



# Wilmot Fire Department

Council Presentation

# Agenda

- OFM Information
- Mandatory Certification
- Regulations/Responsibilities
- Establishing and Regulating Bylaw
- Community Risk Assessment
- Fire Master Plan
- Fire Underwriters Presentation
- Fire Prevention/Public Education
- Emergency Management



# OFM

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The OFM is responsible for administering the following provincial legislation that promotes fire protection, fire prevention, and public safety in Ontario

- The Fire Protection and Prevention Act 1997
- The Fire Code, a regulation made under the act that governs fire safety standards for equipment, systems, building, structures, land and premises in Ontario
- Other regulations made under the act that govern fire safety matters such as, firefighter certification, community risk assessments, mandatory inspections and fire drills in vulnerable occupancies



# OFM

## Other key OFM responsibilities include:

- Providing advice and assistance on the application and enforcement of the legislation
- Administering a fire marshal review process for persons affected by orders issued under the FPPA
- Administering provincial emergency systems involving the fire service
- Conducting fire investigations
- Maintaining fire-related statistics
- Applied research
- Training and certification of firefighters



# Mandatory Certification

## O. Reg 343/22 Firefighter Certification (July 2022)

- Certification deadline July 1, 2026
- Firefighter Interior Attack, auto extrication and hazardous materials response: Fire suppression operations that enter the interior of the building and can perform rescue, automobile extrication rescue and Operations-level hazardous materials response (full-service firefighter).
- All job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II).
- Hazardous Materials Response — Operations Mission Specific Level: responding to emergencies involving hazardous materials at the Operations Mission Specific Level.
- All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 6 (Operations Mission Specific)



# Mandatory Certification

## O. Reg 343/22 Firefighter Certification

- Certification Deadline July 1, 2028
- Surface Water Rescue — Technician: surface water rescue at the Technician Level.
- The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Technician):
- All job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II).
- Ice Water Rescue — Technician: ice water rescue at the Technician Level.
- The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 20 (Ice Rescue) (Technician)
- Plus Auto Extrication, both Chapter 8 and Chapter 9



# Mandatory Certification

- It has been a great deal of hard work and additional time requirements from our FFs
- Wilmot FFs are fully certified Interior Attack and Hazmat Operations
- Over 50% of Wilmot FFs are Pump Ops certified
- On track to be certified in Specialized rescue by July 2028
- A great deal of time and work is yet to come



# Regulations & Responsibilities

## Municipalities may establish fire departments

5 (1) The council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality. 2001, c. 25, s. 475 (2).

## Fire departments

(1) A fire department shall provide fire suppression services and may provide other fire protection services in a municipality, group of municipalities or in territory without municipal organization. 1997, c. 4, s. 5 (1).

## Same

(2) Subject to subsection (3), the council of a municipality may establish more than one fire department for the municipality. 1997, c. 4, s. 5 (2).



# Regulations & Responsibilities

## Fire chief, municipalities

- 6 (1) If a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities, as the case may be, shall appoint a fire chief for the fire department.

## Powers of fire chief

- (5) The fire chief may exercise all the powers assigned to him or her under this Act within the territorial limits of the municipality and within any other area in which the municipality has agreed to provide fire protection services, subject to any conditions specified in the agreement.

**Fire Chief** - means a fire chief appointed under subsection 6 (1), (2) or (4); (“chef des pompiers”)

**Responsibility to council** - 6 (3) A fire chief is the person who is ultimately responsible to the council of a municipality that appointed him or her for the delivery of fire protection services.

- **Responsibility of Council** - Under Section 2(1)(a) and (b) it is Council’s responsibility to establish a program in the municipality for public education with respect to fire safety and fire prevention, and to provide the fire protection services which Council determines may be necessary in accordance with its needs and circumstances.



