



Policy No. 2000.01

Topic: <p style="text-align: center;">Remuneration of Training Costs to Volunteer Firefighters</p>	Effective Date: January 10, 2006
	Approved By: Res 014-01-10-06
Subject Area: <p style="text-align: center;">Emergency Services</p>	Date of Next Review: N/A
	Date(s) Revised: N/A

Policy Statement:

Yellowhead County, being the authority for Fire and Emergency Services, has the direction, control and management of all matters related to operation of its Fire Halls and the needs and requirements of the Volunteer firefighters who serve the community.

Purpose:

To provide clear policy direction to the Fire Halls and Public regarding the remuneration paid to firefighters to attend training sessions.

Council Principles

1. Yellowhead County supports continued training opportunities for our Volunteer Fire Fighters.
2. Yellowhead County understands the devotion and commitment made by the volunteers to serve the community and especially the additional time requirement to attend full day training sessions which benefit Yellowhead County and its residents.
3. Yellowhead County believes that volunteer firefighters should be adequately remunerated for attending training sessions.

Management Guidelines

1. The District Fire Chiefs shall complete annually a proposed training program and cost estimate with the Yellowhead County Fire Chief to be included in budget discussions for Council consideration.
2. Remuneration will only be considered for attendance at formalized courses or seminars conducted or sponsored by recognized educational institutions or associations including the following:



- i. Alberta Fire Training School, St. John's Ambulance, Canadian Heart Foundation, Canadian Red Cross, Alberta Fire Chief's Association, Alberta Montana Fire Service Instructor Association, Alberta Vocational College, Alberta Forest Service, S.A.I.T., N.A.I.T., Red Deer College, and Alberta Municipal Affairs.
3. Remuneration shall be paid as per the following:
 - \$150.00 per day for each day of training, exclusive of travel time;
 - Mileage at the current mileage rate according to current Council policy;
 - Accommodation and meal allowance according to current Council policy;
 - Other incidental costs (e.g. parking) according to current Council policy.
4. Accommodation and course costs shall be reimbursed in the full amount upon submission of the following:
 - Signed expense claim within 60 days of course completion;
 - Proof of attendance;
 - Receipts for course fees and others costs claimed;
 - Declaration by applicant that this claim is the sole remuneration for attending the course.

Reeve's Signature

Date