

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1474, 2018

A bylaw to provide for the establishment and regulation of volunteer fire departments in the Electoral Areas of the Fraser Valley Regional District

WHEREAS the Fraser Valley Regional District Board (“the Board”) deems it necessary and desirable to provide for the establishment and regulation of volunteer fire departments in the Electoral Areas of the Fraser Valley Regional District and to establish service levels for each Volunteer Fire Department;

THEREFORE the Board of Directors of the Fraser Valley Regional District enacts as follows:

1. CITATION

This bylaw may be cited as the *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

2. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

“Apparatus” means any vehicle provided with machinery, devices, Equipment or materials for purposes of providing Fire Protection Services by a volunteer fire department, as well as vehicles used to transport firefighters or supplies.

“Chief Administrative Officer” means the Chief Administrative Officer of the Fraser Valley Regional District (“FVRD”) or their designate.

“Equipment” means any tools, contrivances, devices or materials used by a Member of a volunteer fire department for the purpose of providing Fire Protection Services.

“Fire Chief” means the Member appointed by the Board as the designated head of each individual volunteer fire department.

“Fire Protection Services” means all aspects of fire safety, including but not limited to: Incident response, firefighting and suppression, fire prevention, public education, and training and Member development.

“Incident” means a fire or situation where a fire or explosion has occurred, or is imminent, or a situation or event to which the volunteer fire department has responded in accordance with this bylaw.

“Member” means any person that is appointed as a Member of a volunteer fire department. All Members are deemed to be Local Public Officers of the FVRD as defined in the *Local Government Act*.

“Mutual Aid” means Fire Protection Services delivered outside the boundaries of a Service Area in accordance with a Mutual Aid agreement authorized by the Board.

“Officer” means any Member of a volunteer fire department who is appointed as Fire Chief or as Deputy Fire Chief. All Officers are deemed to be Local Public Officers of the FVRD as defined in the *Local Government Act*.

“Playbook” means the publication of the BC Office of the Fire Commissioner entitled *“British Columbia Fire Service Minimum Training Standards: Structure Firefighters Competency and Training Playbook”* which establishes the minimum standards of training required and defines fire service levels for fire departments in BC pursuant to Section 3(3)(b) of the *Fire Services Act*.

“Service Area” means the fire protection Service Areas established by the Board in each of the Electoral Areas of the Fraser Valley Regional District.

“Service Levels” means that level of service authorized in accordance with this bylaw for each volunteer fire department, as set out in Schedule A attached hereto, and describes the level of fire service operations that may be trained to and performed by volunteer fire departments as defined by the Playbook.

“Electoral Area Volunteer Fire Department Standard Operating Guidelines” mean those guidelines and procedures as provided by the Manager of Electoral Area Emergency Services which outline administrative, operational and expectations with respect to the delivery of fire protection services by each volunteer fire department in each Service Area.

3. ESTABLISHMENT OF VOLUNTEER FIRE DEPARTMENTS

3.1 The following volunteer fire departments are hereby established in the Electoral Areas of the Fraser Valley Regional District:

Electoral Area A:	Boston Bar/North Bend Volunteer Fire Department
Electoral Area B:	Yale and District Volunteer Fire Department
Electoral Area C:	Hemlock Valley Volunteer Fire Department
Electoral Area D:	Popkum Volunteer Fire Department
Electoral Area E:	Chilliwack River Valley Volunteer Fire Department
Electoral Area H:	Columbia Valley Volunteer Fire Department
Electoral Areas C, F and G:	North Fraser Volunteer Fire Department

4. JURISDICTION

4.1 The limits of the jurisdiction of the Fire Chief, Officers and Members of the volunteer fire departments will extend to the defined boundaries of the following established Service Areas as amended from time to time, commonly known and referred to as the:

- a) Boston Bar and North Bend Fire Protection Service Area
- b) Chilliwack River Valley Fire Protection Service Area
- c) Columbia Valley Fire Protection Service Area
- d) Hemlock Valley Fire Protection Specified Area
- e) North Fraser Fire Protection Service Area
- f) Popkum Fire Protection Service Area
- g) Yale and Vicinity Fire Protection Service Area

4.2 No Apparatus or Equipment shall be used beyond the limits of the jurisdiction as defined in Section 4.1, except in the following circumstances:

- a) Under an established Mutual Aid agreement; or
- b) Response to any Service Area as authorized by the Chief Administrative Officer; or
- c) Where there is an actual or imminent threat to life outside the boundaries of the Service Area upon receiving a provincial task number; or
- d) At the request of a provincial agency in extenuating circumstances upon receiving a provincial task number; or
- e) Upon approval of the Board.

