

CITY OF PORT ALBERNI

BYLAW NO. 5122

FIRE CONTROL BYLAW

WHEREAS the *Community Charter*, SBC 2003, c 26, as amended from time to time, and the *Fire Safety Act*, SBC 2016, c 10 and its Regulations, as amended from time to time, authorize Council to enact bylaws to regulate, prohibit and impose requirements in relation to municipal fire safety measures, including authorizing the municipal fire chief to designate and exercise powers in relation to the prevention, inspection, investigation, and suppression of fires and the regulation of fire hazards;

AND WHEREAS under these statutory powers, a municipality may, by bylaw, govern the conduct of persons at or near fires or fire hazards, require maintenance of fire safety systems, and enforce the duty to report fires and follow general fire safety practices;

AND WHEREAS Council is committed to enhancing public safety and reducing the risk of fire-related injuries and property damage within the municipality by establishing standards for fire safety systems, including emergency exits, smoke alarms, and evacuations;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI, IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:

1. TITLE

This Bylaw may be known and cited for all purposes as “**Fire Control Bylaw No. 5122, 2024**”.

2. REPEAL

Upon effect of Bylaw No. 5122, “Fire Control Bylaw, 2015, Bylaw No. 4876” and its associated amendments shall be hereby repealed.

3. DEFINITIONS

3.1 Unless specifically defined herein, words and phrases used in this Bylaw shall be construed in accordance with the meanings assigned to them by the *Fire Safety Act*, the *Building Code*, the *Fire Code* or the *Community Charter* as the context and circumstances require.

3.2 In this Bylaw:

“*Apparatus*” means any vehicle machinery, device, *Equipment* or material used for firefighting and *Assistance Response* and any vehicle used to transport *Members* or supplies;

“*Assistance Response*” means aid provided in respect of fires, alarms, explosions, medical assistance, floods, earthquakes or other natural disasters, escape of dangerous goods, rail or aeronautical incidents, motor vehicle or other accidents, or circumstances

necessitating rescue efforts;

"Building Bylaw" means City of Port Alberni Building Bylaw, as amended or replaced from time to time;

"Building Code" means the British Columbia Building Code, as amended or replaced from time to time;

"Building Standards Bylaw" means City of Port Alberni Building Standards, as amended or replaced from time to time;

"Bylaw Enforcement Officer" means any person duly appointed by *Council* for enforcement of *City* bylaws;

"Campfire" means a small contained outdoor fire, not exceeding 0.5 metres in height and 0.5 metres in width, and used for cooking, ceremonial purposes, or social enjoyment;

"Captain" means a *Member* designated by the *Fire Chief* to assume specific supervisory powers and responsibilities, or a person designated to act in the place of the *Captain*;

"Chief Fire Prevention Officer" means a *Member* designated by the *Fire Chief* to perform fire prevention duties and to whom authorities may be assigned;

"City" means the City of Port Alberni;

"Combustible Material" means any material capable of being ignited;

"Council" means the Council for the *City*;

"Deputy Fire Chief" means a *Member* appointed to act on behalf of the *Fire Chief*;

"Director of Infrastructure Services, Engineering and Public Works" means the person designated as the head of the *City's* Infrastructure Services, Engineering and Public Works Department;

"Equipment" means any tools, contrivances, devices, hoses or materials used by the *Fire Department* to combat an *Incident* or other emergency;

"Evacuation Order" means a written order issued by the *Fire Chief* or their designate that requires the evacuation of a geographic area or *Premises* and that states the reasons for the evacuation, the date the evacuation will occur, and that a person evacuated under the order must not return to the geographic area or *Premises* until the order has been cancelled by the *Fire Chief*;

"False Alarm" means the activation of a *Fire Alarm System* that results in a response by the *Fire Department*, and for which the *Fire Alarm System* activation was not the result of a fire or other similar emergency;

"Fees and Charges Bylaw" means City of Port Alberni Fees and Charges Bylaw, as amended or replaced from time to time;

"Fire Alarm System" means a device or devices installed on or in real property and designed to issue a warning of a fire by activating an audible alarm signal or alerting a monitoring facility but does not include a fire alarm system that is intended to alert only the *Occupants* of the dwelling unit in which it is installed;

"Fire Chief" means the *Member* appointed as head of the *Fire Department* and includes the *Deputy Fire Chief*;

"Fire Code" means the British Columbia Fire Code Regulation made under the *Fire Safety Act*, as amended or replaced from time to time;

"Fire Department" means the Port Alberni Fire Department and continued under this Bylaw;

"Fire Hazard" means any condition, arrangement or act which increases the likelihood of fire or which may provide a ready fuel supply to augment the spread or intensity of a fire or which may obstruct, delay, hinder, or interfere with the operations of the *Fire Department* or the egress of *Occupants* in the event of fire;

"Fire Inspector" means the *Fire Chief*, *Deputy Fire Chief*, *Chief Fire Prevention Officer*, *Captain* or any *Member* acting in one of these roles and formally designated by the City under Section 8 of the *Fire Safety Act* to conduct fire safety inspections of buildings and *Premises* within the City, to ensure compliance with the *Fire Safety Act*, the *Fire Code*, and this Bylaw, and to issue orders for compliance or remediation as necessary;

"Fire Investigator" means a *Member* formally designated by the City under Section 23 of the *Fire Safety Act* to investigate the origin, cause, and circumstances of fires within the City, to gather and analyze evidence related to fires and to provide expert opinion on fire-related matters, and where necessary, to work in cooperation with other authorities, such as police, to determine if a fire was intentionally set;

"Fire Protection" means all aspects of fire safety including but not limited to fire prevention, firefighting or *Fire Suppression*, pre-fire planning, fire investigation, public education and information, training or other staff development;

"Fire Protection Equipment" includes but is not limited to, *Fire Alarm Systems*, automatic *Sprinkler Systems*, special extinguisher systems, portable fire extinguishers, fire hydrants, water supplies for *Fire Protection*, standpipe and hose systems, fixed pipe *Fire Suppression* systems in commercial cooking exhaust systems, smoke control measures, and emergency power installations;

"Fire Safety Plan" means a fire safety plan for a building required under the *Fire Code* and this Bylaw, that includes, without limitation:

- i. emergency procedures to be used in case of fire;
- ii. training and appointment of designated supervisory staff to carry out fire safety duties;
- iii. documents showing the type, location, and operation of fire emergency systems;
- iv. the holding of fire drills;
- v. the control of *Fire Hazards*; and
- vi. inspection and maintenance of facilities for the safety of the building's *Occupants*;

"Fire Safety Act" means the *Fire Safety Act* and its associated Regulations, as amended or replaced from time to time;

"Fire Suppression" means the controlling and extinguishing of fires;

"Fireworks Bylaw" means City of Port Alberni Fireworks Regulation Bylaw, as amended or replaced from time to time;

"Incident" means an event or situation to which the *Fire Department* has responded or would normally respond;

"Member" means a person employed by the *City* and holding a position within the *Fire Department*;

"Member in Charge" means the senior *Member* at the scene of an *Incident* or the *Member* that is appointed as such by the *Fire Chief*;

"Occupier" or *"Occupant"* means any person who has the right of access to and control of *Premises*, including a tenant, lessee, agent, or any other individual with such rights, and in the context of common property and common facilities within a strata plan, also includes the strata corporation, as defined under the *Strata Property Act*, as amended or replaced from time to time;

"Officer" means the *Fire Chief*, *Deputy Fire Chief*, *Captain*, *Chief Fire Prevention Officer*, and any *Member* designated by the *Fire Chief* to act in the capacity of an *Officer*;

"Owner" means any person listed as the title holder on a property's legal certificate of title;

"Premises" means any of the following:

- i. a private dwelling;
- ii. a *Public Building*;
- iii. the parcel of land on which a private dwelling or *Public Building* is situated;
- iv. a means of transportation, including a motor vehicle (as defined under the *Motor Vehicle Act*, as amended or replaced from time to time), railway vehicle, aircraft, or vessel;

"Public Building" means any building, structure, or facility that is not a private dwelling, and to which the public is ordinarily invited or permitted access, or that is used for commercial, industrial, or institutional purposes, including but not limited to hotels, churches, theatres, halls, places of public resort, storage yards, and tank farms;

"Resources" means any *Equipment*, *Apparatus* and agency assisting the *Fire Department*;

"Risk-Based Compliance Monitoring System" means the ongoing evaluation of a *Public Building's* compliance with fire safety regulations, including inspections, assessments, and follow-up actions as outlined in the *Fire Safety Act*, based on a system of categorizing buildings according to their fire risk level based on factors such as occupancy type, building size, age, condition, and previous compliance history;

"Sprinkler System" means an integrated system or underground and overhead piping designed in accordance with *Fire Protection* standards which is normally activated by heat

from a fire and discharges water over the fire area;

"Tsunami Warning System" means a communication system for the purpose of broadcasting warning messages regarding tsunamis and other emergencies to facilitate evacuations from hazard areas.

4. ADOPTION AND APPLICATION OF THE FIRE CODE

- 4.1 The *Fire Code*, as amended or replaced from time to time, is adopted and made part of this Bylaw, such that every provision of the *Fire Code* shall be considered a provision of this Bylaw.
- 4.2 Any person who contravenes, violates, or fails to comply with a provision of the *Fire Code* or this Bylaw commits an offence under this Bylaw.

5. CONTINUATION

- 5.1 The *Fire Department* is hereby continued for the purposes of providing the *Fire Protection* services contemplated under this Bylaw.

