STAFF REPORT

TO: Municipal Council

FROM: Jennifer Bell, Administrator of Protective Services

APPROVED BY: Warren MacLeod, CAO

DATE: November 18, 2026

SUBJECT: **By-Law to Establish and Regulate Fire Departments of MODS**

ORGIN:

This report originates from the need to establish a clear and consistent municipal framework governing the provision of fire services within the Municipality of Shelburne. Sections 293 and 294 of the *Municipal Government Act* establish the Municipality's role in supporting fire and emergency services and registering fire departments, including consideration of their service capabilities, liability insurance, and identified services and response areas. Existing policy was reviewed and it was determined that in comparison to other municipalities, the MODS could improve through clearly defined by-laws, policies and procedures that are common practice in other units.

BACKGROUND:

Existing policy requires revision and amendment to align with proposed Provincial governance planning for fire services. A municipal fire services by-law is proposed to clarify the respective responsibilities of the Municipality and registered fire departments and establish consistent expectations for service delivery, financial accountability, reporting, training, equipment maintenance, personnel conduct and safety. This framework would support effective municipal oversight, responsible use of public funds, and the protection of residents and volunteer firefighters, while recognizing the separate governance of independent fire department societies. This by-law would also propose a clear line of authority and illustrate the relationship between the municipality and the fire departments that register to provide fire service/ provide service through a municipal service agreement.

RECOMMENDED MOTION: REQUEST CREATION OF BY-LAW:

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne, as recommended by the Administrator of Protective Services, direct staff to develop a Fire Services By-law establishing a framework for municipal oversight and accountability of fire services within the Municipality of Shelburne, in consultation with affected fire departments and municipal legal counsel, and return the proposed by-law to Council for consideration.