# Regulations & Responsibilities

**Fire Protection Services** - includes,

- (a) fire suppression, fire prevention and fire safety education,
- (b) mitigation and prevention of the risk created by the presence of unsafe levels of carbon monoxide and safety education related to the presence of those levels,
- (c) rescue and emergency services,
- (d) communication in respect of anything described in clauses (a) to (c),
- (e) training of persons involved in providing anything described in clauses (a) to (d), and
- (f) the delivery of any service described in clauses (a) to (e); (“services de protection contre les incendies”)



# Regulations & Responsibilities

Municipal councils are also responsible for developing and passing other by-laws that may impact fire protection services within the municipality. These may include by-laws to authorize:

- designation of the fire chief and deputy fire chief positions
- fire access routes
- open air burning
- regulating fire prevention, including the prevention of the spreading of fires
- fees-for-service
- cost recovery (e.g. for marihuana grow operations and clandestine labs for demolition during fires and investigations)
- provisions for the safe handling, storage and sale of fireworks



# Establishing & Regulating Bylaw

An "establishing and regulation bylaw" in Ontario is a document created by a municipal council to outline the specific policies and procedures for the operation of a municipal service, like a fire department. It details how the municipality delivers the necessary services based on its unique needs and circumstances, as required by the Fire Protection and Prevention Act, 1997 (FPPA).



# Establishing & Regulating Bylaw

## Policy Framework

- It provides a framework for how the municipality operates and delivers specific services, including defining the required levels of service

## Service Deliver Operations

- It specifies how the municipality fulfills its obligations, such as the staffing, equipment, and operational procedures for a fire department.

## Legal Basis

- It is a legal document passed by the municipal council, ensuring that the service is delivered according to the law and municipal policy.

## Flexibility

- While it provides a framework, the bylaw also allows for flexibility in how the municipality delivers services based on evolving needs and circumstances, as it is often reviewed and amended.

## Compliance

- It ensures that municipal services are delivered according to the standards and procedures outlined in the bylaw, contributing to effective and efficient service delivery.



# Community Risk Assessment

- In Ontario, a Community Risk Assessment (CRA) is a mandatory process for municipalities to identify, analyze, evaluate, and prioritize risks to public safety to inform decisions about fire protection services.
- This process helps municipalities make informed decisions regarding the provision of fire protection services by understanding the specific risks their community faces.
- O. Reg. 378/18



# Community Risk Assessment

1. **Geographic profile:** The physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces.
2. **Building stock profile:** The types of buildings in the community, the uses of the buildings in the community, the number of buildings of each type, the number of buildings of each use and any building-related risks known to the fire department.
3. **Critical infrastructure profile:** The capabilities and limitations of critical infrastructure, including electricity distribution, water distribution, telecommunications, hospitals and airports.
4. **Demographic profile:** The composition of the community's population, respecting matters relevant to the community, such as population size and dispersion, age, gender, cultural background, level of education, socioeconomic make-up, and transient population.
5. **Hazard profile:** The hazards in the community, including natural hazards, hazards caused by humans, and technological hazards.



# Community Risk Assessment

6. **Public safety response profile:** The types of incidents responded to by other entities in the community, and those entities' response capabilities.
7. **Community services profile:** The types of services provided by other entities in the community, and those entities' service capabilities.
8. **Economic profile:** The economic sectors affecting the community that are critical to its financial sustainability.
9. **Past loss and event history profile:** The community's past emergency response experience, including the following analysis:
  - The number and types of emergency responses, injuries, deaths and dollar losses.
  - Comparison of the community's fire loss statistics with provincial fire loss statistics.



# Fire Master Plan

In Ontario, a Fire Master Plan is a strategic document that outlines how a municipality will provide fire protection and emergency services over a specific period, typically 10 years.

