



AGENDA

REGULAR MEETING OF THE MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE OF THE TOWN OF TABER, TO BE HELD IN THE FIRE HALL BUILDING, ON MONDAY, JUNE 3, 2019 AT 4:30 PM.

	<u>MOTION</u>
1. CALL TO ORDER	
2. ADOPTION OF THE AGENDA	X
3. ADOPTION OF THE MINUTES	
ITEM No.3.1 Minutes of the Municipal Emergency Management Committee: March 4, 2019	X
4. BUSINESS ARISING FROM THE MINUTES	
5. ACTION ITEMS	
ITEM No.5.1 Alberta Fire Service Core Competency Framework	X
6. DELEGATIONS	
7. MEDIA INQUIRIES	
8. CLOSED SESSION	
9. OPEN SESSION	
10. CLOSE OF MEETING	X



Municipal Emergency Management Committee Request for Decision

Meeting Date: June 3, 2019

Subject:

Minutes of the Municipal Emergency Management Committee: March 4, 2019

Recommendation:

The Municipal Emergency Management Committee adopts the minutes of the Regular Meeting held on March 4, 2019, as presented.

Background:

Minutes of the previous meeting of the Municipal Emergency Management Committee have been attached for review and consideration of approval.

Legislation / Authority:

MGA, Section 208

Strategic Plan Alignment:

None.

Financial Implication:

None.

Service Level / Staff Resource Implication:

None.



Justification:

Approval of minutes is in accordance with the Municipal Government Act, Section 208.

Alternative(s):

That the Municipal Emergency Management Committee adopts the Minutes of the Regular Meeting held on March 4, 2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:

Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE FIRE HALL BUILDING, ON MONDAY, MARCH 4, 2019, AT 4:30 PM.

Members

Garth Bekkering (Arrived at 4:34 PM)
Jack Brewin

Alternate Member

Andrew Prokop

Absent

Joe Strojwas

Chief Administrative Officer

Cory Armfelt

Staff

Nathan Cote
Raeanne Keer

CALL TO ORDER

Chair Brewin called the meeting to Order at 4:32 PM.

ADOPTION OF THE AGENDA

Chair Brewin inquired if there were any additions or deletions to the Agenda, and there were none.

RES. 6/2019 MOVED by Mayor Prokop that the Municipal
Emergency Management Committee adopts the
Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of the Municipal Emergency Management Committee: January 21, 2019

Councillor Bekkering arrived at 4:34 PM.

RES. 7/2019 MOVED by Mayor Prokop that the Municipal Emergency Management Committee adopts the minutes of the Regular Meeting held on January 21, 2019, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

ACTION ITEMS

1) Emergency Plan Review Update

Deputy Chief N. Cote presented an information on the annual review of the Town's Emergency Management Plan and recent changes to the Emergency Management Act to the Committee.

RES. 8/2019 MOVED by Councillor Bekkering that the Municipal Emergency Management Committee accepts this as information.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

2) Emergency Service Building Update

C. Armfelt presented information on the Emergency Services Building Open House to be held on March 21, 2019 and reviewed the future steps of developing the proposed Emergency Services Building to the Committee.

RES. 9/2019 MOVED by Mayor Prokop The Municipal Emergency Management Committee accepts this as information.

CARRIED UNANIMOUSLY

DELEGATIONS

None.

MEDIA INQUIRIES

None.

CLOSED SESSION

None.

OPEN SESSION

None.

CLOSE OF MEETING

RES. 10/2019 MOVED by Councillor Bekkering that this Regular Meeting of the Municipal Emergency Management Committee is hereby Closed.

CARRIED UNANIMOUSLY AT 4:48 PM

CHAIR

CHIEF ADMINISTRATIVE OFFICER



Municipal Emergency Management Committee Request for Decision

Meeting Date: June 3, 2019

Subject:

Alberta Fire Service Core Competency Framework

Recommendation:

The Municipal Emergency Management Committee accepts this for information only.

Background:

May 2016 the Alberta Fire Chief Association (AFCA) voted to move forward with the development of a Core level of Service for the Province. The Office of the Fire Commissioner supported this by allocating \$200,000 by form of a grant to the AFCA.

The AFCA requested 39 Fire Chief's to meet and set out Parameters to work within, a committee was formed a base of 6 Fire Chief to represent the Province moving forward.

The communities represented are Town of Taber, MD of Green View, City of St. Albert, County of Lac St. Ann, Vulcan County and the Industrial fire service.

The fire services is the only emergency service without any regulated training or service standards. Many Alberta Municipalities have fire departments with fire fighters who are undertrained for a minimum service level thereby putting both the fire fighter and the municipality at huge safety and liability risk.

Many Alberta Municipalities are providing services to their residents that they aren't trained for and where they don't have the proper equipment again putting the fire fighter and municipality at risk.

This core level of service is formed by using a risk management tool that identifies our community risk and associated needs, as well the ability to form a level of service that can work within your budget and size of community.

Legislation / Authority:

Municipal Government Act – Section 3

Strategic Plan Alignment:

Evaluate, foster, and develop established relationships with regional governments through in person growth and development meetings



Financial Implication:

As Taber has been very proactive on training we are able to continue to meet these core levels and this will not have any impact on our budget needs at this time.

Service Level / Staff Resource Implication:

This will have no impact on the level of service.

Justification:

Empowers municipalities to make informed decisions regarding risks and mitigate them within their unique realities and the resources they have available. Supported by the Alberta Fire Chief Association the Office of the Fire Commissioner and reflects all the required needs of Occupational Health and Safety Act.

Alternative(s):

Attachment(s): Alberta Fire Service Core Competency Framework
Occupational health and safety guide for firefighting
Bylaw Town of Taber 5-2016

APPROVALS:

Originated By:
Steve Munshaw

Chief Administrative Officer (CAO) or Designate: _____

Alberta Fire Services Core Competency Framework

A decorative graphic featuring a yellow sun at the top center, with several light blue curved lines radiating downwards from its base, resembling a stylized plant or a sunburst. The lines are of varying lengths and curves, creating a sense of movement and growth.

- Key Challenges in the Alberta Fire Service
- Benefits to the Municipality
- Benefits to Council

Key Challenges in the Alberta Fire Service

- Fire Services is the only Emergency Service without any regulated training or service standards.
- Many Alberta Municipalities have fire departments with fire fighters who are undertrained for a minimum service level thereby putting both the fire fighter and the municipality at huge safety and liability risk.
- Many Alberta Municipalities are providing services to their residents that they aren't trained for and where they don't have the proper equipment again putting the fire fighter and municipality at risk.

Legislation for Alberta Fire Service



- In Alberta the targeted legislation applicable for firefighters and operations are noted in:
- Alberta Occupational Health and Safety (OHS) Act, including A Code of Practice for Firefighters
- Municipal Government Act
- Safety Codes Act

Alberta OHS legislation establishes minimum standards for safe and healthy practices in Alberta workplaces.

Benefits of the Tool to the Municipality

- Provides understanding of community risks and services needed to mitigate those risks.
- Empowers municipalities to make informed decisions regarding risks and mitigate them within their unique realities and the resources they have available.
- Defining core competencies and training to a set standard prepares Alberta's firefighters for the emergencies of tomorrow and supports informed discussions regarding collaborative approaches to fire services delivery.

Benefits to Council



- This tool is a third party assessment of the risk levels and minimum service levels a municipality “should” provide.
- While a Council has the autonomy to set their Fire Service level, this tool gives them some guidance on the services they again “should” provide.
- This tool provides back up to the Fire Chief in their budget recommendations to Council

Alberta Fire Service Core Competency Tool

<http://abfirechiefs.ca/corecompetencytool/>

Occupational health and safety (OHS) guide for firefighting

OHS information for employers and workers

This bulletin describes the minimum standards to which a fire service must comply under occupational health and safety (OHS) legislation. While all of the OHS legislation applies to provincially regulated work sites in Alberta, this document highlights specific sections of the *OHS Act*, Regulation and Code that can pertain to firefighting. This information can be used to help inform best practice development, standard operating procedures, and information resources that pertain particularly to the hazards and tasks related to firefighting and firefighters.

The following sections are summaries of specific Parts of the OHS Code. Additional requirements are found in the specific Part referenced in the OHS Code.

