

**THE CORPORATION OF  
THE TOWNSHIP OF BONNECHERE VALLEY**

**BY-LAW NUMBER 2011-021**

Being a by-law to adopt a Fire Prevention Policy and adopt the Fire Department Goals for the Township of Bonnechere Valley

**WHEREAS** the Council of the Corporation of the Township of Bonnechere Valley deems it expedient to adopt a Fire Prevention Policy and Fire Department Goals which will be applicable in its entirety for the entire municipality;

**NOW THEREFORE** the Corporation of the Township of Bonnechere Valley enacts as follows:

1. THAT the Council of the Corporation of the Township of Bonnechere Valley adopt the policy attached hereto and marked as Schedule A to this By-Law;
2. THAT the Council of the Corporation of the Township of Bonnechere Valley adopt the goals for the Fire Department attached hereto and marked as Schedule A of this By-Law;
3. THAT this by-law shall come into force and take effect upon the date of the final passing thereof.
4. By-Law 2006-50 is hereby repealed

READ A FIRST AND SECOND TIME THIS 3rd DAY OF MAY, 2011.

READ A THIRD TIME AND PASSED THIS 3rd DAY OF MAY, 2011.

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Mayor Jennifer Murphy

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CAO Bryan Martin

Schedule "A" – By-Law NO 2011-021  
**Fire Prevention Policy**

**POLICY STATEMENT**

This fire prevention policy has been reviewed and approved by the municipal council of the Township of Bonnechere Valley on May 3rd, 2011 and is applicable in its entirety for the whole municipality.

**DEPARTMENT RECORD KEEPING AND RISK ASSESSMENT**

All record keeping within the fire department pertaining to such things as emergency response, deaths and injuries, number and type of inspections, public education activities shall be kept current. A simplified risk assessment, utilizing these statistics shall be performed on a predetermined schedule, or as the needs and circumstances of the community and the department dictate. This is to ensure changing fire safety priorities are addressed, appropriately and promptly.

**PUBLIC AWARENESS PROGRAMS**

The Fire Prevention Officer under the direction of the Fire Chief shall work with department personnel or members of the Fire Prevention team to provide a variety of fire prevention education programs for members of the community as requested and in accordance with the priorities identified in the community's risk assessment.

In addition to the school programs, the Fire Prevention Officer shall work with social services and special interest groups to deliver specific and any other programs which meets the needs of the community and the fire department.

Requests for tours of the fire stations shall be referred to the Fire Prevention Officer who shall make the necessary arrangements through the respective deputy chief at the station.

Distribution of fire safety education materials will be on-going throughout the year addressing various fire safety concerns and will be made available to the residents at selected municipal buildings.

**INSPECTIONS**

It is the policy of the Bonnechere Valley Fire Department to conduct fire prevention inspections of occupancies at the frequency indicated in the attached schedule "B" as approved by the municipal council or upon request for assistance to comply with the Ontario Fire Code or a complaint.

**OPEN AIR BURNING**

Open air burning is permitted within the municipality only with approval of the Chief Fire Official and in accordance with the conditions set out in the permit for Open Air Burning By-Law NO 2009-027.

## **RENOVATIONS**

Renovations plans may be examined and approved in consolidation with the Chief building Official.

## **CHANGES OF OCCUPANCY OR OWNERSHIP**

These inspections will be conducted when requested by the purchaser's solicitor only where written permission has been obtained from the owner or the owner's agent.

A fee will be charged for any or all of the above referenced inspections /services in accordance with User By-Law NO 2009-043

A fee schedule for various types of inspections/services is available upon request from the fire department or the municipal office.

## **INVESTIGATION OF FIRES**

The Fire Chief and or members of the fire department delegated by the Fire Chief shall investigate the origin and cause of all fires within the municipality. The Ontario Fire Marshall shall be notified for the following reasons: Large loss fire, suspicion of arson, fatality, fire injury or a gaseous explosion. The Fire Chief and or members of the fire department delegated by the Fire Chief will assist the Ontario Fire Marshall investigator as requested.

