

TOWN OF WATSON LAKE
BY-LAW 99-17

BEING A BY-LAW OF THE TOWN OF WATSON LAKE TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT TO BE KNOWN AS THE WATSON LAKE VOLUNTEER FIRE DEPARTMENT AND TO ESTABLISH THE PROCEDURES TO BE FOLLOWED BY THE WATSON LAKE VOLUNTEER FIRE DEPARTMENT DURING THE COURSE OF THEIR OPERATION.

WHEREAS Section 265 of the Municipal Act, Chapter 19, Statutes of the Yukon 1998, provides in part as follows:

265 (1) A Council may pass By-Laws for municipal purposes respecting the following matters:

- (a) The safety, health, and welfare of people and the protection of persons and property, including fire protection

AND WHEREAS it is deemed to be expedient and in the best interest of the Town of Watson Lake to establish a Volunteer Fire Department and to establish the procedures to be followed by the Watson Lake Volunteer Fire Department during the course of their operation.

NOW THEREFORE, be it and it is hereby enacted as a By-Law of the Town of Watson Lake as follows:

- 1) That the Town of Watson Lake establish a Volunteer Fire Department to be known as the Watson Lake Volunteer Fire Department.
- 2) In this By-Law
 - (a) "Council" shall mean the Council of the Town of Watson Lake.
 - (b) "Chief" shall mean the Chief of the Fire Department.
 - (c) "Department" shall mean the Watson Lake Fire Department.
 - (d) "Chief Administrative Officer" shall mean the Chief Administration Officer of the Town of Watson Lake.
 - (e) "Member" shall mean a member of the Watson Lake Volunteer Fire Department regardless of whether he/she is an officer or firefighter.
- 3) The Department shall consist of a Chief, Deputy Chief, Three Captains, and Sixteen Firefighters, with one member being a Training Officer.
- 4) The Chief shall be appointed by Council and all other Officers and Firefighters shall be appointed by the Chief upon recommendation by the members, and each new appointee shall serve a probationary period of three months before becoming a permanent member of the Department
- 5) The Chief shall be the Executive Officer of the Department but shall be subject to orders of the Council or Chief Administrative Officer, he shall prepare or cause to be prepared quarterly reports of the activities of the Department and give an accurate account of all Moines in connection with the Department.
- 6) The Chief shall have full control and command over all personnel of the Department and shall assign them to their respective duties.
- 7) The Chief shall institute a maintenance schedule for all equipment and apparatus of the Department and under direct supervision of the Chief Administrative Officer ensure that this maintenance is duly performed

- 8) The Chief may reprimand, or suspend for any term not exceeding ten days, any member of the Department for any infraction of these regulations or any omission which, in the opinion of the Chief, would be detrimental to the proper discipline and efficiency of the Department; for such offenses the Chief may, after consultation with the Chief Administrative Officer, and recommendation by a majority of members, dismiss the offender from the service of the Department
- 9) The Chief shall have the power to issue "General Instructions" or "House Rules" for the Department provided such General Instructions or House Rules do not conflict with the provisions of any by-law of the Town of Watson Lake nor with the provisions of the Acts of the Yukon Territory.
- 10) The Chief and all other Officers of the Department shall protect and guard all property entrusted to their care, and the Chief shall in so far as lies within his power, take proper measure to protect all members of the Department from accident, injury, or death as a result of duty.
- 11) The Deputy Chief shall be next in rank to the Chief and shall assume full command and management of the Department in the absence of the Chief.
- 12) Captains shall be next in rank to the Deputy Chief; they shall be responsible for the discipline, training, efficiency and operation of the Department.
- 13) All matters pertaining to or affecting the Department proposed or contemplated by members must be submitted to the Chief before any action is taken and all members are strictly forbidden to take part in any proposition contemplating any effect, either directly or indirectly upon the Department or its operation, except after consultation with the Chief.
- 14) All appointments or promotions shall be recommended and approved by Council prior to such appointment or promotion becoming effective.
- 15) Every new appointee of the Department shall serve a probationary period of 3 months in his appointment, after which, if his service has been satisfactory, the Chief shall recommend that his promotion be confirmed; if his service has not been satisfactory in the opinion of the Chief, such member shall be reduced to his former rank.
- 16) Members of the Department shall be provided with Fire Fighting protective clothing as determined by the Chief and Council.
- 17) It shall be the duty of the Deputy Chief, under the direction of the Chief:
 - (a) To see that all members of the Department receive proper and progressive training;
 - (b) Generally to assist the Chief in the prevention and fighting of fires and in maintaining proper discipline in and efficiency of the Department.
 - (c) To be responsible to the Chief for all operations of the Department and perform the duties of Chief on all occasions when the Chief is absent.
- 18) It shall be the duty of the Chief, and members designated by the Chief as Fire Prevention Officers of the Department, to inspect all Public buildings, institutions, hospitals, hotels, schools, churches, apartment buildings, department stores, and factories, to keep record of such. Inspections and buildings and to report to Council in writing as to any existing fire hazards found on their inspections.
- 19) A Training Officer shall be appointed by the Chief, upon recommendation of the members of the Department, each year at the first Department meeting following April 1. For the duration of this members term as Training Officer, in case the Training Officer presently is an Officer, he shall keep his rank.

