

POLICY

CSRD FIREFIGHTER AND OFFICER REMUNERATION

PURPOSE

To provide direction on standardized honorarium and paid per call remuneration administered to all Columbia Shuswap Regional District (CSRD) Fire Department members based on the Structure Firefighters Competency and Training Playbook issued by the Office of the Fire Commissioner (OFC Playbook) and the CSRD Fire Services Review: Proficiency Criteria and Honoraria report from Dave Mitchell and Associate, September 2011. For the purposes of this policy, the CSRD representative is the Manager of Operations Management or designate.

SCOPE

This policy applies to all CSRD firefighters and officers.

POLICY

Administrative Honorariums

An annual honorarium is paid to the officer positions within fire departments to acknowledge the administrative responsibility and the level of commitment required by these positions.

Officer Position	Annual Base Rate
Fire Chief	\$2,500
Deputy Fire Chief	\$1,800
Training Officer	\$1,800
Captain	\$1,000
Lieutenant/Safety Officer	\$ 600

Hourly Rates

Hourly rates are paid to officers and firefighters within fire departments for time spent on approved activities as outlined below. In addition to obtaining the required training for the designated OFC Playbook classifications, the minimum officer positions must also be achieved where indicated to receive the hourly rate.

OFC Playbook Position	Minimum Officer Positions	Hourly Rate
Company Fire Officer	Fire Chief	\$25.00
Risk Management Officer	Deputy Fire Chief/Safety Officer	\$22.00
Team Leader	Training Officer/Lieutenant/Captain	\$21.50

Firefighters/officers will be paid according to their designated fire department level of service (exterior or interior service) upon obtaining the required training.

Position	Hourly Rate
Interior Operations – Firefighter	\$20.00
Exterior Operations – Firefighter	\$18.00
Auxiliary/Recruit/Probation	\$15.00

Practices

Remuneration for weekly practices is based on a two hour session. Those firefighters and officers attending the full practice session will receive two hours compensation for weekly practices (partial practice attendance will be pro-rated). Remuneration will be paid for additional practice sessions only if pre-approval is obtained from the CSRD representative prior to the session, which includes recruit training or when a practice session exceeds two hours.

Training

All training activities must be pre-approved by the CSRD representative prior to the training session occurring. Firefighters and officers will receive compensation for time spent at firefighter training activities, excluding travel time. The hourly rate payable will be associated with actual training time. Hourly rates will not apply to travel to and from the training activity, nor conferences, trade shows or non-fire-related training (i.e. BC Fire Expo, First Aid training, Air Brakes Course, etc.). Firefighters and officers may claim reimbursement for travel related to training based on kilometres to and from their respective fire hall and the location of the training consistent with CSRD Policy No. F-7.

Meetings

The CSRD Regional Fire Chief meeting attended by CSRD officers is eligible for remuneration. Remuneration will be paid at the member's regular rate of pay. Any additional regional meeting may be considered for remuneration if pre-approved by the CSRD representative.

Instructors

Instructor rates are paid to firefighters, officers and Structural Protection Unit (SPU) Team members that are appointed to instruct CSRD approved Fire Services training. In addition, instructors may claim reimbursement for travel related to training based on kilometres to and from their respective fire hall and the location of the training consistent with CSRD Policy No. F-7. If pre-approved by the CSRD representative, additional preparation time will be granted and paid at the individual's regular hourly rate of pay. Partial days (less than 8 hours) will be paid at pro-rated daily rates based on actual attendance.

Position	Rate Per Day
Lead Instructor	\$250.00
Instructor/Safety Officer	\$200.00
Technician/Rehab	\$150.00

Maintenance

Maintenance duty crews are conducted for the inspection and verification of firefighting equipment and apparatus to ensure it is operational. Duty crew activities included the flagging for repair and/or performing minor repairs on equipment. Duty crew activities must be conducted once per month. The monthly rate will be paid based on number of apparatus stationed at each fire hall and will be prorated equally between participating members according to names submitted.

Apparatus stationed at Fire Hall	Monthly Rate
0 - 3 Units	\$ 75.00
4 - 6 Units	\$150.00
6 Units or more	\$250.00

On Call/Duty Chief

During times of high fire risk, the CSRD may appoint a duty chief to respond to burning complaints/nuisance calls for a predetermined number of days. The remuneration for the duty chief on standby will be two hours per day at the firefighters' regular hourly rate of pay in addition to time spent responding to actual calls. The CSRD will approve qualified firefighters to be designated as duty chiefs for specific fire service areas.

Call-outs

Firefighters and officers will be compensated at the applicable hourly rate for all hours spent during incident call-outs. Remuneration begins at the time the firefighter/officer responds to the page and ends when they complete all duties associated with the call. All incident calls will be compensated at actual time spent with a one hour minimum (actual time spent will be calculated to the nearest 15 minutes).

Special Events

Special events that may require the attendance of firefighter personnel include public information sessions, fire prevention/education/awareness events and mock disaster scenario exercises. Attendance at any special event must be approved in advance by the CSRD representative. If attendance is remunerated, it will be paid at the firefighter/officers' regular hourly rate of pay. Note that remuneration is not applicable for any volunteer firefighter association/society-related functions.

There may be other instances where firefighters are asked to perform duties other than those listed above (i.e. additional hall/equipment maintenance, etc.). Provided pre-approval is obtained from the CSRD representative, participating firefighters/officers will be remunerated at their regular hourly rate of pay.

Procedures and Frequency of Payment

Fire departments have the responsibility to submit attendance sheets to the CSRD for processing. These attendance sheets must be faxed, emailed or dropped off immediately upon completion of the practice/training/call-out/etc. Remuneration and honorariums will be paid on a monthly basis.

August 2012
August 2013
November 19, 2015
January 19, 2017
June 20, 2019