
**THE CORPORATION OF THE MUNICIPALITY OF
TEMAGAMI BY-LAW NO. 21-1545**

Being a By-law to establish fire departments for areas within the
Municipality of Temagami.

WHEREAS the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS the *Municipal Act* provides that sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues;

WHEREAS the *Municipal Act, 2001, S.O.2001, C25* and the *Fire Protection and Prevention Act, 1997, S.O. 1996, c4* ("FPPA") permit *Council* to enact a by-law to establish and regulate a fire department

AND WHEREAS section 2 of the *FPPA* requires that every municipality establish a program which must include public education with respect to fire safety and certain components of fire prevention and to provide other fire protection services as it determines may be necessary and in accordance with its needs and circumstances;

AND WHEREAS the *FPPA* requires a municipality that establishes a *Fire Department* to appoint a *Fire Chief*;

AND WHEREAS the *FPPA* authorizes a *council* of a municipality to pass by-laws under the *FPPA* to regulate fire prevention, to regulate the setting of open-air fires and to designate private roads as fire routes.

AND WHEREAS section 5(0.1) of the *FPPA* states that a *council* of a municipality may establish, maintain and operate a *fire department* for all or any part of the municipality;

BE IT THEREFORE ENACTED by the *Municipal Council* of the Corporation of the Municipality of Temagami as follows:

1) In this by-law, unless the context otherwise requires,

- a) **approved** means approved by council
- b) **"Automatic Aid"** means any agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department is capable of responding more quickly than any fire department situated in the other municipality; or a municipality agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department in the municipality is capable of providing

the quickest supplemental response to fires, rescues and emergencies occurring in the part of another municipality

- c) **Chief Administrative Officer (CAO)** means the person appointed by council to act as the most senior administrative officer for the corporation,
- d) **“Chief Fire Official”** shall mean the Assistant to the Fire Marshal who is the **Fire Chief** or a member or members of the **Fire Department** appointed by the **Fire Chief** under the **FPPA** or a person appointed by the Fire Marshal under the **FPPA**;
- e) **corporation** means the Corporation of the Municipality of Temagami,
- f) **Council** means the Council of the Corporation of the Municipality of Temagami,
- g) **Deputy Chief** means the person(s) appointed by council to act in the place of each Fire Chief in the case of an absence or a vacancy in the office of Fire Chief. The deputy Fire Chief has the same authority and responsibilities as the Fire Chief and shall perform all the duties of the Fire Chief in the Fire Chief’s absence,
- h) **Fire Chief** means the person(s) appointed under subsections 6(1), (2) or (4) of the Fire Protection and Prevention Act and is ultimately responsible to council for delivery of fire protection services as defined within this Act,
- i) **Fire Department** means the Marten River Fire Department and the Temagami Fire Department,
- j) **Firefighter** means any person employed in, or appointed to, a fire department and assigned to undertake fire protection services, and includes a volunteer fire fighter,
- k) **“Fire Protection Agreement”** is a contract between municipalities, other agencies, individuals, or a company that clearly defines the responsibilities, terms, conditions, and all other aspects of the fire services purchased, provided and/or required.
- l) **“Fire Coordinator”** means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to coordinate the mutual aid plan, or the person appointed by the Fire Marshal to act in the absence of the Fire Coordinator;
- m) **fire protection services** means a range of programs designed to protect the lives and property of the inhabitants and public at-large within the fire department response area from the adverse effects of fire, sudden medical emergency or exposure to dangerous conditions created by man or nature and includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in the provision of fire protection services, rescue and emergency services and the delivery of all those services,
- n) **Fire Prevention Officer** means a person that is appointed as an Assistant to the Fire Marshall under the Fire Protection and Prevention Act and works at the direction of the Fire Chief. This position is responsible for fire inspections, fire investigations and public education
- o) **Interior structural firefighting** means the physical activity of fire suppression, rescue or both, inside of buildings or enclosed structures which are involved in a fire situation beyond the incipient stage.
- p) **Incipient stage fire** is defined as a fire which is in the initial or beginning stage and which can be controlled or extinguished by portable fire extinguishers, class II standpipe or small hose systems without the need for protective clothing or breathing apparatus.
- q) **Limited Service** means a variation of services significantly differentiating from the norm as a result of extenuating circumstances, such as environmental factors, obstructions, remote and/or island properties, private roadways, lanes and drives, and/or insufficient

