



**TOWN OF
GANDER**

GANDER FIRE/RESCUE OPERATING BY-LAW

**Effective the 14th day of May, 2025
Motion #25-106**



1.0 Title

- 1.1** This document shall be known and cited as the "Gander Fire/Rescue Operating By-Law."

2.0 Adoption

- 2.1 WHEREAS** the Town of Gander has established Gander Fire/Rescue to provide fire protection services within the town as authorized under section 163 of the *TLSDA*;
- 2.2 AND WHEREAS** the Town of Gander is required under Section 7 of the *TLSDA* to adopt a bylaw for the control and management of the fire department and the participation of the fire department in emergency activities not related to firefighting or fire prevention.
- 2.3** Council of the Town of Gander hereby enacts the following.

3.0 Purpose of By-Law

- 3.1** The purpose of this by-law is to regulate and establish the structure, operation, and responsibilities of Gander Fire/Rescue in accordance with the *Towns and Local Service Districts Act*, the *Fire Protection Services Act*, and other relevant legislation.
- 3.2** Provides the authority, responsibilities, and operational framework for Gander Fire/Rescue operations, including fire prevention, emergency response, and related services.

4.0 Definitions

- 4.1** "Town" shall mean the Town of Gander.
- 4.2** "Council" shall mean the Town Council for the Town of Gander.
- 4.3** "Fire Department" shall mean Gander Fire/Rescue.
- 4.4** "Fire Chief" shall mean the person responsible for overseeing fire services in the Town of Gander.
- 4.5** "Deputy Fire Chief" shall mean the individual responsible for assisting the Fire Chief and acting in their absence.
- 4.6** "Firefighter" shall mean any individual employed to provide fire protection services, including volunteer firefighters.
- 4.7** "Fire Protection Services" includes fire suppression, rescue, emergency medical services, hazardous material response, fire prevention education, search and rescue, and other emergency response activities as directed by the Fire Chief or Council.
- 4.8** "Fire Inspector" shall mean a member of Gander Fire/Rescue authorized to conduct fire inspections.

5.0 Hierarchy of Authority

- 5.1** This by-law is secondary to the *Towns and Local Service Districts Act*, the *Fire Protection Services Act*, and all other applicable provincial or federal legislation. In the event of a conflict, the provisions of higher-level legislation shall prevail.



6.0 Application

- 6.1** This by-law applies to all operations, personnel, and services of Gander Fire/Rescue, including but not limited to:
- 6.1.1** Fire prevention, suppression, emergency medical response, and other emergency services;
 - 6.1.2** Participation in mutual aid agreements, both within and outside municipal boundaries, as directed by the Fire Chief or Council;
 - 6.1.3** Inspections for compliance with fire safety standards, as well as public education and awareness programs related to fire safety.
 - 6.1.4** All fire protection services, fire prevention activities, and inspections shall be carried out in accordance with the National Fire Code of Canada and relevant provincial legislation.
 - 6.1.5** All properties and structures within the municipal boundaries of the Town of Gander, and all calls for response outside of municipal boundaries set forth by mutual or automatic aid agreements or where services are required by emergency.

7.0 Procedures

7.1 Responsibilities and Authority of the Fire Chief

- 7.1.1** The Fire Chief shall be responsible to Council through the Chief Administrative Officer (CAO) for the administration, operation, and management of the Fire Department, including:
- a.** Ensuring proper training, equipment, staffing levels, and readiness to perform fire suppression, rescue, emergency medical services, and other fire protection services.
 - b.** Developing and implementing policies and Standard Operating Guidelines (SOGs) for fire prevention, emergency response, and operational safety.
 - c.** Preparing annual budget estimates for Council approval, managing departmental finances, and ensuring proper resource allocation for fire department operations.
 - d.** Enforcing fire-related municipal by-laws, fire protection standards, and applicable provincial regulations.
 - e.** Maintaining accurate records of fire incidents, inspections, training, public education efforts, and departmental activities.
 - f.** Ensuring that mutual aid and automatic aid agreements are established and executed when necessary for coordinated emergency response.
- 7.1.2** The Fire Chief shall have full authority to mobilize personnel, equipment, and resources as necessary to address emergencies, and may request mutual aid or additional support from neighboring municipalities or organizations, including private contractors and specialized equipment when required.
- 7.1.3** In the absence of the Fire Chief, the Deputy Fire Chief shall assume all responsibilities and authorities of the position.

7.2 Emergency Response and Mutual Aid

- 7.2.1** The Fire Department shall respond to all emergencies within the Town of Gander and, when necessary, provide emergency response under mutual aid agreements with neighboring municipalities, as authorized by the Fire Chief and Council.



- 7.2.2** The Fire Chief may authorize emergency response outside the municipal boundaries when requested and deemed necessary for public safety, including life-threatening situations, wildfires, and vehicle extrication requests from the RCMP or ambulance services.
- 7.2.3** Gander Fire/Rescue personnel will also participate in automatic aid agreements with other departments, providing joint responses to emergencies based on proximity or need for supplemental assistance.

7.3 Fire Prevention and Public Education

- 7.3.1** The Fire Department shall conduct fire prevention inspections, provide fire safety education, and enforce compliance with fire codes and regulations.
- 7.3.2** The Fire Department shall inspect commercial properties and residential properties with wood-burning appliances to ensure compliance with the National Fire Code of Canada, municipal by-laws, and applicable provincial legislation. Fees may apply for inspections outside of regular permit issuance.
- 7.3.3** The Fire Department will conduct public education campaigns to raise awareness on fire prevention, fire safety practices, and emergency preparedness.

7.4 Organizational Structure

- 7.4.1** The organizational structure of Gander Fire/Rescue shall consist of the following:
 - a. Fire Chief: The senior official responsible for overseeing all fire protection operations.
 - b. Deputy Fire Chief: The individual responsible for assisting the Fire Chief and acting in their absence.
 - c. Officers: Assigned individuals responsible for specific operational or administrative functions within the department.
 - d. Firefighters: Paid and volunteer personnel assigned to provide fire protection services.
- 7.4.2** The Fire Chief is responsible for ensuring all personnel are adequately trained, equipped, and prepared to perform their duties safely and effectively. Training programs and certifications must meet municipal, provincial, and national standards.

7.5 Fire Services Outside Municipal Boundaries

- 7.5.1** Gander Fire/Rescue shall respond to emergency requests outside the Town's boundaries, provided these requests are for life safety emergencies, vehicle extrication, or other emergency situations as authorized by the Fire Chief.
- 7.5.2** Non-emergency services, such as fire inspections or alarm servicing, will only be performed outside municipal boundaries if they are directly related to the protection of life or property, as determined by the Fire Chief.
- 7.5.3** All fire services provided outside the Town's boundaries will be subject to mutual aid or automatic aid agreements.

8.0 Regular Review of the By-Law

- 8.1** Town Council shall review this by-law every two (2) years to assess its effectiveness and identify potential areas for improvement or amendment.

9.0 Effective Date



9.1 This by-law shall become effective upon the 14th day of May, 2025 by Motion #25-106.

10.0 Publication

10.1 This by-law will be posted to the Town's Website following adoption by Council.

11.0 Repeal of Previous By-Law

11.1 No prior by-laws are repealed by this regulation.