Training

Training is addressed in section 3(2) of the *OHS Act*, section 15 of the OHS Regulation, and throughout the OHS Code. The term “train” or any other similar term or word means to give information and explanation to a worker with respect to a particular subject matter and to require a practical demonstration that the worker has acquired knowledge or skill related to the subject matter. Employers must ensure that training provided to a firefighter:

- a. Is provided before the firefighter is allowed to engage in emergency operations, performing a new work activity, using new equipment or work processes or when they are moved to another area or work site;
- b. Is provided by competent persons (a competent person is a person who is adequately qualified, suitably trained and with sufficient experience to safely perform work without supervision or with only a minimal degree of supervision);

- c. addresses occupational health and safety hazards associated with the tasks of the worker;
- d. addresses the safe operation of equipment that is required to perform the operational assignments; and
- e. addresses procedures in place intended to protect workers from exposure to harmful substances.

Employers have an obligation to ensure that workers are adequately trained in all matters necessary to protect their health and safety which may mean that employers will need to provide training beyond what is described here.

Hazard assessment, elimination and control

Part 2 of the OHS Code requires an employer to assess a work site for hazards, determine how hazards will be eliminated or - when not reasonably practicable - controlled, record all of this, and communicate the results to workers. An employer must ensure that a hazard assessment is performed or repeated before work begins at the work site or prior to the construction of a new work site; at reasonably practicable intervals to prevent the development of unsafe and unhealthy working conditions; when a new work process is introduced; when a work process or operation changes; or before construction of significant additions or alterations to a work site. Workers may be exposed to an uncontrolled hazard while undertaking the control of that hazard, only if the worker is competent in correcting the condition.

The guidelines and policies developed should include, as per National Fire Protection Agency (NFPA) standards:

- a. identification of the standard firefighting functions based on the emergency services to be offered, including functions that must be performed simultaneously;
- b. the minimum number of firefighters required to safely perform each identified firefighting function or evolution;
- c. the specific worker safety rules, procedures, first aid and medical attention services for firefighters to be followed at each type of incident;
- d. the number and types of firefighting vehicles, equipment and firefighters required for the initial response to each type of emergency to which firefighters might reasonably be expected to respond - this includes policies or procedures to be followed when minimum staffing or equipment levels cannot be met;
- e. guideline or policy on the minimum amount of training and experience a firefighter must be given before being considered competent to perform certain emergency operation functions;
- f. detailed description of the incident management system to be followed at an emergency incident; and
- g. detailed description of the personnel accountability system to be used at each emergency incident.

Specifications and certifications

Section 12 of the OHS Code applies to all equipment/supplies. A summary of the requirements is as follows:

- a. equipment is of sufficient size, strength and design and of suitable materials to withstand stresses to perform its function as intended/designed;
- b. rated capacity or other limitations are not exceeded;
- c. modifications that may affect structural integrity or stability are performed in accordance with manufacturer's specifications; and
- d. equipment and supplies are erected, installed, assembled, started, operated,

handled, stored, serviced, tested, adjusted, calibrated, maintained, repaired and dismantled in accordance with the manufacturer's specifications or the specifications certified by a professional engineer.

Chemical Hazards, Biological Hazards, and Harmful Substances

Part 4 of the OHS Code addresses exposure to chemical hazards, biological hazards, and harmful substances. Requirements include exposures that may occur during any operation and not just during designated hazardous materials or dangerous goods response. The following outlines some of the requirements related to chemical hazards, biological hazards, and harmful substances.

Schedule 1, Table 2 of the OHS Code lists chemical substances that legislation sets occupational exposure limits (OELs). Some substances, however, may not have an OEL identified in legislation. The employer must ensure a firefighter's exposure to any harmful substance is kept as low as reasonably achievable, and does not exceed the OEL if one exists. In a fire event, it can be challenging to assess airborne concentrations, as circumstances and environment are continually changing. This is why employers must ensure workers use a self-contained breathing apparatus (SCBA) when entering an environment with unknown airborne hazards.

Facilities for workers who may be contaminated by a harmful substance must be provided or arranged by the employer as per section 23. This includes a requirement for employers to ensure workers decontaminate their person, and clothing, equipment and personal protective equipment (PPE) that may be taken from the work site.

No firefighter should be permitted to leave a work site or the fire hall where there is a reasonable possibility they or their clothing may

be contaminated. Although firefighters wear protective equipment when battling a blaze, they are still at risk of being exposed to such things as asbestos fibers after the fire has been extinguished. The Alberta Asbestos Abatement Manual is a best practices guide that describes procedures for asbestos decontamination as well as the safe removal or abatement of asbestos-containing materials. Only workers that received the necessary training may perform this work.

The employer may also be required to report, keep records or monitor compliance with Workers' Compensation Board policies. For requirements, see sections 32 and 33 of the *Workers' Compensation Act (RSA 2000, Chapter W-15)*.

Confined Spaces

Part 5 of the OHS Code refers to confined spaces. A "confined space" means a restricted space which may become hazardous to a worker entering it because of:

- a. an atmosphere that is or may be injurious by reason of oxygen deficiency or enrichment, flammability, explosivity or toxicity;
- b. a condition or changing set of circumstances within the space that presents a potential for injury or illness; or
- c. the potential or inherent characteristics of an activity which can produce adverse or harmful consequences within the space.

A "restricted space" is an enclosed or partially enclosed space, not designed or intended for continuous human occupancy that has a restricted, limited or impeded means of entry or exit because of its construction.

If a fire department is providing rescue services involving a confined space entry, it must comply with the requirements of this Part, such as continuous air monitoring as the atmosphere within the confined space can change

unpredictably while the worker is inside the confined space. The following are some requirements related to restricted and confined spaces.

If entering a confined space and the site hazard assessment identifies a potential hazard, then pre-entry atmospheric testing is done using a calibrated test instrument to determine proper oxygen levels and if any toxic, flammable, or explosive substances may be present.

When entry and work is to be performed in a confined space, a written code of practice must be developed and training in its requirements and procedures must be provided to any firefighter assigned to enter and work in a "confined space". An entry permit must be filled in before entry occurs. The OHS Code requires an employer to ensure that:

- all records respecting entry and work in a confined space, including entry permits and testing, are retained for at least one year if no incident or unplanned event occurred; or
- two years if an incident or unplanned event occurs during entry.

Cranes, hoists and lifting devices

If a fire department is using cranes, hoists, winches or similar equipment with rated load capacities of 2,000 kilograms or more, Part 6 of the OHS Code applies. The following are some requirements related to cranes, hoists and lifting devices. An employer must ensure that

- the lifting device selected and used for the task is labelled with its rated load capacity;
- only competent workers operate the lifting device; and
- a log be maintained that records inspection, use and maintenance activities for the lifting device.

Emergency preparedness and response

Part 7 of the OHS Code requires employers to develop an emergency response plan for responding to an emergency that may require rescue or evacuation. This includes fire protection requirements, which may involve the use of fire fighting services.

Every fire department must develop an emergency response plan for their own operations covering the points listed in section 116 of the OHS Code.

Entrances, walkways, stairways and ladders

Part 8 OHS Code sets out requirements related to entrances, walkways, stairways, and ladders. The following are some of these requirements. For more details, consult Part 8 OHS Code.

The employer is responsible to ensure that there is a secondary escape route that is readily useable at all times if a worker could be isolated from a primary escape route [subsection 119(4)]. Further, the employer needs to ensure that all reasonably practicable steps are being taken to ensure the health and safety of firefighters.

Manufactured portable ladders must meet the requirements of the standards listed in section 135 of the OHS Code (Canadian Standards Association (CSA) or American National Standards Institute (ANSI)).

Fall protection

The “rescue personnel exemption” presented in Part 9 of the OHS Code does not exempt firefighters from using fall protection equipment and practices. It does allow firefighters to use alternative equipment and practices.

The following are some requirements related to

fall protection. The employer must ensure that workers are protected from falling in accordance with section 139 of the OHS Code. A fall protection plan, as required by section 140 of the OHS Code, must be prepared, available at the work site, and reviewed with workers.

Fire and explosion hazards

Part 10 of the OHS Code applies to fire and explosion hazards, and has some overlap with the Alberta Fire Code. This part addresses how employers control fire and explosion hazards in the workplace and does not specifically address response to fire and explosion events. Part 10 was never intended to apply to burning buildings or exploding structures; however, some provisions are applicable.

The following are some requirements related to fire and explosion hazards. Although subsection 162(1) prohibits a worker from entering an area having an atmosphere that exceeds 20 per cent of the lower explosive level of a flammable or explosive substance, subsection 162(2) allows competent, properly equipped workers to enter the area if responding to an emergency. In this case, workers would need to be sufficiently trained and equipped with proper tools, such as non sparking tools, intrinsically safe equipment, and appropriate respiratory protection. It is important to note that in an emergency situation or fire event, most likely OELs would be exceeded.