4.3 For each of the exceptions set out in Section 4.2, the Fire Chief must ensure that adequate Fire Protection Services can be delivered in the respective Service Area prior to undertaking Fire Protection Services outside the respective Service Area.

5. BOARD APPOINTMENTS AND AUTHORITIES

5.1 Upon recommendation of the Chief Administrative Officer, the Fire Chief of each volunteer fire department shall be appointed by a resolution of the Board. .

5.2 Upon recommendation of the Chief Administrative Officer and Fire Chief, Officers of a volunteer fire department shall be appointed by a resolution of the Board and shall be given the authority to act as a Deputy to the Fire Chief.

5.3 Upon recommendation of the Manager of Electoral Area Emergency Services and Fire Chief, Members of a volunteer fire department shall be appointed by the Chief Administrative Officer.

5.4 The Board has absolute discretion to establish eligibility criteria and requisite qualifications for Fire Chiefs, Officers and Members of volunteer fire departments.

- 5.5 The Board hereby authorizes the Manager of Electoral Area Emergency Services to create, replace, alter and amend the Electoral Area Volunteer Fire Department Standard Operating Guidelines as necessary.

6. MEMBER ELIGIBILITY

- 6.1 A person is qualified to be a member of a volunteer fire department who:
- a) Is 19 years of age or older or
Is 15 - 18 years of age, with parental consent to participate in the Junior Firefighter Program;
 - b) Lives or works within, or within close proximity, to the boundaries of the respective Service Area that the applicant would like to serve in;
 - c) Holds a valid B.C. Driver's License (excepting junior firefighters);
 - d) Undertakes a Criminal Records Check with respect to the applicant's role as a Member;
 - e) Is able to perform the duties required of a Member;
 - f) Is a Canadian Citizen, or who is legally entitled to reside and work in Canada; and
 - g) Within one year of the Member's appointment, successfully completes the recruit basic training program offered through the volunteer fire department.

7. AUTHORITIES, DUTIES AND RESPONSIBILITIES

Subject to the direction and control of the Board:

- 7.1 Fire Chiefs have responsibility and authority over the management, administration and operation of the volunteer fire department to which they have been appointed, in an efficient and fiscally responsible manner;
- 7.2 Every duly appointed Fire Chief shall be responsible for delivering Fire Protection Services in accordance with this bylaw, other enactments, and the Electoral Area Volunteer Fire Department Standard Operating Guidelines.
- 7.3 Notwithstanding the authority of Fire Chiefs, in accordance with this section, Fire Chiefs are accountable to the Chief Administrative Officer with respect to the day to day operation, management and administration of the volunteer fire department to which the Fire Chief has been duly appointed;
- 7.4 Fire Chiefs are responsible for ensuring that all records pertaining to the delivery of Fire Protection Services within their area of responsibility are maintained and managed in accordance with Board policy.

- 7.5 Fire Chiefs have the authority and responsibility to recommend, to the Chief Administrative Officer and Manager of Electoral Area Emergency Services, the appointment of Members and Officers of the volunteer fire department to which they have been appointed.
- 7.6 Fire Chiefs are responsible for ensuring that the Electoral Area Volunteer Fire Department Standard Operating Guidelines, as amended from time to time, are adhered to by all volunteer fire department Members, and that training in the same is provided;
- 7.7 Fire Chiefs are responsible for ensuring that all corporate policies and procedures, as amended from time to time, are adhered to by all volunteer fire department Members, and that training in the same is provided;
- 7.8 Fire Chiefs are responsible for ensuring that all Members are trained in the safe and effective performance of their duties, and to the minimum standards set out in Schedule A, attached hereto, and the Electoral Area Volunteer Fire Department Standard Operating Guidelines;
- 7.9 Fire Chiefs are responsible for ensuring that all Members are assigned duties to which they are trained to perform;
- 7.10 Fire Chiefs are authorized to manage all volunteer personnel within the volunteer fire department, subject to FVRD policies and procedures;
- 7.11 The Fire Chief, or if absent, the next senior ranking Officer or Member present who has the qualifications necessary for the specific Incident, shall have control, direction and management of all fire department Apparatus, Equipment and Members assigned to an Incident until relieved by a more senior ranking Member or a Member who is more trained for the specific Incident, .
- 7.12 Fire Chiefs shall report to the Board on the operation, administration and management of the volunteer fire department, or other matters related to the volunteer fire department in the manner designated by the Board from time to time.