Volunteer Firefighters responding to a call to safely perform the necessary services required,

- r) **Member**, means any defined Firefighter or employee of the department,
- s) **Mutual Aid** means the Province of Ontario Mutual Aid Plan, including the county, regional and district plans developed under the authority of the Fire Protection and Prevention Act, 1997 and the direction of the Fire Marshal and Chief, Emergency Management to facilitate provisions of fire protection services to the residents of the county, district or region under a coordinated and cooperative provincial plan.
- t) **Volunteer firefighter** means a Part Time firefighter who provides fire protection services for a nominal consideration, honorarium, training or activity allowance.

Scope

This By-law shall apply to both the Marten River Fire Department and the Temagami Fire Department unless otherwise specified.

2) Fire Department Establishment

- a) Fire departments for the Corporation of Municipality of Temagami are to be known as the Marten River Fire Department and the Temagami Fire Department are hereby continued
- b) The head of each fire department shall be known as the Fire Chief.
- c) The fire departments shall be structured in conformance with the Organizational Chart, **Appendix A**, forming part of this by-law.
- d) The goals of the fire departments shall be as those contained in **Appendix B**, forming part of this by-law.
- e) The core fire protection services provided by the fire departments, as approved by Council, shall be those contained in **Appendix C**, forming part of this by-law.

3) Fire Department's Administrative Areas

- a) The Marten River Fire Department shall provide fire department administrative, prevention & education services within: the Townships of Sisk, Olive, Milne, and portions of Law & Askin Township lying South of the Rabbit Lake Access Road at HWY 11 and 695 Wilson Lake Road.
- b) The Temagami Fire Department shall provide fire department administrative, prevention & education services to all areas within the Municipality of Temagami, excluding parts assigned to the Marten River Fire Department.

4) Fire Department's Emergency Response Areas:

- a) The Marten River Fire Department emergency response area includes:
 - i) All areas **accessible by fire department vehicles** within the department's administrative area
 - ii) Properties accessible by fire department vehicles, having an approved fire protection agreement with the Municipality, located in the Unincorporated Townships of McCallum, Thistle, McLaren, Gladman & Kenny,
 - iii) Highway response coverage, as identified in the Rescue Support Plan for the Nipissing East Parry Sound Mutual Aid includes: Highway 11, from Rabbit Lake Road to the Tomiko River Bridge / Tilden Lake; Highway 64 from Hwy 11 to the Temagami River Road
 - iv) Heavy Rescue Support within the highway response areas of both departments

- b) Temagami Fire Department emergency response area includes:
 - i) All areas **accessible by fire department vehicles** within the department's administrative area.
 - ii) Highway response coverage is from the Municipal northern Boundary, to and including, the Rabbit Lake Access Road.
- c) Departments may respond to calls outside their emergency response area if the incident commander believes immediate action is necessary to preserve life (within the department's "trained and equipped capabilities).

5) Fire Department Personnel Management

- a) In addition to the Fire Chiefs, the council shall appoint a deputy chief for each department and such numbers of other officers, and members, as may be deemed necessary by Council.
- b) Each fire department is permitted a maximum complement of 25 members. The strength of a department shall not fall below the minimum staffing requirements as per the Mutual Aid System Plan.
- c) The Fire Chiefs may recommend to the Council the appointment of any qualified person as a member of the fire department, subject to the approved hiring policies of the Corporation of the Municipality of Temagami.
- d) Persons appointed as a member of the fire department to provide fire protection services shall be on probation for a period of 12 months during which period they shall take such special training and examinations as may be required by their Fire Chief.
- e) If a probationary member appointed to provide fire protection services fails any such examinations, the Fire Chief may extend the probation period, or recommend to the council that he/she be dismissed.
- f) If a medical examiner finds a member is physically unfit to perform assigned duties as set out in this by-law, then the member can be placed on suspension while healing or retired, based on the report from the medical examiner.
- g) The Fire Chief may reprimand, suspend or recommend dismissal of any member for infraction of any provisions of this by-law, policies, general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to discipline, health, safety, or efficiency of the fire department.
 - (1) Following the suspension of any member, the Fire Chief shall immediately report, in writing, the suspension and recommendation to the chief administrative officer and council
 - (2) A volunteer fire fighter shall not be dismissed without the opportunity for a review of termination, if he/she makes a written request for such a review to the CAO within seven (7) working days after receiving notification of the proposed dismissal. The CAO shall conduct the review.