First aid

The rules identified in Part 11 apply to fire department personnel during normal day-to-day activities and while dealing with an emergency incident, including all record-keeping identified in sections 183 and 184. Key requirements include the following:

- a. employers are required to provide first aid supplies, equipment and staff and must supply them in accordance with Schedule 2 the OHS Code.

- b. emergency transportation of injured firefighters must be considered and arranged before workers are sent to a work site;
- c. if a firefighter has an acute illness or injury at the work site, the person must report the illness or injury to the employer as soon as is practicable; and
- d. employers must retain records of acute illnesses or injuries as per section 183 of the OHS Code.

Please note that if the firefighters are employed at an oil and gas or construction work site with multiple employers, the prime contractor has joint responsibilities with employers to provide facilities and equipment, but the employers are responsible for providing first aiders.

General safety requirements

The following are some requirements related to general safety requirement. Subsection 186(1) requires the employer to ensure lighting at a work site is sufficient to allow work to be done safely. This may mean placing additional light sources in work areas to allow firefighters to perform their duties.

Under section 189, if a worker may be injured if equipment or material is dislodged, moved, spilled or damaged, both the employer and the worker must take all reasonable steps to ensure the equipment or material is contained, restrained or protected to eliminate the potential danger.

Section 191 describes the requirements applicable to employers if firefighters are acting as designated signallers.

Section 194 requires that employers ensure firefighters providing traffic control wear highly visible clothing, and if dark, wear retro-reflective clothing. If dark or visibility is poor, the employer must also ensure that firefighters use a handheld signal light when engaging in traffic control work.

Employers must also ensure that measures are taken to protect workers when traffic creates a hazard.

Lifting and handling loads

The hazard assessment required in Part 14, section 210 must consider the following:

- a. the weight of the load;
- b. the size of the load;
- c. the shape of the load;
- d. the number of times the load will be moved; and
- e. the manner in which the load will be moved.

Managing the control of hazardous energy (lock out)

Section 212 outlines the areas where locking out is required and includes the servicing, repairing, testing, adjusting or inspecting of machinery, equipment or powered mobile equipment.

Noise exposure

Employers must take all reasonably practicable measures to reduce noise exposure levels for firefighters as outlined in section 216 of the OHS Code. Firefighters must not be exposed above 85 decibels averaged over an eight-hour work shift and the limits specified in Table 1, Schedule 3. Hearing protection must be provided where noise cannot be controlled by engineering and administrative controls, which is most likely for firefighter response. Workers must be provided training on selection, use and maintenance of the equipment. Table 2, Schedule 3 provides requirements for hearing protection types. The employers must ensure that the workers wear their required hearing protection.

If a worker may be exposed to noise above the OEL, a workplace noise exposure assessment must be undertaken. If the results of the assessment indicate that noise levels exceed

the exposure limits of Schedule 3, Table 1, a noise management program must be developed and implemented (section 221). OELs could be exceeded during emergency response activities.

If identified that firefighters are exposed to noise above the OEL, audiometric monitoring must be provided at the employer's expense. Section 223 provides requirements for testing.

The employer's obligation under s 216 and 217 does not only apply when OELs are exceeded. Noise reduction and prevention is an obligation where it is reasonably practicable to do so.

Overhead power lines

The safe limits of approach to energized overhead power lines identified in Schedule 4, Table 1 apply to all employers including fire services. An employer must contact the power line operator before work is done or equipment is operated within 7 metres of an energized line. OHS considers all power lines to be energized, or "live" until confirmed by the local utility as safe to approach.

Hazard assessment, SOPs/SOGs and worker training that includes preplanning with utility providers are essential to safe emergency operations around energized overhead lines.

Personal protective equipment

Employers must ensure that PPE is used as required to protect the firefighter from the hazards of the job and does not itself endanger the worker.

The only explicit standards identified in Part 18 for firefighters relating to footwear and head gear are:

- Section 233(5) requires the employer to ensure firefighters wear footwear that complies with the listed National Fire Protection Association (NFPA) or CSA standards, and

- Section 237 allows an employer to consider head protection complying with National Fire Protection Association (NFPA) 1971 or 1977 instead of head gear complying with CSA or ANSI standards, considering the nature of the hazard, and if the head gear was manufactured on or after July 1, 2009.

The employer must demonstrate acceptable protection levels for the hazards faced by firefighters based on a hazard assessment.

Care must be taken not to assume that equipment certified or intended to protect against one hazard can effectively protect against another. For instance, bunker gear provides effective protection against the hazards of structural firefighting conditions but can add to the hazard level a firefighter faces when dealing with a water rescue and may not be appropriate for some chemical response hazards.

Respiratory protection

Part 18 of the OHS Code also addresses respiratory protective equipment (RPE). The employer must assess the need for RPE considering the degree of danger workers may encounter and in accordance with sections 244—255 of the OHS Code.

RPE must be approved by the National Institute of Occupational Safety and Health (NIOSH) or an organization approved by a statutory Director. NIOSH approval applies to the entire respirator assembly and component parts, from the face piece to the air supply connection (if it is an airline respirator). Mixing and matching of parts or use of parts not specified in the approval will void the approval. If respiratory protective equipment is used at a work site, the OHS Code requires the development of a code of practice governing the selection, maintenance and use of respiratory protective equipment.

Employers must ensure that air used in SCBA and airline respirator equipment meets the air quality requirements of Table 1 CSA Standard

Z180.1-00, *Compressed Breathing Air and Systems*, and does not contain a substance in a concentration that exceeds 10 per cent of any OEL.

Section 250 requires employers ensure firefighters who use respiratory protective equipment (including SCBA) that depends on an effective face seal are clean shaven where the respirator seals to the skin of the face. The equipment must also be fit-tested in accordance with CSA Standard Z94.4 *Selection, Use and Care of Respirators*.

Powered mobile equipment

Part 19 of the OHS Code applies to fire department vehicles, cars, trucks and off-road vehicles such as snowmobiles and all-terrain vehicles. Workers assigned to operate powered mobile equipment must be trained, demonstrably competent, familiar with the equipment's operating instructions, and authorized by the employer to do so.

The operator must perform a visual inspection before and during (at intervals) operation of powered mobile equipment in accordance with section 257 of the OHS Code.

The employer must ensure that inspection and maintenance activities are carried out in accordance with the manufacturer's specifications, and maintaining records in accordance with section 260 of the OHS Code.

The operator must keep the cab, floor and deck free of materials, tools or other objects that could interfere with the operation of the controls or create a tripping or other hazard to the operator or other occupants of the equipment.

Sections 280—282 set out special requirements for all-terrain vehicles (ATVs), including a prohibition on the use of three-wheeled ATVs.

Subsection 290.1 specifies licensing and

mechanical inspection requirements that apply to a worker who uses a personal vehicle for work purposes. In terms of licensing, the employer must ensure that the worker has a valid driver's license appropriate for the vehicle being operated. The worker must also ensure that their personal vehicle is maintained in sound mechanical condition – this applies to a personal vehicle used for work purposes. The intent of the requirement is to make sure that the personal vehicle is mechanically sound and safe for work use. This requirement applies to the worker. Evidence of compliance from employer may include maintenance records.

Examples of work use include:

- a. transporting equipment on behalf of the fire department or municipality,
- b. the Fire Chief using a personal vehicle as a "response unit", or
- c. transporting bottles of compressed breathing air, fire hose, etc. from the fire station to the fire scene.

An example of non-work use is being paged and then driving the personal vehicle from home to the fire station or fire scene.

Radiation exposure

Part 20 of the OHS Code applies to all work sites, including emergency operations. Although uncommon, if radiation exposure is suspected or identified, additional requirements are set out in Part 20 of the OHS Code.

Rigging

Part 21 applies to all work sites, including firefighting and rescue applications. Employers must ensure that ropes, cables and equipment associated with lifting loads comply with the requirements of Part 21. In addition, workers must only use rigging that complies with Part 21.

The use of makeshift rigging components that are load bearing is prohibited in accordance with

sections 295 and 304 of the OHS Code. Maximum load ratings of all rigging must be legibly and conspicuously marked on the rigging or, if not practicable to do so, otherwise made available to the workers.

Safeguards

Part 22 covers safeguards to protect workers operating equipment and machinery. Where a manufacturer has provided a guard, it must remain in place and be used as intended. If no guard was provided, the employer must provide safeguard in accordance with section 310.

