

Village of Cache Creek

Policy No. F-4

Fire Department Service Level

Date Approved by Council:

August 8th, 2023

Effective:

August 8th, 2023

Date Amended by Council:

Effective:

PURPOSE

WHEREAS the Council of the Village of Cache Creek has established by bylaw a fire department known as the Cache Creek Volunteer Fire Department for the purpose of providing a municipal fire protection service.

AND WHEREAS the Office of the Fire Commissioner has established minimum training standards for fire services personnel in British Columbia under and in accordance with paragraph 3(3)(b) of the Fire Services Act in the form of the Playbook;

AND WHEREAS the Playbook requires that the “Authority Having Jurisdiction” over a fire department, namely the Village of Cache Creek, must establish the service level to be provided by its fire department;

AND WHEREAS under the Cache Creek Volunteer Fire Department Establishment and Regulation By-Law, Council has the authority to establish policies binding on the Department, its Members and its operations;

NOW THEREFORE the following Service Level Policy is established in relation to the services provided by the Department within the Village.

SCOPE

Village of Cache Creek Volunteer Fire Department

DEFINITIONS

“**Council**” means the elected Council of the Village.

“**Department**” means Cache Creek Volunteer Fire Department as established under Cache Creek Volunteer Fire Department Establishment and Regulation By-Law No. 531, 1995.

“**Establishment and Operational Bylaws**” or “**EOP Bylaws**” means Cache Creek Volunteer Fire Department Establishment and Regulation By-Law No. 531, 1995.

“Exterior Operations Service Level” means the Exterior Operations Service Level as defined in the Playbook.

“Fire Chief” means the individual who has been appointed as the fire chief of the Department in accordance with the EOP Bylaws.

“Full Service Operations Level” means the Full-Service Operations Level as defined in the Playbook.

“Incident”

(a) Means a fire or explosion or a situation in which a fire, explosion or life threatening condition is imminent, and

(b) Includes, without limitation, any one or more of the following situations in which harm to persons or property may arise:

- i. a danger arising from hazardous situations or escape of hazardous materials;
- ii. a flood, earthquake or other natural disaster;
- iii. an act of terrorism

“Interior Operations Service Level” means the Interior Operations Service Level as defined in the Playbook.

“Member” means a firefighter employed by or a volunteer in the Department and, where relevant, includes the Fire Chief and officers.

“Playbook” means the Second Edition, amended May 2015, of the British Columbia Fire Service Minimum Training Standards, Structure Firefighters Competency Training Playbook established under paragraph 3(3)(b) of the Fire Services Act (B.C.) by the Fire Commissioner for British Columbia and approved by the Minister of Public Safety and Solicitor General, and as amended, revised or replaced from time to time.

“Principal Responding Members” means those Members trained and expected to undertake initial fire suppression and/or associated related rescue operations.

“Service Level Policy” means this policy, as amended from time to time by Council.

“Village” means the body incorporated as the Village of Cache Creek and the Village’s territorial jurisdiction, according to its context in this bylaw.

Authority and Application

- 1.1 The Service Level Policy has been established by Council, as the authority having jurisdiction, in accordance with the requirements of the Playbook, and pursuant to the Council’s authority under its Bylaws and the Community Charter.
- 1.2 The Service Level Policy applies to and is binding on the Department and its Members. It shall form the basis of the Department’s training of its Members and related operational planning for fire suppression and incident.

- 1.3 In the event of any inconsistency between the provisions of this Service Level Policy and the provisions of a statute or regulation enacted by the Government of Canada or the Province of British Columbia, if the provisions of the statute or regulation are more restrictive, they shall apply.

Service Level Policy (Fire Suppression)

- 2.1 The Department is authorized to provide fire suppression activities in accordance with, and subject to the limitations set out in, the Exterior Operations Level within the municipality of the Village of Cache Creek.
- 2.2 The Department is authorized to provide fire suppression activities in accordance with and subject to the limitation set out in the Exterior Operations Level within fire protection areas covered by a mutual aid agreement with the Village of Ashcroft.

Other Services

- 3.1 The Department will also respond to and take the lead role when required for the following:
 - (a) Wildland Fires in accordance with the recommended training standards recognized by the provincial Wildfire Management Branch for structural firefighters.
 - (b) Public Safety Incidents within the jurisdiction of other agencies or authorities: to provide support only if required and requested by an authorized representative of the appropriate agency or authority; for example, such incidents may include downed powerlines and other hazards where the public needs to be kept safely away from the hazard until the electrical utility provider can secure and control the incident scene.

Training of Members

- 4.1 The Fire Chief shall:
 - (a) ensure that the Principal Responding Members are trained at least to the standard required by the Playbook for the Exterior Operations Level; and
 - (b) In relation to Members who are not trained to the Exterior Operations Level,
 - i. an incident scene accountability system which clearly and accurately identifies the different levels of each Member's training is developed and operated; and
 - ii. operational guidelines which specify and limit the incident scene activities of Members, depending on their level of training, are developed and applied.
- 4.2 The Fire Chief shall be responsible for ensuring that the Department develops an appropriate training program for all positions, tasks and roles including those which are not expressly covered by the Playbook. This training program shall

meet the requirements of the Playbook and the Workers Compensation Act (B.C) and regulations made thereunder, and shall be consistent with good practices and industry standards, including the training standards established by the National Fire Protection Association relevant to the emergency response activities undertaken by the Department and its Members.

Operational Guidelines, Records and Compliance

- 5.1 The Fire Chief shall ensure that:
- (a) Accurate and complete records are maintained of the training of the Members, including any refresher training, any certifications obtained and otherwise as required by the Playbook and the Workers Compensation Act (B.C.) and regulations thereunder, such that the training level of each Member can be clearly established;
 - (b) Training programs meet or exceed the requirements of the Workers Compensation Act and that training provided addresses the competencies set out in the Playbook;
 - (c) Members delivering training to other Members shall meet the instructor competencies specified in the Playbook;
 - (d) Pre-planning of any risks larger than a typical residential structure in the fire service area are conducted; and
 - (e) He/she reports not less than annually to Council on the Department's training program, the training levels of its Members and compliance with this Service Level Policy and the requirements of the Playbook. Council may require such other or more frequent updates and reports as it deems necessary or appropriate.

Limitations on Services Provided

- 6.1 Notwithstanding anything in this Service Level Policy:
- (a) In relation to any particular Incident, the Department shall undertake only those emergency response activities for which its responding Members at the Incident are properly trained and equipped.

Copies of the Policy

- 7.1 The Fire Chief shall ensure that a copy of this Service Level Policy and any amendments thereto are provided to all Members.