8. REGULATIONS

- 8.1 The Fire Chief, or any other Member in charge of an Incident, is empowered and authorized to enter premises or property at any time where an Incident has occurred or is occurring, and to cause any Member, Apparatus or Equipment of the volunteer fire department to enter premises or property at any time and as deemed necessary, in order to combat, control or deal with an Incident.
- 8.2 The Fire Chief or the Member in charge of any Incident, is empowered during the Incident to enter, pass through or over buildings or property adjacent to an Incident and to cause Members of the Fire Department and that Apparatus and Equipment of the Fire Department to enter or pass through or over buildings or property, where deemed necessary to gain access to the Incident or to protect any person or property.

- 8.3 The Fire Chief, or any Member in charge at an Incident, is empowered and authorized to cause a building, structure or thing to be pulled down, demolished or otherwise removed if deemed necessary to prevent the spread of fire to buildings, structures or things.
- 8.4 The Fire Chief, or the Member in charge of any Incident, may, at their discretion, establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter.
- 8.5 No person shall enter the boundaries or limits of an area prescribed in accordance with Section 8.4 unless they have been authorized enter by the Fire Chief or the Member in charge.
- 8.6 The Fire Chief, or Member in charge of any Incident, may request peace officers to enforce restrictions on persons entering within the boundaries or limits outlined in Sections 8.4 and 8.5.
- 8.7 The Fire Chief or designated Member may obtain assistance from other emergency services and governmental officials as deemed necessary in order to discharge the duties and responsibilities assigned to the Fire Chief under this bylaw.
- 8.8 No person at an Incident shall impede, obstruct or hinder a Member of the volunteer fire department or other person assisting or acting under the direction of the Fire Chief or the Member in charge.
- 8.9 No person shall damage or destroy, or obstruct, impede or hinder the operation of any volunteer fire department Apparatus or Equipment.
- 8.10 No person at an Incident shall drive a vehicle over any Equipment without permission of the Fire Chief or the Member in charge.
- 8.11 No person shall falsely represent themselves as a volunteer fire department Member.
- 8.12 No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any Incident, fire hydrant, cistern or body of water.
- 8.13 The Fire Chief or the Member in charge of an Incident may request persons who are not Members to assist in whatever manner considered necessary to deal with the Incident, including removing furniture, goods and merchandise from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or other Incident.
- 8.14 The Fire Chief or the Member in charge of an Incident is empowered to commandeer privately owned Equipment which is considered necessary to deal with an Incident.

9. PENALTIES

9.1 Every person who violates any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw, or neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw, or who does any act or thing or permits any act or thing thus violating any of the provisions of this bylaw, shall be deemed to have committed an offence, and upon the summary conviction is liable to fines and/or imprisonment as per the *Offence Act*.

10. INDEMNIFICATION

10.1 The Regional District shall indemnify and hold harmless all appointed Members against all claims for damages by law, against the Member, or former Member, arising of the performance of their duties in the course of their appointment with the Regional District, unless the Member has been grossly negligent or is acted contrary to the terms and conditions of their appointment or to an order given to them by a person in authority over them. The Regional District shall pay the Member's legal costs incurred as a result of any claim for damages.

10.2 The Regional District will not seek indemnity from a Member or former Member, or the actions of those Members result in a claim for damages against the Regional District unless the Member has been grossly negligent or has acted contrary to the terms and conditions of their appointment or to in order given to them by a person in authority over them.

10.3 The Regional District shall use its best efforts to maintain a contract of insurance against liability for errors and omissions of its Members.

11. REMUNERATION

11.1 The Board shall determine the remuneration of volunteer fire department Members from time to time as set out in Schedule B attached hereto and forming an integral part of this bylaw.

12. USE OF APPARATUS, EQUIPMENT AND BUILDINGS

12.1 The personal use of any and all fire Apparatus or Equipment by the public or Members is strictly prohibited.

12.2 Volunteer Firehalls may be used for the following purposes:

- a) use by the volunteer fire department;
- b) use by non-profit organizations;
- c) use by service clubs; and
- d) use by the Fraser Valley Regional District

13. SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

14. REPEAL

Fraser Valley Regional District Bylaw No. 1198, 2013 and all amendments thereto are hereby repealed.