It's a comprehensive blueprint for fire service delivery, addressing various aspects like administration, training, prevention, suppression, and station infrastructure



# Fire Master Plan

## **Strategic Planning**

- Framework for decision making

## **Community Risk Assessment**

- Utilizes CRA data to inform effectiveness of existing services

## **Service Level Standards**

- Considers staffing, apparatus deployment, response times

## **Action Plan**

- How to implement the plan over time

## **Three Lines of Defense**

- Public Education, Fire Prevention, Emergency Response

## **Resource Allocation**

- Staffing, Apparatus, Equipment, budgeting strategies

## **Technology and Innovation**

- Recommendations for new tech and innovation within the service

## **Community Engagement**

- Host surveys, in person meetings with the community, our stakeholders



# Fire Master Plan

## **Improved efficiency**

- Identifies areas for improvement coupled with efficiencies and effectiveness planning

## **Effective Service Delivery**

- Guides the delivery of fire protection services to meet the existing and future needs of the community

## **Strategic Decision Making**

- Provides a framework for making informed, fact-based decisions

## **Community Safety**

- Addresses the real risks, improved services, to deliver effective, seamless services to residents, business, industry, farms, and visitors

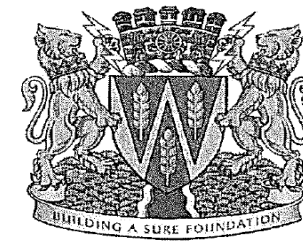
## **Strategic Budgeting**

- Mechanism to plan taxpayer funds in a responsible short-term and long-term manner





# Fire Master Plan



## Corporation of the Township of Wilmot

Resolution # 2020-203

Moved by: C. Gordijk

Date: December 7, 2020

Seconded by: J. Pfenning

### BE IT RESOLVED:

THAT as per the recommendation from the Fire Master Plan Committee, the Fire Master Plan dated December 7, 2020, be endorsed,

That the 10-year Capital Forecast and annual operating budget be updated to include recommendations under the approved Fire Master Plan,

THAT the planning, development and design for the construction of a new Station 3 for New Hamburg, as indicated in recommendation 17, be included in the 10-year Capital Forecast for construction to be completed within 7 years, and;

THAT identification of an interim alternate location, as noted in recommendation 18, occur within the next year.

Carried ☒ X  
Defeated ☐

A handwritten signature in black ink, reading 'Les Armstrong'.

Mayor L. Armstrong

Verisk Canada's Fire Underwriters Survey (FUS) in Ontario, a service of [Opta Information Intelligence](#), assesses and grades the adequacy of public fire protection services in communities, providing data for insurance companies to determine fire insurance rates.

This information is used by over 90% of property and casualty insurers in Canada. The FUS evaluates various aspects of public fire protection, including water supply, fire department response, and emergency communication



**Fire Underwriters Survey™**  
A SERVICE TO INSURERS AND MUNICIPALITIES

## Data Collection and Analysis

- FUS specialists collect data on fire protection facilities, resources, and response capabilities within communities. They then analyze this data to determine a Public Fire Protection Classification (PFPC) and a Dwelling Protection Grade (DPG), which reflect the level of fire protection.

## Grading System

- The FUS uses a grading system to classify communities based on their fire protection capabilities, ranging from 1 (best) to 5 (lowest) for Dwelling Protection Grades (DPGs) and a similar system for Public Fire Protection Classifications (PFPCs).

## Insurance Implications

- Insurers use the PFPC and DPG to assess the risk of fire damage in a community and adjust their premiums accordingly. Communities with higher grades generally have lower insurance rates.