6) Fire Department Volunteer Firefighter Rates of Pay

- a) The remuneration of volunteer firefighters shall be as determined by council
- b) The honorarium for all fire department members, as set out by council, will be increased each year with the percentage of increase commensurate to full time employees of the Municipality.
- c) The honorarium rates for officers, as set out by council shall also be increased yearly with the percentage of increase commensurate to full time employees of the Municipality.
- d) Payroll shall be funded through the annual fire department operating budget.

7) Fire Chief General Responsibilities

- a) The Fire Chiefs are ultimately responsible to Council
- b) The Fire Chiefs are responsible to council, through the Chief Administrative Officer, for the proper administration and operation of the fire department, including the delivery of fire protection services. The Fire Chief is under the general direction of the CAO.
- c) The Fire Chiefs shall implement all approved policies and shall develop such operating procedures and guidelines, general orders and departmental rules as may be necessary to implement the approved policies and to ensure the appropriate care and protection of all fire department personnel and fire department equipment.
- d) The Fire Chiefs shall review periodically all policies, orders, rules and operating procedures and guidelines of the fire department and may establish an advisory committee consisting of such members of the fire department as the Fire Chief may determine from time to time to assist in these duties.
- e) The Fire Chiefs shall submit to the Chief Administrative Officer and Council for approval, the annual budget estimates for the fire department; an annual report and any other specific reports requested by the Chief Administrative Officer or Council.
- f) Each division of the fire department is the responsibility of the Fire Chief and is under the direction of the Fire Chief or a member designated by the Fire Chief. Designated members shall report to the Fire Chief on divisions and activities under their supervision and shall carry out all orders of the Fire Chief.
- g) Where the Fire Chief designates a member to act in the position of an officer, in the fire department, such member, when so acting, has all of the powers and shall perform all duties of the officer replaced.
- h) The Fire Chief shall take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property, and shall exercise all powers mandated by the Fire Protection and Prevention Act, and the Fire Chief shall be empowered to authorize:
 - i) pulling down or demolishing any building or structure to prevent the spread of fire,
 - ii) all necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident, when unable to contact the property owner
 - iii) recovery of expenses incurred by such necessary actions for the corporation in the manner provided through the Municipal Act and the Fire Prevention and Protection Act
- i) Recovery of Costs – Additional Expenses
 - i) The Fire Chief may require property owners, corporations or persons within or outside the municipality to pay costs or fees for fire and emergency response or other administrative services provided to them. Invoicing for response services or recovery of fees will be conducted in accordance with the Municipality of Temagami Users Fees By-law in-force.
 - ii) If as a result of a Fire Department response to a fire or emergency incident, the Fire Chief or his/her designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus, or use more materials than are carried on a fire apparatus (the “Additional Service”) in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by or contracted to the Corporation, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Fire Department and/or to generally make “safe” an

incident or property, the owner of the property requiring or causing the need for the Additional Service or expense shall be charged the full costs to provide the Additional Service including all applicable taxes. Property shall mean personal and real property.

- j) The Fire Chief shall have all powers, rights, and duties assigned to a Fire Chief under the FPPA including, without limitation, the authority to enforce compliance with the Fire Code. Further, the Fire Chief shall be afforded the ability to take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all municipal by-laws respecting fire prevention.

8) Deputy Fire Chief General Responsibilities

- a) The Deputy Fire Chief is responsible to the Fire Chief and
- b) In the Fire Chiefs absence, the Deputy Fire Chief has the same authority and responsibilities as the Fire Chief and shall perform all the duties of the Fire Chief.

9) Firefighter & Member Responsibilities

- a) All members shall act in a professional manner as representatives of the Fire Department
- b) Each member shall conduct themselves in accordance with general orders, policies, procedures, guidelines, rules and regulations made by their Fire Chief, or Council and shall give their whole and undivided attention while on duty to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the FPPA and any other written agreement that may be applicable.

