



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 24, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Bylaw 1344-24 Remuneration for Volunteer Fire Fighters (ADDITION)

BACKGROUND / PROPOSAL:

Mackenzie County has three volunteer fire departments that attend a variety emergency events throughout the municipality, including assisting Alberta Wildfire, and placement of structural protection apparatuses.

Administration has been made aware that there are some concerns from fire members when responding to lengthier events, that their work way will be disrepute and may be unable to attend fires.

Administration has reviewed Bylaw 1344-24 Remuneration for Volunteer Fire Fighters, and are recommending that the section previously noted payment within 1 month of an emergency event, and no amount of time for the quarterly reporting.

If the fire members provide required documentation, and it is submitted by the Chief or appointee for approval, once approval has been received fire members will be paid the honorarium within 5 business days. Understanding that any delay from submission to payment may be insufficient documentation of communication would affect the delivery of payment.

Current Bylaw 1315-23 Remuneration for Volunteer Fire Fighters will be repealed if Bylaw 1344-24 Remuneration for Volunteer Fire Fighters receives all three reading.

OPTIONS & BENEFITS:

Option #1

Approve first reading of Bylaw 1344-24 Remuneration for Volunteer Fire Fighters.

Option #2

Receive Bylaw 1344-24 Remuneration for Volunteer Fire Fighters for information.

Author: J. Batt **Reviewed by:** _____ **CAO:** D. Derksen

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to communicate Councils decision to the fire departments.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given for third reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw.

Author: J. Batt Reviewed by: _____ CAO: D. Derksen

BYLAW 1344-24

A BYLAW OF MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF REMUNERATING VOLUNTEER FIRE FIGHTERS WITHIN MACKENZIE COUNTY

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 7, and amendments thereto, the municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Council of Mackenzie County is committed to supporting volunteer efforts to protect life and property of its residents; and

WHEREAS, the Council of Mackenzie County, wishes to establish remuneration for volunteer firefighters within the Municipality;

NOW THEREFORE, the Council of Mackenzie County, in the province of Alberta, duly assembled, enacts as follows:

TITLE

1. This Bylaw may be cited as the "Remunerating Volunteer Fire Fighters Bylaw".

DEFINITIONS

2. In this Bylaw:
 - a. "**Course**" is defined as any course specifically for the purpose of Fire Fighting or operating Fire Apparatus. This would not include such courses as First Aid.
 - b. "**Sprinkler Protection**" means the deployment of fire fighters for the purpose of setting-up and maintaining Sprinkler Protection Units as requested by Wildfire Management Branch (Minister of Agriculture and Forestry), a different Municipality or different Province/Territory.

REMUNERATING VOLUNTEER FIRE FIGHTERS

3. Council hereby establishes remuneration for volunteers of fire departments for attending fires, fire practices (includes meetings) and training.
4. To establish remuneration rates for volunteers of fire departments when deployed

outside the municipality for extended duration responses, and within the municipality when completing work under a State of Local Emergency.

5. Remuneration rates in accordance with Schedule 'A'.
6. A vehicle or vehicle allowance will be provided to the Fire Chiefs. If the Hamlet/Rural Fire hall does not have a Fire Chief then the Deputy Fire Chief will receive a vehicle or vehicle allowance.
7. Fire Chiefs and Deputy Fire Chiefs are allowed to participate in the County cell phone program; however, they must adhere to the County's Electronic Access and Acceptable Use Policy.
8. Each year Mackenzie County will authorize volunteer fire fighters \$50 toward the purchase of wearing apparel that promotes the fire department. The volunteer must attend a minimum of 6 training events in the last 6 months to be eligible.
9. Volunteer members are responsible to supply their hourly information to their Fire Chief or designate as soon as practical after the attendance.
10. Upon receipt of documentation, Honorariums will be paid every 3 months to the Fire Chiefs and fire fighters unless otherwise specified in this Bylaw. Fire fighter attendance records must be received by Mackenzie County administration quarterly (Jan-Mar, Apr-June, July-Sept, Oct-Dec). **Payment to be issued within 5 business days of receipt of approved Honorariums.**
11. Upon receipt of documentation, in the case of an emergency event, including a State of Local Emergency, payments shall be made **within 5 business days of receipt of approved Honorariums.**
12. No payment will be provided to any volunteer if they fail to provide the current year information after January 31st of the following year unless a Council resolution authorizes such payment.
13. Municipal employees shall not be paid remuneration when responding to a call during regular scheduled work hours.
14. If the Fire Chief is a municipal employee and engaging in normal Fire Chief duties during regularly scheduled municipal work hours the monthly flat-rate shall be reduced by 50%.
15. The remuneration rates shall be reviewed by Mackenzie County annually or by request. Such a review may result in an amendment to Schedule 'A'.
16. Bylaw 1315-23 hereby repealed.
17. This Bylaw shall come into effect upon receiving third and final reading.

