

CORPORATION OF THE TOWNSHIP OF STRONG
BY-LAW NO. 2006-1526

Being a By-Law to Establish a Fire Department

WHEREAS Section 5.(0.1) of the Fire Protection and Prevention Act, 1997 provides that Council may by by-law establish, maintain and operate a fire department;

NOW THEREFORE , the Council of the Corporation of the Township of Strong enacts as follows:

1. In this by-law, unless the context otherwise requires,
 - (a) "Approved" means approved by the municipal council.
 - (b) "Board" means the Joint Board of Management established for the Sundridge – Strong Fire Department as set out under the terms of the Agreement for the joint management and operation of a fire department.
 - (c) "Company" means a complement of personnel operating one or more pieces of apparatus or equipment.
 - (d) "Corporation" means the Corporation of the Township of Strong.
 - (e) "Council" means the Council of the Township of Strong.
 - (f) "Department" means the Sundridge – Strong Fire Department.
 - (g) "Deputy Fire Chief" means the one person appointed by the council of the municipality to act in the place of the fire chief in the fire chief's absence, or in the case of a vacancy in the position of fire chief.
 - (h) "Fire Chief" means the one person appointed by a by-law of the council of the municipality to act as fire chief.
 - (i) "Firefighter's Association" means the Sundridge – Strong Firefighter's Association.
 - (j) "Fire Protection Services" means
 - (a) establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and

(b) provide such other fire protection services as it determines may be necessary in accordance in accordance with its needs and circumstances;

(k) "Member(s)" means any defined firefighter or employee of the department.

(l) "Volunteer Firefighter" means a person who voluntarily acts as a firefighter for a nominal consideration or honorarium.

2. (a) A department for the Township of Strong to be known as the Sundridge – Strong Fire Department is hereby

continued and the head of the Department shall be known as the fire chief.

(b) The goals/mission statement of the department shall be as those contained in Appendix "A" of this By-Law.

(c) The department shall be organized as per Table 1 forming part of this by-law.

3. In addition to the fire chief, the department personnel shall consist of a deputy fire chief and such number of officers, and members as from time to time may be deemed necessary by the council.

4. (a) The fire chief may recommend to the council the appointment of any qualified person as a member of the department, subject to the approved hiring policies of the corporation. as set out in Appendix "C" of this by-law.

(b) A person appointed as a member of the Department for Firefighting duties shall be on probation for a period of six (6) months during which period he/she shall take such training and examinations as may be required by the Chief of the Department.

(c) If a probationary member fails any such examinations, the fire chief shall recommend appropriate action to council.

5.
 - (a) The fire chief may reprimand, suspend or recommend dismissal of any member for non compliance with any of the provisions of this by-law or general orders and department rules, that in the opinion of the fire chief, would be detrimental to the discipline and efficiency of the department.
 - (b) Following the suspension of any member the fire chief shall immediately report, in writing, the suspension and recommendations to council; and,
 - (c) A member shall not be dismissed without being afforded the opportunity for a hearing before council, if the member makes written request, for such hearing within seven working days after receiving the proposed dismissal.
6.
 - (a) The remuneration of all members of the department shall be determined by council.
7. The fire chief is responsible to council for the proper administration and operation of the department. The fire chief is under the general direction of the Sundridge –Strong Fire Department Board of Management, and;
 - (a) shall have developed and published such written standard operational guidelines, general orders and departmental rules as may be necessary for the care and protection of the department, department equipment and personnel, and for the efficient operation of the department, provided that such orders and rules do not conflict with the provisions or any by-laws of the municipality.
 - (b) shall review periodically the policies and procedures of the department and may establish an Advisory Committee to assist in these duties.
 - (c)
 - i) shall take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property.
 - ii) shall enforce all municipal by-laws respecting fire prevention.
 - iii) shall adhere to the provisions of the Fire Protection and Prevention Act, 1997.
 - iv) The fire chief or designate is directed and authorized to have members of the department:
 - (a) pull down or demolish any building or structure to prevent the spread of fire.

- (b) when unable to contact the property owner, to take such necessary action (under (a) above) which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident; and
- (c) the corporation may recover expenses incurred by such necessary action in a manner provided by the Fire Protection and Prevention Act, 1997.
- (d) is responsible for the enforcement of this by-law and the general orders and departmental rules.

8. (a) The deputy fire chief is responsible to the fire chief for the activities of the divisional functions that are supervised by the deputy fire chief; and

(b) The deputy fire chief has the same authority and responsibility as the fire chief and shall perform, all the duties of the fire chief in the fire chief's absence.

9. Each division of the fire department is the responsibility of the fire chief and is under the direction of the fire chief or a member designated by the fire chief. Designated members shall report to the fire chief on divisions and activities under their supervision and shall carry out all order of the fire chief.

10. The fire chief is responsible to council, through the administrator and fire board, for proper administration and operation of the fire department including all fire department functions and programs.

