



BYLAW #1097
A BYLAW OF THE TOWN OF HINTON
IN THE PROVINCE OF ALBERTA TO REGULATE SAFETY,
HEALTH, WELFARE AND PROTECTION OF PEOPLE AND PROPERTY
IN THE TOWN OF HINTON

WHEREAS the *Municipal Government Act*, Chapter M-26, R.S.A. 2000 and amendments thereto, provides for the regulation, safety, health, welfare and protection of people and property;

AND WHEREAS it is deemed necessary to implement and enforce regulations and controls regarding such;

NOW THEREFORE the Municipal Council of Hinton, Alberta, in session duly assembled enacts as follows:

1. That this Bylaw be cited as "The Fire Bylaw".

DEFINITIONS

2. In this Bylaw, unless the context otherwise states:

- a) "Apparatus" shall mean any Fire Department vehicle, or where applicable any other vehicle in use when dealing with an incident or emergency.
- b) "Council" means the Municipal Council of Hinton, Alberta;
- c) "Direction" shall mean a verbal or written direction to remedy a contravention of this bylaw, an unsafe occurrence with respect to this bylaw or an emergency.
- d) "Emergency" shall mean any situation in which there is imminent danger to public safety or of serious harm to property.
- e) "Equipment" shall mean any tool, contrivances, devices or materials used by the Fire Department to combat and incident or emergency.
- f) "Fire Chief" shall mean a member appointed as head of the Fire Department.
- g) "Fire Protection" shall mean all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising.
- h) "Fire Department" shall mean the Town of Hinton Fire Rescue & Bylaw Services Department, it's Chief Officers, Officers and members and support staff.
- i) "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way, or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
 - (i) a sidewalk, including a boulevard adjacent to the sidewalk;
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch; and
 - (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fence and the edge of the roadway, as the case may be.
- j) "Incident" shall mean any call for service by the Fire Department in which there may be immediate or possible risk of injury or damage to any person or property as designated by the Fire Chief or his designate in charge and shall include any "Emergency".
- k) "Member" shall mean any person that is a duly appointed member of the Fire Department whether full time, paid-on call or volunteer.
- l) "Outdoor Recreational Fire" shall mean an outdoor fire used for recreational purposes within an approved fire pit or device to which a permit has been issued by the Fire Department.

- m) "Owner" shall mean a person having the powers and authority of ownership over a property and is the registered owner of the property under the Land Titles Act;
- n) "Peace Officer" shall mean a Community Peace Officer, Bylaw Enforcement Officer, a member of the R.C.M.P and for the purposes of enforcing the provisions of this bylaw the Fire Chief, Deputy Fire Chief, Fire Prevention Officer or their designate.
- o) "Permit" shall be a permit issued by the Fire Chief or his designate for any type of burning within the Town of Hinton limits.
- p) "Permitted Outdoor Fire" shall mean an outdoor fire not considered an outdoor recreational fire and authorized by permit through the Hinton Fire Department and may include, but is not limited to brush piles, open burns and burn barrels.
- q) "Person" shall mean a company, corporation, owner, partnership, firm, association, society or party;
- r) "Property" shall mean lands or buildings, premises or structures and shall include a dwelling;
- s) "Refuse" shall mean rejected or worthless matter or debris, rubbish or trash and shall include prohibited waste as defined in the Town Refuse Bylaw as amended from time to time;
- t) "Seasoned Firewood" shall mean untreated wood that has been air dried for a minimum of six (6) months including summer months and has a moisture content of 25% or less and shall include wood pellets.
- u) "Town" shall mean the Town, City or Municipality of Hinton, Alberta;
- v) "Vehicle" shall mean a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid. For the purposes of this bylaw "Vehicle" shall include any Off highway Vehicle as defined by the Traffic Safety Act of Alberta which may be amended from time to time.
- w) "Wood Burning Appliance" shall mean a fireplace, fireplace insert, wood stove, heater, burner, boiler, furnace, masonry heater, pellet stove or similar device;
- h) "Violation Tag" shall mean a tag or similar documents issued by the Town pursuant to the *Municipal Government Act*.
- i) "Violation Ticket" shall mean a ticket issued pursuant to Part II of the *Provincial Offences Procedure Act* and the regulations there under.