6. FIRE CHIEF

- 6.1 The *Fire Chief* shall report directly to the Chief Administrative Officer and shall be responsible for administering this Bylaw, for the management, control, and supervision of the *Fire Department* and its *Members*, and for the care, custody and control of all buildings, *Apparatus* and *Equipment* of the *Fire Department*.
- 6.2 The *Fire Chief* and any *Member* or other person authorized by the *Fire Chief* to act on behalf of the *Fire Chief* may exercise one or more of the following powers:
 - a. make and enforce rules, regulations and operational guidelines for the proper and efficient administration and operation of the *Fire Department*, and vary, alter, or repeal such rules, regulations and operational guidelines;
 - b. enter and inspect *Premises* to determine compliance with the *Fire Safety Act* and this Bylaw, including identifying conditions that may cause a fire, increase the danger of a fire, or increase the danger to persons or property from fire;
 - c. take measures considered necessary for the prevention, control and extinguishment of fires, including the demolition of buildings and other structures to prevent the spreading of fires;
 - d. require an *Owner* or *Occupier* to undertake any actions the *Fire Chief* considers necessary for the purpose of removing or reducing anything or condition the *Fire Chief* considers is a *Fire Hazard* or increases the danger of fire;
 - e. exercise the evacuation powers granted under Sections 13 and 14 of the *Fire Safety Act*, including the power to:
 - i. evacuate a geographic area or *Premises* if the *Fire Chief* believes that there is an immediate threat to life due to a *Fire Hazard*, explosion, or other hazardous condition;

- ii. where an *Owner* has failed to comply with a *Fire Inspector* order, evacuate the *Premises* if the *Fire Chief* believes that conditions exist that a fire on or in the *Premises* would endanger life, after serving the *Owner* with an *Evacuation Order* in writing; and

without limiting the foregoing, for these purposes may call on police and other fire prevention authorities who have jurisdiction to provide assistance;

- f. provide for *Assistance Response*;
- g. enforce this Bylaw and any other *City* bylaws, rules, orders, and regulations respecting *Fire Protection*, and exercise the powers and duties imposed upon him/her by the *Fire Safety Act*;
- h. inquire into, investigate, and record the causes of fires in the *City*;
- i. collect and disseminate information in regard to fires in the *City*;
- j. investigate and make inquiries into fires;
- k. research best practices in methods of fire prevention;
- l. provide, advise, and make recommendations to other officers and employees of the *City*, to *Council*, and to the public, in accordance with any applicable *City* policies and procedures, the *Building Code*, the *Fire Code*, and the *Fire Safety Act*, in relation to:
 - i. the provision of adequate water supply and pressure;
 - ii. the installation and maintenance of *Fire Protection Equipment*;
 - iii. the enforcement of measures for the prevention or suppression of fire and the protection of life and property;
 - iv. life safety or rescue equipment; and
 - v. fire prevention generally;
- m. activate the *Tsunami Warning System* in the following situations:
 - i. a tsunami warning affecting the Port Alberni area has been issued by the Province of British Columbia;
 - ii. a tsunami warning affecting the Port Alberni area has been issued by the National Oceanic and Atmospheric Administration (NOAA) Pacific Warning Center;
 - iii. an earthquake affecting the Alberni Valley occurs, the magnitude of which makes standing difficult, or
 - iv. under the direction of the *Fire Chief* or their designate.

7. INDEMNIFICATION

- 7.1 The *City* will indemnify every *Member*, *Officer*, *Fire Chief* and *Deputy Fire Chief* against any claim for damages brought against that person arising out of the performance of that person's duties and, in addition, will pay for any legal costs reasonably required or incurred by that person in relation to a court proceeding arising out of such a claim.

8. SERVICES

- 8.1 The *Fire Department* shall provide services as set out in the Port Alberni Fire Department Levels of Service policy.

9. JURISDICTION

- 9.1 The limits of the jurisdiction of the *Fire Chief* and the *Officers* and *Members* of the *Fire Department* are set out in the Port Alberni Fire Department Levels of Service policy.
- 9.2 In the event of an out-of-jurisdiction *Incident* that poses potential danger to the *City* or in the best interest of the *City*, subject to the approval of the *Fire Chief* and where consent in accordance with Section 13 of the *Community Charter* has been provided, *Equipment*, *Apparatus* and personnel of the *Fire Department* may be used outside the geographic boundaries of the *City* and/or outside of the jurisdictional boundaries set out in the Port Alberni Fire Department Levels of Service policy.

10. PREVENTION, CONTROL AND ENFORCEMENT

- 10.1 The *Fire Department* may, to the extent authorized by Sections 8(3)(g) and 66 of the *Community Charter*, take all necessary measures for the prevention, suppression, control, and extinguishment of fires, for mitigating the effects of *Incidents* involving dangerous goods, and for the protection of life and property, including conducting *Assistance Response* and administering emergency medical services.

11. RIGHT TO ENTER

- 11.1 The *Fire Chief*, their designates, and *Bylaw Enforcement Officers* are authorized to enter on property at any reasonable time to ascertain whether the requirements of this Bylaw and the *Fire Safety Act* are being met, subject to the following limitations:
- a. Absent a warrant, entry into a private dwelling is prohibited without the *Occupier's* consent; and
 - b. Entry must be limited to matters related to fire safety and compliance with this Bylaw and the *Fire Safety Act*.
- 11.2 The *Fire Chief* and any other *Officer* or *Member in Charge* at an *Incident* is authorized to enter *Premises* where an *Incident* has occurred and to cause any *Members*, *Resources*, and the *Apparatus* and *Equipment* of the *Fire Department* to enter the *Premises*, as deemed necessary, in relation to an *Incident*.
- 11.3 The *Fire Chief* and any other *Member* designated as a *Fire Investigator* has the authority, under Sections 24 and 26 of the *Fire Safety Act*, to enter any land or *Premises* without a warrant if they have a reasonable belief that a fire has occurred, and the *Fire Investigator* may investigate whether a fire occurred that destroyed or damaged property or resulted in injury or death.

12. NO INTERFERENCE

- 12.1 No person shall interfere with or obstruct any *Member* or *Officer* entering any property

associated with the *Premises* being inspected under this Bylaw.

- 12.2 No person shall interfere with or refuse to permit any *Member* or *Officer* to enter into or upon *Premises* in relation to which an alarm or other request for assistance has been received or in or upon which a *Member* or *Officer* has reasonable grounds to believe that an *Incident* has occurred or may occur.
- 12.3 A person must not interfere with any *Member* or *Officer* or refuse to permit any *Member* or *Officer* to enter into or upon *Premises* or a fire scene to determine:
- a. the cause and origin of the fire;
 - b. the activation of a *Fire Alarm System*; or
 - c. the presence and functioning of a *Sprinkler System* or other life safety protection system.

13. PROHIBITION AGAINST ENTRY

- 13.1 A person must not, except as authorized by the *Fire Chief*, an *Officer* or a *Member in Charge* at an *Incident*:
- a. enter any building or *Premises* threatened by an *Incident*;
 - b. enter within an area designated by ropes, guards, or tape erected by or under the direction of a peace officer or a *Member* across or around any street, lane, alley or building; or
 - c. refuse to move from such designated area when directed to do so by a peace officer or *Member*.

14. NO OBSTRUCTION AT ASSISTANCE RESPONSE

- 14.1 A person must not impede, hinder or obstruct any *Member* at an *Assistance Response* and every person must comply with orders or directions of a *Member* engaged in an *Assistance Response*.
- 14.2 Any person who interferes with a *Member* in the performance of their duties, or fails to comply with an order or direction of a *Member* under subsection 14.1 above, may be removed from the scene of such *Assistance Response* by a peace officer or any *Member*.
- 14.3 No person shall damage or destroy *Fire Department Apparatus* or *Equipment*.
- 14.4 No person at an *Incident* shall drive a vehicle over any hoses or *Equipment* without permission of the *Fire Chief*, an *Officer* or a *Member in Charge*. Persons who drive over *Fire Department Equipment*, without instruction to do so by a *Member*, may, in addition to any other penalty, be required to pay the actual costs of repairing or replacing damaged *Equipment*.

15. FALSE REPRESENTATION

- 15.1 No person shall make false representations as to being a *Member* of the *Fire Department*, or wear or display any *Fire Department* badge, cap, button, insignia, or other paraphernalia for the purpose of such false representation.

16. OUTDOOR BURNING

- 16.1 Open air burning is permitted only in strict accordance with the following requirements and conditions:
- a. no person shall light, or start, or knowingly allow or cause to start or ignite any fire of any kind in open air;
 - b. notwithstanding subsection (a), above, and subject to subsections (c), (d), (e), (f), (g), and (h) below, *Campfires* are allowed throughout the year;
 - c. open air burning must not take place within 3 metres of any grass, shrubbery, or wooden fence or any other *Combustible Material* or within 3 metres of any building;
 - d. a competent adult person shall remain in charge at the site of such fire at all times until such fire is extinguished; have a minimum of 8 litres of water or a functioning garden hose capable of reaching and extinguishing the fire;
 - e. no person shall allow a fire ignited by them to escape from the point of origin, and such person(s) shall be liable for any and all damages caused by said fire and/or all costs of the *Fire Department* extinguishing same;
 - f. no person shall burn in the open air any manufactured material, including dimensional lumber, or any compostable organic material such as but not limited to grass cuttings, leaves or vegetable matter. Permissible *Campfire* fuels include dry firewood, branches and stems;
 - g. no incinerator or other device or appliance, including burn barrels, shall be erected or used outside of the walls of any building; and
 - h. open air burning is prohibited for land clearing debris, wastes from construction, and building demolition materials.
- 16.2 Notwithstanding any of the above, open air burning is allowed where authorized by the *Fire Chief*, for the purposes of reducing hazardous conditions, for *Fire Department* training, or for the good of the *City*.
- 16.3 Notwithstanding any of the above, the *Fire Chief* may, at their discretion, suspend any or all outdoor burning for reasons of public nuisance or public safety, including but not limited to, air quality and risk of fire spread, and in such event no person shall carry on open burning within the *City*.

17. FIRE PROTECTION EQUIPMENT

- 17.1 Every *Owner of Premises* must ensure that all *Fire Protection Equipment* required under

the *Building Code, Fire Code, or City requirement* is inspected, tested and maintained in accordance with good engineering practices and the applicable standards, requirements and guidelines of the *Building Code, the Building Bylaw, the Fire Code, this Bylaw* and all other applicable enactments, all as amended or replaced from time to time, and any equivalents or alternative solutions required or accepted under those enactments.

- 17.2 *Fire Department* connections shall be located and positioned in accordance with the *Building Code* and approved by the *Fire Chief* or designate.
- 17.3 All *Fire Department* connections and protective caps shall be kept in place at all times and, where such connections or protective caps are missing, the building *Owner* or *Occupier* shall promptly cause the connections to be examined for accumulated material, back-flushed if such material is present or suspected, or upon the direction of the *Fire Chief* or the *Fire Chief's* designate, and shall ensure the connections and caps are replaced.
- 17.4 Every *Owner* or *Occupier* of a building must ensure that accesses to *Fire Department* connections for *Sprinkler Systems* or standpipe systems are clearly identified, functional, kept in good repair and maintained free of obstructions at all times.
- 17.5 Every *Owner* or *Occupier* of a building shall ensure that signs are displayed identifying:
- a. which *Fire Department* connection serves a particular *Sprinkler System* or standpipe system; and
 - b. the maximum pumping inlet pressure at a *Fire Department* connection.
- 17.6 Every *Owner* of *Premises* for which a *Sprinkler System* is required under the *Building Code* or the *Building Bylaw* must, in accordance with the requirements of the *Fire Code*, maintain, repair and upgrade the *Sprinkler System* to accommodate any material change in use or occupancy that results in a greater *Fire Hazard* than that which the *Sprinkler System* was intended to accommodate.
- 17.7 When a building equipped with a *Sprinkler System* or a standpipe is being demolished, the system or standpipe shall be maintained in operation, subject to sequential deactivation, until the demolition work is completed.
- 17.8 The *Owner* and *Occupier* of every premise with residential occupancy must ensure that all installed smoke alarms are maintained, tested, repaired and replaced in accordance with the requirements or recommendations of the manufacturer.