- 20) Where any member other than an Officer is detailed to act in the capacity of an Officer and when any Officer is detailed to act in capacity of an Officer of higher rank, his orders shall be obeyed in all cases with the same promptness as if given by the Officer regularly holding the higher rank.
- 21) A member shall not leave the fire ground unless permission is granted by the Officer in charge who is authorized to grant such permission.
- 22) No member shall, during the course of his duties, be under the influence of intoxicants or drugs, whether it redirect, indirect, or immediate influence or sickness caused or produced by the use of intoxicants or drugs. Any member found in contravention to this section shall be subject to immediate suspension as per Section 8.
- 23) No member shall sell, trade, transfer, give or lend to any other member or person his badge, clothing or any property of the Department issued to him or his charge. All Firefighting protective clothing and the last issue of regulation uniforms issued to a member shall be the property of the Department.
- 24) No meeting or gathering of persons in the Fire Station, not members of the Department, shall be permitted except as authorized by the Chief.
- 25) A member shall immediately report to the Officer in charge any accident or injury to himself or his equipment, whether the same be slight or serious.
- 26) Every member working at and returning from a fire shall wear the full issue of protective clothing.
- 27) Every driver of every apparatus or other vehicles of the Department shall strictly adhere to all existing traffic regulations in accordance with the Motor Vehicle Ordinance or any relevant by-law.
- 28) If any apparatus is involved in an accident while responding to an alarm and someone is injured as a result of the accident arrangements shall be made to transfer the injured person or persons to hospital if necessary, or to the attention of a medical practitioner if required. If injuries are sustained as a result of an accident and/or property damage, the Officer in charge of the apparatus shall leave a responsible person at the scene of the accident, to render all possible assistance and to report to Police Officials before proceeding with the apparatus, to the location of the alarm.
- 29) Sirens shall be used sparingly, and no siren and/or Red flashing lights shall be used when returning from an alarm.
- 30) Careless driving and handling of vehicles and equipment of the Department is expressly prohibited.
- 31) All members of the Department must possess a current Operators license, of the Yukon Territory, of the classification necessary to operate the various equipment of the Department.
- 32) A member answering an alarm with his own vehicle shall strictly adhere to all regulations as in Section 27, and shall not park within 100 feet of fire fighting apparatus, nor shall he obstruct a hydrant, or roadway.
- 33) If on returning to a station from any alarm or fire or other emergency, an apparatus or equipment requires cleaning or servicing such work shall be done immediately upon returning to the station.
- 34) The Officer in command at a working fire shall see that all fire apparatus not needed at the fire shall promptly return to their respective quarters; Officers shall take every precaution to prevent the rekindling of fires.
- 35) The Officer in charge of a fire may turn the premises over to the owner, occupant or Police officer, after the fire has been extinguished. If necessary a member shall be left at the scene of a fire until Police Officers arrival.

