

## REGULAR COUNCIL MEETING – AGENDA - ADDENDUM

**Addendum** to the Agenda for the Regular Council Meeting scheduled for Tuesday, February 19, 2019 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

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### 9. Legislative Reports

#### (b) Appointment of Sasamat Volunteer Fire Department Trustees

**Greater Vancouver Regional District Sasamat Volunteer Fire Department Administration and Regulation Bylaw No. 1204, 2014 attached for reference.**

Recommendation: That Council appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department.

**GREATER VANCOUVER REGIONAL DISTRICT  
SASAMAT VOLUNTEER FIRE DEPARTMENT ADMINISTRATION AND REGULATION  
BYLAW NO. 1204, 2014  
A Bylaw to Provide for the Administration and Operation  
of the Sasamat Volunteer Fire Department**

WHEREAS:

- A. Pursuant to section 798 of the *Local Government Act*, the Board of the Greater Vancouver Regional District (the "Board of the Regional District") is authorized to exercise the function of fire protection with respect to the Villages of Anmore and Belcarra as conferred by Supplementary Letters Patent dated January 10, 1980 and amended by Supplementary Letters Patent dated March 10, 1989.
- B. Pursuant to the Supplementary Letters Patent dated March 10, 1989, the Board of the Regional District is required to establish, by bylaw, a Board of Trustees for administering the function of fire protection within the Villages of Anmore and Belcarra.
- C. The Board of the Regional District has established a volunteer fire department within the Villages of Anmore and Belcarra that is known as the "Sasamat Volunteer Fire Department."
- D. The Board of the Regional District considers it necessary and desirable to grant the Sasamat Volunteer Fire Department with the authorization to provide fire and rescue services within a defined area in the Villages of Anmore and Belcarra.

NOW THEREFORE the Board of the Regional District in an open meeting duly assembled enacts as follows:

**1. INTERPRETATION & APPLICATION**

- 1.1. This bylaw may be cited for all purposes as the "Greater Vancouver Regional District Sasamat Volunteer Fire Department Administration and Regulation Bylaw No. 1204, 2014."
- 1.2. The "Sasamat Volunteer Fire Department Administration Bylaw No. 619, 1989" and the "Greater Vancouver Regional District Sasamat Fire Regulation Bylaw No. 965, 2001" are both hereby repealed.
- 1.3. This bylaw is enacted for the purpose of authorizing the Sasamat Volunteer Fire Department to provide "Fire and Rescue Services" within the "Fire Service Area" (as both terms are defined in this bylaw), or anywhere the Sasamat Volunteer Fire Department is required to attend in the provision of Fire and Rescue Services or pursuant to agreements to which the Sasamat Volunteer Fire Department is party.
- 1.4. The Sasamat Volunteer Fire Department shall provide Fire and Rescue Services on the conditions and qualifications established in this bylaw.

- 1.5. This bylaw does not contemplate nor extend in its purpose, to any of the following:
- (a) the protection of any person from economic loss;
  - (b) a guarantee or warranty by the Greater Vancouver Regional District or any of its agents, as to the service level expectations of the Sasamat Volunteer Fire Department under this bylaw, or any other applicable codes, enactments, agreements or standards;
  - (c) providing to any person a warranty with respect to the services of the Sasamat Volunteer Fire Department or with respect to the certainty of timely response levels.
- 1.6. For the purposes of the *Greater Vancouver Regional District Indemnification Authorization Bylaw No. 983, 2002* (as such bylaw exists or may be amended or replaced from time to time), the following persons are considered to be volunteer firefighters:
- (a) any person identified on the duty roster; and,
  - (b) any person called upon by the Sasamat Volunteer Fire Department to act as a volunteer firefighter.

1.7. In this bylaw:

**“apparatus”** means any motor vehicle equipped with equipment, machinery, devices or materials used to provide Fire and Rescue Services and includes any motor vehicle used to transport members’ supplies, and private vehicles when used to provide Fire and Rescue Services;

**“duty roster”** means a list of the names and rank of all members of the Sasamat Volunteer Fire Department;

**“equipment”** means any tools, contrivances, devices, equipment, hoses or materials used to provide Fire and Rescue Services;

**“Fire Chief”** means the head of the Sasamat Volunteer Fire Department as appointed by the Fire Trustees;

**“Fire and Rescue Services”** has the meaning set out in section 4;

**“Fire Service Area”** means the area prescribed by the boundaries outlined in the map attached as Schedule “A” to this bylaw and referred to in the map as the “Sasamat Fire Dept. Area”;

**“Fire Trustees”** means the Sasamat Board of Fire Trustees as appointed by the Board of the Regional District and Municipal Councils for Anmore and Belcarra;

**“Incident Commander”** means the member who has assumed control and management of a specific incident that requires the provision of Fire and Rescue Services;

**“member”** means any person identified on the duty roster including but not limited to: the Fire Chief, acting Fire Chief, Assistant Fire Chief – Fire Department Chaplain, regular, associate and probationary members and recruits-in-training;

**“training”** means the series of training exercises, written and verbal instruction and the written, practical and verbal competency testing administered by the Sasamat Volunteer Fire Department.