## Benefit to Communities

- Improved fire protection services, as indicated by higher FUS grades, can lead to lower insurance premiums for property owners and potentially attract more businesses to the area.
- FUS operates across Canada, providing consistent standards for assessing public fire protection



**Fire Underwriters Survey™**  
A SERVICE TO INSURERS AND MUNICIPALITIES

# Fire Prevention & Public Education

- The Fire Code is a regulation made under the Fire Protection and Prevention Act (FPPA). It provides the minimum legal requirements and measures for the fire safety of persons and buildings, including the elimination or control of fire hazards in and around buildings, the maintenance of life safety systems in buildings, the establishment of a fire safety plan in certain buildings and the installation of smoke alarms and carbon monoxide alarms.
- The owner is responsible for complying with the Fire Code.
- The municipal fire department enforces the Fire Code.
- Routine Inspections – E&R Bylaw
- Request and Complaint - O. Reg 365/13



# Fire Prevention & Public Education

- Fines for violation of the Fire Code can be quite significant. Examples under the Provincial Offenses Act Part I Fines:
  - Failure to install smoke alarms - \$295.00
  - Failure to install carbon monoxide alarms - \$295.00
  - Failure to make records available to Fire Inspectors - \$195.00
  - Individual - Fire Code Violation – Maximum \$100,000 fine + 1 year in prison
  - Corporation - Fire Code Violation – Maximum \$1,500,000 fine + 1 year in prison



# Fire Prevention & Public Education

The Ontario Fire Marshal (OFMEM) has developed Public Fire Safety Guidelines (PFSG) to assist municipalities in making informed decisions with regard to determining local “needs and circumstances” and achieving compliance with the FPPA.

## **PFSG 00-00-01 “Framework for Setting Guidelines within a Provincial-Municipal Relationship”**

“Municipalities are compelled to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention. The Act also states that municipalities are responsible for arranging such other fire protection services as they determine may be necessary according to their own needs and circumstances. The relationship between the province and municipalities is based on the principle that municipalities are responsible for arranging fire protection services according to their own needs and circumstances”.



# Fire Prevention & Public Education

## **PFSG 04-08-10 “Operational Planning: An Official Guide to Matching Resource Deployment and Risk”**

PFSG 04-08-10 provides interpretation as to the requirements under the FPPA Section 2. (1) (b) “provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances”.

The key concept in this PFSG is that “Fire suppression is one aspect of the three lines of defense; the other two lines are Public Education and Prevention and Fire Safety Standards and Enforcement. A municipality needs to evaluate its existing fire suppression capabilities to ensure that it is managing all fire risk levels within the community, responding to and addressing fires that occur, and meeting public and council expectations”.



# Fire Prevention & Public Education

## PFSG 01-02-01 “Comprehensive Fire Safety Effectiveness Model”

PFSG 01-02-01 was developed to assist municipalities in evaluating their level of fire safety. It identifies eight key components, all of which impact on the fire safety of the community. The components include:

- 1. Assessing Risk** - identify potential fire risk scenarios such as older buildings, high rise, commercial and industrial occupancies, vulnerable occupancies, water supply, exposure risks, and the risk which the combination of these factors pose to the occupants.
- 2. Fire Prevention Program Effectiveness** - Enforcement of regulations (codes) and standards.
- 3. Public Attitude** - Improve public attitudes toward the prevention of fire.
- 4. Detection Capabilities** - Notify occupants to escape.
- 5. Built-in Suppression Capabilities** - Automatic sprinkler protection.
- 6. Intervention Time** - Fire Department intervention time is crucial in determining the consequences of a fire.
- 7. Fire Ground Effectiveness** - affects the degree of damage to the environment, property loss, personal injury and death from fire.
- 8. Impact of Fire** - Properties whose loss would result in a significant financial burden to the community, significant impact of local employment, significant environment risk, impact of a major fire?