SEVERABILITY

3. It is declared notwithstanding that any section or sections of this Bylaw or parts thereof, may be found by any court to be bad or illegal or beyond the power of the Council to enact, such section or sections or parts thereof shall be deemed to be severable and that all other sections or parts of this Bylaw are independent of one another and enacted as such.

FIRE DEPARTMENT OPERATIONS

4. The Fire Chief may appoint other Officers of the Fire Department to act as Fire Chief on his behalf.
5. Members and Officers may be appointed to the Fire Department as the Fire Chief deems necessary.
6. The limits of the jurisdiction of the Fire Department will extend to the boundaries of the Town of Hinton, and no part of the fire apparatus shall be used beyond the limits of the Municipality. However, upon a request being made of the Fire Department for use of the fire equipment,

apparatus and manpower outside of the limits of the Municipality, or in accordance with any existing MOU with another Organization, Municipality or Government Agency the Fire Chief or his designate shall have authority to authorize such use as deemed necessary. At all times regardless of existing MOU's or requests the Fire Chief or his designate shall ensure the Town of Hinton maintains sufficient and adequate fire protection coverage in the form of apparatus, equipment and manpower.

7. The Fire Chief has complete responsibility and authority over the Fire Department, subject to the direction of Council, and shall be responsible for all fire protection activities including, but not limited to rescue, fire suppression, pre-fire planning, fire prevention and education and other incidents or emergencies as they may occur.
8. The Fire Chief may establish rules, regulations, policies and committees necessary for the proper organization of the Fire Department including but not limited to:
 - (a) Use, care and protection of Fire Department property.
 - (b) The conduct and discipline of Officer's and Members and;
 - (c) Efficient operations of the Fire Department.
9. The Fire Chief or his designate shall have complete control, direction and management of any Fire Department apparatus, equipment or manpower assigned to an incident.
10. Where a Member is in charge of an incident he shall continue to act as such until relieved by an Officer of a higher rank.
11. The Fire Chief or his designate shall take responsibility for all fire protection matters including the enforcement of the Safety Codes Act and its Regulations as amended from time to time.
12. The Fire Chief shall report to the Town Manager or their designate, and be responsible to Council for the operations of the Fire Department or for any other matter as designated by Council.
13. Officer and Members shall carry out the duties and responsibilities of the Fire Department as directed by the Fire Chief.
14. The Fire Chief or his designate in charge at an incident is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.
15. The Fire Chief or his designate in charge at an incident is empowered to enter any premises or property where an incident is occurring or has occurred and to cause any Member, apparatus or equipment to entre said premises or property as deemed necessary to control and mitigate the incident.
16. The Fire Chief or his designate in charge at an incident is empowered to entre, pass through or over buildings or property adjacent to an incident and to cause any member, apparatus, equipment or any other person or thing assisting as necessary to entre, pass through or over buildings or property to gain access to the incident or to protect any other persons or property as he deems fit.