18. FIRE HYDRANTS

- 18.1 The fire hose connection type, hydrant colour coding and location of all fire hydrants and other *Fire Department* connections shall be subject to the approval of the *Fire Chief* and *Director of Infrastructure Services, Engineering and Public Works* or their designates.
- 18.2 No person, except a *Member* or other *City* employee authorized by the *Director of Infrastructure Services, Engineering and Public Works*, shall use or take water from any fire hydrant or standpipe, nor make any attachment to a fire hydrant or standpipe, without first obtaining written permission from the *Director of Infrastructure Services, Engineering*

and *Public Works* or *Fire Chief* to do so.

- 18.3 No person shall tamper with the mechanical operation of a fire hydrant.
- 18.4 No person shall remove a fire hydrant from its authorized or required location unless authorized to do so by the *Fire Chief* and in accordance with any direction, conditions, measures, or requirements of the *Fire Chief*.
- 18.5 Where a fire hydrant is located on private property, the *Owner* or *Occupier* of the *Premises* must:
 - a. ensure that all requirements of the *Building Code* are complied with during installation of the fire hydrant;
 - b. maintain space around the fire hydrant with stable ground cover and a clear and unobstructed area as shown in Schedule A.
- 18.6 If an *Owner* or *Occupier* fails to properly maintain the hydrant area in accordance with the access route specifications set out in the *Building Code* and Schedule A, the *Fire Chief* may issue an order to the *Owner* or *Occupier* to comply with such specifications within a time period specified in the order.
- 18.7 If an *Owner* or *Occupier* fails to comply with an order issued under the subsection 18.6 above within the time specified in the order, the *City* may enter onto the property and carry out such work at the cost of the *Owner*.
- 18.8 The *Owner* or *Occupier* of *Premises* on which a private fire hydrant is installed must ensure that the hydrant is maintained in good working condition at all times and that the hydrant is inspected, serviced and tested at least yearly by a qualified person in accordance with the requirements of the *Fire Code*.
- 18.9 Without limiting subsection 18.8 above, the *Owner* of property on which a private fire hydrant is installed must maintain the hydrant in accordance with the *Fire Code* and must upon request provide the *Fire Chief* with a written report of the inspection, servicing and testing performed on the private fire hydrant.
- 18.10 The *Owner* or *Occupier* of *Premises* on which a City-owned fire hydrant located on the private property, or on the *City's* right of way between the private property and the adjacent street, must ensure that access to that hydrant is free of obstructions from vegetation, snow accumulation, or any other encumbrances which could be reasonably removed by the property *Owner*. Obstructions which cannot be reasonably removed must be promptly reported to the *Fire Department*.

19. FIRE ALARM SYSTEMS

- 19.1 Every *Owner* or *Occupier* of any *Premises* which is required, by provincial codes and/or *City of Port Alberni* Bylaw to have a *Fire Alarm System* must have a system which is installed, maintained and monitored as per all relevant CSA standards. The *Owner* or *Owner's* Authorized Agent of any building required to have a monitored *Fire Alarm System* must obtain an ULC Certificate confirming compliance with CAN/ULC-S561. The certificate must be posted in a permanent manner in close proximity to the monitoring

equipment or such other location acceptable to the *Fire Chief*.

- 19.2 Every *Owner* or *Occupier* of any *Premises* with a *Fire Alarm System* must maintain and provide to the *Fire Department*, in writing, the names and telephone numbers of three (3) contact persons, at least one of whom is available 24 hours a day by telephone to attend within 30 minutes of notification by the *Fire Department* to enter and secure the *Premises* at an *Incident*.
- 19.3 The *Owner* or *Occupier* must notify the *Fire Department* in writing within seven (7) days of any changes in the names or addresses of contact persons.
- 19.4 The *Owner* or *Occupier* must provide to every contact person designated under the above subsection 19.2 full access to the *Premises* for which they have responsibility and full authority to take control of and operate the *Fire Alarm System* and secure the *Premises* on completion of *Assistance Response* or other *Incident*.
- 19.5 Where a contact person, with sufficient authority and access, fails to respond to a fire alarm and attend the *Premises* within 30 minutes:
 - a. the *Fire Department* may use whatever means are necessary to gain entry to the *Premises* to investigate the fire alarm without payment to the *Owner* or *Occupier* of any compensation whatsoever for damage caused to the *Premises* by such forced entry; and
 - b. the *Owner* or *Occupier* of the *Premises* shall be liable to reimburse the *City*, at the rates specified in the *Fees and Charges Bylaw*, as amended or replaced from time to time, for the cost to the *City* of all time during which *Fire Department Apparatus* and *Members* were required to remain on standby at the *Premises*, commencing after the 30 minute time period specified in this subsection, until such time as a contact person, *Owner* or *Occupier* arrives to attend at, provide access to, or secure the *Premises*.
- 19.6 The *Fire Department* may enter the structure to investigate the cause of the alarm in any of the following conditions:
 - a. when a building is not secured;
 - b. access to the building is given by an *Occupant* of the building;
 - c. when a key has been provided to the *Fire Department* for entry to the building; or
 - d. any other reason authorized by the *Fire Safety Act* and any relevant regulations.

20. ACTIVATION OF A FIRE ALARM SYSTEM

- 20.1 A person must not activate a *Fire Alarm System* unless:
 - a. there is a fire;
 - b. the person reasonably believes that a fire or other *Incident* is occurring or is imminent;
or

- c. the activation is carried out for testing purposes by persons authorized by the *Fire Chief* or their designate.

21. FIRE SAFETY PLANNING

- 21.1 The *Owner* or *Occupier* of any building required by the *Fire Code* to have a *Fire Safety Plan* prepared in cooperation with the *Fire Department* must:
 - a. ensure that the *Fire Safety Plan* is compliant and consistent with the requirements of the *Fire Code*;
 - b. prepare the *Fire Safety Plan* in a form, format and diagram template acceptable to the *Fire Chief* and submit the *Fire Safety Plan* to the *Fire Chief* or designate, typically the *Chief Fire Prevention Officer*, for review;
 - c. pay the fee prescribed in the *Fees and Charges Bylaw* for review of the *Fire Safety Plan*;
 - d. review the *Fire Safety Plan* at least annually in accordance with the requirements of the *Fire Code* and if material changes have occurred in relation to the building, use, or occupancy, submit an updated plan to the *Fire Chief* or designate, typically the *Chief Fire Prevention Officer*, for review; and
 - e. locate the *Fire Safety Plan* on the *Premises* in a location and manner acceptable to the *Fire Chief* to allow for reference by the *Fire Department*.

22. NO OBSTRUCTIONS

- 22.1 A person must not cause to be placed, stored, or maintained upon any roof or balcony any material or object which may interfere with access or egress or *Fire Department* operations in case of fire or other emergency, and shall remove all such objects or materials upon the order of the *Fire Chief* or any *Member*.
- 22.2 A person must not obstruct access passageways on a roof surface required by the *Fire Code* or *Building Code*.
- 22.3 Every *Owner* or *Occupier* of *Premises* must at all times ensure that all exits and means of egress required under the *Building Code*, *Fire Safety Act*, *Fire Code* or the *Building Bylaw* or the *Building Standards Bylaw* are properly maintained and remain unobstructed at all times.
- 22.4 Any development of a property must be done so in accordance with Schedule C "City of Port Alberni Fire Department Access to Buildings."

23. REGULATION OF FIRE HAZARDS

- 23.1 An *Owner* of *Premises* must not cause or permit *Combustible Materials*, growth, waste, or rubbish of any kind to accumulate in or around the *Owner's Premises* in such a manner as to endanger property or constitute a *Fire Hazard*.
- 23.2 The *Fire Chief* may order any person to remove or otherwise deal with accumulation or

materials or growth referred to in subsection 23.1 above and upon receipt of such order, that person shall take whatever action is specified in the *Fire Chief's* order within the time period specified therein, failing which the *Fire Department* may take whatever action is necessary to remove the *Fire Hazard* at the expense of the person to whom the order is directed or the *Owner* or *Occupier* of the *Premises*.

- 23.3 No person shall deposit, or allow to be deposited, ashes or other materials or things taken from any stove, furnace, fireplace, or heating appliance, in anything other than a metal or other non-combustible container.
- 23.4 No person shall deposit or allow or cause to be deposited any greasy or oily rags or other material or things or substances likely to ignite spontaneously or aid in the spread of fire, in anything other than a suitable metal or non-combustible container or receptacle equipped with a close-fitting lid.
- 23.5 No person shall keep or store or cause to be kept or stored any accumulation of material that might cause a fire, contribute to the spread or severity of a fire, pose a risk to neighbouring improvements, pose a risk to *Members* or limit the ability of *Members* to evacuate victims of a fire.
- 23.6 No person shall allow or permit to be allowed any flammable or toxic liquid to enter into any drainage system, toilet, septic tank or other fixture attached thereto, or connected to any sewer or drainage system.
- 23.7 The *Fire Chief* or designate may order the *Owner* of an existing multiple-family residential, assembly, mercantile, business or personal services, industrial, care or detention occupancy to provide or make alterations to *Fire Protection Equipment* and systems including heat and smoke detection, fire alarms, fire extinguishers, *Sprinkler Systems*, exit signs, emergency lighting, fire separations and means of egress in order to provide adequate life safety to its *Occupants*, provided that the requirements of any such order may not exceed those establishing by the *Building Code* or *Fire Code* or building regulations established in accordance with the *Building Code* or *Fire Code*. Any *Owner* may satisfy the requirements of an order through equivalents or alternative solutions accepted by the *Fire Chief* or designate.

24. VACANT PREMISES

- 24.1 For the purpose of this Section, vacant premises includes a lot, building or other structure in respect of which a water or electricity service has been intentionally discontinued, other than for temporary maintenance, repair or upgrading, so that the condition of the premises is not suitable for human habitation or other occupancy that is normally permitted.
- 24.2 The *Owner* of vacant premises must promptly act to ensure that, at all times:
 - a. the premises are free from litter and debris or accumulations of combustible or flammable materials except where storage of combustible or flammable materials is in strict accordance with the *Fire Code* and this Bylaw;
 - b. all openings in the premises are securely closed and fastened in a manner acceptable to the *Fire Chief* or designate so as to prevent fires and the entry of unauthorized persons; and

c. *Sprinkler Systems* and *Fire Alarm Systems* remain operational as per requirements of the *Fire Code*.