10) Fire Departments level of Service

- a) The Municipality of Temagami Fire Departments are committed to protecting life, property and the environment from fire, hazardous materials, natural disasters and other emergencies. The Fire Departments shall provide such services through the different divisions as set out below
- b) Due to the reliance upon volunteer firefighters, the topographic and geographic configuration of the Municipality, the level and amount of equipment at Fire departments disposal and other budgetary constraints the services listed below in sections 11, 12, 13, 14 and 15, may be provided as limited services as defined in Section 1 of this Bylaw.
- c) Emergency response services may be delayed, limited or not provided to areas where access roads are not maintained to allow safe access & egress for large emergency response vehicles (Road Standards - Appendix D).
- d) The Municipality of Temagami accepts no liability for the delay or inability to supply the services set out in the section of this By-law due to the provision of its approved services as limited services or due to the existence of unsafe conditions encountered enroute, impeded access to property, lack of volunteer firefighters available to respond, and /or for environmental factors/constraints

11) Administration and Support Services

- a) Prepare the departmental budget and exercise control of the budget;

- b) Prepare the payroll of the department and initiate requisitions for materials and services and certify all accounts of the department;
- c) Maintain personal records in accordance with the policy of the corporation;
- d) Arrange for the provision of medical services in the event of fire fighter(s) injury at department responses or training sessions;
- e) Make recommendations for the construction of new buildings, or renovations, as approved;
- f) Provide liaison with associations i.e. the local fire fighters association, mutual aid association;
- g) Prepare monthly and annual reports of the department;
- h) Carry out the general administrative duties of the department;
- i) Maintain & Monitor emergency dispatching agreement
- j) Provide liaison with the District fire coordinator, and District Mutual Aid coordinator
- k) Advise senior management on any matters with respect to the Fire Protection and Prevention Act

12) Fire Prevention & Public Education

- a) Implement the approved fire prevention, fire safety and public education policy,
- b) Carry out the duties and activities of the fire prevention, fire safety and public education and inspections and enforcement policy.
- c) Maintain fire loss records, which shall include structural fire cause determination.
- d) Follow all directives issued by the OFMEM

13) Emergency Operations:

- a) Prevent, control and extinguish fires in areas accessible by all fire department vehicles;
- b) Conduct investigations of fires actioned by the department in order to determine cause, origin, and where required, to request appropriate agencies to assist with the investigation;
- c) Respond and assist at such emergencies as may be deemed necessary by the Fire Chief
- d) Perform pre-emergency planning for those areas accessible by fire department vehicles,
- e) Liaison with the North Bay office of the Ministry of Natural Resources and Forestry as per the Forest Fire Protection Agreement with the Ministry of Natural Resources and Forestry.

14) Emergency Operations Outside of Municipal Boundaries

- a) The fire department shall not respond to a call with respect to a fire or emergency outside the limits of the municipality except with respect to a fire or emergency:
 - i) That in the opinion of the Fire Chief, or designate of the fire department, threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality,
 - ii) in a municipality with which an approved agreement has been entered into to provide fire protection services which may include automatic aid
 - iii) on property with which an approved agreement has been entered into with any person or corporation to provide fire protection services

- iv) at the discretion of the fire chief or designate and under the direction of the Nipissing East Parry Sound Fire coordinator to respond to calls for assistance from other fire departments authorized to participate in the District Mutual Aid Plan or any other County, District or Regional Mutual Aid Plan.
 - v) on property beyond the municipality boundary where the Fire Chief or designate determines that immediate action is necessary to preserve life or property and where applicable the appropriate department is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief or designate
- b) Providing assistance under a mutual aid request shall prevail over provision of service identified under other authorized fire protection agreements.


15) Training and Staff Development

- a) The fire department shall provide such training and staff development activities as are necessary for the efficient operation of all divisions. The Ontario Firefighters Curriculum, International Fire Service Training Association (IFSTA), National Fire Protection Association (NFPA) Professional Qualifications Standards and other related industry training standards and reference materials may be used as reference guides for fire department training as approved by the Fire Chief.
- b) Members may be required to attend the Ontario Fire College or any other recognized training venue as designated by the Fire Chief in order to acquire or maintain the necessary knowledge, skills and abilities to perform their job function.

