



# **BIRCH HILLS COUNTY POLICY & PROCEDURES MANUAL FIRE**

POLICY TITLE: Term of Fire Department Officers

Page 1 of 1

Date Adopted by Council / Motion Number: December 6, 2011

20-06 (12-11)

## **PURPOSE:**

To identify the term of fire officers (Chief and Deputy Chief) for all fire departments within Birch Hills County.

## **POLICY**

The term of each Fire Department officer shall be recognized for a period of three (3) years within the municipal boundaries of Birch Hills County. An officer is defined as being either the Fire Chief or Deputy Fire Chief.

The three (3) year term for this policy shall commence on the 1<sup>st</sup> of December and shall end on the 30<sup>th</sup> day of November three years later.

Procedures:

1. A month prior to the end of the third year an election will take place where members are given the opportunity to re-elect or replace officers. Elections procedures shall follow the Local Authorities Elections Act.
2. In the event that an officer is wishing to resign from his or her position within the fire department written notice must be given to the Manager of Emergency Services. An election will be held within that department to replace the officer.
3. In the event that an officer is deemed to be not fulfilling his or her duties in any officer role, and that officer has been terminated or relieved of ones duties as per the Birch Hills County Fire Discipline Policy by the Manager of Emergency Services an election will take place.

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**REEVE**

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**C.A.O**