24.3 Where an *Owner* fails to securely close a vacant building as required by subsection 24.2 above, the *Fire Chief* or designate may, by notice in writing, order the *Owner* to secure the building or other part of the vacant premises against unauthorized entry in a manner set out in the notice.

24.4 If an *Owner* of vacant premises fails to bring the premises into compliance with this Bylaw within twelve (12) hours of receiving a notice under subsection 24.3 above, or if the *Fire Chief* or designate is unable to contact the *Owner* within twelve (12) hours of finding vacant premises in an unsecured state, the *Fire Chief* or designate may cause the premises to be secured by *City* employees or agents, who may board up or otherwise secure doors, windows, and other points of entry into the premises in order to prevent fires and unauthorized entry, at the cost and expense of the *Owner*.

25. DAMAGED BUILDINGS

25.1 The *Owner* of a building or other structure that has been damaged due to fire, explosion or other incident which the Fire Department has been called to, must immediately, once permitted by the Fire Chief or their designate, ensure that all openings and points of entry into the building are kept securely closed and fastened in a manner acceptable to the Fire Chief so as to prevent the entry of unauthorized persons, or that one or more Security Guards are stationed to prevent such entry.

25.2 If the *Owner* cannot or will not comply immediately with 25.1, the Fire Chief may cause the work to be carried out at the cost and expense of the *Owner*.

26. INSPECTION OF PREMISES

26.1 The *Fire Chief*, *Deputy Fire Chief*, *Chief Fire Prevention Officer*, *Captain* or anyone acting in one of these roles is hereby designated as a *Fire Inspector* under Section 8 of the *Fire Safety Act* and is authorized to enter any *Premises* at all reasonable times to inspect and determine whether:

- a. the *Premises* are in such a state of disrepair that a fire starting therein might spread so rapidly as to endanger life or other *Premises* or property;
- b. the *Premises* are so used or occupied that fire would endanger life or property;
- c. combustible or explosive materials are being kept on the *Premises* or other flammable conditions exist in or about the *Premises* so as to endanger life or property;
- d. in the opinion of the *Fire Chief* or a *Member*, a *Fire Hazard* exists in or about the *Premises*; or
- e. the requirements of this Bylaw, the *Fire Code*, and the *Fire Safety Act* are being complied with.

26.2 Notwithstanding subsection 26.1, a *Fire Inspector* must not enter a private dwelling without

the consent of the *Occupier*, except under the authority of a warrant obtained from the Provincial Court to enter *Premises* without consent, as permitted under Section 32(2) of the *Fire Safety Act*.

- 26.3 No person shall obstruct, hinder or prevent the *Fire Chief* or any *Member* from entering into or upon any *Premises* for the purpose of inspecting the *Premises* in the ordinary course of their duties.
- 26.4 Every *Occupier* of *Premises* shall provide all information and shall render all assistance required by the *Fire Chief* or any *Member* in connection with the inspection of such *Premises* pursuant to this Bylaw, the *Fire Code*, and the *Fire Safety Act*.
- 26.5 No person shall purposely withhold or falsify any information required by the *Fire Chief* or any *Member* under this Bylaw, the *Fire Code*, or the *Fire Safety Act*.

27. FREQUENCY OF INSPECTIONS DELEGATED

- 27.1 The authority and duty of *Council* under the *Fire Safety Act* to establish, revise and implement a regular *Risk-Based Compliance Monitoring System* for inspections of *Public Buildings* is delegated to the *Fire Chief* and for this purpose the *Fire Chief* is authorized to establish a system of regular inspections which will provide different frequencies of inspection depending on a building's *Building Code* building classification, its use, age, past inspection history and fire risk assessment.
- 27.2 The *Fire Chief* must report to *Council* as and when requested by *Council* on the inspection system created and implemented under subsection 27.1 above.
- 27.3 *Public Buildings* shall be classified into three risk levels, with the *Fire Chief* prioritizing inspections and assessments based on these classifications:
 - a. Level 1 - Low Risk: *Public Buildings* with minimal fire risk, well-maintained, with current compliance to all fire safety regulations, which will undergo routine inspections;
 - b. Level 2 - Moderate Risk: *Public Buildings* with some fire risk due to factors such as age, occupancy type, or limited fire safety measures in place, which will be subject to more frequent inspections than Level 1 *Public Buildings*; and
 - c. Level 3 - High Risk: *Public Buildings* with significant fire risk, such as those with hazardous materials, high occupancy, or non-compliance with essential fire safety regulations, which will undergo the most frequent and detailed inspections;
- 27.4 The *Owner* of a *Public Building* must, upon request by the *Fire Chief*, ensure that a fire safety assessment is conducted in the form and manner required by the *Fire Chief* and submitted to the *Fire Chief* within the time and in the manner specified, and the *Fire Chief* may initiate a fire safety inspection if the *Owner* fails to meet the requirements.
- 27.5 The City may charge the *Owner* of a *Public Building* a fee as set out in the *Fees and Charges Bylaw* for conducting a fire safety inspection, under the statutory powers granted by Section 20(2) of the *Fire Safety Act*, and based on risk levels and other factors relating to the fire safety inspection, including classes of *Owners* or *Public Buildings*.

- 27.6 Fees shall be payable at the time of inspection or as invoiced following the inspection and are non-refundable. Additional fees may apply for specialized inspections or re-inspections, as determined by the *Fire Chief*. The fees shall be payable to the City within 30 days of issuance of an invoice.
- 27.7 The *Owner* of a *Public Building* may appeal, in writing, the risk classification or inspection fee to *Council* within 14 days of receiving notice of the fee or classifications. *Council* shall review the appeal and make a final determination on the classification or fee, which shall be binding.

28. NUISANCE AND DANGEROUS GOODS INCIDENTS

- 28.1 Every person who, willfully or recklessly and without reasonable cause:
- a. sets or causes a fire or explosion to which the *Fire Department* must respond; or
 - b. causes a fire or any other loss that can be directly attributed to the use of fireworks contrary to the requirements and restrictions of the *Fireworks Bylaw*, shall be deemed to have caused a nuisance and, in addition to any penalty imposed under this Bylaw or otherwise by law, shall be liable to pay the actual costs and expenses incurred by the *Fire Department* in abating that nuisance by responding to and investigating the fire or loss, calculated in accordance with the rates set out in the *Fees and Charges Bylaw*.
- 28.2 Every *Owner*, carrier, agency, organization or other person having responsibility for the transport, storage or use of dangerous goods, shall be responsible, at that person's own cost and expense, for the clean-up and safe disposal of all such dangerous goods arising from any *Incident*, and a person who fails to do so shall be liable to pay the actual costs and expenses incurred by the *Fire Department* in performing such work including:
- a. the costs and expenses incurred by the *City* or its contractors or agents for the clean-up and safe transport and disposal of the dangerous goods; and
 - b. the costs incurred by the *Fire Department* in mitigating the dangerous goods *Incident*, including without limitation, *Equipment* and *Apparatus* replacement and decontamination costs.
- 28.3 If a fire cause or other investigation is required, and cannot be conducted immediately, incident security may be arranged by the *Fire Chief* or the RCMP.
- 28.4 All costs associated with providing required security at an *Incident*, as described in subsection 28.3 above, are the sole responsibility of the *Owner* or *Occupier*.

29. FALSE ALARM INCIDENT FEES

- 29.1 The *Owner* or *Occupier* of *Premises* containing a *Fire Alarm System* shall pay the *City* a fee for *False Alarms* in accordance with the following tiered structure, with fees resetting each calendar year:
- a. First and Second *False Alarms*: warning issued, no fee;

- b. Third *False Alarm*: fee amount as set out in the *Fees and Charges Bylaw*; and
 - c. Fourth and Subsequent *False Alarms*: increased fee amount as set out in the *Fees and Charges Bylaw*, with the fee increasing for each subsequent *False Alarm*.
- 29.2 Where an *Owner* or *Occupier* makes documented improvements to a *Fire Alarm System* through a fire protection professional, or takes other steps acceptable to the *Fire Chief*, to reduce or eliminate future *False Alarms*, then, upon receipt of an application in writing within thirty days of the most recent *False Alarm*, the *Fire Chief* may deem for the purposes of the above subsection 29.1 that, until another *False Alarm* occurs, no *False Alarm* of the *Fire Alarm System* has occurred.
- 29.3 If an *Owner* or *Occupant* is carrying out testing repair, maintenance, adjustments or alterations to a *Fire Alarm System* and that activity results in a 911 call by an *Owner*, *Occupant* or an alarm company, that occurrence will be deemed to be a *False Alarm* for the purposes of this Bylaw.

30. FIRE ORDERS

- 30.1 In addition to authority provided for orders by the *Fire Chief* or designate elsewhere in this Bylaw, if a person contravenes or fails to comply fully with any provision of this Bylaw, or if conditions exist in or upon any *Premises* which in the opinion of the *Fire Chief* or designate, constitute a *Fire Hazard* or other danger to life or property, the *Fire Chief* or designate may, in writing, issue such order to that person as necessary to ensure full and proper compliance with this Bylaw or to remove or otherwise deal with the *Fire Hazard* or other danger.
- 30.2 An order made by the *Fire Chief* or designate under this Bylaw may be served:
- a. by delivering it or causing it to be delivered to the person to whom it is directed;
 - b. by sending the order by mail to the last known address of the property *Owner*, or
 - c. if the person to whom it is directed cannot be found, is not known or refuses to accept service of the order, by posting a copy of the order in a conspicuous place on the *Premises* that is subject to the order.
- 30.3 If an order has been posted in accordance with subsection 30.2 above, a person must not remove, deface or destroy the order.
- 30.4 A person against whom an order has been made by a designate of the *Fire Chief* under this Bylaw may, before the expiration of ten (10) days from the date of the order, appeal in writing to the *Fire Chief*, who may uphold the order, vary or set aside the order, or issue an alternative order.
- 30.5 Every order issued by the *Fire Chief* shall state a date by which the order shall be carried out, which date shall, in the discretion of the issuer, have regard to the degree of urgency involved in correcting or removing conditions which may tend to increase the hazard of fire or danger to life and property.
- 30.6 Where a person is in default of an order made pursuant to this Bylaw, the *City* by its

employees, servants or agents may enter the *Premises* and effect such work as is required in the notice at the cost and expense of the *Owner* or *Occupier* of the *Premises*, payable upon receipt of invoice from the *City*.

31. PENALTIES

31.1 The provisions of this Bylaw may be enforced by any *Bylaw Enforcement Officer*, *Fire Chief* and *Chief Fire Prevention Officer*.