17. The Fire Chief or his designate at an incident may obtain assistance from any other Official of the Municipality as he deems necessary in the discharge of his duties under this bylaw. 18. The Fire Chief or his designate in charge of an incident or emergency is empowered to take whatever actions or measures are necessary to eliminate the incident or emergency. This may include but is not limited to the commandeering of privately owned equipment and services.
19. A person who;
- (a) receives an oral or written order under this section requiring the person to provide labour, services, equipment or materials must comply with the order;
 - (b) who provides labour, services, equipment or materials under this section who did not cause the incident or emergency is entitled to reasonable remuneration from the Municipality;
 - (c) causes the incident or emergency is liable for the expenses and costs of the actions or measures taken, including the remuneration referred to in subsection (b) as an amount owing to the Municipality and may include any fines or penalties prescribed by this or any other bylaw, Act or Regulation as may be applicable.
20. The Fire Chief or his designate in charge at an incident is empowered to establish boundaries or limits and keep persons from entering the area within the prescribed boundaries.
21. No person at or near an incident shall;
- (a) enter the boundaries or limits of an area prescribed in accordance with Section 20 unless they have been authorized to enter by the Fire Chief or his designate in charge.
 - (b) stop or park any vehicle at or near any fire, accident, or emergency scene.
 - (c) impede, obstruct or hinder any Member of the Fire Department or any other member of any agency or organization or any person called upon to assist at the incident by the Fire Chief or his designate in charge.
 - (d) drive a vehicle over any equipment without expressed permission from the Fire Chief or his designate in charge.
 - (e) tamper with, damage, destroy or otherwise interfere with any apparatus or equipment in use at or near an incident.
22. A Peace Officer may at his discretion or at the direction for the Fire Chief or his designate in charge at an incident, enforce the provisions of Section 21. This may include but is not limited to the removal of any person or vehicle that may be found in contravention of Section 21.

PERMITTED OUTDOOR FIRE (OPEN AIR FIRES)

23. No person shall conduct open burning within the limits of the Town of Hinton unless he or she has obtained a permit from the Fire Chief or his designate. Permitted outdoor fires (open air fires) do not include barbecues, recreational outdoor fire pits or wood burning appliances.
24. Any person conducting a permitted outdoor fire must;
- (a) keep a copy of the permit on site;
 - (b) produce a copy of the permit upon request to any Peace Officer or Fire Department Member upon request;

- (c) obey all conditions of the permit which may include but is not limited to the size of the burn, what materials may be burned, wind speed restrictions, fire fighting equipment requirements and any other condition deemed reasonable by the permit issuer;
 - (d) subsequent to subsection (c) a permitted outdoor fire will not exceed a size of 2m by 2m;
 - (e) immediately cease and extinguish all burning if any condition of the permit changes. If permit conditions change the permit holder must contact the Fire Department for re-inspection;
 - (f) at the direction of any Peace Officer, the Fire Chief or his designate immediately and completely extinguish the fire.
25. Any person responsible for an open air fire whether by permit or not is wholly responsible for any damages, loss, injury or death that may occur as a result of the burning. As well as any expenses or costs associated with extinguishing the fire or any other fire caused by the open burn.
26. A Peace Officer, the Fire Chief, Deputy Fire Chief, Fire Prevention Officer or his designate may at any time immediately revoke a permit issued under Section 23 of this bylaw if reasonable and probable grounds exist to do so. Any person continuing to burn after a permit has been revoked will be considered to be in contravention of this bylaw and subject to penalties as such.

OUTDOOR RECREATIONAL FIRE

- 27.
- (a) No person shall maintain an outdoor recreational fire with in the Town of Hinton unless that fire is contained within a fire pit approved by the Fire Chief or his designate.
 - (b) The Fire Chief or his designate shall upon request, complaint or discovery of non compliance during regular or routine duties issue an order which requires the property owner to ensure their fire pit meets the requirements as set forth in S. 28 of this bylaw. The Fire Chief or his designate may at anytime, as he sees fit, use his discretion when determining the requirement of the fire pit based on the particulars of each individual occurrence.
 - (c) The Fire Chief or his designate shall provide the property owner a period of thirty (30) days in which the fire pit will be required to become compliant with the requirements as set forth in S.28 of this bylaw.
 - (d) If at the end of the thirty (30) day period the fire pit does not meet the requirements as directed by the Fire Chief or his designate the fire pit may be ordered removed from the property. Fire pits found to be compliant will be issued a fire pit permit by the fire Chief or his designate at a cost as found in Schedule "B" of this bylaw.
- 28(1). Fire pits inspected by the Fire Chief or his designate shall be;
- (a) at a minimum of two (2) meters from any building, structure, fence, trees or shrubs or any other combustible material;
 - (b) No more than 1.1 meters wide;
 - (c) Made of a non-combustible material such as brick, concrete or heavy gauge metal;
 - (d) Covered with a mesh screen made of non-combustible material designed to prevent the spread of sparks with openings no larger than 1.25 centimetres.

