

THE RURAL MUNICIPALITY OF MAPLE CREEK NO. 111

BYLAW NO 2023-01

VOLUNTEER FIRE DEPARTMENT ESTABLISHMENT BYLAW

The council of the Rural Municipality of Maple Creek No. 111, in the Province of Saskatchewan, enacts as follows;

1. Definitions

1.1. In this Bylaw;

- a) **Administrator** – The person appointed as Administrator pursuant to Section 110 of *The Municipalities Act*.
- b) **Council** – The Reeve and Councillors of the Rural Municipality elected pursuant to the provisions of *The Local Government Elections Act*.
- c) **Defensive Firefighting** – Protecting surroundings from nearby fire; nothing is to be gained by firefighting offensively.
- d) **Entity** – A municipality, municipal government, First Nations band, provincial government, person, or other properly constituted authority, organization, or agency who may, through written agreement, receive firefighting and rescue services from the Maple Creek Community Fire Department.
- e) **Fire Hall** – The premises owned by the Rural Municipality of Maple Creek No. 111 and the Town of Maple Creek that is used for housing the fire trucks and all other related equipment.
- f) **National Fire Code** – The Code declared to be in force, *The Saskatchewan Fire Code Regulations*.
- g) **Offensive Firefighting** – Entering a burning structure when a live person is known to be inside or something of significance is to be gained all while wearing approved breathing apparatuses.
- h) **MCCFD** – Maple Creek Community Fire Department (MCCFD) volunteer fire department appointed pursuant to this Bylaw.
- i) **RM** – The Rural Municipality of Maple Creek No. 111 and its employees whose employment requires them to undertake certain works under this Bylaw.

2. ESTABLISHMENT AND PURPOSE

2.1 The Maple Creek Community Fire Department is hereby established.

2.2 Any previous written reference to either Maple Creek Community Fire Department, Town of Maple Creek Fire Department, Rural Municipality of Maple Creek Fire Department, or any related combination thereof, shall now be known as the Maple Creek Community Fire Department.

2.3 The Council shall, by resolution, appoint a Fire Chief to manage the following;



2.3.1 The operation and maintenance of the fire trucks, firefighting equipment, and rescue equipment for providing firefighting and rescue services within the Town, RM and other entities who have signed service agreements and mutual aid agreements with the MCCFD;

2.3.2 To control, supervise and manage the premises known as the Fire Hall and all the equipment contained therein;

2.3.3 To ensure to Council's satisfaction that adequate fire protection and rescue serviced be provided for the safety and welfare of the Town, RM and all other entities with signed service agreements however, due to the limitations as a volunteer fire department, the MCCFD cannot guarantee fire and rescue service to the Town, RM or to the other entities with signed service agreements at all times.

2.3.4 To promote and encourage preventative fire measures in the Town, RM and in all other entities with signed service agreements;

2.3.5 To regulate the conduct and assistance of persons present at the fire and rescue sites.

2.4 The MCCFD shall be responsible for:

2.4.1 Fire protection, uncluding:

- a) Offensive firefighting;
- b) Defensive firefighting;
- c) Fire investigations;
- d) Fire Prevention;
- e) Educational programs.

2.4.2 Rescue service, including

- a) Extrication;
- b) STARS landing assistance;
- c) Assist in search and rescue.

2.4.3 Dangerous goods support operations;

2.4.4 Mutual aid assistance with EMS;

2.4.5 Mutual aid assistance with other fire departments



3. MCCFD Composition

3.1 The MCCFD shall consist of a Fire Chief and up to 20 volunteer firefighters.

3.2 The Fire Chief may appoint up to five officers, including three Deputy Fire Chiefs, one Training Officer and one Safety Officer from among the volunteer firefighters.

3.3 The Fire Chief, or in lieu of the Fire Chief, the Deputy Fire Chiefs, shall be required to sit on the Emergency Measures Organization (EMO) Committee.

3.4 Resignation of the Fire Chief shall be made to Council in writing.



4. JURISDICTION AND BOUNDARIES

4.1 The Council shall appoint three council members to represent the RM on the Maple Creek Community Fire Department Committee.