# Fire Prevention & Public Education

## The following are other relevant PFSG's

|                |                                                        |
|----------------|--------------------------------------------------------|
| 04-38-15       | Role of Assistant to the Fire Marshal                  |
| 04-39-12       | Fire Prevention Effectiveness Model                    |
| 04-40-12 & 03  | Selection of Appropriate Fire Prevention Programs      |
| 04-40A-12 & 03 | Simplified Risk Assessment                             |
| 04-40B-12 & 03 | Smoke Alarm Program                                    |
| 04-40C-12 & 03 | Distribution of Public Fire Safety Education Materials |
| 04-40D-12 & 03 | Inspections upon Request or Complaint (Fire Code)      |
| 04-41A-13      | Community Fire Safety Program                          |
| 04-45-12 & 03  | Fire Prevention Policy                                 |
| 04-47-12       | Development of Fire Prevention By-laws                 |
| 04-48-12       | Liaison with Building Department                       |
| 04-49-12       | Liaison with Other Government Agencies and Individuals |
| 04-50-12       | Fire Safety Inspection Practices                       |
| 04-52-12 & 03  | Fire Investigation Practices                           |
| 04-60-12       | Records Management                                     |
| 04-80-01 & 23  | Fees for Services                                      |
| TG-01-2012     | Fire Safety Inspections and Enforcement                |



# Fire Prevention & Public Education

## Fire Inspections & Enforcement

- Building owners are responsible for ensuring buildings are maintained according to the requirements of the Fire Code.
- By working collaboratively with building owners, Fire Departments can create awareness, and where necessary enforce fire safety standards to ensure that buildings have the required fire protection systems and are properly maintained. In so doing, fires are prevented and resulting damage or loss of life associated with fires that do occur is reduced.
- Fire Departments have a significant interest in ensuring buildings are maintained according to the Fire Code not only to ensure public safety and meet legislative requirements but also to protect the safety of their personnel who have to respond to a fire.



# Fire Prevention & Public Education

## Fire Inspections & Enforcement

- The requirement that a copy of an inspection order that requires repairs alterations or installations made to a building be provided to the Chief Building Official.
- A system and related processes for the management of fire prevention documents and records to be kept in a secure location and allow rapid retrieval of follow-up inspection reports and other related information that may be required.
- Follow-up inspections including a database that provides a method for tracking and highlighting due dates.
- Ongoing tracking and reporting of number and type of inspections including high-risk type occupancies, Group C multi-residential, Group B care and care and treatment, retirement homes and Group F industrial.



# Fire Prevention & Public Education

- Involvement of suppression staff conduct annual in-service smoke alarm checks along with home escape planning and checking for carbon monoxide alarms during the site visit.
- Development and use of Residential and Apartment Fire Safety Program tracking sheets to be completed by the suppression crews and given to the Training/Fire Prevention Officer.
- Procedure for the Fire Prevention Officer to follow-up with any occupancy that is not compliant with the Fire Code.
- Development of a home inspection program is focused on Group C residential occupancies and other high-risk occupancies identified through the Risk Assessment as representing the highest risk for loss of life and property.
- Identifying backlog of inspections and delays in Fire Code enforcement measures.



# Fire Prevention & Public Education

- Communication and management of occurrences of multiple alarms at the same property.
- Assessment and determination of the need for a fire safety inspection when a complaint or request is received.
- Specific inspection (consultation) process and schedule for high-risk agricultural facilities (barns, equestrian facilities, major livestock operations).
- Specific fire safety inspection practices including content of inspection files which should include inspector's notes, building audits, fire alarm and protection systems verifications, photographs, building plans, occupancy permits, fire safety plans, and enforcement records as applicable as per OFMEM "Technical Guideline #01-2012: Fire Safety Inspections and Enforcement".



# Fire Prevention & Public Education

## Fire Origin & Cause Determination

- Investigation to determine cause and origin of fires is an important component of a comprehensive fire prevention and protection strategy to achieve the following objectives:
- Compliance with Fire Marshal Directive 2015-002: “Reporting of Fires and Explosions Requiring Investigation” which requires that Assistants to the Fire Marshal must follow and complete a standard incident report for every response made by a fire department following Fire Marshal Directive 2015- 001: “Standard Incident Report (SIR) Filing.”
- Fire investigation information is essential to developing and setting priorities for fire safety education programs.
- Fire investigations may identify need for criminal investigation and prosecution.
- Ensure that there is follow-through on identified fire safety issues from municipal and OFMEM assisted investigations.



