

CORPORATION OF THE TOWNSHIP OF RUSSELL

By-law # 2019-186

Being a by-law to amend By-law 2018-165 to establish and regulate the Corporation of the Township of Russell Fire and Rescue Services.

WHEREAS the Council of the Corporation of the Township of Russell did enact By-law No. 2018-165 on November 19th, 2018 to establish and regulate the Township of Russell Fire and Rescues Services of the Township of Russell; and

WHEREAS the Council of the Corporation of the Township of Russell amended By-law 2018-165 on January 21, 2019 to substitute Schedules "E" and "F" to reflect the revised organisational structure of the Fire Department; and

WHEREAS the Council, of the Corporation of the Township of Russell at its Regular Meeting held December 16, 2019, received report RUSS-EM 07-2019 recommending to amend By-law 2018-165 to add a Schedule "I" to establish a Promotion Process for Russell Township Fire and Rescue Services; now therefore be it

RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RUSSELL ENACT AS FOLLOWS:

1. That the Schedule attached hereto and forming part of this by-law becomes Schedule "I" to By-law 2018-165, to establish a Promotion Process for Russell Township Fire and Rescue Services.
2. **THAT** By-law 2018-165 is hereby confirmed in all other respects.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
16 DAY OF DECEMBER, 2019.**



Pierre Leroux
Mayor



Joanne Camiré Laflamme
Clerk

Promotion Process for Russell Township Fire and Rescue Services

A. Lieutenant Promotion

1. Inform CAO of open position.
2. Inform Fire Department staff of opening.
3. Provide date for those interested in the position to provide letter of intent & resume to the Fire Chief.

Individual will be marked on the following:

- Resume
- Written Exam
- Interview
- Attendance at Emergency calls, Training & Volunteering
- Officers Evaluation
- Possible Scenario

Interview board may consist of any of the following:

- Fire chief
- Deputy Chief
- Captains

Recommendations will go to CAO for approval.

B. Captain Promotion

1. Inform CAO of open position.
2. Inform Fire Department staff of opening.
3. Provide date for those interested in the position to provide letter of intent & resume to the Fire Chief.

Individuals will be marked on the following:

- Resume
- Written Exam
- Interview
- Attendance at Emergency calls, Training & Volunteering
- Officers Evaluation
- Possible Scenario

Interview board may consist of any of the following:

- Fire Chief
- Deputy Chief
- Captain/ or Senior Firefighter

Recommendations will go to CAO for approval.

C. Deputy Chief Promotion

1. Inform CAO for open position.
2. Inform Fire Department staff of opening.
3. Provide date for those interested in the position to provide letter of intent & resume to the Fire Chief.

Individual will be marked on the following:

- Resume
- Written exam
- Interview
- Scenario
- Attendance at Emergency calls, Training & Volunteering.

Interview board may consist of the following:

- Fire Chief
- Human Resources Department representative
- Senior Firefighter or another Fire Chief.

Recommendation will go to CAO for approval.