- 28(2) Contrary to S.28(1) of this bylaw the Fire Chief or his designate may at anytime use his discretion to make changes to the fire pit requirements as he sees fit. Such variations from S.28(1) of this bylaw shall be noted on the permit when issued.
29. Outdoor recreational fire pit permits shall be issued by the Fire Chief or his designate and shall be valid for the duration of the permit holder's residency at the location named on the permit. Changes to the fire pit or in ownership of the property shall require a re-inspection of the fire pit and property. An outdoor recreational fire permit shall not be issued to a tenant of any property without the expressed permission of the land owner. Any changes made from the permit to the conditions of the outdoor recreational fire location will immediately cause the permit to become invalid.
30. No person shall burn in an outdoor recreational fire any refuse.
31. A person shall only burn seasoned firewood in an outdoor recreational fire.
32. Any person responsible for an outdoor recreational fire whether by permit or not is wholly responsible for any damages, loss, injury or death that may occur as a result of the burning. As well as any expenses or costs associated with extinguishing the fire or any other fire caused.
33. Any person responsible for an outdoor recreational fire must upon request produce to any Peace Officer, Fire Chief or his designate a copy of a permit issued by the Fire Department and valid for the location in which the fire is held. If at this time the property owner is not in possession of a valid permit the Fire Chief or his designate shall refer to S.27 of this bylaw to begin the permit process.
34. A Peace Officer, the Fire Chief, Deputy Fire Chief, Fire Prevention Officer or his designate may at any time immediately revoke a permit issued under Section 27 of this bylaw if reasonable and probable grounds exist to do so. Upon being revoked an outdoor recreational fire pit will be considered in contravention of the bylaw until such time a permit is granted again.
35. A Peace Officer, the Fire Chief, the Deputy Fire Chief, Fire Prevention Officer or his designate may order at any time if reasonable and probable grounds exist to do so, the removal of any outdoor recreational fire pit or container. Any person who refuses to comply with this order will be considered to be in contravention of this bylaw and may be subject to penalties as such.

GENERAL PROHIBITIONS

36. No person shall;
- (a) damage, destroy or tamper with Fire Department apparatus, equipment or property;
 - (b) obstruct, hinder or prevent any Member or person assisting any Member from or while carrying out their duties imposed by this bylaw or as Directed by the Fire Chief or his designate;
 - (c) obstruct or otherwise interfere with any access roads, streets or approaches to any fire incident, fire hydrant, connections, pipes, stand pipes, sprinklers systems, cisterns or any other body of water or water delivery system designated for fire fighting purposes;
 - (d) falsely represent himself as a Fire Department Member either verbally, by writing, or by

- displaying or wearing of any Fire Department badge, cap, button, insignia or other paraphernalia for the purposes of such false representation;
- (e) permit or cause to permit a fire to be lit or maintained on any public land within the Town of Hinton unless done so within the confines of a Town of Hinton approved, installed and maintained fire pit or barbecue;
 - (f) under the age of eighteen (18) be considered a responsible or competent person in charge of a fire;
 - (g) cause, permit or engage in any activity likely to cause, or which does cause a fire;
 - (h) conduct ground thawing activities within the Town of Hinton without first obtaining permission from the Fire Chief or his designate;
 - (i) allow a fire to burn in such a manner that it causes an immediate risk to health, safety and property;
 - (j) refuse to immediately extinguish any fire as directed by any Peace Officer, the Fire Chief or his designate;
 - (k) allow a fire to burn contrary to any fire advisories or bans implemented by the Fire Chief or his designate;
 - (l) Obstruct, interfere with or hinder a Peace Officer or any person who the Peace Officer may call upon to assist in the performance of his duties pursuant to this bylaw.