31.2 Any person who:

- a. contravenes, violates or fails to comply with any provision of this Bylaw or of any order issued under this Bylaw;
- b. suffers or permits any act or thing to be done in contravention or violation of any provision of this Bylaw or any order issued under this Bylaw; or
- c. fails or neglects to do anything required to be done under this Bylaw or any order issued under this Bylaw,

commits an offence and, upon conviction, individuals are liable to a fine of up to \$50,000, corporations are liable to a fine of up to \$250,000, and where the offence is a continuing one, each day the offence continues shall constitute a separate offence.

31.3 This Bylaw is designated pursuant to Section 264 of the *Community Charter*, as a bylaw that may be enforced by means of a ticket in the form prescribed.

31.4 Pursuant to Section 264(1)(c) of the *Community Charter*, the words or expression set forth in Column 1 of Schedule B of this Bylaw, under the heading "Description of Offence", designate the offence committed under that section of this Bylaw appearing in Column 2 of Schedule B, under the heading "Section", opposite the respective words or expressions.

31.5 Pursuant to Section 265(1)(a) of the *Community Charter*, the fine amount set forth in Column 3 of Schedule B of this Bylaw, under the heading "Amount of Fine", is the fine amount that corresponds to the section number and words or expressions set out in Columns 1 and 2 of Schedule B opposite the fine amount.

31.6 In specific circumstances of non-compliance, based on an assessment of factors including previous enforcement actions and the gravity of the contravention, this Bylaw may be enforced using the Administrative Penalty System established under Sections 33-35 of the *Fire Safety Act* and the penalty may be recovered as a debt due to the government from the person on whom the administrative penalty is imposed.

32. COST RECOVERY

32.1 Where an *Owner* or operator of a building is notified by the *Fire Department* of a deficiency under this Bylaw or the *Building Code* or *Fire Code*, and that deficiency was reported as a result of an inspection by the *Fire Department*, the *Fire Department* may re-inspect that *Premises*. If, upon re-inspection after a period of time deemed reasonable by the *Fire Chief*, the deficiency has not been remediated, the *Owner* of said building will be charged the re-inspection fee set out in the *Fees and Charges Bylaw* for the re-inspection and each

subsequent re-inspection thereafter until the deficiency has been remediated.

32.2 Pursuant to the authority granted under the *Fire Safety Act* and the *Community Charter*, the City may recover costs incurred in enforcing this Bylaw and the *Fire Safety Act*, including but not limited to:

- a. costs associated with fire suppression, deploying *Members* of the *Fire Department* and equipment to respond to fire incidents, including those caused by non-compliance with this Bylaw;
- b. costs incurred in securing evacuated *Premises* due to fire safety concerns, where the *Owner* or *Occupier* has failed to do so, including costs for necessary measures taken to prevent unauthorized entry and protect public safety; and
- c. costs related to investigations, inspections, legal proceedings and any other actions taken to enforce this Bylaw and ensure compliance with fire safety regulations.

32.3 Where an *Evacuation Order* has been issued under the *Fire Safety Act* and the *Owner* or *Occupier* fails to secure the evacuated *Premises*, the City may take necessary steps to secure the *Premises* to prevent unauthorized entry and protect public safety and recover the costs of securing the *Premises* from the *Owner*, which are deemed to be a special charge on the land within the meaning of Section 250 of the *Community Charter*.

33. GENERAL FEE REGULATIONS

33.1 Where under this Bylaw the *City* is authorized or required to provide work or services to lands or improvements, and the costs incurred by the *City* in carrying out such work or services are not paid when due and payable, the *City* may recover those costs from the *Owner* of the lands or improvements in the same manner and with the same remedies as ordinary taxes and, if the costs remain unpaid on December 31, they shall be deemed to be taxes in arrears.

34. SEVERABILITY

34.1 If any part, section, subsection or phrase of this Bylaw is held to be invalid by a court of competent jurisdiction, the invalid portion shall be severed and the remainder of the Bylaw will be deemed to have been enacted without the invalid portion.

35. APPLICATION

35.1 The provisions of this Bylaw apply to all buildings, structures, premises and conditions within the *City* and, for certainty, apply to both existing buildings and buildings under construction.

36. GENDER AND NUMBER

36.1 Wherever the singular or masculine is used in this Bylaw, the same shall be construed as meaning the plural, feminine or the body corporate or politic where the context so requires.

37. EFFECTIVE DATE

37.1 This Bylaw comes into force and takes effect on the date of its adoption by *Council*.

READ A FIRST TIME this 25th day of November, 2024.

READ A SECOND TIME this 25th day of November, 2024.

READ A THIRD TIME this 10th day of February, 2025.

FINALLY ADOPTED this 24th day of February, 2025.



Mayor





Corporate Officer

SCHEDULE B

Column 1 Description of Offence	Column 2 Section #	Column 3 Amount of Fine
Obstruction of entry	12.1	\$500
Interference with member entry	12.2	\$500
Obstruction of access	12.3	\$500
Unauthorized entry	13.1	\$500
Obstruction at assistance response	14.1	\$500
False representation	15.1	\$250
Outdoor fire without authorization	16.1(a)	\$250
Campfire larger than 0.5 metres in diameter	16.1(b)	\$250
Outdoor fire location	16.1(c)	\$250
Outdoor fire failure to provide a competent adult	16.1(d)	\$250
Outdoor fire escape from point of origin	16.1(e)	\$500
Outdoor fire burning of unauthorized material	16.1(f)	\$250
Outdoor fire of unauthorized appliance	16.1(g)	\$250
Prohibited burning	16.1(h)	\$500
Outdoor burning during suspension	16.3	\$500
Failure to maintain fire protection equipment	17.1	\$250
Improper location of Fire Department connections	17.2	\$250
Fire Department connections and protective caps	17.3	\$250
Obstruction to access	17.4	\$500
Failure to display identifying signs	17.5	\$250
Improper sprinkler system	17.6	\$250
Failure to maintain sprinkler system during building demolition	17.7	\$250
Improper smoke alarms	17.8	\$250

Column 1 Description of Offence	Column 2 Section #	Column 3 Amount of Fine
Improper hydrant	18.1	\$250
Unauthorized use of hydrant	18.2	\$250
Tampering with hydrant	18.3	\$250
Unauthorized removal of hydrant	18.4	\$500
Hydrant on private property	18.5	\$250
Hydrant maintenance	18.8	\$250
Improper fire alarm system	19.1	\$250
Material on roof or balcony	22.1	\$250
Obstruction on roof	22.2	\$250
Obstruction of exits	22.3	\$250
Accumulation of combustible materials	23.1	\$250
Depositing of ashes	23.3	\$250
Depositing of substances likely to ignite	23.4	\$500
Storage of material that might cause a fire	23.5	\$250
Allowing flammable or toxic liquid into drainage system	23.6	\$250
Failure to keep vacant premise in safe condition	24.2	\$250
Failure to keep damaged building in safe condition	25.1	\$250
Obstruction of Inspection	26.3	\$500
Information required for inspections	26.4	\$250
Withholding or falsifying information	26.5	\$500
Removing or destroying order	30.3	\$250

SCHEDULE C

CITY OF PORT ALBERNI

FIRE DEPARTMENT ACCESS

TO BUILDINGS



August 2023

PART I: INTRODUCTION

The design and construction of fire department access routes involves the consideration of many variables, some of which are specified in the requirements in the current British Columbia Building Code. Other variables are specific to the fire department vehicles operated by the Port Alberni Fire Department. Properly positioning fire department vehicles can be critical at a fire scene. Fire

department vehicles may need to pass one another, deploy fire hoses, deploy personnel and equipment, or extend outriggers necessary to support an aerial ladder. Consideration must also be given to variables such as traffic congestion and snow removal.

PART II: DEFINITIONS

Access route (fire lane) – means a portion of a street, yard, roadway, or parking lot lane, that is always available for fire department emergency access to buildings and hydrants.

Aerial apparatus – means a fire department vehicle equipped with a permanently mounted aerial ladder or platform which elevates to heights to provide fire suppression and rescue capabilities. (In the City of Port Alberni, *aerial apparatus* are also outfitted as a *pumper*).

Fire department vehicle - means a pumper truck, aerial ladder truck, rescue truck, command vehicle or utility vehicle which may be assigned to an emergency incident.

Public thoroughfare – means a public road, street or highway owned or controlled by the province or municipality.

Pumper – means a fire department vehicle equipped with water tank, hose lines and ground ladders, and capable of pumping water from a static water supply or fire hydrant.

Turnaround facility – means an area designated as a turnaround area for a fire department vehicle and designed such that the vehicle will be able to turn around making not more than one backing maneuver.

PART III: ADDRESS

Civic Street Numbers

- 1) The civic address number for the building shall be clearly posted at the principle entrance to the building.
- 2) Where the posted civic address number required by sentence (1) is not clearly visible from the public thoroughfare, a sign shall be posted at the entrance to the property displaying the address(s) of the building(s) located on the property.
- 3) A unit number for each individual unit within a commercial or multi-residential use property shall be posted in a visible location at the entry to each unit.
- 4) Address numbers required by sentence (1) to (3) shall be a minimum of 7.63 millimeters (3 inches) in height and of a colour that contrasts with a surface on which they are mounted.
- 5) Where more than four multi-residential buildings are located on a property, the sign required by sentence (2) shall be in the form of a site plan which; is clearly visible upon entry to the property, indicates the address of each building, and indicates the location of access to each unit within the building.

PART IV: ACCESS ROUTE LOCATION

- 1) Access routes shall be located, for a building not provided with a fire department connection, so that the unobstructed distance from the hydrant to the fire department vehicle plus the unobstructed path of travel for the firefighter from the vehicle to the principle entrance in not more than 90 m. The unobstructed path of travel for the firefighter shall not exceed 45 m (*Fig 1*).
- 2) Access routes shall be located, for a building provided with a fire department connection, so that
 - a) the fire department pumper can be located adjacent to the hydrant, and
 - b) the unobstructed path of travel for the firefighter from the fire department pumper to the fire department connection in not more than 45 m (*Fig 2*).
- 3) If a portion of a building is completely cut off from the remainder of the building so that there is no access to the remainder of the building, access routes shall be located so that the unobstructed path of travel from the fire department vehicle to one entrance of each portion of the building is not more than 45 m (*Fig 3*).
- 4) To facilitate the deployment of fire hose lines, the above required distances should be measured along the centre line of the
 - a) fire department vehicle access route, and
 - b) path of travel of the firefighter.
- 5) A building which is more than 3 stories in building height or more than 600 m² in building area shall be provided with an access route for fire department vehicles so that the closest portion of the access route is not less than 3 m and not more than 15 m
 - a) to the principle entrance, and
 - b) to each face of a building required by the BC Building Code to have direct access for firefighting from the outdoors, measured horizontally from the face of the building (*Fig 4*).

