The Corporation of the Town of South Bruce Peninsula

By-Law Number 45-2013

Being a By-Law to Amend By-Law Number 44-2009
Being a By-Law to Adopt the Manual Governing the
Policies and Procedures for the Corporation of the
Town of South Bruce Peninsula (Hiring Procedure for
Volunteer Firefighters)

Whereas Section 8 of the Municipal Act, 2001, c.25, as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

And whereas Section 11 of the Municipal Act, 2001, c.25, as amended authorizes municipalities to pass by-laws regarding the accountability and transparency of the municipality and its operations;

And whereas Section 270 (1) 5 of the Municipal Act, 2001, c.25, as amended authorizes the municipality to adopt and maintain policies with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public;

And whereas the Council of the Corporation of the Town of South Bruce Peninsula adopted a Municipal Policy Manual and desires to amend said by-law by adding a policy with respect to the hiring procedure for volunteer firefighters.

Now therefore the Council of the Corporation of the Town of South Bruce Peninsula enacts as follows:

1. That Policy C.1.4 Hiring Procedure for Volunteer Firefighters be adopted as attached hereto and shall form part of the Municipal Policy Manual.

2. That all by-laws and policies inconsistent with this by-law are hereby repealed and replaced with this by-law.

3. That this by-law shall come into full force and effect upon the final passing thereof.

Read a first and second time this 7th day of May, 2013.

[Signatures]
Read a third time and finally passed this 7th day of May, 2013.

[Signatures]

Paul M. [Deputy Chair]

[Signature]

[Signature] Clerk
HIRING PROCEDURE FOR VOLUNTEER FIREFIGHTERS

PURPOSE:

To outline the hiring procedure used by the Town of South Bruce Peninsula Fire Department to recruit volunteer firefighters.

PROCESS:

Recruiting
1. If replacement and/or additional volunteer firefighters are required, a notice will be published in a local newspaper and on the Town website.

2. All applicants are required to complete an application form.

Confirmation of Physical Abilities Requirement
3. Applicants may be invited to participate in a physical abilities test supervised by the Fire Department at a location determined by the Fire Chief or designate.

4. Applicants must agree to and sign the “Indemnification Agreement” of the Corporation of the Town of South Bruce Peninsula and its employees prior to engaging in the physical abilities testing.

Interviews
5. Applicants who qualify on the Physical Abilities test may be granted an interview.

Selection
6. A successful applicant(s) will be selected based on their interview, physical abilities test, licensing and other requirements.

7. Each applicant selected will be provided with a written offer, which requires that they pass a medical examination conducted by a physician, and provide The Town of South Bruce Peninsula with a current Criminal Reference Check at their own expense.

8. The name of the selected applicant(s) will be forwarded to the Fire Chief for approval.

Probationary Period
9. The new volunteers will be on probation for a period of one year; during which time, he/she shall take such training and examinations as may be required by the Fire Chief.
HIRING PROCEDURE FOR VOLUNTEER FIREFIGHTERS

Termination or Discharge

10. A new volunteer may be terminated or discharged by the Fire Chief, as circumstances dictate.