	MUNICIPAL DISTRICT OF PEACE NO. 135	
PREPARED BY: Barbara Johnson	ADOPTED BY:	NUMBER: FIRE - 4
REVISED BY: Barbara Johnson	COUNCIL	Page 1 of 2
TITLE: Firefighter's Compensation and Records	DATED: December 11, 2018 REVISED: August 11, 2020, January 12, 2021, February 23, 2021	

This policy provides a guideline for compensation to firefighters and for acknowledging the contribution that the volunteer firefighters make to the residents of the MD of Peace No. 135. Firefighters must be willing to achieve adequate training in order to satisfy Occupational Health and Safety Guidelines for firefighting.

Brownvale and Berwyn volunteer firefighters will be paid an hourly honorarium for services provided at fires or other emergencies requiring their response with a minimum of 2 hours callout time paid per incident. The hourly rate will be approved by Council in the annual budget and as of the date of this policy is \$17/hour. Payment is made quarterly from the fire reports provided by the Fire Chiefs to the Municipality. Brownvale volunteer firefighters will be paid a set meeting honorarium for each meeting/practice/firehall training session attended at Brownvale, Berwyn or Grimshaw Firehalls, currently set at \$25/session, upon submission of a detailed meeting recap by the Fire Chief to the Municipal Office, said rate established in the annual municipal budget. Reports are to be submitted in a timely and legible manner. The Municipality will pay all Brownvale and Berwyn volunteer firefighters mileage when using personal vehicles to attend fire calls or to attend out of town training courses. The rate per kilometer will be established at the MD's annual Organizational meeting. Members will not be paid for general firehall maintenance, cleaning or other duties as Council considers this to be part of volunteer activities.


Annually, Brownvale Fire Department may send three members to a training course. Additional members, or additional courses, will require Council's approval prior to taking the course. The Municipality will pay the registration fee and the cost of materials for all approved courses. The Municipality will pay each firefighter who successfully completes a course the sum of \$250 per full day or \$125 per half day attendance at a course. When a course is completed online, the member will be compensated in an equivalent manner as to actually attending the course. Members must provide the Municipality with appropriate proof of successful completion of the course. Courses to be taken requiring travel and subsistence will require Council's approval. The following courses are considered a requirement for all volunteer firefighters to achieve in a timely manner:

- NFPA 1051 Wildland Firefighter Level 1 (in person course)
- NFPA 1001 Fire Fighter Level 1 (theory can be online, practical must be taken in person)
- BEM (Basic Emergency Management) and ICS100 (Incident Command System) – both can be taken online through the MD
- Class 5 Driver's Licence with air brakes endorsement for any firefighter who will be driving the MD pumper, class 5 for other vehicles
- Standard 1st Aid, Canadian Red Cross – (1st day online, 2nd day in person) – 1 in 8 Brownvale members should have this course (Brownvale members do not respond to medical emergencies)

In addition to the above, the following courses are considered the minimum requirement for a Fire Chief position:

- NFPA 1001 Level 2 would be preferable but may be difficult to attain (should be willing to achieve this level)
- CPR in addition to the Standard 1st Aid
- Class 5 Driver's Licence with air brakes endorsement for MD pumper, class 5 for other vehicles
- ability to complete and teach SOGs (Standard Operating Guidelines) and JPRs (Job Performance Requirements)

The following courses are considered supplementary to the above and should be taken if possible:

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- AMHSA (Ab Municipal Health & Safety Assoc.) courses can be taken online through the MD office:
 - Chainsaw Safety
 - Fire fighting and Fire Extinguisher Safety
 - Traffic Control Persons for Construction (Town of Peace River Fire Dept also has a member who could teach this course, with only cost of materials required)
 - WHMIS 2015

If the Brownvale Fire Chief has not achieved the required courses, all members must join Berwyn or Grimshaw Fire Departments as often as possible in their weekly or bi-weekly training sessions in order to receive the training required in this policy.

The Municipality will pay to Brownvale and Berwyn Fire Departments each year an unconditional grant, amount of said grant to be determined annually by Council in the municipal budget. This grant is currently \$1,000 per department and can be used for volunteer appreciation or anything else deemed appropriate by the Fire Chief.

Service Pins are to be given to Brownvale and Berwyn volunteer firefighters in five year increments. Lists will be compiled by the MD office staff and approved by the Fire Chiefs of the two Departments. With a recommendation from Council, firefighters with 20 years or more service may be nominated to receive a Provincial Fire Service Medal. Applications may be obtained from the Fire Commissioner's Office, completed by the Fire Chief and forwarded to the MD office for Council's recommendation.

A letter (or card) of appreciation or thank you will be sent annually in December to each Brownvale volunteer firefighter who attended one or more dispatch callouts during the current year. The thank you will be signed by the Municipal Councillors and/or the Reeve.

The Municipality will pay a one-time incentive bonus in the amount of \$200 to new volunteer firefighters after they have attended three (3) consecutive meetings/training sessions.

The Municipality will pay a referral bonus in the amount of \$200 to any active firefighter who recommends a successful applicant for the position of volunteer firefighter when that new volunteer has completed three (3) consecutive meetings/training sessions. To qualify for the referral bonus, active firefighters must attend three (3) consecutive meetings/training sessions as well.

All volunteer firefighters, including the Fire Chief, will receive an annual bonus of \$200 for attending a minimum of fifteen (15) meetings/training sessions/callouts during that calendar year.

All incentives will be monitored by the Director of Legislative Services and approved by the CAO.