## **CONCLUSION**

This fire prevention policy provides for the participation of all members of the department in fire prevention and public education activities during available hours and also addresses the types and frequency of inspections approved by council. It is intended as an affirmative direction to the fire chief, fire department personnel and the public

**INSPECTION SCHEDULE  
Five year plan 2011-2015**

**Inspections Based on Priority**

**Institutional (B)**

All homes for special care
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**Commercial or Business (D &E)**

Mercantile with rental property attached
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**Residential (C)**

Apartments
Boarding/lodging houses

**Industrial (F)**

Factories, complexes or sawmills
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**Assembly Occupancies (A)**

Licensed Premises
Restaurant

**Assembly Occupancies (A)**

Schools	Once per year this is done during fire prevention week
Special Occasion Permits	As requested
Churches	As requested

**Commercial or Business (D &E)**

Business/Personal Services	As requested
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**Residential (C)**

Home Inspection Program	As requested
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Where the fire department receives a complaint or request for an inspection on **ANY** premise or building in the municipality, the inspection shall be conducted as soon as practical under the authority of the Fire Protection and Prevention Act regardless of the frequency established in the Fire Prevention Policy.

Where a fire has occurred, the fire prevention division will inspect the property to ensure compliance with the Ontario Fire Code or any provisions under the Fire Prevention and Protection Act.

Schedule "C" – By-Law NO 2011-021

**MISSION STATEMENT TOWNSHIP OF BONNECHERE VALLEY FIRE  
DEPARTMENT**

To Protect Life, Property and the Environment through Fire Prevention, Education,  
Fire Suppression and Rescue.

Providing programs and activities that protect the Township of Bonnechere Valley  
and its people from the adverse effects of fire, sudden medical emergencies or  
exposure to dangerous conditions created by man or nature.

**PRIMARY GOALS  
OF  
THE CORPORATION  
OF  
THE TOWNSHIP OF BONNECHERE VALLEY  
FIRE DEPARTMENT**

The goal of the fire department is to provide fire protection services and fire prevention public education programs through a range of programs designed to protect the lives and property of residences from the adverse effects of fire, sudden medical emergencies or exposure to dangerous conditions created by man or nature: First to their municipality; Second, to those municipalities requiring assistance through (Mutual Aid) and Third to those municipalities which are provided fire protection by an authorized fire protection agreement.

**Primary Objectives of the Fire Department**

In order to achieve the goals of the Fire Department, necessary funding must be in place and the following objectives met:

1. Identify and review the fire service, fire prevention, public education program and requirements of the municipality.
2. Provide an administrative process consistent with the needs of the department.
3. Ensure that firefighting equipment and operating personnel are available within the municipality to provide adequate response to a citizen's call within a reasonable time.
4. Provide department training to an accepted standard which will ensure the continuous upgrading of all personnel in the latest techniques of fire prevention/education, firefighting and control of emergency situations and to co-operate with other departments of the corporation with respect to management, training and other programs.
5. Provide a maintenance program to ensure all fire protection apparatus including allied equipment, is ready to respond to emergency calls.
6. Provide a Fire Prevention Public Education team to meet the requirements of the municipality.
7. Provide an effective fire prevention/education program to:
  - a) Ensure, through plan examination and inspection, compliance with application, municipal, provincial and federal fire prevention legislation, statutes, code and regulations;
  - b) Reduce and or eliminate fire hazards.
8. Develop and maintain an effective public information system and educational program,
9. Ensure in the event of a major catastrophe in the municipality, assistance to cope with the situation is available outside the departments and other agencies.
10. Develop and maintain a good working relationship with all federal, provincial and municipal departments, utilities and agencies related to the protection of life and property.
11. Interact with other departments of the corporation respecting the aspects of fire on any given program.
12. Ensure these objectives are not in conflict with any other department of the corporation.