15. READINGS AND ADOPTION

READ A FIRST TIME THIS

day of

READ A SECOND TIME THIS

day of

READ A THIRD TIME THIS

day of

ADOPTED THIS

day of

Chair/Vice-Chair

Corporate Officer/Deputy

16. CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT BYLAW NO 1474, 2018
SCHEDULE A

FIRE PROTECTION SERVICE LEVELS

- A) FVRD volunteer fire departments are required and authorized to provide, at minimum, all aspects of the Exterior Operations Service Level as defined in the Playbook.
- B) Additionally, all FVRD volunteer fire departments are also authorized, but not required, to provide all aspects of the Interior Operations Service Level as defined in the Playbook but only if each of the following conditions are met at any given Incident:
- 1) There is a bonafide reason to enter a structure that requires Interior Operations such as:
 - a. a real expectation that there is a life to be saved, or
 - b. that the structure and contents may be saved from demolition without risk to Members; and
 - 2) That there are sufficient Members on scene clearly identified as having completed the Interior Operations training and have that training documented on file; and
 - 3) That all Worksafe BC requirements, and operational guideline requirements have been implemented properly and fully as part of all Interior Operations.
- C) Each volunteer fire department is also authorized to provide services as follows:

<u>SERVICE/ACTIVITY</u>	<u>BOSTON BAR/NORTH BEND</u>	<u>CHILLIWACK RIVER VALLEY</u>	<u>COLUMBIA VALLEY</u>	<u>HEMLOCK VALLEY</u>	<u>NORTH FRASER</u>	<u>POPKUM</u>	<u>VALE AND DISTRICT</u>
FIRE SUPPRESSION	✓	✓	✓	✓	✓	✓	✓
FIRST RESPONDER MEDICAL		✓	✓		✓	✓	
AUTO-EXTRICATION		✓	✓		✓	✓	
LOW-ANGLE ROPE RESCUE				✓			
PUBLIC FIRE AND LIFE SAFETY EDUCATION	✓	✓	✓	✓	✓	✓	✓

- 1) Fire Suppression: Structural Fire Suppression consisting of primarily defensive (exterior) strategies and tactics. Fire Suppression excludes offensive (interior) strategies or tactics unless the Incident Commander has conducted a risk/benefit analysis and has determined that it is safe to deploy offensive tactics, and a Rapid Intervention Team (RIT) has been established as per established Standard Operating Guidelines.
- 2) First Responder Medical: The delivery of pre-hospital care under a formal agreement between the Fraser Valley Regional District and British Columbia Emergency Health Services and meeting the First Responder Scope of Practice as mandated by British Columbia Emergency Health Services.

- 3) Auto-Extrication: The rescue and extraction of patients involved in motor vehicle accidents utilizing hydraulic rescue tools ("Jaws of Life") and related Equipment.
- 4) Low-Angle Rope Rescue: Rope rescue operations that are conducted on slopes not greater than 60 degrees.
- 5) Public Fire and Life Safety Education: The provision of fire and life safety education programs to the public through events such as Fire Prevention Week, Burn Awareness Week, firehall tours, school visits, and such.

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**FRASER VALLEY REGIONAL DISTRICT BYLAW NO 1474, 2018
SCHEDULE B**

**ELECTORAL AREA VOLUNTEER FIRE DEPARTMENTS
REMUNERATION**

DEPARTMENT	PRACTICE RATE	CALLOUT RATE	PAYROLL CYCLE	FIRE CHIEF HONORARIUM	DEPUTY F/C HONORARIUM	CAPTAIN HONORARIUM	TRAINING OFFICER HONORARIUM	LIEUTENANT HONORARIUM	FIREFIGHTER DUES	ADMIN HONORARIUM
BOSTON BAR	\$15.00	\$15.00	1/YR. (DECEMBER)	\$1,450.00/YR	\$1,130.00/YRS				\$112.00/YR	
CHILLIWACK RIVER VALLEY	\$15.00	\$20.00	1/YR (DECEMBER)	\$2,808.00/YR			\$288.00 AND \$194.00 (2 POSITIONS)			
COLUMBIA VALLEY	\$20.50	\$20.50	1/YR (NOVEMBER)	\$2,500.00/YR	\$1,250.00/YR	\$500.00/YR			\$100.00/YR	\$1,250/YR
HEMLOCK VALLEY	\$14.00	\$19.00	1/YR (DECEMBER)	\$2,520.00/YR						
NORTH FRASER	\$20.00	\$25.00	QUARTERLY	\$3,060.00/YR	\$1,800.00/YR	\$1,200.00/YR		\$600.00/YR	\$112.00/YR	
POPKUM	\$20.00	\$25.00	1/YR (DECEMBER)	\$3,000.00/YR	\$2,350.00/YR	\$1,000.00/YR		\$1,000.00/YR	\$200.00/YR	
YALE	\$3,000.00 TOTAL HONORARIUM TO DEPARTMENT		1/YR (SEPTEMBER)							