# Fire Prevention & Public Education

## Fire Safety Plans

Under Section 2.8 of the Fire Code, an approved fire safety plan (FSP) is required for specific buildings or premises including:

- an assembly occupancy,
- a care occupancy, Requires special training from the OFM
- a care and treatment occupancy,
- a detention occupancy,
- a residential occupancy where the occupant load exceeds 10,
- a retirement home,
- a business and personal services occupancy where the occupant load exceeds 300,
- a mercantile occupancy where the occupant load exceeds 300,
- a high hazard industrial occupancy where the occupant load exceeds 25,
- a medium hazard industrial occupancy where the occupant load exceeds 100,
- a low hazard industrial occupancy where the occupant load exceeds 300.
- An occupancy of 4 storeys or more.



# Fire Prevention & Public Education

## Pre-Planning

- Pre-planning refers to a process of identifying high-risk residential, industrial, institutional, and commercial buildings and providing information to assist potential suppression and/or rescue requirements.
- Information should be guided by NFPA standards and should also include:
  - access, nature of the occupancy, potential hazards, entrances and exits as well as potential water supply.
  - estimated fire flow requirements, apparatus placement, hazards present and information regarding exposures.
  - processes to access additional resources through mutual aid or other agreements.
  - utility shut-offs, floor plans, and emergency contacts.



# Emergency Management

Emergency management in Ontario is a coordinated system designed to protect lives, property, and infrastructure in the face of emergencies and disasters.

It involves a shared responsibility among various levels of government, organizations, and individuals.

This system focuses on prevention, mitigation, preparedness, response, and recovery.



# Emergency Management

## Emergency Management and Civil Protection Act

**2.1** (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program. 2002, c. 14, s. 4.

### Same

(2) The emergency management program shall consist of,

- a) an emergency plan as required by section 3;
- b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- c) public education on risks to public safety and on public preparedness for emergencies; and
- d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 4.

### Hazard and risk assessment and infrastructure identification

(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies. 2002, c. 14, s. 4.



# Emergency Management

## Declaration of emergency

- 4 (1) The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area. R.S.O. 1990, c. E.9, s. 4 (1).

## Declaration as to termination of emergency

- (2) The head of council or the council of a municipality may at any time declare that an emergency has terminated. R.S.O. 1990, c. E.9, s. 4 (2).



# Emergency Management

## Shared Responsibility:

- Emergency management is a collaborative effort involving municipalities, provincial ministries, First Nations, federal government, and other organizations like NGOs and critical infrastructure operators.

## Emergency Management Ontario (EMO):

- EMO, a division of the Ministry of the Solicitor General, is responsible for coordinating and assisting with the development and implementation of emergency management programs.

## Five Interdependent Components:

- Emergency management in Ontario is based on five key components: prevention, mitigation, preparedness, response, and recovery.



# Emergency Management

## Provincial Emergency Operations Centre (PEOC):

- EMO maintains the PEOC, which is operational 24/7 to coordinate provincial emergency response and recovery.

## Partnerships:

- EMO works with various partners, including public and private organizations, to ensure effective emergency management.

## Public Education:

- EMO also develops and coordinates public education programs to raise awareness about emergency preparedness and risks.



# Emergency Management

- Fire Chief – CEMC
- Donna Erb – Alternate CEMC
- Oversee Township program with very small budget and limited time
- Provide annual training, Tabletop Exercise, Program Committee Meeting
- Conduct Annual review of plan, Critical Infrastructure, HIRA, and appendices
- Ensures the Township meets annual mandatory requirements



# Closing Remarks

- This is your Fire Department
- Council takes a front seat role in protecting our community
- Your Fire Chief is your best resource
- Not one VFF needs to stay, they are here by choice
- Preserving the volunteer model is essential
- Continued Council support is vital to preserving the volunteer model and required response capabilities to our growing community



# Questions?