READ a first time this 26th day of June, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

Schedule 'A'

Volunteer Fire Fighter Remuneration Rates

Fire Chief	Monthly flat-rate	\$250.00
	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Inspection	\$ 28.00/hr \$ 25.00/hr if provided a County phone
	Instructor	\$ 23.00/hr
Deputy Chief	Monthly flat-rate	\$150.00
	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Inspection	\$ 21.00/hr \$ 18.00/hr if provided a County phone
	Instructor	\$ 23.00/hr
Captains and Lieutenants	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 19.00/hr
	Instructor	\$ 23.00/hr
Fire Fighters	Practice	\$ 7.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 13.00/hr with increases of \$1 per course to a maximum of \$17.00/hr
	Instructor	\$ 23.00/hr
State of Local Emergency (SOLE) Rate	Fire call-out	\$ 41.00/hr
All Members	Sprinkler Protection	\$ 41.00/hr



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone: 780.927.3718 Fax: 780.927.4266
www.mackenziecounty.com

June 21, 2024

Mackenzie County Fire Department Members
Fort Vermilion, La Crete, Zama

Re: Volunteer Fire Fighter Honorarium Payments

It has come to my attention that there are some concerns regarding length of time for payment of Fire Fighter Honorariums.

As per Bylaw 1315-23 Remunerating Volunteer Fire Fighters, payment is issued once the following information is submitted to, and verified by administration.

- 9. Volunteer members are responsible to supply their hourly information to their Fire Chief or designate as soon as practical after the attendance.*
- 10. Upon receipt of documentation, Honorariums will be paid every 3 months to the Fire Chiefs and fire fighters unless otherwise specified in this Bylaw. Fire fighter attendance records must be received by Mackenzie County administration quarterly (Jan-Mar, Apr-June, July-Sept, Oct-Dec).*
- 11. Upon receipt of documentation, in the case of an emergency event, including a State of Local Emergency, payments shall be made on a monthly basis.*

Mackenzie County Council, staff, and ratepayers appreciate the fire department members dedication to ensuring fire protective services to the County, and understand that this dedication should not have a negative financial impact on you or your families. Recognizing this, administration will be bringing forward a recommendation to Council on June 25th, to amend the payment schedule for an emergency event, including a State of Local Emergency to within a week of all documentation being received, and to be paid separate, and outside of the quarterly honorarium as noted in section 10 of Bylaw 1315-23 Remunerating Volunteer Fire Fighters.

As documentation is critical in verifying any payment by Mackenzie County, without the submission of Incident Reports, along with Honorarium reporting, administration is unable to process Honorariums. Section 10 of the Bylaw states that information is to be submitted on a

quarterly basis, however incident reports, and honorariums information can be gathered daily as incidents cease, making the final submission able to be completed faster.

The Finance department processes approved honorariums within 5 days of receipt, and I request that you as members please ensure to provide your Fire Chiefs or their appointees this information on a daily basis (or as determined by the Fire Chief). By members submitting the information required to your Fire Chiefs ensures that they can provide this information to the Director of Community Services, and their administration for approval, and subsequent payment will be processed in a timely manner.

Working together to ensure that reports are provided in a timely manner will have successful outcomes for everyone.

Regards,



Darrell Derksen
Chief Administrative Officer
Mackenzie County

Cc: Don Roberts, Director of Community Services
Jennifer Batt, Director of Finance
Peter Wiebe, La Crete Fire Chief
Neil Simpson, Fort Vermilion Fire Chief
Shawn Hiltz, Zama Fire Chief