PART V: ACCESS ROUTE DESIGN

Clear Width

- 1) The fire department vehicle access route shall have a clear surface width not less than 6 m (*Fig 5 & 6*).

- 2) Curbs, gutters and sidewalk drop-downs, on each side of the access way, shall not be permitted within the required 6 m dimension (*Fig 7*).
- 3) The portion of the access route located adjacent to the face of a building should be free of traffic calming devices such as speed-bumps or speed-humps.
- 4) Parking lanes or stalls, on each side of the access route, shall not be included in the required 6 m dimension (*Fig 8*). Signs shall be posted (20 m apart and 2.3 m above surrounding grade) prohibiting such parking (*Fig 9*).

Turn Radius

- 5) Access routes and entrances to access routes shall have a centre line radius not less than 12 m (*Fig 10*).
- 6) The portion of the fire department vehicle which extends beyond the front or rear axle must also be considered when designing curves or turnaround facilities (*Fig 13*). Sufficient clearance shall be provided from objects such as bollards, light standards and hydro poles.

Dead-end routes

- 7) Access routes shall have turnaround facilities for any dead-end portion of the access route more than 90 m long (*Fig 11 & 12*).

Obstructions

- 8) Access routes shall have a minimum overhead clearance height of not less than 5 m, free of obstructions including trees, overhangs, canopies, or any other building or site feature.
- 9) Trees, overhangs, canopies, or any other building or site feature shall not reduce the width of any access route.

Grades

- 10) The access route shall have a change of gradient not more than 1 in 12.5 (8%) over a minimum distance of 15 m.

Loads

- 11) The access route shall be designed to support 38,000 kg of gross vehicle weight and be surfaced with concrete, heavy-duty asphalt or other hard-surface material designed to permit accessibility under all climatic conditions. Turfstone, structural grass or similar products are not acceptable finishes for an access route surface.

Property Access

12) The access route shall be connected with a public thoroughfare.