Scaffolds and temporary work platforms

Part 23 of the OHS Code covers scaffolds and temporary work platforms. Fire services utilizing or encountering elevated ladders, booms or platforms, scaffolds and temporary work platforms must comply with Part 23.

Toilet and washing facilities

Part 24, section 356(5) of the OHS Code requires that an employer arrange for access to toilet facilities for workers at temporary work sites. Pre-planning must consider firefighter rest and recovery (rehabilitation) and personal needs.

Employers must provide drinking fluids at all work sites in quantities sufficient for the number of workers and the conditions in which they are working. This must include potable water.

Tools equipment and machinery

Part 25 of the OHS Code applies to all work sites, including those involving emergency operations. Each tool, piece of equipment or machine used will have training requirements and operating procedures for the safe use and maintenance.

Ventilation systems

Part 26 of the Code applies to situations when fire services use portable ventilation systems during firefighting activities. In such cases, the workers may be facing airborne contaminants, vapours, gases or particulates, a flammable atmosphere, or an atmosphere lacking in oxygen. Sections 386 through 388 specify requirements when ventilation systems are used. These systems must be designed, installed and maintained in accordance with established engineering principles and maintained and operated in accordance with manufacturer specifications. Additional requirements are found in Part 26 of the OHS Code.

Violence and harassment

Part 27 of the OHS Code applies to all fire department activities. When the hazard assessment required in Part 2 is developed, harassment and violence in the workplace must be considered. A workplace violence and harassment plan must be developed by the employer. The plans must include both policies and procedures that include the requirements found in Part 27. Additional information can be found in the harassment and violence document found in the references section of this bulletin.

Training must be provided to firefighters on how to recognize workplace harassment and violence, what policies, procedures and workplace arrangements have been developed and implemented to prevent violence/harassment, appropriate response to violence and harassment (including procedures for obtaining assistance) and procedures for reporting, investigating and documenting incidents.

Psychological hazards

The *OHS Act* defines health and safety as including physical, psychological and social well-

being. Hazards under the *OHS Act* are not limited to physical hazards. An employer must take measures to control all hazards, including psychological hazards, in accordance with Part 2 of the OHS Code. Firefighters and other first responders will likely be exposed to psychosocial hazards and may be at risk of developing psychological injury/illnesses like post-traumatic stress disorder.

As with physical hazards, the employer must use elimination, or if not reasonably practicable, controls (engineering, administrative, or a combination thereof) in relation to the psychosocial hazards. The use of personal protective equipment will generally be inapplicable in the case of psychosocial hazards. Controls may include adjusting the organization of the work to eliminate the hazard or reduce exposure, worker training, recuperation time/exposure limits, post-exposure treatment (i.e. counselling) and other measures.

A bulletin has been developed that outlines areas of OHS legislation pertaining to psychological hazards in the workplace and referenced at the end of this document.

Working alone

Part 28 of the OHS Code applies if a worker is working alone at a work site and if assistance is not readily available if there is an emergency or the worker is injured or ill. An employer must provide an effective communication system consisting of radio, landline or cellular telephone, or some other effective means of electronic communication, that includes regular contact by the employer at intervals appropriate to the nature of the hazard associated with the worker's work. The employer needs to make regular contact with workers working alone.

Workplace Hazardous Materials Information System (WHMIS)

"Hazardous products" used by an employer (including a fire department) must be used, stored, handled, and manufactured in accordance with Part 29 of the OHS Code. Hazardous products are defined any product, mixture, material or substance classified in accordance with regulations made under the federal WHMIS legislation. WHMIS is a system designed to provide information to workers on hazardous products through safety data sheets, labelling and training.

Fire department personnel must receive WHMIS training in accordance with section 397 of the OHS Code.

Demolition

Part 30 of the OHS Code applies to demolition. If a fire department must demolish a structure in the course of its suppression activities, Part 30 of the OHS Code applies as it pertains to the disconnection of utilities. Critical utility disconnections include natural gas, propane and electricity.

Excavating and tunneling

Employers must ensure worker health and safety in emergencies involving excavations and tunneling. This includes shoring, bracing, and other requirements found in Part 32 OHS Code.

Explosives

Part 33 of the OHS Code contains requirements for explosives and applies to all employers. Fire departments can use explosives for creating fire breaks and other fire fighting techniques, and some also provide fireworks and pyrotechnic services in their communities. All requirements of Part 33 of the OHS Code dealing with explosives must be met, including

storage, transportation, handling, qualifications and safe work procedures/practices.

Forestry

Part 34 relates to forestry related activities. Some provisions may be applicable to forest fire fighting.

Health care industry and biological hazards

Part 35 of the OHS Code applies to all

employers where workers may be exposed to blood borne pathogens or other bio-hazardous material, including fire services. It requires an employer to ensure a worker's exposure to blood borne pathogens or other bio-hazardous material is controlled in accordance with section 9 of the OHS Code.

Policies and procedures must be developed and implemented to deal with post-exposure management for firefighters exposed to bio-hazardous materials.

Contact Us

OHS Contact Centre

Throughout Alberta
• 1-866-415-8690

Edmonton & surrounding area
• 780-415-8690

Deaf or hearing impaired:
• 1-800-232-7215 (Alberta)
• 780-427-9999 (Edmonton)

PSI Online Reporting Service
alberta.ca/report-potentially-serious-incidents.aspx

Website
alberta.ca/occupational-health-safety.aspx

Get Copies of the *OHS Act*, Regulation and Code

Alberta Queen's Printer
qp.gov.ab.ca

Occupational Health and Safety
alberta.ca/ohs-act-regulation-code.aspx

FOR MORE INFORMATION:

Alberta Workers' Compensation Act
qp.alberta.ca/documents/Acts/W15.pdf

Assessment and control of Psychological Hazards in the Workplace (BP024)
ohs-pubstore.labour.alberta.ca/bp024

Guideline for Developing a Code of Practice for Confined Space Entry (CS001)
ohs-pubstore.labour.alberta.ca/cs001

Development of a Code of Practice for Respiratory Protective Equipment (PPE004)
ohs-pubstore.labour.alberta.ca/ppe004

Fire and explosion bulletins
ohs-pubstore.labour.alberta.ca/fire-explosion

Hazard assessment and control (BP018)
ohs-pubstore.labour.alberta.ca/bp018

Harassment and Violence in the Workplace (LI045)
ohs-pubstore.labour.alberta.ca/li045