11. The department shall not respond to a call with respect to a fire or other emergency outside the approved response area of the municipality except with respect to a fire or emergency:

(a) that in the opinion of the fire chief, or designate, threatens property in the municipality that is owned or occupied by the municipality;

(b) in a municipality with which an agreement has been entered into to provide fire protection;

(c) at the discretion of the fire chief, to a municipality authorized to participate in the District of Emergency Fire Service Plan and Program or any other organized plan or program on a reciprocal basis;

(d) on property beyond the municipal boundary where the fire chief, or designate, determines that immediate action is necessary to preserve and protect life and/or property and the correct department is notified and/or assumes command. The fire chief shall subsequently inform the head of council of such response.

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- 12. The department shall respond as set out in Appendix "B" of this by-law.
- 13. The provisions of this by-law are superseded by any provisions of provincial legislation between the corporation and the firefighter's association.
- 14. This by-law comes into effect the day it is passed by Council.

An approved Organizational Chart forms part of the by-law as Table 1.

That By-Law No. 2005-1507 is hereby repealed.

INTRODUCED AND READ A FIRST AND SECOND THIS 11TH DAY OF APRIL 2006

READ A THIRD TIME AND FINALLY PASSED ON A MOTION BY **John Newstead**

AND SECONDED BY **Sally Harper** THIS 11TH DAY OF APRIL, 2006.

.....
Mayor Stephen R. Rawn

.....
Clerk Diana Georgie

THE CORPORATION OF THE TOWNSHIP OF STRONG

APPENDIX "A"
BY-LAW NO. 2006-1526

PRIMARY GOALS OF THE FIRE DEPARTMENT

The goal of the fire department is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by individuals or nature; first to their municipality, second, to those municipalities requiring assistance through authorized emergency fire service plan and program (mutual aid) activities; and third, to those municipalities which are provided fire protection by the fire department via authorized agreement.

Primary objectives of the fire department:

In order to achieve the goal of the fire department, necessary funding must be in place and the following objectives met;

1. Provide for the safety of the public and the firefighters;
2. Identify and review the fire service requirements of the municipality;
3. Provide an administrative process consistent with the needs of the department;

4. Ensure that firefighting equipment and operating personnel are available within the municipality to provide adequate response to a citizen's call within a reasonable length of time;
5. Provide departmental training to an acceptable standard. (The needs and circumstances of the Firefighter's curriculum)
6. Provide a maintenance program to ensure all fire protection apparatus is ready to respond to emergency calls;
7. Provide an effective fire prevention program to be reviewed on an annual basis as per the Simplified Risk Assessment.
8. Develop and maintain a public information system and educational program.
9. Develop and maintain a good working relationship with all federal, provincial and municipal departments, utilities and agencies, related to the protection of life and property;
10. Interact with other departments of the corporation respecting the aspects of fire on any given programs; and,
11. Ensure these objectives are not in conflict with any other department of the corporation.

PRIMARY MISSION OF THE FIRE DEPARTMENT

The primary mission of the Sundridge – Strong Fire Department is to provide a range of programs and services to protect the lives and property of the inhabitants of the Township of Strong from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by individuals or nature.

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APPENDIX "B"
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The Sundridge – Strong Fire Department responds to:

1. Grass, brush, and bush fires in the Township of Strong
2. Structure fires
3. Vehicle fires
4. Vehicle accidents
5. First response to chemical or endangerment to the environment, buildings or life (Awareness Level Only)
6. Tiered response (Ambulance)
7. Mutual Aid
8. Search and Rescue (Land Base/Ice Water/Interior Firefighting)
9. Hydro fire or a threat to public
10. Fire protection (Complaint and Request)
11. Public safety
12. Public Education
13. Extrication (Non Ratepayer fee for service Charge)
14. Airport (In Joly Township re Agreement)
15. Rail Emergency
16. To any other municipality situated outside the territorial limits under such conditions as may be specified in a signed written Agreement

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APPENDIX "C"
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SUNDRIDGE – STRONG FIRE DEPARTMENT

HIRING POLICY

- Applications are received by the Fire Chief
- Successful candidates are invited to an interview

- Offer of employment is conditional upon the candidate successfully completing a medical by his/her own physician
- While on probation the firefighters are only allowed to train and observe. They shall not become active until after their probation is over.
- Any firefighter who is absent for three consecutive meetings shall be interviewed by the Fire Chief, Deputy Fire Chief and Captain in charge of that particular firefighter. If that firefighter were absent for a second three consecutive meetings the Fire Chief then has the authority to ask for his/her resignation from the Fire Department and furthermore if any firefighter is absent for more than seven meetings per year he may at the discretion of the Fire Chief be asked to resign.
- Leave of Absence shall be granted with just reason for a three month period. Extensions may be granted at the discretion of the Sundridge - Strong Fire Department Management Board and the Fire Chief.
- Any firefighter who is absent for medical reasons is obligated to notify the Fire Chief.

Minimum Requirements

- Grade 12 or equivalent secondary education as established by the Ontario Ministry of Education
- Candidate must possess a valid Ontario driver's licence and must obtain a minimum class DZ licence within six months after start of employment
- Candidate must be eligible to work in Canada
- Be physically fit to work under arduous physical conditions as part of an active firefighting and rescue team
- Must be a resident of the Village of Sundridge or the Township of Strong. A non- resident allowance of not more than 10% of the total firefighter compliment who work within the Village of Sundridge or Township of Strong and within an eight kilometer radius of the firehall will be accepted.