FIG. 1

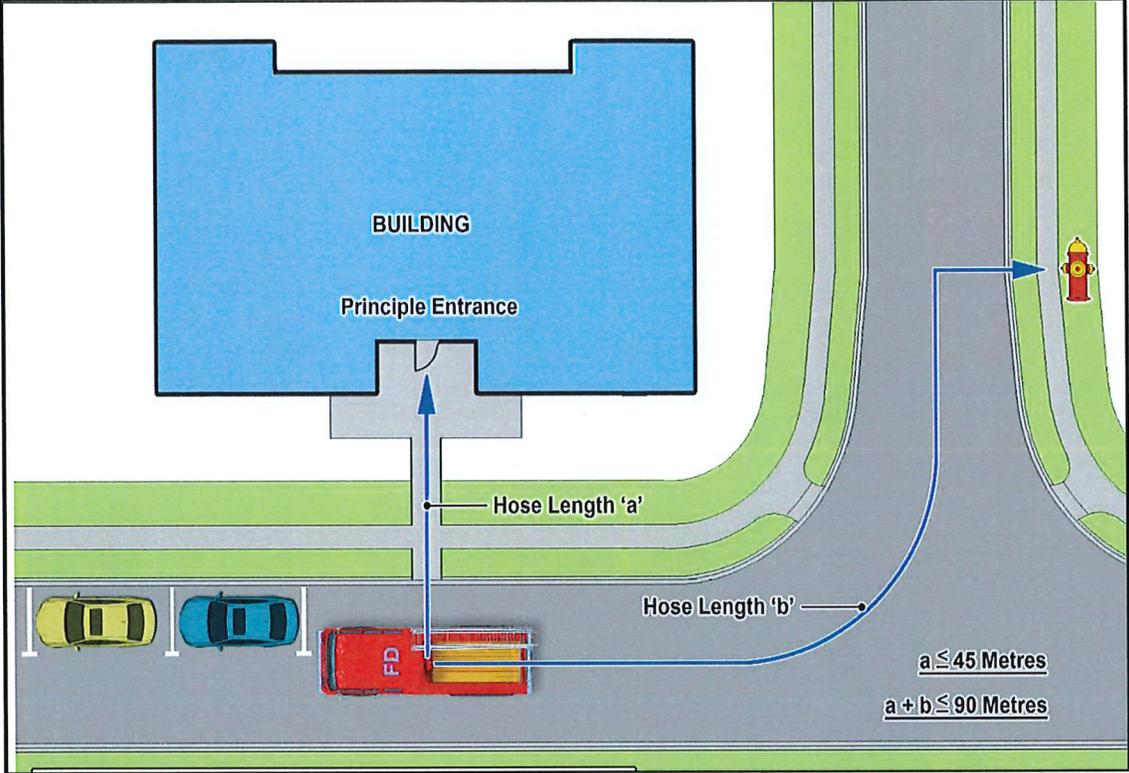


FIG. 2

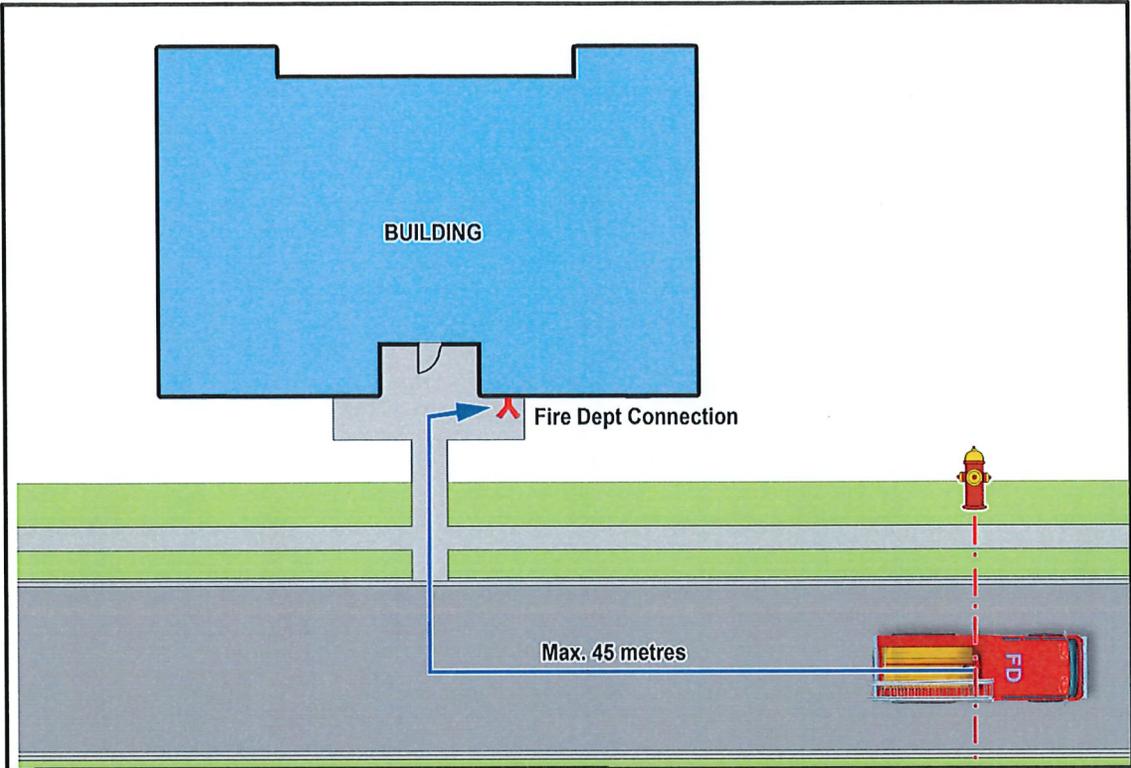


FIG. 3

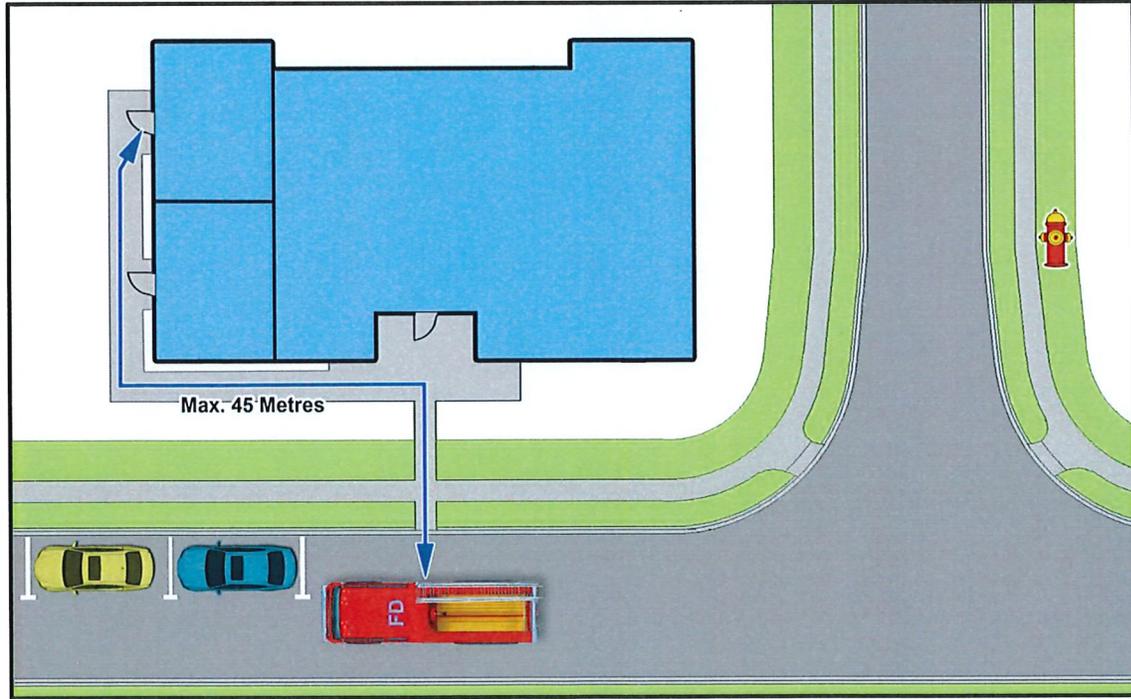


FIG. 4

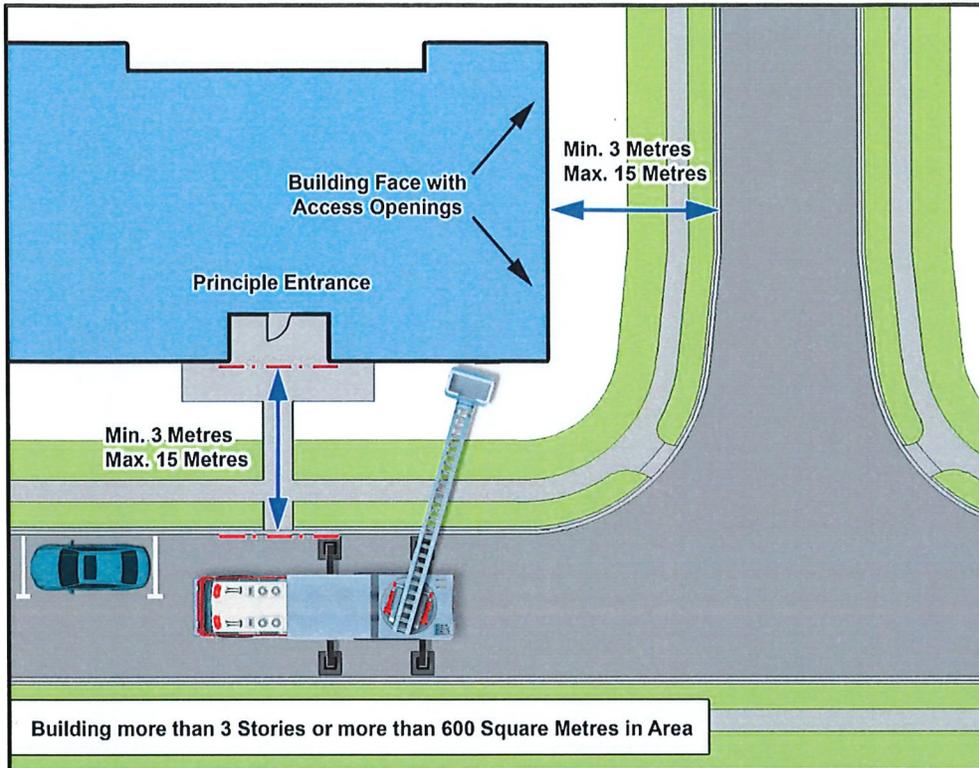


FIG. 5

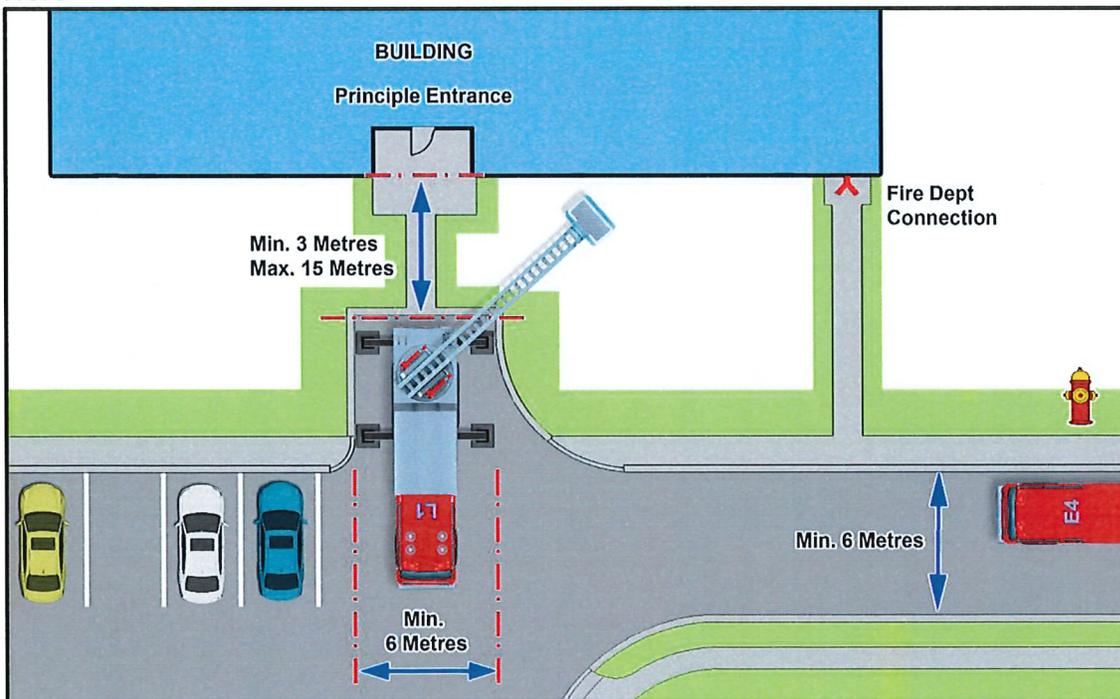


FIG. 6

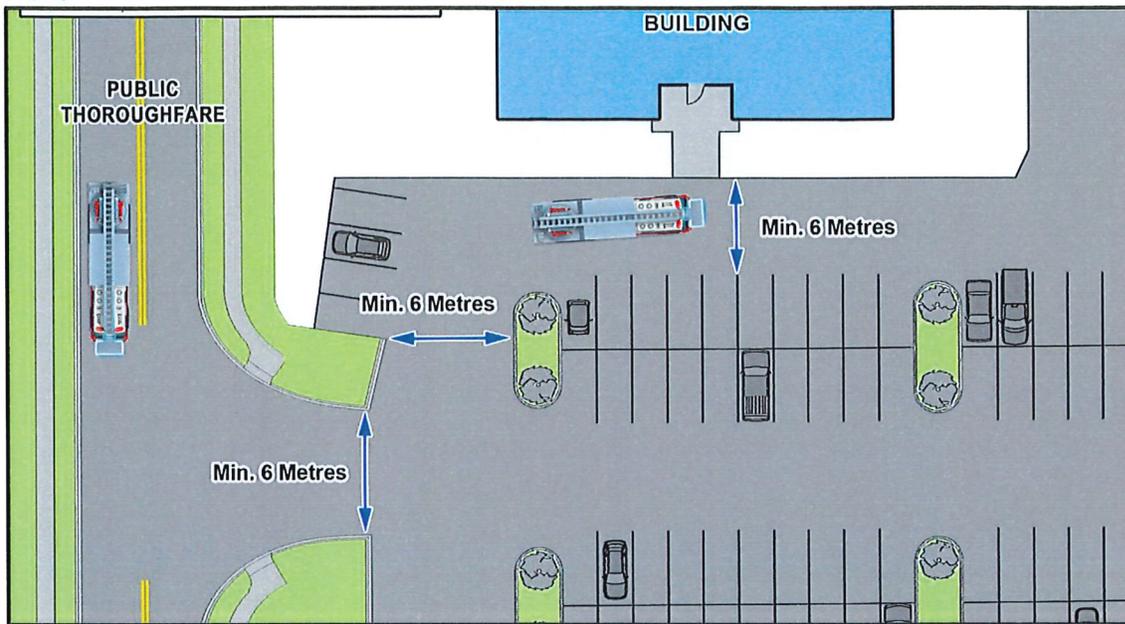


FIG. 7

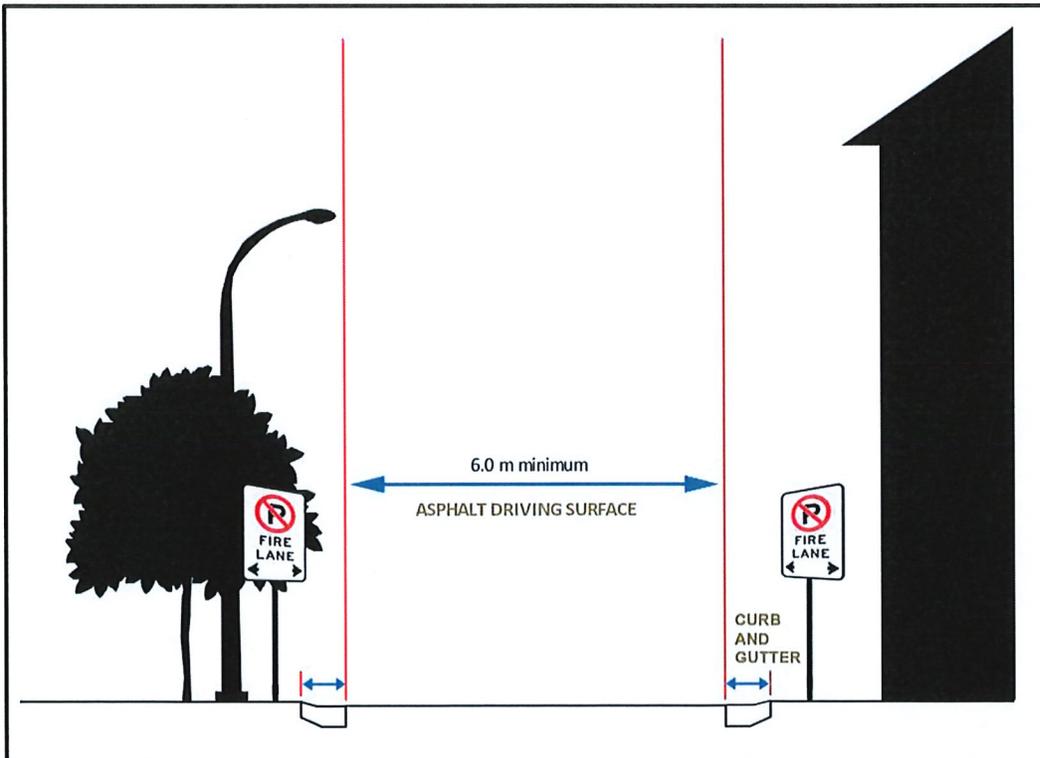


FIG. 8

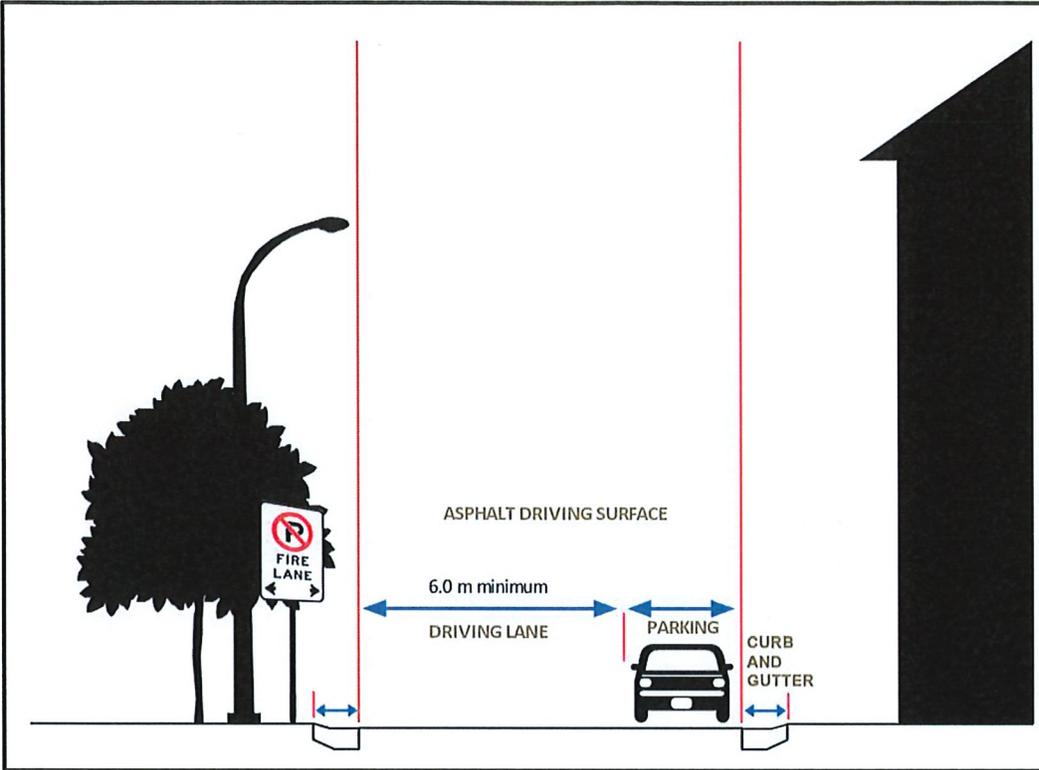


FIG. 9

0.081 Aluminum

Catalogue of Standard Traffic Signs
British Columbia Provincial Sign Program

Sign Item Number	Dimensions (W x H) mm	Reflectivity ASTM Type	MoT Approval	Typical Application
P-004	300 x 450	1	-	Local Road / Low Speed

