
SATURNA ISLAND FIRE PROTECTION SOCIETY

POLICY #12 COMPENSATION FOR TRAINING

Approved: March 12, 2020

Revised: May 25, 2026

Preamble

Saturna Island Fire Protection Society (SIFPS) recognizes the importance of having appropriately trained volunteer firefighters and medical responders to support stakeholder safety, maintain emergency preparedness, and deliver operational competence. This policy sets out a compensation framework for volunteers who undertake qualified SIFPS-sponsored training.

Policy

Eligibility Criteria for Qualified Training Compensation

Compensation shall be available to any Fire or SIR volunteer who meets the Eligibility Requirement as defined in the respective SIFPS policies #17 (Fire) and #18 (SIR):

- Is in good standing with the Fire Department or Saturna Island Rescue, as determined by the respective service chief; and
- Participates in a qualified training activity that is sponsored by SIFPS.

Note: In consultation with the SIR Chief, SIFPS may make compensation available to new recruits, on the condition that they complete an initial FR or EMR training course and move forward to becoming active members of SIR.

Qualified Training Activities

The following training activities are supported by compensation:

- Accredited first responder (FR) or emergency medical responder (EMR) training courses or seminars
- Firefighter courses recognized by the BC Office of the Fire Commissioner or equivalent
- BCEHS-approved training where participation is encouraged or requested by SIFPS
- In-house or external skills development training that is pre-approved by SIFPS (e.g., driver training, equipment orientation, Incident Command System training)

Non-Qualified Training Activities

The following training activity examples are deemed non-qualified training activities, and do not qualify for compensation:

- Routine departmental practices (weekly or monthly)
- Attending meetings, social gatherings, or fundraising events
- Any training undertaken that is not sponsored or approved in advance by SIFPS

Qualified Training Days for Compensation

The intent of compensation for training is to supplement a volunteers potential lost income incurred through participation in an approved training course.

Compensation is not available for courses attended outside of normal working hours or on weekends, or when a course duration is for two consecutive days or less.

Rates of Compensation

Compensation rates per hour for qualified training days up to a maximum of eight (8) hours per day of training per day shall be as follows:

- SIR members, firefighters and fire department Lieutenants shall be \$20.00 per hour,
- Fire department Captains and Communications Officers shall be \$22.50 per hour, and,
- Fire Chief, Deputy Fire Chief, and SIR Chief shall be \$25.00 per hour.

Note: The eight-hour daily limit is reflective of a typical full training day. Exceptions, such as extended travel days to attend a training course or seminar, must be pre-approved by the volunteer's respective service chief.

Process

A volunteer must submit proof of attendance at a training course or seminar or proof of completion (i.e. certificate of completion or similar) to their respective service chief. All compensation to be paid for qualified training activities shall be processed through payroll as it is considered taxable income of the volunteer.

Each service chief shall record any qualified training hours on a training timesheet at least by the end of the calendar month that the qualified training hours were undertaken. Completed and authorized training timesheets shall be sent to the SIFPS Bookkeeper within two days of the calendar month end.

Board of Directors Review and Approval

Decisions with respect to what constitutes qualified training activities shall be reviewed and approved by the SIFPS Board of directors in consultation with the service chiefs.

This policy will be reviewed periodically or at the request of a service chief.