



TIERED RESPONSE AGREEMENT, MADE IN TRIPLICATE,

BETWEEN

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

AND

**The Corporation of the Township of Elizabethtown-Kitley
("Elizabethtown-Kitley")**

This Agreement made effective the 9th day of February 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 ambulance 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 Township of Elizabethtown-Kitley 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 Fire Chief for the Township is hereby authorized to execute the Roles and Responsibilities Agreement set out under Schedule "B" attached hereto.

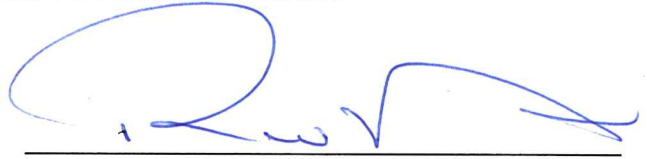
BE IT FURTHER RESOLVED THAT the Standard Operating Procedures for the Tiered-Response Program shall be reviewed as required by the LGPS Chief and the Elizabethtown-Kitley Fire & Emergency Services Chief and will be affirmed, modified or revoked as agreed in writing.

IN WITNESS WHEREOF, The Corporation of the Township of Elizabethtown-Kitley has hereunto set its hands, and corporate seal 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 TOWNSHIP OF ELIZABETHTOWN-KITLEY



Brant Burrows
Mayor
Elizabethtown-Kitley Township



Rob Nolan
CAO/Clerk
Elizabethtown-Kitley Township

Signature

Signature

Date

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 TOWNSHIP OF ELIZABETHTOWN-KITLEY**

This Schedule shall form part of the original Tiered Response Agreement dated Feb. 9th, 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 automatic, 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.

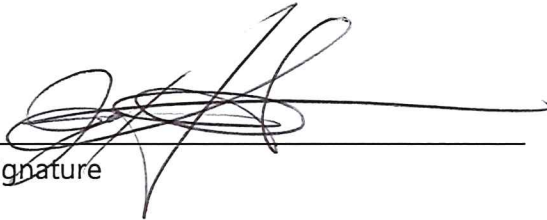
IN WITNESS WHEREOF, the parties have duly executed this agreement under seal.

FOR: THE CORPORATION OF THE TOWNSHIP OF ELIZABETHTOWN-KITLEY

Jeff Sargent
Fire Chief
Elizabethtown-Kitley Fire & Emergency Services



Brant Burrows
Mayor
Elizabethtown-Kitley Township



Signature

Signature

Feb 9, 2026

Date

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 TOWNSHIP OF ELIZABETHTOWN-KITLEY

This Schedule shall form part of the original Tiered Response Agreement dated Feb 9, 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 Township of Elizabethtown-Kitley Fire & Emergency Services.

Elizabethtown-Kitley Fire & Emergency 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 with the manufacturer's recommendations.

Leeds Grenville Paramedic Service shall:

1. Exchange disposable medical equipment at the scene with the 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 Elizabethtown-Kitley Fire & Emergency 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 Elizabethtown-Kitley Fire & Emergency 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 Fire Chief of Elizabethtown-Kitley Fire & Emergency Services will notify the Chief of LGPS to arrange discussions. Any modifications must be indicted 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 Chief, 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 TOWNSHIP OF ELIZABETHTOWN-KITLEY



Brant Burrows
Mayor
Elizabethtown-Kitley Township

Signature

Date

Jeff Sargent
Fire Chief
Elizabethtown-Kitley Fire & Emergency
Services



Signature

Feb 9, 2026

Date

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

Jeff Carss, Chief
Leeds Grenville Paramedic Service

Date

Date