

# **Fire Department Bylaw Village of Zenon Park BYLAW NO. 03/21**

A Bylaw to repeal Bylaw No. 4/94 being a bylaw for the establishment of a volunteer fire department in and for the Village of Zenon Park and replace it with this Bylaw being a bylaw for the establishment of a volunteer fire department in and for the Village of Zenon Park.

The Council for the Village of Zenon Park in the Province of Saskatchewan enacts as follows:

## **SHORT TITLE**

1. This Bylaw may be cited as the Fire Department Bylaw.

## **INTERPRETATION**

2. a) "Fire Department" means the Volunteer Fire Department established pursuant to this Bylaw  
b) "Unit" means the Fire Department established pursuant to the Bylaw.  
c) "Municipality" means the Village of Zenon Park.  
d) "Fire equipment" means the fire truck, rescue van, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Village of Zenon Park for the use of the Fire Department in the prevention and control of fires.  
e) "Fire Hall" means the premises, owned by the Village of Zenon Park that are used for housing the Fire Truck and all other equipment.

## **SCOPE OF THE BYLAW**

3. The council shall by resolution appoint the Fire Department personnel for the following purposes:
  - a) To maintain and operate the fire truck for the prevention and extinguishing of fires within the municipality.
  - b) To control, supervise, and manage the premises known as the Fire Hall, and all the equipment contained therein.
  - c) To ensure to council's satisfaction that adequate fire protection be provided for the safety and welfare of the municipality.
  - d) To promote and encourage preventive fire measures in the municipality.
  - e) To regulate the conduct and assistance of persons present at fires within the municipality.
  - f) To maintain and operate the firefighting equipment in extinguishing fires outside the municipality where a request for such service is made by another municipality, urban or rural, or any of its officers or by any person outside of the Village of Zenon Park.

## **COMPOSITION OF THE FIRE DEPARTMENT UNIT**

4. a) The Fire Department shall consist of a Fire Chief and a maximum of 30 volunteer firefighters.  
b) The Fire Chief shall be appointed by council. Other members of the fire department shall be appointed by the fire department.



## **POWERS, DUTIES AND RESPONSIBILITIES OF THE FIRE DEPARTMENT AND COUNCIL**

5. The Fire Chief and volunteers shall meet monthly for an instruction and or training session.
6. Fire Chief shall report all activities and meetings to Council in writing and shall include a report regarding any calls incurred since the previous report. Council shall then issue a service bill for all billable calls attended by the fire department.
7. Regarding false alarms: the first incident is free. Any further incidents will be charged at the rate of a fire call or half of the rate of a fire call for a call where the department is called but does not have to leave the fire hall with equipment.
8. The Fire Chief shall, upon request, prepare an inventory of all fire equipment of the municipality and shall indicate of such inventory the working condition of each piece of equipment. One copy of each 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.
9. The Fire Chief, upon the completion of the annual inventory, prepare an operating and capital budget for the following year and shall present such an annual budget to the council before the 28<sup>th</sup> day of February annually. Upon approval by council, this budget shall be included and form part of the municipal budget.
10. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the Fire Department for assistance should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
11. No volunteers shall vote on fire department matters unless appointed to the fire department by Council.
12. The Fire Department may by fundraising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
13. The Fire Chief shall ensure that Council is provided with a list of names and phone numbers of person who may be contacted in case of fires.
14. The Fire Chief and the volunteer firefighters under the supervision of the Fire Chief shall control manage and operate the fire equipment and facilities as listed in Section 2 within the budgetary allowances approved by Council.
15. The Fire Department shall provide firefighting and lifesaving training to all fire department members within the budgetary allowances approved by Council.
16. The Fire Department shall not enter in to any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
17. The Fire Chief shall ensure that all fees, donations and grants to the fire department are made payable to the Village of Zenon Park and that any monies received by the Fire Department appear in the records of the municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.
18. Council shall, before approving the municipal budget of the fire department annual budget, set aside a portion of municipal revenue for fire protection. Council shall determine how these

revenues are to be used but shall give due consideration to the National Fire Code Regulations, the recommendations of the Provincial Fire Commissioner, the recommendation of the Fire Chief, and to the general financial position of the municipality in arriving at a decision regarding such revenues and expenditures.

19. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck or pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
20. 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 or fire protection.
21. Failure to comply with the regulations of this Bylaw shall make any or all of the Fire Department liable to dismissal from the Fire Department, entirely at the discretion of Council.

Read a third time and adopted this 18<sup>th</sup> day of March, 2021.



[Signature]  
Mayor

[Signature]  
Administrator

Read a third time and adopted  
this 18<sup>th</sup> day of March, 2021.

[Signature]  
Administrator