16) Maintenance

- a) Prepare specifications for the purchase of apparatus and equipment;
 - b) Maintain and keep in repair all existing buildings, apparatus and equipment of the department;
 - c) Perform apparatus maintenance and cleaning duties; and
 - d) Authorize for "outside repair: of equipment, that in the opinion of the Fire Chief, cannot be obtained within the municipality.
 - e) Maintain records pertaining to apparatus, equipment and communications.
- 17) If any part of this by-law is found to be illegal or beyond the power or jurisdiction of the Municipality, such section or part shall be deemed to be severable and all other sections or parts of this by-law shall be deemed to be separate and independent there from and to enacted as such.
- 18) This By-law shall be known as the **"Fire Department Establishing and Regulating By-Law"**.
- 19) This by-law comes into effect the day it is passed by council, in the manner appropriate to the municipality
- 20) That By-law No. 84-120, By-law No. 99-460 as amended, and By-law No. 99-466 as amended be the same are hereby repealed.
- 21) That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to this by-law and schedules, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 4th day of March 2021.

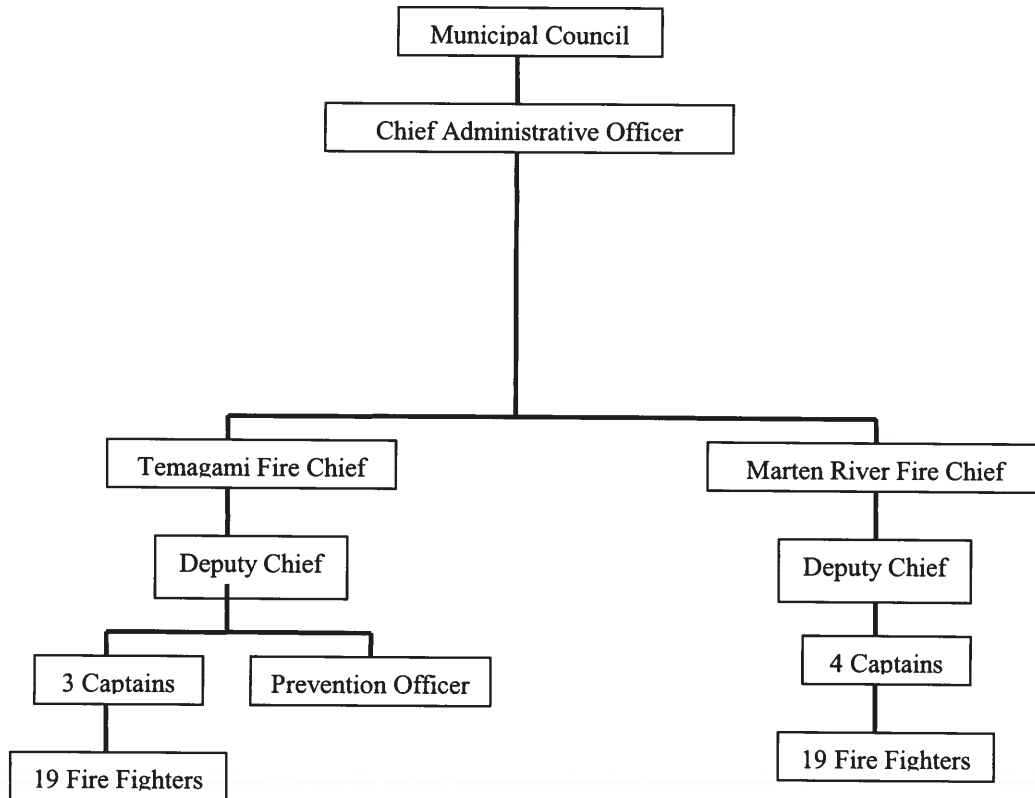


Mayor



Clerk

Appendix A Organization Chart – Municipality of Temagami Fire Services
E&R By-Law



APPENDIX 'B'

The goal of the fire department is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fires, or exposure to dangerous conditions created by man or nature; first to their municipality; second to those municipalities requiring assistance through authorized emergency fire service plan and program (mutual aid) activities; and third to those municipalities/agencies which are provided fire protection by the fire department via authorized agreement.

