



Policy # 2026-06

Volunteer Firefighter Recognition and Community Centre Rental Policy

1. Purpose

The purpose of this policy is to recognize the valuable service provided by volunteer firefighters by providing access to the Upper Kingsclear Community Centre at a reduced rental rate for personal events, while ensuring fair and responsible use of municipal facilities.

2. Eligibility

This policy applies to active volunteer firefighters who are members in good standing with the local Fire Department serving the municipality.

To be eligible, firefighters must:

- Be listed on the current active roster of the Fire Department and having completed 200 hours of service in the previous calendar year.
- Be in good standing as confirmed by the Fire Chief or designated officer.
- Be booking the facility for **personal use**, not for commercial purposes or on behalf of an external organization.

3. Discount

Eligible volunteer firefighters may receive a **discount of 50%** on the standard Community Centre rental fee.

The discount:

- Applies to the **facility rental fee only**.
- Does **not apply** to damage deposits, cleaning fees, security fees, insurance requirements, or additional equipment rentals.
- Is limited to 1 **booking per calendar year** per firefighter.

4. Booking Requirements

All bookings must follow the standard Community Centre booking procedures including:

- Submission of a completed rental agreement.
- Payment of applicable fees and deposits.
- Compliance with all municipal policies and facility rules.

5. Verification

Eligibility for the discount must be verified by the **Fire Chief** prior to the booking being approved.

6. Restrictions

The discounted rate may not be:

- Transferred to another person or organization.
- Used for fundraising events or events held on behalf of another group without prior approval of Council or Administration.

7. Damage and Liability

The renter remains fully responsible for:

- Any damages to the facility or equipment.
- Compliance with all safety regulations and occupancy limits.
- Proper cleanup of the facility as outlined in the rental agreement.

8. Administration

The administration of this policy will be the responsibility of the rural community of Hanwell. Any disputes or exceptions may be referred to Council for consideration.

9. Review

This policy will be reviewed periodically by Council to ensure it continues to meet the needs of the municipality and its volunteer firefighters.

Adopted by Council: March 18 / 26

Date of Revision Approved by Council: _____

Mayor's Signature:  _____

Clerk's Signature:  _____