

Operating Guideline # 504

Mutual Aid and Automatic Aid

October 8, 2019



PURPOSE:

The purpose of this Operating Guideline (OG) is to establish guidelines for uniform response to a municipality with which the Township of Muskoka Lakes have a Mutual Aid or Automatic Aid Agreement.

GUIDELINE:

1. When a call for help is received from another fire department requesting that our department respond for Mutual Aid, NO APPARATUS WILL RESPOND until it has been determined what specific equipment and/or human resources are required by the department requesting aid.
2. Under no circumstances shall personnel respond directly to the scene of a mutual aid incident. All personnel shall report to their assigned station.
3. In all cases of a Mutual Aid request, the Fire Chief or the "Command Duty Officer" will be contacted before any response. If this cannot be accomplished the first officer at the station will assume local "Command" and direct the response of the appropriate equipment and/or human resources. Where possible and appropriate, a "Chief" level officer should accompany any Muskoka Lakes apparatus responding to an incident outside of the Township of Muskoka Lakes borders.
4. It is the responsibility of the Muskoka Lakes "Command" officer to accommodate the requesting Municipality to the best of our ability, ever bearing in mind that our prime responsibility is the protection of life and property in the Township of Muskoka Lakes.
5. Responding apparatus radios will remain on the Muskoka Lakes frequency until such time as the officer on the responding apparatus determines that they shall be switched to the working frequency at the location of the incident. Upon doing so, the apparatus officer shall contact the requesting department's "Incident Commander" for instructions as to approach route and any other relevant instructions.

NOTE: If Muskoka Lakes Fire Department units are to be operated on another radio frequency/talk group, Dispatch shall be so notified of the move, and the officer shall maintain contact with Muskoka Lakes Fire Dispatch through a second radio left on the MLFD frequency where possible. Where this is not possible, consideration should be utilizing the "OFM" common channels to facilitate communications with Muskoka Lakes Dispatch and/or the department requesting Mutual Aid.

6. All Mutual Aid calls must be reported to the Muskoka District Fire Co-ordinator when this Department is responding. The MLFD Command Duty officer should request this be done by the Muskoka CACC.

Operating Guideline # 504

Mutual Aid and Automatic Aid

October 8, 2019



Automatic Aid

7. Muskoka Lakes has “Automatic Aid” agreements with both the Huntsville, Gravenhurst and Georgian Bay Fire Departments that enable these departments to respond to incidents within the boundaries of the Township of Muskoka Lakes for certain types of incidents and under certain circumstances. Automatic Aid is distinguishable from other types of “Aid” responses in that it occurs “automatically” and does not require the Incident Commander to make a request for the response (dispatch will notify each department as applicable to the situation immediately following the dispatch of Muskoka Lakes Fire Department assets).

RESPONSIBILITY:

It is the responsibility of all Emergency Operations Division staff to comply with the provisions of this Operating Guideline.

REFERENCES:

- Mutual Aid Agreements for Muskoka and Simcoe
- MLFD OG 503 - Stand By