Primary objectives of the fire department:

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

1. Identify and review the fire services requirements of the municipality.
2. Provide an administrative process consistent with the needs of the department.
3. Ensure that firefighting equipment and available personnel respond to a citizen's call within a reasonable length of time.
4. Provide departmental training to an accepted standard which will ensure the continuous up-grading of all personnel in the latest techniques of fire prevention, fire fighting, and control of emergency situations and to cooperate with other municipal departments 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 an effective fire prevention program to:
 - a. Ensure, through fire code inspections, compliance with applicable municipal, provincial and federal fire prevention legislation, statutes, codes and regulations;
 - b. Reducing and/or eliminating fire hazards.
7. May develop and maintain an effective public information system and educational program, with particular emphasis on school children & seniors fire safety programs.
8. Ensure that, in the event of a major catastrophe in the municipality, assistance to cope with the situation is available from outside departments and other agencies.
9. Develop and maintain a good working relationship with federal, provincial, and municipal departments, utilities and agencies, related to the protection of life and property.
10. Develop and maintain a Forest Fire Protection Agreement with the Ministry of Natural Resources and Forestry.
11. Interact with other municipal departments respecting the aspects of fire on any given program.
12. Ensure these objectives are not in conflict with any other municipal departments.

APPENDIX 'C'

Fire Department CORE SERVICES PROVIDED
Municipality of Temagami

Fire Prevention & Education

Fire Departments shall provide, within their administrative areas, fire prevention and public fire safety education services as outlined in the Municipal Fire Prevention Policy, Smoke Alarm Policy, Open Air Burning By-Law and the Forest Fire Protection Agreement and comply with all directives issued by the OFMEM under the authority of the Fire Prevention and Protection Act.

Emergency Response Services

Unless otherwise specified, emergency response services shall be provided a single department response, within that department's emergency response area. A multi-department response will be provided, if requested by the home department. For responses outside the municipality, the assisting department shall retain (unless otherwise requested) minimal capacity to respond to a second activation within the municipality.

Emergency response services may be delayed, limited or not provided to areas where access roads are not maintained to allow safe access & egress for large emergency response vehicles (Road Standards - Appendix D).

1. Structure Firefighting
 - Exterior attack/exposure protection; no interior structural firefighting operations; no expected rescue
 - Multi-department response to confirmed structure fires
2. Grass, Brush, Forestry Firefighting
 - Fire department response based on the Forest Fire Management Agreement.
 - MNRF provides this service for 99.5% of the Municipality – provides values protection (lives & property) through suppression of forest fires; NO suppression of structure fires; Temagami Fire is the lead department for the Municipal Protection Area
3. Vehicle Collisions, Extrication, Firefighting
 - Emergency response services provided, as per the Rescue Support Plan for the Nipissing East Parry Sound Mutual Aid
 - Daytime duel (multi-department) response may be provided, if required, to address low daytime availability of volunteer firefighters
4. Transportation incidents involving vehicles, aircraft
5. Water & Ice Rescue – Shore Based
 - On waterways/lakes accessible by fire department vehicles.
 - **Departments are not authorized to do in-water or ice-water rescue**
6. Off-Road Rescue:
 - Marten River Fire Department provides limited off-road rescue assistance to EMS & OPP (snowmobile, rescue sleigh, and UTV) within their response area
 - Off-road rescue vehicles may be used, where legally permitted, to support existing services being provided, not intended to be used as a fire suppression vehicle
 - Not provided by Temagami Fire Department
7. Ambulance Assistance
 - Fire Departments may ONLY be activated by ambulance services (EMS)