4.2 The Fire Chief shall assume the authorities, duties and responsibilities of Local Assistant to the Fire Commissioner for the Province of Saskatchewan pursuant to *The Fire Safety Act* and this Bylaw.

4.2.1 While the Fire Chief is operating under The Fire Safety Act, Council has no jurisdiction to supersede or obstruct decision or actions taken by the Fire chief in relation to performing his or her duties under *The Act*.

4.3 The Fire Chief shall have complete responsibility and authority of the MCCFD, as directed by the MCCFD committee to which they shall be responsible. In particular, they shall be required to carry out all fire protection activities and such other activities as MCCFD Committee directs, including but not limited to:

4.3.1 Rescue

4.3.2 Incidents involving fire and/or explosion;

4.3.3 Other incidents presenting a danger to the public;

4.3.4 Fire prevention and public education;

4.3.5 Pre-fire planning;

4.3.6 Disaster planning

4.3.7 Community Planning

4.3.8 Training

4.3.9 Attending and reporting to the MCCFD committee monthly meetings.

4.4 The Fire Chief, or in their absence, the senior ranking volunteer member present, shall have control, direction, and management of any MCCFD apparatus, equipment, or personnel at any operation or incident involving the MCCFD and where a member is in charge, they shall continue to act until relieved by an officer authorized to do so.

4.5 The Fire Chief, subject to the approval of the MCCFD Committee, shall establish rules, regulations, policies, and committees necessary for the proper organization and administration of the MCCFD including:

4.5.1 Use, care and protection of the MCCFD apparatuses, equipment premises, and property;

4.5.2 The complete welfare, development, organization, conduct, and discipline up to and including termination of the officers, and volunteer members of the MCCFD;

4.5.3 Routine and special operations of the MCCFD;

4.5.4 Training.

9

10

4.6 The Fire Chief, in tandem with Council, shall have the authority to prohibit any or all open fires when atmospheric conditions or local circumstances, in their opinion, make such fires hazardous.

5. POWERS, DUTIES, AND RESPONSIBILITIES OF MCCFD

5.1 The Fire Chief shall schedule instruction and training sessions for the development and improvement of knowledge and skills of the officers and volunteer members of the MCCFD twice per month. Records of training sessions, instructions given, and each volunteer members' progress shall be kept.

5.2 The Fire Chief may schedule general meetings for the MCCFD officers and volunteer members as needed where general administration committee activities, and common concerns can be heard and addressed.

5.3 The Fire Chief shall attend any regularly scheduled MCCFD Committee meetings and Council meetings when called upon to do so at the request of either party, as well as attend any meeting as called upon by the representatives of entities with service agreements to debrief fire and rescue events.

5.4 The Fire Chief shall maintain a log for the MCCFD which shall record information including, but not limited to; fire and rescue responses, Non-fire emergency responses, False alarms, fire prevention activities, training sessions, membership attendance, apparatus and equipment and public relations activities.

5.5 The Fire Chief, or his or her designate, shall hand in all call-out reports to the MCCFD committee financial representative to issue billing.

6. MCCFD REQUIREMENTS

6.1 The Fire Chief, subject to approval of MCCFD Committee, shall establish Standard Operating Procedures (SOPs) to guide the MCCFD in its day-to-day operation. These SOPs shall insofar as practical and reasonable provide guidance for the MCCFD officers and volunteer members in the emergency responses and routine operations that may or are expected.


6.2 The Fire Chief, and any officer or member of the MCCFD acting pursuant to this Bylaw, shall have full knowledge of the provisions and powers granted by *The Fire Safety Act*.

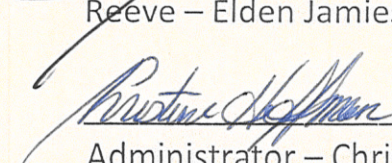
7. EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the final date of passing by council.

Read a third time and adopted
On this 1st day of March 2023.




Reeve – Elden Jamieson


Administrator – Christine Hoffman

