

**TOWN OF STAR CITY
BYLAW NO. 530-2023**

**A BYLAW TO ESTABLISH A
VOLUNTEER FIRE DEPARTMENT**

The Council of the Town of Star City in the Province of Saskatchewan, under the provision of Section 8 of *The Municipalities Act*, enacts as follows:

PURPOSE

The purpose of this Bylaw is

- 1) to establish the Star City Fire Department
- 2) to set rates and conditions for fire suppression within the boundaries of the Town of Star City
- 3) to define the roles of the Star City Fire Chief, department members and Council

INTERPRETATION

1. Definitions for the purpose of this bylaw are as follows:

- a) "Fire Department" means the Town of Star City Volunteer Fire Department established pursuant to this bylaw.
- b) "Council" means the Council for the Town of Star City.
- c) "Municipality" means the Town of Star City.
- d) "Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Town of Star City for use of the Volunteer Fire Department in the prevention and control of fires.
- e) "Fire Hall" means the premises owned by the Town of Star City that is used for housing the fire truck and all other equipment.
- f) "Fire call" means any incident dispatched to the Fire Department through 911 that exceeds half an hour.
- g) "False alarm" means any incident responded to by the Fire Department where it has been indicated to be a false alarm on the fire incident report by the Fire Chief.

SCOPE OF THE BYLAW

2. A volunteer fire department shall be established for the following purposes:

- a) to provide adequate fire suppression services for the safety, health and welfare of people and the protection of people and property;
- b) to maintain and operate all fire equipment for the prevention and suppression of fires.
- c) to attend and manage the scene of fires and other emergencies as dispatched by the 911 call centre.
- d) to promote and encourage preventive fire measures.

COMPOSITION OF THE FIRE DEPARTMENT

3. The Council shall appoint a Fire Chief in November of each year. The Council shall also appoint The Fire Chief to be the local assistant to the Fire Commissioner in accordance with *The Fire Safety Act* for the Municipality. The Fire Chief and department members shall be paid an annual honorarium to be determined by Council annually.
4. The Deputy Fire Chief shall be elected by the Star City Fire Department Members.
5. Any senior member of the Fire Department may take charge and act with all the authority designated to the Fire Chief and the Deputy Fire Chief in the event they are both absent from a fire
6. The Fire Department shall consist of a maximum of 20 members.
7. The Fire Chief may reprimand, suspend or recommend dismissal of any member for infraction of any of the provisions of this bylaw, standard operating guidelines, policies, general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to the discipline and efficiency of the fire department.
8. The Fire Chief shall report to Council the circumstances of all reprimands, suspensions or dismissals of members of the Fire Department within (7) seven days. Any member that has been reprimanded, suspended or dismissed may request a review of action to be conducted by Council. After the review, a decision to uphold or reverse the reprimand, suspension or dismissal of the member shall be made by Council.

DUTIES OF COUNCIL AND THE MUNICIPALITY

9. Council shall ensure that the Fire Department members have access to the Fire Hall and that the building is maintained in proper fashion to house the fire truck and all fire-fighting equipment.
10. Council shall ensure that adequate property insurance is maintained for the Fire Hall and fire-fighting equipment.
11. Council shall ensure that adequate personal injury, death and liability insurance be maintained for all members of the Fire Department.
12. Council shall ensure that members have access to fire fighting and life-saving training within the approved budgetary allowances.
13. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.
14. Council shall determine an annual operating and capital budget for the Fire Department, setting aside a portion of municipal revenue for fire protection. Due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner and

the recommendations of the Fire Chief should be given. As well, the general financial position of the municipality should be considered in determining this budget. A copy shall be provided annually to the Fire Chief.

15. Council may enter into any agreements for fire suppression services or mutual assistance agreements with other municipalities as it deems appropriate.

DUTIES OF THE FIRE CHIEF AND FIRE DEPARTMENT

16. The Fire Chief shall arrange meetings of the Fire Department periodically for instruction and/or training sessions as well as to service the fire-fighting equipment. Notification shall be provided to members by the Fire Chief at least two (2) days prior to the meeting.

17. The Fire Chief shall investigate the cause, origin and circumstance of every fire attended as well as any emergency attended and report in writing to the Fire Commissioner as well as to Council.

18. The Fire Chief and Fire Department members shall control, manage, maintain and operate the fire equipment within the budgetary allowances approved by Council.

19. The Fire Chief may develop and implement such standard operating procedures and guidelines, general orders and departmental rules as necessary to ensure the appropriate care, protection and operation of all fire-fighting equipment.

20. The Fire Chief shall prepare a recommendation to Council each year for proposed operating and capital expenditures for the upcoming year.

21. The Fire Department may, by fund raising campaigns, assist in the purchase of fire-fighting equipment or capital purchases as approved by Council.

22. The Fire Chief shall prepare an annual inventory of all fire-fighting equipment indicating the working condition of each piece of equipment. One copy of the annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the Fire Department.

23. In November of each year the Fire Chief will submit to Council a yearly training report, indicating who has taken additional training throughout the year.

24. The Star City Fire Department will maintain their own bank account and will provide a year end financial statement by February of the following year.

FEEES FOR FIRE SUPPRESSION SERVICE

25. The Municipality shall provide up to \$5,000.00 fire suppression coverage to registered property owners within the boundaries of the Town of Star City. This does not include False Alarm calls.

COPY

26. In the event that other fire departments are called to the scene to assist the Star City Fire Department, all costs associated with fire suppression services received by the Municipality from assisting departments over and above \$5,000.00 will be invoiced to the registered property owner at cost.

27. In the event of a vehicle fire, the incident shall be reported to Saskatchewan Government Insurance for reimbursement at the provincial rate for vehicle suppression fires.

28. False Alarm calls shall be invoiced according to Schedule A

29. Where an invoice for fire suppression services remains outstanding after December 31st of the year in which the fire occurred, Council may add the fees to the taxes for that property in accordance with Section 405 of *The Municipalities Act*.

30. This Bylaw shall come into force and take effect on the date of approval by Council.

Read a first time this 14th day of November, 2023.

Read a second time this 14th day of November, 2023.

Read a third time this 14th day of November, 2023.



Beth Barrwald
Mayor

A. Tkachuk
CAO

Certified a True and Correct Copy
of Bylaw No. 530-2023 Establish a Volunteer
Fire Department Bylaw
Passed this 14th day of November, 2023

A. Tkachuk
Anita Tkachuk, CAO

**SCHEDULE A to Bylaw No. 530-2023
Fire Service Fees**

FIRE SERVICE FEES

PUMPER TRUCK	\$450.00/HR
TRANSPORT TRUCK	\$300.00/HR
PUMPER	\$125.00/HR
MEMBER	\$30.00/HR/MEMBER

False Alarms

- 1st incident in calendar year free
- 2nd incident in calendar year - \$300.00
- 3rd incident in calendar year - \$800.00

