



Fire Service Reimbursement of Training Costs Policy

Policy Number: G-FI-003

Authority: 106/15

Date Approved: March 24, 2015

Department Responsible: Fire Service

Revision Dates: N/A

Review Date: June 2026

Status: Active

1. Policy Statement

- 1.1 The purpose of this policy is to reduce the impact to the municipality of real costs involved in outfitting and training volunteer/ paid-on-call personnel who choose to accept positions with other fire services prior to realizing substantial benefit from their services as a fully trained firefighter.
- 1.2 It is a policy of the Town that any person hired as a Volunteer (paid-on-call) firefighter must agree to be a member of the LaSalle Fire Service for a minimum two (2) year period, on the condition that the standard probationary period is successfully completed. If a Volunteer (paid-on-call) firefighter wishes to terminate employment before the two (2) years, the following will apply:
 - 1.2.1 If leaving for employment with another fire service the volunteer firefighter shall reimburse the LaSalle Fire Service the sum of six thousand dollars (\$6000.00).
 - 1.2.2 If leaving for any other reason employment shall be terminated at no cost

2. Scope

- 2.1 The Town of LaSalle relies on a well-trained composite workforce comprised of both full- time and "volunteer" (paid-on-call) firefighters. Particularly during the first two years of employment as a volunteer firefighter significant additional training is required to learn basic entry-level skills, procedures, certifications, health and safety elements, and to gain a basic experience level to perform the role of a firefighter. During this recruit level training new firefighters operate under restricted duties with greater supervision.

3. Definitions

None.

4. Policy

- 4.1. This policy will be clearly identified to all volunteer firefighter candidates during the recruitment and orientation process.
- 4.2. The policy statement will be included as part of the offer of employment and successful volunteer firefighter recruits will be required to indicate their acknowledgement and agreement with the policy as part of the offer of employment process. The acknowledgement in the offer of employment letter will also provide authorization to deduct any amount owing from final wages due at time of resignation.

5. Roles and Responsibilities

Fire Chief, LaSalle Fire Service

6. References and Related Documents

None.

7. Attachments

None.