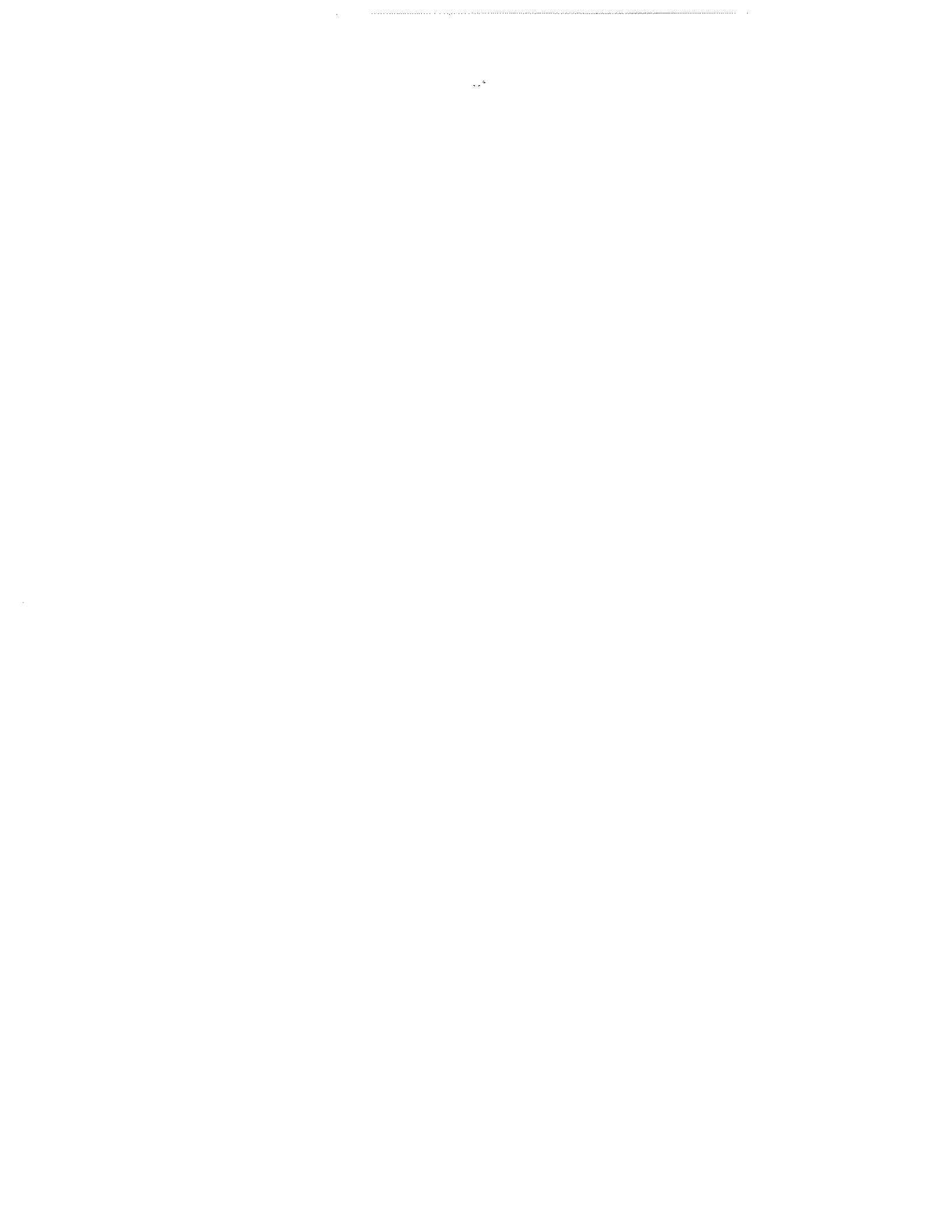
Understanding and Implementation Standards – National Fire Protection Agency
[nfpa.org/Assets/files/AboutTheCodes/1021/Standards%20Guide 1021 1407.pdf](http://nfpa.org/Assets/files/AboutTheCodes/1021/Standards%20Guide%201021%201407.pdf)

Prepared jointly by:

*Alberta Municipal Affairs, Alberta Fire
Commissioner's Office and Alberta Labour*

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TOWN OF TABER

BYLAW NO. 5-2016

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING FIRE SERVICES IN AND FOR THE TOWN OF TABER.

WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) permits a Council to Municipality may pass a Bylaw for the safety, health and welfare of people and the protection of people and property;

AND WHEREAS Council of the Town of Taber wishes to provide for efficient operation of such services;

AND WHEREAS *the Safety Codes Act, R.S.A. 2000, c. S-1, enables an accredited municipality to make BYLAWS respecting fees for services provided pursuant to the Act and carrying out its powers and duties as an accredited municipality*

AND WHEREAS the Town of Taber is an accredited municipality under the Safety Codes Act in the fire discipline

NOW THEREFORE the Council of the Town of Taber in the Province of Alberta, duly assembled, hereby enacts as follows:

1.0 NAME OF BYLAW

This Bylaw may be cited as the Fire Services Bylaw.

2.0 DEFINITIONS

- 2.1. "Apparatus" means any vehicles provided with machinery, devices, equipment or materials for firefighting, vehicles used to transport firefighters, or supplies,
- 2.2. "Authority Having Jurisdiction" means: The Fire Chief or Deputy Fire Chief, or any designated Officer of the Fire Department.
- 2.3. "Chief Administrative Officer" means the person appointed as Chief Administrative Officer of the Town pursuant to the Municipal Government Act, RSA 2000 c. M-26.
- 2.4. "Council" means the Council of the Town of Taber.
- 2.5. "Dangerous Goods" means any product, substance or organism specified in the regulations or include by its nature in any of the classes listed in the Dangerous Goods Transportation and Handling Act, R.S.A. 1988 Chapter 0-3.5 as amended and regulation therein.
- 2.6. "Equipment" means any tools, contrivances, devices or materials used by the Fire Services to combat an incident or other emergency.
- 2.7. "False Alarm" means any fire alarm that is set out needlessly, through willful or accidental, human or mechanical error, and to which the Fire Services responds.
- 2.8. "Fee bylaw" means the Fees bylaw as amended or replaced from time to time by resolution of Council herein attached as the "Fees bylaw".

TOWN OF TABER

BYLAW NO. 5-2016

- 2.9. "Fire Chief" is the Manager of Fire Service for the Town of Taber and performs the duties and responsibilities as assigned.
- 2.10. "Fire Protection" means all aspects of fire safety including, but not limited to, fire prevention, firefighting or suppression, pre-planning, inspections, fire investigations, public education and information, training or other staff development and advising.
- 2.11. "Fire Pit" means a fire which is totally confined within a non-combustible structure or container that has the smoke vents or top opening covered with a heavy gauge metal screen having a mesh which is ventilated in such a manner as to preclude the escape of combustible materials including ash, and which fire is set for the purpose of cooking or obtaining warmth, and such fire may only be fueled with clean dry wood, charcoal, coal, natural gas or propane.
- 2.12. "Fire Services" means the Taber Fire Department as established and organized for the Town of Taber pursuant to the provisions of this Bylaw consisting of, but not limited to, all persons appointed or recruited to various positions, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of the fire services, including fire stations.
- 2.13. "Fire or Fireworks Application" shall mean an application form prescribed by the Fire Services for the purposes of applying for a Fire or Fireworks Permit.
- 2.14. "Fire or Fireworks Permit" shall mean a Fire or Fireworks Permit in a form or forms prescribed by the Fire Services.
- 2.15. "Fireworks" means the fireworks listed in Class 7, Division 1, and Class 7, Division 2, Subdivision 1 and 2 in Section 14 of the Explosives Act (Canada) and regulations under the Act.
- 2.16. "Incident" means a fire, a situation where a fire or explosion is imminent, or any other situation where there is a danger or a possible danger to life, property, or environment and to which Fire Services has responded.
- 2.17. "Level of Service" means the level of fire protection service approved by council as outlined in Schedule "A" to this Bylaw.
- 2.18. "Member" means any person who is appointed to a role within the Fire Services by the Fire Chief.
- 2.19. "Municipality" means the municipal corporation of the Town of Taber, in the Province of Alberta, and where the context requires, means all lands situated within the corporate boundaries of the Town of Taber.
- 2.20. "Officers" means a Member employed by the Fire Chief to a supervisory position within the Fire Department.
- 2.21. "Open Fire" shall mean any Fire, Pit Fire, Public Park Site Fire and Smudge Fire, and which, without limiting the generality of the foregoing shall include grass fires, forest and brush fires, running fires, structure fires, building fires, wood scrap fires and ground thawing fires.

TOWN OF TABER

BYLAW NO. 5-2016

- 2.22. "Peace Officer" means a member of the Taber Police Services or Peace Officer employed by the Town of Taber.
- 2.23. "Portable Appliance" means any appliance, commonly referred to as a barbeque, sold or constructed for the purpose of cooking food in the outdoors.
- 2.24. "Public Park Site Fire" means a fire on land owned or leased by the Town of Taber or its agents for recreational purposes and is confined to a non-combustible container supplied by the Town of Taber, as approved by the Fire Services which is set for the purpose of cooking food, obtaining warmth or viewing pleasure. Such fire may only be fueled with clean dry wood.
- 2.25. "Property" means any real or personal property including, but not limited to, land and structures.
- 2.26. "Safety Codes Officer" means a member of the Fire Services that is designated as a Safety Codes Officer for the Fire Discipline under the Safety Codes Act.
- 2.27. "Smudge Fire" means a fire confined within a non-combustible structure or container that is set on property of two (2) acres or more in area, for the purpose of protecting livestock from insects.
- 2.28. "Terms and Conditions" shall mean those Terms and Conditions prescribed by the Fire Services which shall be and form part of the Fire, Fireworks Permit Application and Fire or Fireworks Permit.
- 2.29. "Town" means the Town of Taber.
- 2.30. "Violation Ticket" means a ticket issued pursuant to Part II of the Provincial Offences Procedure Act, RSA, 2000, c. P-34 and any regulations therein.