FIG. 10

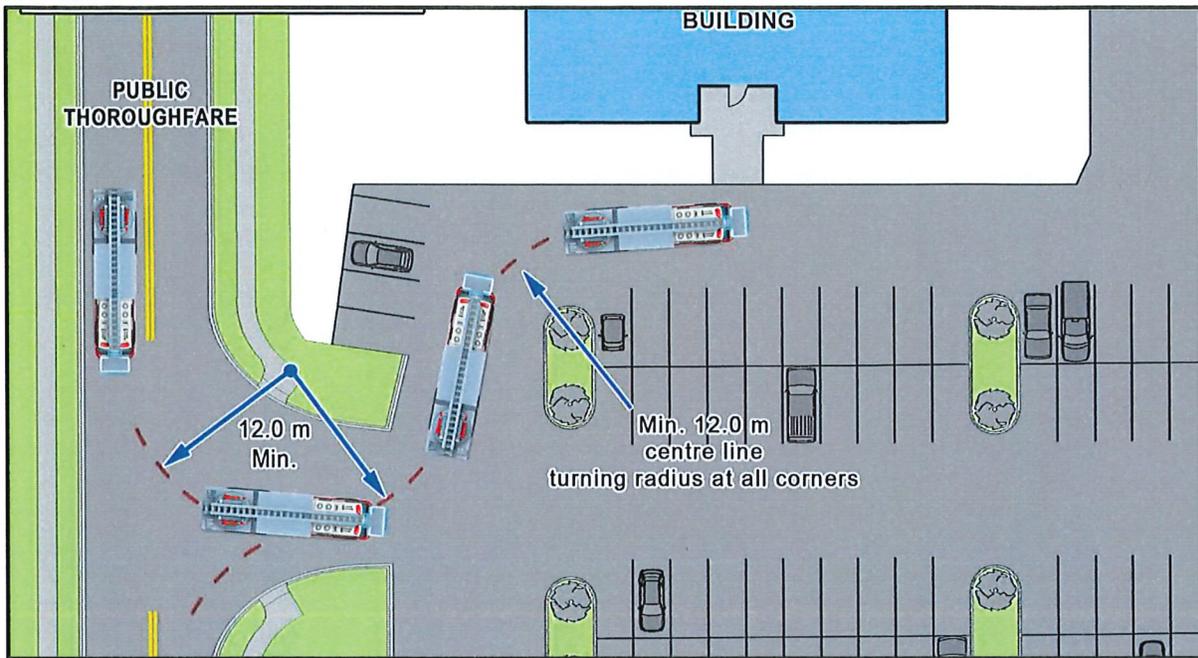


FIG. 11

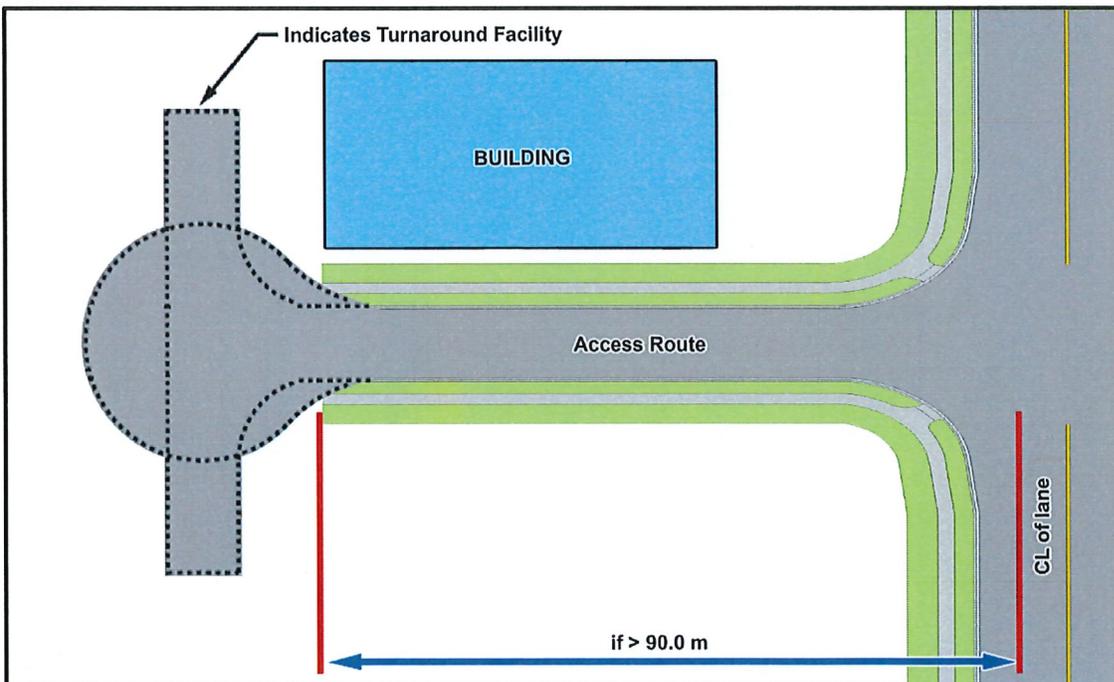


FIG. 12

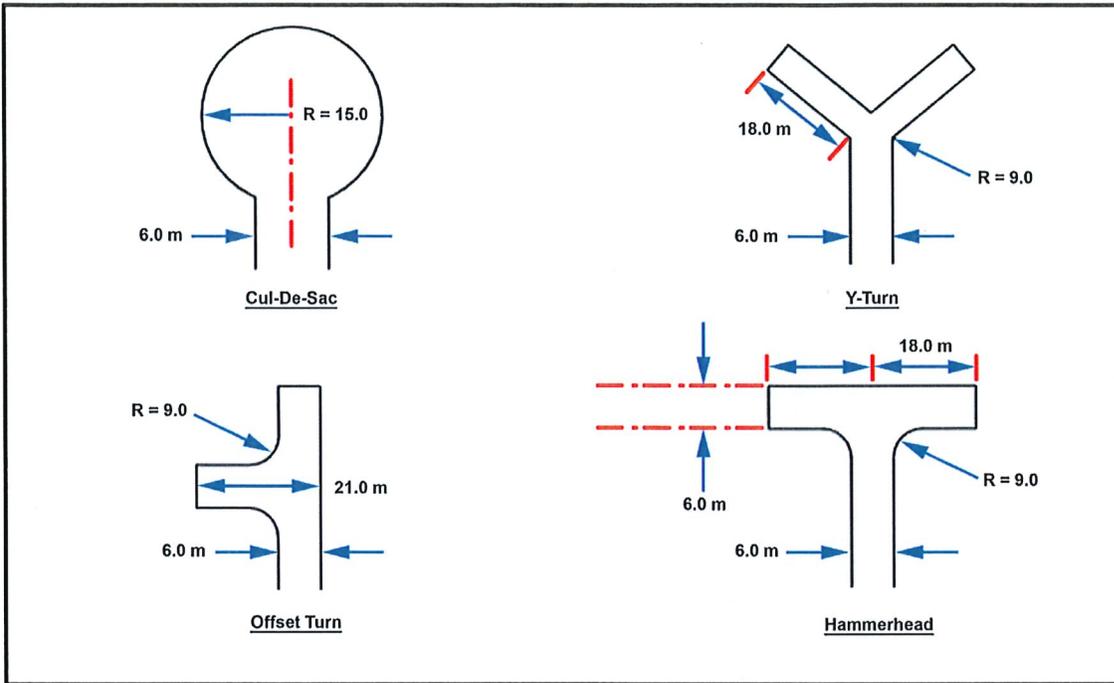
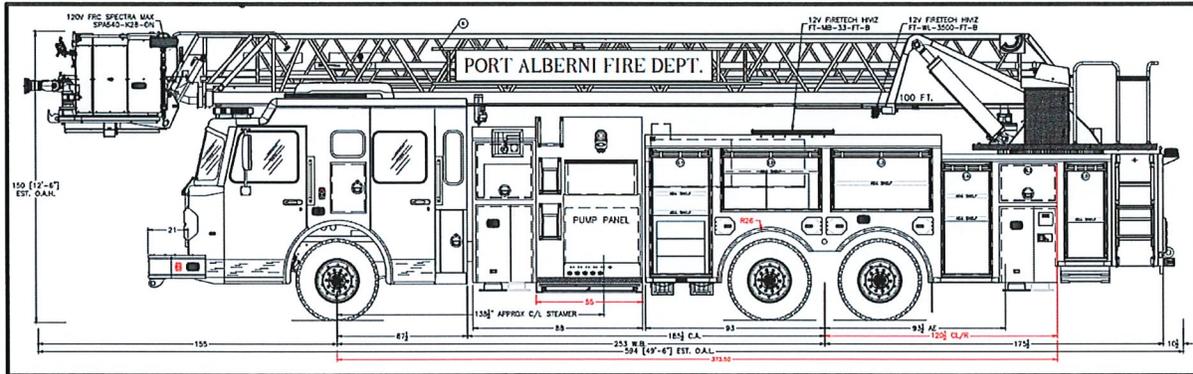


FIG. 13



Original - Feb 2020 - Initial release

Rev. 1 – August 2023 – edited for place names.