Signature

March 2, 2020

Date

FOR: THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE

Jeff Carss, Chief
Leeds Grenville Paramedic Service

Date



TIERED RESPONSE AGREEMENT

SCHEDULE "B" – ROLES AND RESPONSIBILITIES

THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE AND THE CORPORATION OF THE TOWN OF PRESCOTT

This Schedule shall form part of the original Tiered Response Agreement dated _____, 2026; all terms and conditions of the Agreement remain the same unless otherwise specified below.

Purpose

Written agreements provide a framework for cooperation of emergency services on a local level. The purpose of this Schedule is to outline the roles and responsibilities of the Leeds Grenville Paramedic Service (LGPS) and the Town of Prescott Fire Services.

Prescott Fire Services shall:

1. Ensure that all responding personnel are trained and certified annually by a credible agency in valid cardiopulmonary resuscitation (CPR) level C with the defibrillation component or equivalent/superior certification.
2. Ensure that all personnel providing patient care are trained and certified in first aid at a minimum, every three (3) years.
3. Ensure all defibrillators are maintained in accordance to the manufacturer's recommendations.

Leeds Grenville Paramedic Service shall:

1. Exchange disposable medical equipment at the scene with the applicable fire service where applicable.

Terms and Conditions

1. All parties agree that upon request they will provide documentation, if available, detailing all emergency responses for a given period.
 2. Leeds Grenville Paramedic Service will not financially reimburse local fire services for participating in this Agreement, however it does sponsor a disposable equipment exchange program where certain equipment is replaced at no cost.
 3. Fire emergencies and rescues shall take precedence over requests for medical-tiered response notifications, and it is recognized that the Town of Prescott Fire Services may not be able to respond upon notification if occupied with another emergency or for any other reason if determined by their senior on-duty Fire Officer and/or by the Central Ambulance Communications Centre (CACC). No liability shall be incurred by the Prescott Fire Services for failing to respond to a tiered response request.
 4. Each municipality may tailor the medical-tiered response agreement to address specific or unique situations within their municipality. To tailor a medical tiered response agreement, the applicable Fire Chief of Prescott will notify the Chief of LGPS to arrange discussions. Any modifications must be indicated on a new schedule, duly signed by all parties and affixed to this Agreement.
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Dispute/Issue Arbitration

If issues or concerns arise, the Fire Chief and the LGPS Chief will meet to mitigate the issue or concern. Disputes or issues must be clearly stated in writing and shall include the time, date, location and all parties involved.

Termination

1. Written notification shall be sent to either party regarding termination giving ninety (90) days' notice.
2. There may be a temporary suspension of the agreement by Leeds Grenville Paramedic Service with regard to health emergencies such as a pandemic, or other circumstances as declared by the Medical Officer of Health.
3. This Schedule shall be reviewed upon request of either party, in writing, to the other party.

IN WITNESS WHEREOF, the parties have duly executed this agreement under seal.

FOR: THE CORPORATION OF THE TOWN OF PRESCOTT

Gaun Shankar, Mayor
Name and Title


Signature

March 2, 2020
Date

Chloe Preston, Director of Administration
Clerk
Name and Title


Signature

March 2, 2020
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FOR: THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE

Jeff Carss, Chief
Leeds Grenville Paramedic Service

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