- Marten River Fire Department: as per the tiered response agreement; provide advanced medical assist, Emergency First Aid, AED, and Oxygen therapy.
 - Temagami Fire Department: assist ambulance services at major incidents, and provides Emergency First Aid and CPR when ambulance services are unavailable for life-threatening emergencies
8. Awareness Level Hazardous Materials
 - Provide a defensive style response until specialized HAZ-MAT team arrives.
 - May provide spill control/containment for minor vehicle fuel/fluids spills/leaks
 9. CO Awareness
 - Respond to alarms / attempt to determine CO levels / ~~locate the source~~; provide safety information to occupants.
 10. Mutual Aid
 11. Police Assistance
 12. Public Utilities Assistance
 13. Public Assistance
 - Subject to the approval of Fire Chief, and the availability of trained fire department members, the department may provide manpower and/or equipment, as long as, in the opinion of the Fire Chief, the ability to provide emergency response is not compromised. Fees for services provided may be requested.
 - PET RESUSCITATOR - Made available at a fire incident for property/pet owner to administer oxygen to pets experiencing breathing difficulties due to smoke inhalation. A department member may assist only if sufficient manpower is available (not assigned to the fire incident) on scene
 14. Community Emergency Plan Participation
 15. Other:
 - EMERGENCY: The departments will respond to other such emergencies (within the department's "trained and equipped" capabilities) as may be deemed necessary by the Fire Chief or designate where immediate action is necessary to preserve and protect life and property.

APPENDIX "D"

Private Road Standards

1. Purpose/Application

The purpose of this policy is to provide information to property owners on private or un-assumed roads as to the standard that private roads shall be maintained in order to receive Municipal Fire Services to their property

Private roads not maintained to the standards established herein may have emergency response services withdrawn, or receive a significantly delayed and diminished level of response.

2. Definitions

Private Road – means any crown or private road, lane, ramp, un-assumed Municipal road allowance, or other means of vehicle access to or from a building or structure and may include part of a parking lot.

Dead-end-driveways are defined as dead-end roads over 150 feet in length serving a single residence.

3. Private Road Standards

The private road standard must meet the following requirements:

- a. Have a clear width of not less than 6m (19'8")
- b. Have an overhead clearance of not less than 4 meters (13'6")
- c. Have a minimum curve radius of 14 m (45') on all curves in the roadway
- d. Have a turnaround facility for any dead end road that allows for the parking and turning around of two 30' fire vehicles.
- e. Dead end driveways exceeding 90m (295') from a public thoroughfare shall be provided with a turn around facility sufficient to allow for turning around of fire department vehicles
- f. Driveways and Single lane roads that are in excess of 120 meters (400') shall provide 6m (20') wide by 12m (40') long turnouts at a maximum spacing of ½ the driveway length or 150m (500'), whichever is less. Wherever visibility is limited, these distances should be reduced appropriately.
- g. Have a change in gradient of not more than 1 in 12.5 over a minimum distance of fifteen (15) meters.
- h. The average road grade shall not exceed 12% and no grade shall exceed 15% gradient
- i. Have an unobstructed path of travel for the firefighter from the vehicle to the principal entrance or entrances which shall not exceed sixty (60) meters.

- j. Be designed to support the expected loads imposed by firefighting apparatus and be surfaced with material designed to permit accessibility under all climate conditions. The structural section of the road shall be designed to support 50,000 pounds of vehicle weight.
- k. Bridges on private roads must be engineered to withstand the weight of the aforementioned apparatus and must be inspected by an engineer every ten years to certify the weight allowance.
- l. Private roads are to be maintained free of pot holes, snow, ice, and foreign debris. Appropriate cross drainage shall be provided to prevent ponding on the road.
- m. Private roads that provide access to more than one property cannot be obstructed by a fence or other mechanism that may impede through traffic.
- n. Damage to emergency service vehicles resulting from the lack of adherence to this policy will result in the owner being liable for all vehicle towing and/or repair costs. Notwithstanding, if the owner does not pay forthwith, the associated costs may be incorporated into their annual property taxes.
- o. Have the Civic Address prominently displayed in accordance with Municipal Bylaw

4. Turnaround Facilities

- a. Turnarounds must be of sufficient size to permit the parking of a single Fire truck (30') with sufficient area remaining to permit the entry and turning around of a second (30') Fire truck /water supply vehicle.
- b. Turnarounds must not exceed 5% in slope
- c. Sample designs for turnaround facilities:
 - All lengths are the minimum acceptable length and widths to permit an optimal fire response of a single fire attack vehicle with sufficient room to allow for water supply vehicles to support fire suppression.
 - Sizes shown are for optimal emergency fire service delivery and have very limited provisions for resident parking
 - Cul-de-sac may reduced to 80' diameter with NO parking provisions

