

TOWN OF LEADER

BYLAW NO. 01/23

A BYLAW OF THE TOWN OF LEADER IN THE PROVINCE OF SASKATCHEWAN TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT IN AND FOR THE TOWN OF LEADER.

The Council of the Town of Leader in the Province of Saskatchewan enacts as follows:

INTERPRETATION AND LEGISLATION

1 For the purposes of this bylaw the following words shall have the meaning given herein:

"Fire Department" means the Volunteer Fire Department established pursuant to this Bylaw.

"Municipality" means the Town of Leader.

"Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned and provided by the Town of Leader for the use of the Fire Department in the prevention and control of fires.

"CAO" means the Chief Executive Office for the Town of Leader.

"Fire Brigade" means the personnel of the Fire Department.

SCOPE OF THE BYLAW

2 Council shall appoint a Fire Brigade for the following purposes:

(1) To maintain and operate the fire truck for the prevention and extinguishing of fires within the municipality and as outlined in 2(6) below;

(2) To control, supervise and manage the Fire Hall and all equipment contained therein;

(3) To ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the municipality and as outlined in 2(6) below;

(4) To promote and encourage preventative fire measures in the municipality;

(5) To regulate and conduct the assistance of persons present at fires within the municipality as listed in 2(6) below;

(6) To maintain and operate the firefighting equipment in extinguishing fires outside the municipality when responding to requests for service from:

(i) Jurisdictions that have entered into an agreement with the municipality;

(ii) Jurisdictions within the Leader Mutual Aid Area in the event of a declared disaster.

COMPOSITION OF THE FIRE BRIGADE

- 3 (1) Council shall appoint three members to comprise the Protective Services Committee at the time of Council appointments each year.
- (2) The Fire Brigade shall consist of:
- (i) A Fire Chief, appointed by Council based on recommendations from the Protective Services Committee and the Fire Brigade;
 - (ii) One or two Deputy Fire Chief(s), appointed by Council based on recommendations from the Protective Services Committee and the Fire Chief; and
 - (iii) A minimum of eight (8) additional volunteer firefighters.

POWERS, DUTIES, AND RESPONSIBILITIES

- 4 (1) The Fire Brigade shall meet monthly for an instruction, practice, or training session. Included in the training sessions shall be providing all necessary information with respect to handling and storage of dangerous goods. A schedule for practices will be set at the annual meeting of the Fire Brigade.
- (2) The Fire Chief shall report all activities and meetings to the CAO.
- (3) The Fire Chief shall provide a report regarding all fires and incidents which occur to the CAO, who will then have a bill for service issued for all fires attended by the Fire Brigade which are outside the municipality's boundaries.
- (4) The Fire Chief shall, before February 28 of each year, initiate a review of all firefighting equipment of the municipality, and shall provide a report to the Protective Services Committee and the CAO indicating the working condition of all equipment.
- (5) An Auxiliary to the Fire Brigade may be established and the Secretary of the Fire Brigade may maintain a list of individuals who may be called upon for assistance, should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education, and so forth. These individuals are expected to acquaint themselves with the workings of the Fire Brigade by attending a minimum of three practices or information sessions each year.
- (6) The Fire Chief shall, together with the Protective Services Committee and in consultation with the Fire Brigade, prepare an Operating and Capital Budget annually. The budget shall be presented to Council before February 28. Upon approval by Council, this budget shall be included and form part of the Municipal Budget.
- (7) The Fire Brigade may initiate fund raising activities for the purpose of upgrading existing equipment, or for the purpose of unbudgeted new items. Funds raised by the Fire Brigade shall be turned over to the Town with the provision that a fund may be retained by the Fire Brigade to a maximum of One Thousand Dollars (\$1,000.00) for the purpose of purchasing fund raising materials and minor incidentals. Revenue from fund raising events shall be turned over to the town and shall be expended as directed by the Protective Services Committee.



(8) The Fire Brigade, under the supervision of the Fire Chief, shall control, manage, and operate the fire equipment and facilities as listed in Section 3 within the budgetary allowances approved by Council.

(9) The Fire Chief shall be a member of the Emergency Measures Operations Group.

(10) The Deputy Fire Chief shall assume the responsibilities of the Fire Chief in his absence, and shall assist the Fire Chief when called upon to do so.

(11) The Fire Department shall not enter into any contracts or lease agreements for service with another municipality. All such contracts and lease agreements must be approved and signed by Council.

(12) All fees, donations, and grants to the Fire Department shall be made payable to the Town of Leader. Any monies received by the Fire Department shall appear in the records of the municipality to be used for fire protection.

(13) Council shall, in the annual budget, approve a portion of municipal revenue for Fire Protection.

(14) Council shall ensure that adequate personal injury, death, and liability insurance be maintained for the Fire Department; such coverage to be provided out of the municipal budget for fire protection.

FIRE DEPARTMENT SERVICE LEVEL

5 (1) The Fire Department will provide services as dictated in the Level of Service Policy.

(2) In accordance with The Fire Safety Act, the Town will file fire service information with the Fire Commissioner for the Province of Saskatchewan. In addition, the Town must notify the residents of the chosen service level and any updates or amendments.

(2) The level of training and equipment required is dictated by the needs of the community. The Service Levels may only be attained after appropriate equipment and training have been provided and documented.

(3) Acknowledging the fluctuations in personnel inherent with a volunteer fire department, the Fire Department will endeavor to maintain a complement of firefighters of which 70% are certified at the Department's Service Levels.

(4) The Fire Department shall train to and maintain personnel in compliance with the Saskatchewan Public Safety Agency's minimum standards and *The Fire Safety Act*.



ENFORCEMENT & ADMINISTRATION

6 (1) Failure to comply with the regulations of this Bylaw shall make any or all members of the Fire Department liable to dismissal from the Fire Department, entirely at the discretion of Council.

(2) This Bylaw shall come into force and take effect on the third and final reading by the Council of the Town of Leader.

(3) Bylaw No. 04/22 is hereby repealed.



Mayor



Administrator

Read a third time and adopted
this 21st day of March, 2023.

Certified True Copy of Bylaw 01/23

passed by the Council of the Town of Leader

on the 21st day of March 2023.



Administrator