ENTRY FOR INSPECTION OR ENFORCEMENT

- 37. A Peace Officer, the Fire Chief, Deputy Fire Chief, Fire Prevention Officer or his designate may at any reasonable time enter onto a property, premises or place, not including a dwelling, to inspect that property, premises or place for compliance under Sections 23, 24, 27 and 28 of this bylaw. When possible reasonable notice will be given to the owner, tenant or person in control of the property, premises or place prior to entry.
- 38. A Peace Officer, the Fire Chief, Deputy Fire Chief, Fire Prevention Officer or his designate may at anytime enter onto a property, premises or place, not including a dwelling, where reasonable and probable grounds exist to believe that a contravention of this bylaw is occurring that is causing or is likely to cause risk, injury or damage to life or property. Nothing in this Section will prohibit, restrict or impede any reasonable or expected response by an emergency service within the Town of Hinton from entering a dwelling or any other property or premises during times of emergency or requests for assistance as found within any other Federal, Provincial or Municipal Act, Regulation or Bylaw.

FIRE DEPARTMENT SERVICE FEES

- 39. Fire Department service fees shall be charged accordingly as found in Schedule "B" of this Bylaw as amended from time to time.

FALSE ALARMS

- 40. Upon receipt of a second and any subsequent false alarms to any residence, business, structure, property or premises by the Fire Department shall result in a service fee charge as found in Schedule "B" of this Bylaw as amended from time to time.

PENALTIES

41. Any person who contravenes any part or fails to comply with any notice issued pursuant to this Bylaw is guilty of an offence and liable to a fine or penalty on summary conviction, to a penalty not exceeding Two Thousand Five Hundred (\$2,500.00) Dollars, exclusive of costs and in case of non-payment of the penalty and costs of such breach, to punishment by imprisonment for any period not exceeding six (6) months.
42. Every person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, who neglects to do or refrain from doing anything required to be done by any of the provisions of this Bylaw may be charged with an offence and liable to the penalties hereby imposed. Each day that a violation continues to exist shall constitute a separate offence.
43. Any Peace Officer may enforce the provisions of this Bylaw and may issue a Violation Tag or Violation Ticket to any Person found to have committed a breach of the Bylaw. The Violation Tag or Violation Ticket shall state the alleged offence, Bylaw Number and voluntary payment option in the amount as found in Schedule "A".
44. An Violation Tag or Violation Ticket may be issued by personally serving it upon the offender, by leaving it at the residence of the offender with a person who appears to be 18 years of age or older, by leaving it at the residence of the offender posted in a conspicuous place or by sending it by ordinary mail to the address of the offender.
45. The issuance of a Violation Tag is an initial alternative to a Violation Ticket. If a Violation Tag is issued and payment is not made within Thirty (30) days, an additional sum of \$10.00 shall be added to the appropriate fine indicated on the Violation Tag. After the time limit for payment of the Violation Tag, the Peace Officer may allow a further period of grace within the appropriate fine and the additional \$10.00 may be accepted.
46. If a cheque is given in payment for a Violation Tag, which results in non-sufficient funds, the offence for which the cheque was issued for shall remain in effect. In such cases, the Town may apply a penalty fee on NSF cheques received by the Town.
47. After the time limit for payment of a Violation Tag has passed a Peace Officer may serve upon the offender a Violation Ticket. Notwithstanding the foregoing, a Peace Officer is authorized and empowered to immediately issue a Violation Ticket to any Person the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
48. The imposition of a fine either by issuance of a Violation Tag, Violation Ticket or Summary Conviction in court shall not relieve any Person so fined of any costs incurred in having work performed by the Town where authorized by this bylaw, and nothing in this Bylaw shall limit any rights or remedies of the Town pursuant to the *Municipal Government Act*.
49. Bylaw #781 and amendments thereto and Bylaw #1025 and amendments thereto are hereby repealed.