- 1.8. For the purpose of section 287 of the *Local Government Act*, R.S.B.C 1996, c. 323 (as may be amended or replaced from time to time), each member is considered to be a municipal public officer.
- 1.9. In this bylaw, headings are for convenience of reference only and are not intended to limit, enlarge or affect the scope of the section.
- 1.10. If any part or provision of this bylaw is for any reason held to be illegal, invalid or unenforceable by a court of competent jurisdiction, it may be severed without affecting the remainder of this bylaw.
- 1.11. Whenever the singular or masculine is used in this agreement, the same is deemed to include the plural, the feminine, and the body politic or corporate as the context so requires.

## **2. APPOINTMENTS**

- 2.1. The Fire Trustees shall be comprised of seven persons appointed as follows:
  - (a) Three trustees to be appointed annually, on or before January 1<sup>st</sup>, by resolution of the council of the Village of Anmore, chosen among the members of council, to hold office until the first Monday following December 1<sup>st</sup> of the year in which they were appointed or until their successors are appointed.
  - (b) Three trustees to be appointed annually, on or before January 1<sup>st</sup>, by resolution of the council of the Village of Belcarra, chosen among the members of council, to hold office until the first Monday following December 1<sup>st</sup> of the year in which they were appointed or until their successors are appointed.
  - (c) One trustee to be appointed annually, on or before January 1<sup>st</sup>, by resolution of the Board of the Regional District, to hold office until the first Monday following December 1<sup>st</sup> of the year in which he was appointed or until his successor is appointed.
- 2.2. The Fire Chief shall be appointed by a resolution of the Fire Trustees.
- 2.3. The Fire Chief may appoint such members of the Sasamat Volunteer Fire Department as the Fire Chief deems necessary and in accordance with guidelines approved from time to time by the Fire Trustees.

- 2.4. The Fire Chief may appoint a member as acting Fire Chief when the Fire Chief is absent or not able to act.

### **3. DUTY ROSTER**

- 3.1. The Fire Chief will prepare and maintain an up-to-date duty roster that will be posted in a conspicuous place at the Sasamat Volunteer Fire Department station.
- 3.2. The duty roster shall be reviewed and adopted by the Fire Trustees on a regular basis but no less than once per year.

### **4. FIRE AND RESCUE SERVICES**

- 4.1. Fire and Rescue Services shall be deemed to include provision of any of the following:
  - (a) firefighting and fire suppression;
  - (b) first response medical emergencies;
  - (c) fire prevention and pre-fire planning;
  - (d) fire-related inspections;
  - (e) fire investigation and cause determinations including arson investigations;
  - (f) emergency first aid or rescue;
  - (g) fire and life safety public education programs;
  - (h) mutual aid to other fire services;
  - (i) emergency preparedness training;
  - (j) firefighter training;
  - (k) over water rescue;
  - (l) hazardous material incident response;
  - (m) any other service that is necessary for the safety and protection of the public.
- 4.2. The Fire and Rescue Services carried out by the Sasamat Volunteer Fire Department shall be guided by operational guidelines developed by the Fire Chief and as authorized by the Fire Trustees.

### **5. RESPONSIBILITIES AND AUTHORITY**

- 5.1. The general power of administration of the Sasamat Volunteer Fire Department including all matters pertaining to expenditures, shall be the responsibility of the Fire Trustees subject to any directions from the Board of the Regional District or any express delegation of such responsibility to the Fire Chief by either the Board of the Regional District or the Fire Trustees.
- 5.2. For the purpose of facilitating the general power of administration of the Sasamat Volunteer Fire Department, the Fire Trustees may delegate to the Fire Chief such administrative or operational powers as the Fire Trustees may deem expedient.

- 5.3. The Fire Trustees shall hold an annual general meeting at which a chairman shall be elected by the Fire Trustees and shall serve as such, until the following year's annual general meeting.
- 5.4. The Fire Trustees shall, by the 30<sup>th</sup> of September in each year, prepare, approve and submit a budget to the Board of the Regional District, for the capital and operating expenses of the Sasamat Volunteer Fire Department for the next calendar year.
- 5.5. The Fire Chief has the responsibility and authority to manage the Sasamat Volunteer Fire Department subject to the direction and control of the Fire Trustees to whom the Fire Chief shall be responsible, and in particular the Fire Chief shall direct and manage the provision of Fire and Rescue Services and such other activities as the Fire Trustees direct.
- 5.6. The Fire Chief must establish rules and operating guidelines and may appoint members or committees for the proper organization, administration, management and operation of the Sasamat Volunteer Fire Department, including matters that involve:
- (a) the use, care and protection of the Sasamat Volunteer Fire Department, and its apparatus and equipment;
  - (b) the conduct and discipline of members;
  - (c) the efficient and effective administration and operation of the Sasamat Volunteer Fire Department; and
  - (d) training.
- 5.7. The Fire Chief or, in his absence, the acting Fire Chief or if none has been appointed, the senior ranking member present, shall have control, direction and management of all Sasamat Volunteer Fire Department apparatus, equipment or personnel.
- 5.8. The Fire Chief shall have responsibility for all matters relating to Fire and Rescue Services including dealing with any matter within the scope of the *Fire Services Act*, R.S.B.C. 1996, c. 144 and related regulations, and including the responsibilities of the local assistant to the Fire Commissioner under the *Fire Services Act*.
- 5.9. The members of the Sasamat Volunteer Fire Department shall carry out the duties and responsibilities assigned to the Sasamat Volunteer Fire Department by the Fire Trustees and must comply with the instructions of the Fire Chief.
- 5.10. The Fire Chief must report to the Fire Trustees on the organization, administration, management and operation of the Sasamat Volunteer Fire Department and on any other matter and in the manner determined by the Fire Trustees.
- 5.11. The Fire Chief or any member designated by the Fire Chief for such purpose, may enter any premises for the purpose of fire prevention inspections or to ascertain whether:

- (a) the requirements of this bylaw are being complied with;
- (b) the premises are in such a state of disrepair that a fire starting in them might spread rapidly to endanger life or other property;
- (c) the premises are so used or occupied that fire would endanger life or property;
- (d) combustible, flammable or explosive conditions exist on the premises so as to endanger life or property; or
- (e) a fire hazard exists on or about the premises.

- 5.12. The Fire Chief or Incident Commander is authorized to cause a building, structure or thing to be pulled down, demolished or otherwise altered or removed in order to suppress a fire or to prevent the spread of fire to other buildings, structures or things.
- 5.13. The Fire Chief or Incident Commander, together with members, apparatus and equipment, may enter at any time, buildings, premises, structures or property, for the purpose of carrying out Fire and Rescue Services.
- 5.14. The Fire Chief or Incident Commander, together with members, apparatus and equipment, may enter, remain on, or pass through or over buildings, premises, structures or property to gain access or to protect any person or property.
- 5.15. The Fire Chief or Incident Commander may, at their discretion, establish boundaries or limits of an area and keep persons from entering such area, unless authorized to enter by the Fire Chief or Incident Commander.
- 5.16. The Fire Chief or Incident Commander may obtain assistance from other agencies in order to discharge their duties and responsibilities under this bylaw.
- 5.17. If authorized by the municipal council, the Fire Chief or any member authorized by the Fire Chief, may administer municipal fire prevention bylaws or policies established by the municipal councils for the Villages of Anmore and Belcarra.
- 5.18. The Fire Chief or Incident Commander is authorized to commandeer privately owned apparatus or equipment as part of providing Fire and Rescue Services with reasonable compensation for such use to be determined by the Fire Trustees as appropriate.
- 5.19. The Fire Chief or Incident Commander is authorized to exceed the annual approved budget in such exceptional circumstances as approved by the Fire Trustees.
- 5.20. The Fire Trustees shall determine the remuneration for all members of the Sasamat Volunteer Fire Department.

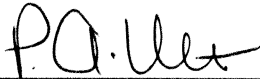
## **6. OFFENCES AND PENALTIES**

- 6.1. No person shall enter established boundaries or limits of an area prescribed in accordance with section 5.15, unless they have been authorized to enter by the Fire Chief or Incident Commander.
- 6.2. No person shall impede, obstruct or hinder a member of the Sasamat Volunteer Fire Department or other person assisting or acting under the direction of the Fire Chief or Incident Commander.
- 6.3. No person shall damage, destroy, obstruct, impede, remove or hinder the operation of any apparatus or equipment.
- 6.4. No person shall drive a vehicle over any Sasamat Volunteer Fire Department fire hoses or equipment without permission of the Fire Chief or Incident Commander.
- 6.5. No person other than a member of the Sasamat Volunteer Fire Department, may display Sasamat Volunteer Fire Department vehicle license plates or logos, carry Sasamat Volunteer Fire Department identification, or otherwise falsely represent themselves as a Sasamat Volunteer Fire Department member.
- 6.6. No person shall obstruct, damage, fail to maintain or otherwise interfere with fire department access roads, streets or other approaches or access to any building, premises, structure, fire hydrant, cistern, water storage tank or body of water designated or used for firefighting purposes unless approved by the municipal councils for the Villages of Anmore or Belcarra or the Sasamat Volunteer Fire Department.
- 6.7. A person who violates or contravenes any provisions of this bylaw, either by act or omission, is deemed to have committed an offence and upon a summary conviction, is liable to a fine not exceeding \$5,000, or imprisonment for a term not exceeding 6 months, or to both a fine and imprisonment.
- 6.8. Nothing in this bylaw limits the Fire Chief or the Greater Vancouver Regional District from utilizing any other provision of this bylaw or remedy available at law.

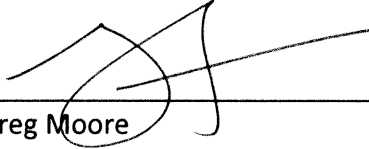


READ A FIRST, SECOND AND THIRD TIME this 28 day of March, 2014.

PASSED AND FINALLY ADOPTED this 28 day of March, 2014.



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Paulette Vetleson  
Corporate Officer



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Greg Moore  
Chair

## SCHEDULE "A" - Fire Service Area