3.0 FIRE SERVICES

- 3.1 The Council does hereby establish Fire Services for the purpose of:
 - a. Providing services to the level outlined in Schedule "A",
 - b. Preventing, combating or controlling incidents, management of fire extinguishing apparatus or equipment, and
 - c. Purchasing and operating apparatus or equipment for extinguishing fires or preserving life and property,

4.0 FIRE CHIEF

- 4.1. The Chief Administrative Officer shall appoint the Fire Chief.
- 4.3. The Fire Chief shall be responsible to the Chief Administrative Officer.
- 4.4. The Fire Chief has complete responsibility and authority over the Fire Services, subject to the direction of the Chief Administrative Officer or designate, and may prescribe rules, regulations and policies for the ongoing organization and administration of the Fire Services, including but not limited to:
 - a. The use, care and protection of Fire Services property.

TOWN OF TABER

BYLAW NO. 5-2016

- b. The conduct, discipline, duties and responsibilities of the Members.
 - c. The efficient operations of the Fire Services.
- 4.4. The Fire Chief shall:
- a. Upon approval of the Council, purchase or otherwise acquire equipment, apparatus, materials or supplies required for the operation, maintenance and administration of Fire Services to be used in connection therewith,
 - b. Keep or cause to be kept, in accordance with Town policies, records of all business transactions of the Fire Services, including the purchase or acquisition of equipment, apparatus, materials or supplies within allotted approved budget amounts, and retention/records of fires attended, actions taken in extinguishing fire, inspections carried out and actions taken on account of inspections and any other records incidental to the operation of the Fire Services
 - c. Perform such functions and have such powers and responsibilities as Council may prescribe.
- 4.5. The Fire Chief or any other member in charge at an incident is empowered.
- a. Cause a building, structure or thing to be pulled down, demolished or otherwise removed if he/she deems it necessary to prevent the spread of fire to other buildings, structures or things.
 - b. Establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized by him/her.
- 4.6. The Fire Chief or any other member in charge at an incident may at his/her discretion call upon Peace Officers to enforce restrictions on persons entering within the boundaries or limits outlined in sub-section 4.5.
- 4.7. The Fire Chief or any other member in charge at an incident, is empowered under the Safety Codes Act to use the Fire Services to enter without a warrant on any land or premises, including adjacent land or premises, to combat, control or deal with an incident in whatever manner he/she deems necessary in order to limit injury to person, loss of life, or damage to property or the environment.
- 4.8. The Fire Chief or any other member in charge at an incident may obtain assistance from other officials of the municipality, as he deems necessary in order to discharge his duties and responsibility at an incident.
- 4.9. The Fire Chief or any other member in charge at an incident may require persons who are not members to assist in extinguishing a fire, removing furniture, goods, or merchandise from any building on fire or in danger thereof and in guarding or securing and in demolishing a building or structure at or near the fire or other incident.
- 4.10. The Fire Chief or any other member in charge at an incident is empowered to commandeer privately owned equipment which he/she considers necessary to deal with an incident.
- 4.11. The Fire Chief or any other member in charge at an incident is empowered to activate and utilize any mutual aid agreements the Town of Taber may have with other municipalities.

TOWN OF TABER

BYLAW NO. 5-2016

- 4.12. The Fire Chief or any member in charge of an incident, including a Peace Officer at any time may cause any vehicle to be removed and taken to and stored at the vehicle owner's expense when the vehicle prevents access by the fire service to a fire hydrant, access road, street, fire alarm, cistern, connections provided for sprinkler systems, standpipes or body of water designated for firefighting purposes.

5.0 MEMBERS

- 5.1. Members will endeavor to perform Fire Protection and Rescue Services in a safe manner.

In accordance with;

- a. Good judgment,
- b. This bylaw,
- c. Other related bylaws,
- d. The established policies and procedures of the Fire Department
- e. The training provided
- f. The Traffic Safety Act
- g. The Safety Codes Act
- h. The Occupational Health and Safety Act
- i. Other relevant federal and provincial legislation, and
- j. Best safe working practices.

- 5.2. Members shall be reimbursed for time spent at training and calls as per policy at the rate established on Schedule C

6.0 JURISDICTION

- 6.1 The limits of the jurisdiction of the Fire Services provided will extend to the area and boundaries of the Town of Taber and no part of the fire apparatus or service shall be used beyond the limits of the Town of Taber without the express authority of a written contract or mutual aid agreement providing for the supply of firefighting or rescue services or other fire related services outside the Town of Taber boundaries.

7.0 REQUIREMENT TO REPORT

- 7.1 The Owner, or his / her authorized agent, of any property damaged by fire shall immediately report to the Fire Services particulars of the incident in a manner satisfactory to the Fire Chief.



TOWN OF TABER

BYLAW NO. 5-2016

- 7.2 The Owner or his/her authorized agent, of any property containing a Dangerous Good(s) product, which sustains an accidental or unplanned release of the Dangerous Good(s) product, shall immediately report to the Fire Services particulars of the release, in a manner satisfactory to the Fire Chief.

8.0 PERMITS

- 8.1 No person shall permit an Open Fire upon land owned or occupied by him/her or under his control within the Town of Taber except when he is the holder of a subsisting Fire Permit issued pursuant to this Bylaw outlined in schedule B unless:
- a. The fire has been set by the Fire Services for the purpose of training or controlling hazards;
 - b. The fire is in a portable appliance and the appliance is used in accordance with the Safety Codes Act, Alberta Fire Code and or Section 9 of this Bylaw.
- 8.2 No person shall possess, sell, purchase, or discharge fireworks within the Town of Taber except when he/she is the holder of a subsisting fireworks permit issued pursuant to this Bylaw, outlined in schedule B and the Alberta Fire Code.
- 8.3 Any person wishing to obtain a Fire or Fireworks Permit must complete a Fire or Fireworks Permit Application as outlined under Schedule B and submit the completed Application to Fire Services.
- 8.4 Upon receipt of a completed Fire or Fireworks Permit Application, the Fire Services shall consider the Fire or Fireworks Permit Application and may, in the Fire Chief or Deputy Fire Chief's discretion:
- a. Refuse to grant a Fire or Fireworks Permit,
 - b. Grant a Fire or Fireworks Permit upon payment of fee bylaw, or
 - c. Grant a Fire or Fireworks Permit upon such additional terms and conditions as the Fire Services deems appropriate and with payment of the applicable fee as per Schedule B.
- 8.5 A Fire or Fireworks Permit shall not be transferable.
- 8.6 Fire or Fireworks Permits issued pursuant to this Bylaw are valid for such periods of time as shall be determined and set by the Fire Chief or designate and the Fire or Fireworks Permit shall have endorsed therein, the period of time for which the said Permit is valid.
- 8.7 The Fire Service may extend the Fire or Fireworks Permit beyond the period of time that a Permit is valid, provided the Permit has not expired before the request to extend has been made.
- 8.8. The Fire Service may, at its sole and absolute discretion, terminate a Fire or Fireworks Permit and suspend or cancel a Fire or Fireworks Permit at any time.
- 8.9. Each Fire or Fireworks Permit application and Fire or Fireworks Permit must contain the following information:
- a. The name, address and telephone number of the applicant,

TOWN OF TABER

BYLAW NO. 5-2016

- b. The reason the Fire or Fireworks Permit is required,
 - c. The address or legal land description of the land on which the applicant proposes to set a fire; or possess, sell, discharge or purchase Fireworks.
 - d. The type and description of material which the applicant proposes to burn or the type of fireworks involved and amount to be used.
 - e. The period of time for which the Fire or Fireworks Permit is valid.
 - f. The additional terms and conditions, if any, that must be taken by the applicant to ensure safety, and
 - g. An acknowledgement by the applicant that the applicant has read, understood, and agrees to comply with the Terms and Conditions as set out on the Fire or Fireworks Permit.
- 8.10. Where an incident or a potential incident exists, the Fire Chief or his designate shall be empowered to suspend all structural fires, incinerator fires, outdoor fires, any outdoor camping fire lit for cooking or warming purpose, or the discharging of fireworks within all or portions of the Town of Taber for such a period of time and on such conditions as may be determined by the Fire Chief or his designate.
- 8.11. Nothing in this Bylaw shall be deemed to authorize any fire, burning or other act, which is in contravention of the Environmental Protection and Enhancement Act RSA. 2000, c. E-18 or any regulation made therein, and in the event of any conflict between the provisions of this Bylaw and the said Act or Regulations, the provisions of the said Act or Regulations shall take precedence .