50. This Bylaw shall come into effect on the date of the final passing thereof.

READ A FIRST TIME THIS 21ST DAY OF JULY, 2015.
READ A SECOND TIME THIS 21ST DAY OF JULY, 2015.
READ A THIRD TIME THIS 6TH DAY OF OCTOBER, 2015.



MAYOR



DIRECTOR OF CORPORATE SERVICES

**BYLAW 1097
SCHEDULE "A"**

For an offence under Sections 21(a) (b) and (d), 23, 24, 26, 27, 30, 31, 35, 36(a)-(i) the following penalties shall apply:

1st Offence: \$250.00

2nd Offence: \$500.00

3rd and subsequent Offences: \$750.00

For an offence under Sections 19(a), 21(c) and (e), 36(j) (k) and (l) the following penalties shall apply:

1st Offence: \$750.00

2nd and subsequent offences: Mandatory court appearance

**BYLAW 1097
 SCHEDULE "B"**

Item	Requests for Compliance Certificates	Fees
1	Development & Issuance of Alberta Fire Code Letters of Approval for products or systems regulated by the Alberta Fire Code at the request of the proponent of the product or system	\$100.00 application fee & \$100.00 per hour service fee after the 1 st hour
2	Development & Issuance of Alberta Fire Code Written Specific Rulings requested by the owner or designer of a product, system or building regulated by the Alberta Fire Code.	\$10.00 application fee & \$100.00 per hour service fee after the 1 st hour
3	Development & issuance of Written Responses to Alberta Fire Code Inquiries requested by the owner or designer of a product, system, or building regulated by the Alberta Fire Code.	\$100.00 application fee & \$100.00 per hour service fee after the 1 st hour
4	Letters of Summary to lawyers and Insurance Companies for Fire Investigation Information of Fire Safety Searches	\$100.00 summary letter or search report
Other Services		
5	Expert Witness Services - Civil Litigation	\$100.00 per hour to a maximum of \$800.00 per day (minimum 1 hour) plus expenses
6	Fire Investigation & Inspection Services in Municipalities in Alberta	\$100.00 per hour plus contracted expenses for services or equipment necessary to complete the investigation plus travel/living expenses. (min. 1 hour)
7	Fire Investigation and Inspection Services to extra-Provincial & \$50.00 per hour plus contracted Federal Jurisdictions or Out of Province	\$100.00 per hour plus contracted expenses for services or equipment necessary to complete the investigation plus travel expenses. (min. 1 hour)
8	Fire Department Training room rental fee	<p>For Profit/Commercial business \$39.50/hr min 1.5 hrs or \$200.00/day</p> <p>Adult Non Profit groups \$26.50/hr min 1.5 hrs or \$132.50/day</p> <p>Youth Non Profit groups \$13.00/hr min 1.5 hrs \$ 65.00/day</p> GST Included
Municipal Annual Commercial & Industrial Inspections		
9	Annual Fire Prevention Inspections (as per QMP)	\$100.00 per hour
10	**Annual Fire Inspections - <u>non-compliance requiring subsequent inspection</u> -	an additional fee charged at twice the fee noted above.
11	Seminars, Courses and Presentations upon request	\$100.00 per hour plus travel expenses (min. 1 hour)

Certificates/Permits		
12	Occupant Load Calculations & Certificate Issuance	\$55.00 per certificate
13	Fire Works Handling/Discharge/Ignition/Display//Possession	\$50.00 per permit
14	Permitted Outdoor Fire (open Air burn) Permit Issuance - (10 days maximum)	\$50.00 per permit
15	Outdoor Recreational Fire Permit (1 time only fee)	\$25.00 per permit
16	Fire Department Emergency response: Command Unit, Fire Pumper, Tanker, Vehicle Rescue, Rapid Response, Off-road ATV Specialty Teams IE: ice/swift water, cave rescue	\$600.00 per unit per hour including crew / 180.00 per unit per hour for Command Unit
17	Fire Service disposable materials	At actual replacement cost
18	Response to repeat false alarms – 2nd & subsequent occurrences system deficiency or mechanical faults of same circumstances in a calendar year -	\$400.00/response