

TOWNSHIP OF PRINCE

By-law 2002-16

Being a by-law to regulate a Fire Department

WHEREAS the Municipal Act, R.S.O. 1990 as amended and the Fire Protection and Prevention Act, 1997 as amended, permit the Council to enact a by-law to establish and regulate a fire department

AND WHEREAS By-law 90-9 established the Township of Prince Fire Department, which by-law was replaced by By-law 94-15, passed 11 October 1994, as amended by by-law 2001-6, passed 22 May 2001

BE IT THEREFORE ENACTED by the Council of the Township of Prince, as follows:

Section 1 of By-law 94-15 is repealed and the following substituted therefor:

1. **Definitions**

In this by-law, unless the context otherwise requires,

- a. **Approved** means approved by the Council
- b. **Administrator** means the person appointed by the Council by by-law to act as Administrator of the Corporation
- c. **Corporation** means the Corporation of the Township of Prince
- d. **Council** means the Council of the Township of Prince
- e. **Deputy Chief** means the person appointed by Council to act on behalf of the Fire Chief of the Fire Department in the case of an absence or a vacancy in the office of Fire Chief
- f. **Fire Chief** means the person appointed by Council to act as fire chief for the Corporation and is ultimately responsible to Council as defined in the Fire Protection and Prevention Act
- g. **Fire Department** means the Township of Prince Fire Department
- h. **Fire Protection and Emergency Response Services** includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in the provision of such services, such rescue services as the department is from time to time able and equipped to provide, emergency services, first response to medical emergencies to assess and

manage signs and symptoms of the sick and injured until Emergency Medical Services personnel arrives and the delivery of all of the above

- i. **Member** means any person employed in or appointed to the fire department and assigned to undertake fire protection and emergency response services, and includes officers and volunteer firefighters
- j. **Volunteer Firefighter** means a firefighter who provides fire protection and emergency response services either voluntarily or for a nominal consideration, honorarium, training or activity allowance

Sections 3 to 18 of By-law 94-15 are repealed and the following substituted therefor:

- 3. The Fire Department shall be structured in conformance with the approved Organizational Chart, Schedule A, forming part of this by-law.
- 4. In addition to the Fire Chief, the Council shall appoint a Deputy Chief. The Fire Chief shall appoint such other number of officers as he or she may deem necessary.
- 5. The Fire Chief has the authority to appoint any qualified person as a member of the Fire Department, subject to the approved hiring policies of the municipality in place from time to time. The Fire Chief shall report to the Administrator the names and relevant personnel information of any member once appointed.
- 6. Persons appointed as members of the Fire Department to provide fire protection and emergency response services shall be on probation for a period of 6 months, during which period they shall take such special training and examination as may be required by the Fire Chief.
- 7. If a probationary member appointed to provide fire protection and emergency response services fails any such examinations, the Fire Chief may dismiss the member.
- 8. The remuneration of volunteer members shall be as determined by the Council.
- 9. The Fire Chief is ultimately responsible to the Council, through the Administrator of the municipality for the proper administration and operation of the Fire Department, including the delivery of fire protection and emergency response services.
- 10. The Fire Chief shall implement all approved policies and shall develop such operating guidelines, general orders and departmental rules as necessary to

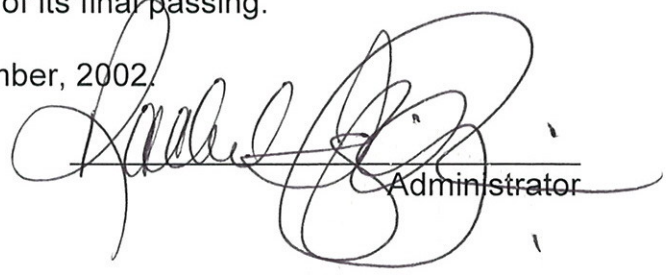
implement the approved policies and to ensure the appropriate care and protection of all Fire Department personnel and Fire Department equipment.

11. The Fire Chief shall review periodically all policies, orders, rules and operating guidelines of the Fire Department and may establish an advisory committee consisting of such members of the Fire Department as the Fire Chief may determine from time to time to assist in these duties.
12. The Fire Chief shall submit to the Council through the Administrator for approval the annual budget estimates for the Fire Department, an annual report and any other specific reports requested by the Council.
13. 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 orders of the Fire Chief.
14. Where the Fire Chief designates a member to act in the place of an officer in the Fire Department, such member, when so acting, has all of the powers and shall perform all duties of the officer replaced.
15. The Fire Chief may reprimand, suspend or recommend dismissal of any member for infraction of any provisions of this by-law, policies, general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to discipline or the efficiency of the Fire Department.
16. Following the suspension of a member, the Fire Chief shall immediately report, in writing, the suspension to the Administrator.
17. A volunteer firefighter shall not be dismissed without the opportunity for a review of termination, if he/she makes a written request for such a review within seven working days after receiving notification of the proposed dismissal. A person appointed by the municipality, who is not employed in the Fire Department, shall conduct the review.
18. The Fire Chief shall take all proper measures for the prevention, control and extinguishment of fires and the protection of life and property and shall exercise all powers mandated by the Fire Protection and Prevention Act, and the Fire Chief shall be empowered to authorize:
 - a. pulling down or demolishing any building or structure to prevent the spread of fire

- b. all necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident, when unable to contact the property owner
 - c. recovery of expenses incurred by such necessary actions for the Corporation in the manner provided through the *Municipal Act* and the *Fire Protection and Prevention Act*.
19. The Fire Department shall not respond to a call with respect to a fire or emergency outside the limits of the municipality except with respect to a fire or emergency:
- a. that, in the opinion of the Fire Chief or designate of the Fire Department, threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality
 - b. in a municipality with which an approved agreement has been entered into to provide fire protection and emergency response services which may include automatic aid
 - c. on property with which an approved agreement has been entered into with any person or corporation to provide fire protection and emergency response services
 - d. at the discretion of the Fire Chief, to a municipality authorized to participate in any District Mutual Aid Plan established by a fire coordinator appointed by the fire marshal or any other similar reciprocal plan or program
 - e. on property beyond the municipal boundary where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate department is notified to respond and assume command or establish alternative measures acceptable to the Fire Chief or designate.
20. By-law 2001-6 is repealed.
21. This by-law comes into effect on the day of its final passing.

PASSED in open Council this 10th day of December, 2002.


Reeve


Administrator

PRINCE TOWNSHIP FIRE DEPARTMENT
ORGANIZATIONAL CHART

Reeve & Council

Administrator

Fire Chief

Deputy Fire Chief

Equipment Officer, Training Officer,
Fire Prevention Officer, Administration Officer