9.0 FIRE PIT, OUTDOOR FIREPLACES AND STATIONARY BARBECUES

- 9.1 Fire permits are not required for fires that are entirely contained in fire pits, outdoor fireplaces and stationary barbecues that:
- a. Are not less than 3 meters from all buildings, property lines and combustible materials and are not located over any underground utilities or under any above ground wires.
 - b. Have a surface area or cooking area of not more than 760 mm².
 - c. Have enclosed sides no greater than 460 mm above ground level
 - d. Are constructed of bricks, concrete blocks, heavy gauge metal, or other suitable non-combustible components as approved by the Town of Taber.
 - e. Have a spark arrestor mesh screen of 13 mm expanded metal or equivalent.
 - f. Are used to burn only clean fuel (clean dry wood).
 - g. Are not used to burn refuse or waste matter.
 - h. Do not emit sparks onto neighboring property.

 - i. Do not release dense or opaque smoke into the atmosphere in a manner which may cause health problems or be a nuisance to neighbors.
 - j. Is supervised at all times by a reasonable person until such time that it has been extinguished. A fire shall be deemed to include hot ashes and smoldering embers resulting from the fire.
- 9.2. Have a flame height that does not exceed 900 mm above the barbecue/ fire pit.

TOWN OF TABER

BYLAW NO. 5-2016

- 9.3. A fire extinguisher or garden hose must be present for extinguishing any spot fires that may occur. A garden hose must be connected to a working faucet.
- 9.4. Fire permits are not required for portable barbeques which burn liquefied petroleum gas (LPG), natural gas, compressed briquettes, or charcoal when used for the purpose of cooking or obtaining warmth provided the appliances for cooking or obtaining warmth are used on the private property or in a public area as provided by the authority having jurisdiction.

10.0 RECOVERY OF COSTS

- 10.1. Upon providing Fire Protection on Property within or outside the Municipality's boundaries, the Municipality may, in its sole discretion and unless otherwise agreed, charge the Owner or occupant of the property a Fire Protection Fee in accordance with Fee bylaw.
- 10.2. Where the Fire Services performs inspections, investigations, or performs any other service listed in the Fees and Charges Schedule, The Fire Chief shall charge the fees listed in the Fees Bylaw.
- 10.3. The Municipality may bill the costs and any costs of additional materials, services and supplies to the registered owner, their insurance company, or Alberta Transportation to cover response to all vehicular fires and collisions which occur on or within their response area. Such invoices will be at the current rates established by Alberta Transportation per unit utilized at said vehicular fire or collision.
- 10.4. The Municipality may bill the costs and any costs of additional materials, services, and supplies to the registered owner, their insurance company, or Alberta Transportation for all responses involving actual or potential product releases of dangerous goods within the Municipality.
- 10.5. Council reserves the right to waive any service fees imposed under this section upon representation by the owner. Such representation will require written notice of concerns being addressed to Council within 60 days of issuance of an invoice by the Municipality.
- 10.6. The schedule of costs and fees to be charged by Fire Services for services rendered pursuant to this or any other bylaw shall be as set out in the Fees bylaw.
- 10.7. The Town of Taber may recover such costs or fees as a debt due and owing to the Town of Taber. In the case of action taken by Fire Services in respect of land within the Town of Taber, where the costs or fee is not paid upon demand by the Town of Taber, then in default of payment, such costs or fees may be charged against the land as taxes due and owing in respect of that land.

TOWN OF TABER

BYLAW NO. 5-2016

11.0 OFFENCES

- 11.1. Any person who ignites, fuels, supervises, maintains or allows on Open Fire within the municipal boundaries of the Town of Taber without a valid Fire Permit as required by this Bylaw is guilty of an offence, unless:
- a. The fire has been set by the Fire Services for the purpose of training or controlling hazards;
 - b. The fire is a Municipal Park Site Fire in an area preauthorized by the Fire Chief;
 - c. The fire is in a portable appliance and the appliance is used in accordance with the Safety Codes Act and the Alberta Fire Code, or;
 - d. The fire has otherwise been authorized by The Fire Chief.
- 11.2 When a fire is lit under the circumstances described in Section 11.1, when such a fire is not permitted pursuant to this Bylaw, the owner or occupier of the land or the person having control of the land upon which such fire is lit shall:
- a. Extinguish the fire immediately; or
 - b. Where he/she is unable to extinguish the fire immediately, report the fire to the Fire Service.
 - c. Any Fire Service Member or a Peace Officer may order any fire not permitted under this Bylaw to be extinguished immediately.
- 11.3 Any person ordered under section 11.2 to extinguish a fire shall immediately and without delay completely extinguish the fire and shall ensure the fire remains out until such time as a permit, under this Bylaw, is issued.
- 11.4 No person shall:
- a. Allow, authorize, permit, or continue to burn garbage, leaves, straw, painted wood, treated construction materials and items made of or containing rubber, plastic, tar or any materials deemed for disposal.
 - b. Deposit, discard or leave any burning matter or substance where it might ignite other material and cause a fire.
 - c. Conduct any activity that involves the use of fire that might reasonably be expected to cause a fire unless he/she exercises reasonable care to prevent the fire from occurring.
 - d. Provide false, incomplete or misleading information to the Fire Services or the Town of Taber on or with respect to a Fire or Fireworks Permit Application.
 - e. Interfere or obstruct the efforts of persons authorized in this bylaw to extinguish fires or preserve life, property, or the environment.
 - f. Interfere with the operation of any Fire Services equipment or apparatus required to extinguish fires, preserve life, property, or environment.
 - g. Damage or destroy Fire Services property.
 - h. Falsely state him/herself as a Fire Services Member or wear or display any Fire Services badge, cap, button, insignia, uniform, license plate, department identification, or other paraphernalia except with the express written consent of the Fire Chief.

TOWN OF TABER

BYLAW NO. 5-2016

- i. Falsely state that he/she has the sanction of the Fire Department in soliciting any person, agency, society or company on any matter.
- j. Discharge, possess, sell or purchase any fireworks without a permit issued in accordance with this Bylaw and the Alberta Fire Code.
- k. Enter the boundaries or limits of an area prescribed in accordance with Section 4.5 of this bylaw unless authorized by the Fire Chief or member in charge.
- l. Move fire equipment or drive a vehicle over any fire hoses or other equipment without the permission of the Fire Chief or the Member in charge.
- m. Other than an employee of the Town of Taber, Public Works or contracted agency, or member of the Fire Services shall use any fire hydrant for the purpose of obtaining or discharging water from such hydrant.
- n. Obstruct, prevent or refuse to admit a Safety Codes Officer, Fire Inspector or Investigator in, to, or upon any land, premises, yards, or buildings for the purpose of investigating the same, or who incites or abets such action shall be considered in breach of this Bylaw. The Safety Codes Officer(s) for the Town of Taber shall have all powers as provided for in the Safety Codes Act with reference to the Fire Discipline.

12.0 PENALTIES

- 12.1 A person who contravenes any Section of this Bylaw or fails to comply, with any condition in a permit, with any order or request directed to him pursuant to this bylaw is guilty of an offence and liable:
 - a. If the offence is a contravention of this Bylaw, to a fine of not less than \$100.00 and not more than \$2,000.00.
 - b. To the minimum fine established in The Fees and Charges Schedule of this Bylaw, or
 - c. To a fine not more than \$2,000.00.
- 12.2 Any Peace Officer is hereby authorized and empowered to issue a Violation Ticket to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this bylaw.
- 12.3 Where a contravention of this bylaw is of a continued nature further Violation Tickets may be issued by the Peace Officer, provided that no more than one Violation Ticket shall be issued for each day that the contravention continues.
- 12.4 The minimum fine identified in the Fees and Charges Schedule of this bylaw may be used as a voluntary penalty on a violation ticket issued by a Peace Officer.
- 12.5 Nothing in this Bylaw may prevent a Peace Officer from issuing a Violation Ticket with a mandatory Court appearance to any person who contravenes any provision of the Bylaw.

TOWN OF TABER

BYLAW NO. 5-2016

13.0 DISCHARGE OF DUTIES

- 13.1 The Fire Chief or any member of the Fire Service charged with any duty provided in this bylaw, acting in good faith and without malice for the municipality in the discharge of his/her duties, shall not hereby render him/herself liable personally for any damage that may occur to persons or property as a result of any act required or by reason of any act or omission in the discharge of his/her duties.

14.0 INDEMNIFICATION

- 14.1 The town shall indemnify and save harmless any member, acting in good faith and without malice, from any and all actions, cause of actions, claims and demands arising out of any act or omission made by him or her while he or she was engaged in the exercise of his or her duties and responsibilities under this bylaw.
- 14.2 The Town shall undertake to defend any action or suit brought against a member for whom indemnification is allowed under section 14.1 of this bylaw

15.0 INTENTION OF TOWN COUNCIL

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

16.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. A-331 is hereby repealed in its entirety.
Bylaw No. A-275 is hereby repealed in its entirety.
Bylaw No. 4-99 is hereby repealed in its entirety.