- 36) The Officer in charge of a fire shall inquire into the cause of the fire and ascertain the location, description of the building, the owner, the occupant, the nature of the occupancy, the estimated fire loss to building and contents, and where possible, the names of the agents or companies carrying insurance, and other relevant information. If the cause of a fire cannot be determined a preliminary investigation shall be conducted by the Officer in Charge, and if there are any suspicious circumstances indicating arson or negligence the Chief shall notify the Yukon Fire Marshall.
- 37) In the event of a fire in buildings or premises where auxiliary fire appliances are installed the Officer in charge of such fire shall note on the fire record whether or not such appliances were used; if the appliances were found unserviceable or unapproved, reports giving full particulars shall be forwarded to the Manager.
- 38) Where there is a suspicion of arson the Officer in charge of the fire shall order his men to refrain from disturbing materials at the scene of the fire so far as possible, to leave conditions as found and to avoid the handling of materials, equipment, furniture, implements and accessories so far as possible to prevent the destruction of microscopic evidence and fingerprints; in such cases the excessive use of water should be guarded against in an attempt to preserve all possible evidence; the Officer in charge of a fire shall instruct other Officers and Firefighters under his command to refrain from discussing the fire and attending circumstances with any one not connected with the Department and to refrain from offering opinions as to the cause or methods of starting the fire.
- 39) Officers shall familiarize themselves with all premises as outlined in Section 18 and this information shall be imparted to members; where a hazardous condition exists in any such premises, information as to the same shall be promptly submitted to the Chief Administrative Officer.
- 40) The Officer in charge at a fire shall, when the fire is under control, clear streets as soon as possible so as to facilitate the movement of traffic.
- 41) No unauthorized person shall be permitted to ride on any apparatus going to or returning from a fire.
- 42) The first Officer to arrive at a fire shall exercise command and control until a Senior Officer arrives when such Senior Officer shall assume command and control.
- 43) A volunteer firefighter shall be paid a sum as determined by Council for each drill of the Department which the Member attends.
- 44) A volunteer firefighter shall be paid a sum as determined by Council for each Fire and takes an active part in fighting as a firefighter.
- 45) It shall be the responsibility of each volunteer firefighter to learn to the best of his ability all they can regarding the operation of the fire fighting equipment and the procedure of fire fighting.
- 46) It shall be the responsibility of the Town Of Watson Lake to keep in force a current and valid Workers Compensation Policy in case of injury to any member of the Fire Department, sustained while carrying out the duties of a Firefighter in the Municipality.
- 47) Every member shall familiarize himself with all Ordinances, Acts, and by-laws enacted for the prevention of fire and the safety of occupants of buildings and any other Acts or by-laws affecting the Department or its operation.
- 48) The Council of the Municipality of Watson Lake may from time to time issue Department Orders, by motion of the Council, in addition to this by-law, and post same in a conspicuous place in the Fire Station. Copies of this by-law and all Department Orders will be made available to all members of the Department upon request of the Chief.

- 49) The Council of the Municipality of Watson Lake may from time to time enter into an agreement with the Ministry of Transport, and or other Agencies or Individuals for mutual aid in cases of severe fire or emergencies. The Fire Department shall respond with a skeleton crew and secondary Fire Truck, unless permission from the Manager or Mayor.
- 50) That By-Law #21 is hereby repealed.

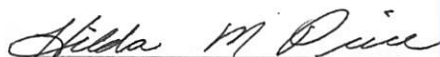
Done and Passed as a By-law of the Town of Watson Lake in Council duly assembled at the Townsite of the Town of Watson lake, in the Yukon Territory.

Read a First time this 07th day of December, 1999.

Read a Second time this 11th day of January, 2000

Read a Third time and Finally passed this 18th day of January, 2000


D. Kalles - Mayor


Hilda M. Price - CAO