TOWN OF TABER

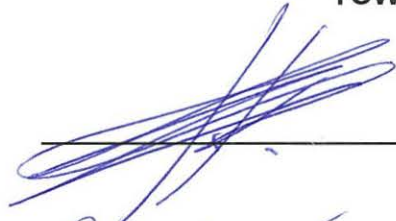
BYLAW NO. 5-2016

17.0 EFFECTIVE DATE

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES.597/2016	Read a first time this 28 th day of November, 2016.
RES.598/2016	Read a second time this 28 th day of November, 2016.
RES.600/2016	Read a third time and finally passed this 28 th day of November, 2016.

TOWN OF TABER



MAYOR



CHIEF ADMINISTRATIVE OFFICER (C.A.O)

TOWN OF TABER

BYLAW NO. 5-2016

Schedule 'A'
Level of Service

Response levels are in accordance with Job Performance Requirements in NFPA 1001, 472, 1081,1002 and 1006 standards

<i>Structural/wild land firefighting to firefighting standards (NFPA 1001, 1051)</i>	
<i>Disaster response and management</i>	
<i>Police assist on as needed basis</i>	
<i>Fire inspections as set out in the Quality Management plan for the town of Taber</i>	
<i>Fire investigations as mandated by Safety Codes Act of Alberta 2000 Chapter S-1 and the Quality management plan for the Town of Taber</i>	
<i>Suppression on Flammable/Combustible hydrocarbon fires up 1000 L not including oilfield facility fires</i>	
<i>Hazardous materials response to operations level (NFPA 472)</i>	
<i>High-angle rescue to awareness level</i>	
<i>Medical First Responder assist Alberta health services</i>	
<i>Machinery rescue to operations level</i>	
<i>Confined space rescue to awareness level</i>	
<i>Water/ice rescue to awareness level</i>	
<i>Tunnel/excavation trench/structural collapse rescue to awareness level</i>	
<i>Vehicle extrication to operations level</i>	

TOWN OF TABER
BYLAW NO. 5-2016

Schedule 'B'

PERMITS

*Taber Emergency Services
Town of Taber*

A - 4900 50 St.

Taber, AB T1G 1T1

PH: 403-223-5500 X 5442 FAX: 403-223-5502

Email: Fire.Chief@taber.ca

Open Air Burn Permit

Permit Number:

Date Created:

Items to be burned:

Issuer:

Address of Fire:

Station:


Taber

Property Contact:

Signature of Owner/Designate

*THIS PERMIT IS GOOD ONLY FOR DATES SPECIFIED
In accordance with the Fire Services
Bylaw of the Town of Taber*

REQUIREMENTS

- 1. Telephone 403-223-8991 before commencing burn*
 - 2. Wind speed is required be less than 25 km/hr.*
 - 3. A responsible adult must be in attendance to monitor and control the burn.*
 - 4. Provisions and equipment must be available control or prevent the spread of the fire.*
 - 5. The Town of Taber agrees to consider the Applicant's application and reserves the right to perform any inspections or investigations deems necessary to determine compliance with The Fire Services Bylaw. The Town of Taber may in its sole and absolute discretion issue a Fire Permit to the applicant, with such terms and conditions as the Town of Taber deems appropriate.*
 - 6. The applicant warrants that they are the owner or occupant of the property, or have gained written permission of the owner/occupant of the property described in the application to carry out the purpose of the requested Fire Permit. The applicant agrees to allow Town of Taber representatives access to the property for the purposes of inspecting, preventing fire spread, or the extinguishment of any fire.*
 - 7. This Fire Permit may be suspended or terminated at any time by the Town of Taber.*
 - 8. It is the understanding of the municipality that the bearer of this permit shall be solely liable for any or all damages resulting from open burning.*
 - 9. It is an offence to burn without a permit except as permitted by the Fire Services Bylaw.*
 - 10. It is an offence to burn prohibited items including but not limited to leaves, straw, garbage, painted or treated wood or construction materials, and any materials made or plastic, rubber, tar or other materials deemed for disposal.*
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TOWN OF TABER

BYLAW NO. 5-2016

11. *It is an offence to provide false, incomplete, or misleading information to gain a fire permit.*
12. *By signing this Fire Permit the applicant acknowledges that they have read, understood, and will comply with the terms and conditions as set out on this Fire permit.*



TOWN OF TABER

BYLAW NO. 5-2016

Schedule 'B'
PERMITS

Town of Taber

Low Hazard Fireworks Permit to Discharge

<i>Permit Number:</i>	<i>Date:</i>	<i>Applicant Name:</i>
<i>Discharge Date:</i>	<i>Applicant Address:</i>	
<i>Discharge Location:</i>	<i>Applicant Phone:</i>	
<i>Applicant is Land Owner:</i>	<i>Applicant has Written Consent from Land Owner:</i>	
<i>Purpose of Discharge:</i>		
<i>Amount & Type of Fireworks estimated to discharge:</i>		

I (applicant) have read, understood, and will comply with the terms and conditions of this permit, the relevant requirements of the Alberta Fire Code, the Explosives Act (Canada) and Town of Taber Fire Services Bylaw.

Signed: _____

Print Name: _____

Fire Chief or Designate

Signature: _____

Terms and Conditions

- 1. Wind speed is required to be less than 25 km/hr.*
- 1. A responsible adult must be in attendance.*
- 2. Provisions and equipment must be in attendance to prevent the ignition and spread of a fire.*
- 3. A Fireworks Permit may be suspended or terminated at any time by the Town of Taber*
- 4. The bearer of the permit shall be solely liable for any and all damages resulting from the use of fireworks*
- 5. It is an offense to provide incomplete, incorrect, or misleading information.*
- 6. Fireworks may not be discharged in a building unless the fireworks are specifically for that use and special permission is given by the Fire Department*
- 7. Fireworks may not be discharged within 10m of any building, tent, trailer, canvas shelter, or motor vehicle.*
- 8. Fireworks may not be discharged within 200m of any place where explosives or flammable or combustible liquids are stored or manufactured.*

TOWN OF TABER

BYLAW NO. 5-2016

Schedule 'B'
PERMITS

Town of Taber
High Hazard Fireworks Permit to Discharge

Permit Number:	Date:	Applicant Name:
Discharge Date:		
		Applicant Address:
Discharge Location:		Applicant Phone:
Applicant is Land Owner:		Applicant has Written Consent from Land Owner:
Purpose of Discharge:		
Amount & Type of Fireworks estimated to discharge:		

I (applicant) have read, understood, and will comply with the terms and conditions of this permit, the relevant requirements of the Alberta Fire Code, Explosives Act (Canada) and Town of Taber Fire Services Bylaw.

Signed: _____

Print Name: _____

Fire Chief or Designate

Signature: _____

Terms and Conditions

1. Wind speed is required to be less than 25 km/hr.
2. A responsible adult must be in attendance and follow the Explosives Act (Canada).
3. Provisions and equipment must be in attendance to prevent the ignition and spread of a fire.
4. A Fireworks Permit may be suspended or terminated at any time by the Town of Taber
5. The bearer of the permit shall be solely liable for any and all damages resulting from the use of fireworks.
6. A copy of the insurance policy (5 million) showing a cross liability clause.
7. It is an offense to provide incomplete, incorrect, or misleading information.
8. Fireworks may not be discharged in a building unless the fireworks are specifically for that use and special permission is given by the Fire Department
9. Fireworks may not be discharged within 10 m of any building, tent, trailer, canvas shelter, or motor vehicle.
10. Fireworks may not be discharged within 200m of any place where explosives or flammable or combustible liquids are stored or manufactured.

TOWN OF TABER
BYLAW NO. 5-2016
Schedule 'C'

Firefighter Pay Grid

<i>Classification</i>	<i>Rate</i>
<i>Firefighter 1</i>	<i>\$16.00/hr</i>
<i>Firefighter 2</i>	<i>\$18.50/hr</i>
<i>Lieutenant</i>	<i>\$21.00/hr</i>
<i>Captain</i>	<i>\$23.50/hr</i>
<i>Duty Officer on call Pay</i>	<i>\$2.50/hr</i>

Notes:

- 1. Classification criteria are set as per Fire Department policy.*
- 2. Annual review of the Firefighter Pay Grid is necessary.*