

**BYLAW #1872 - 16  
OF THE  
CITY OF WETASKIWIN  
IN THE PROVINCE OF ALBERTA**

**A BYLAW OF THE CITY OF WETASKIWIN TO PROVIDE A FIRE SERVICE AND DEVELOP REGULATIONS FOR THE CONTROL OF OPEN FIRES.**

**NOW THEREFORE** the Council of the City of Wetaskiwin, duly assembled, enacts as follows:

**1. NAME OF THE BYLAW:**

1.1. This Bylaw may be cited as "The Fire Bylaw".

**2. DEFINITIONS:**

2.1. In this Bylaw:

- (a) Address Number means the number of a property designated by the City, which may include a combination of numbers and/or words.
- (b) Alarm No Fire means a request for a fire response to a location where no fire exists but the means of detection worked as designed, or the activator of the alarm did so in the belief that there was in fact a fire. Examples include a detector activating because it detected the products of combustion that it was designed to detect, or a person activating a manual pull station because they had reasonable belief that a fire did exist.
- (c) Alberta Safety Codes Act includes the regulations and Bylaws made under the *Albert Safety Codes Act* and any code, standard or body of rules declared to be in force pursuant to the Act.
- (d) Apparatus means any vehicle provided with machinery, devices, equipment or materials for firefighting or rescue as well as vehicles used to transport firefighters, emergency services personnel or supplies.
- (e) City means the municipal corporation of the City of Wetaskiwin, in the Province of Alberta, and where the context requires means all lands situated within the corporate boundaries of the said City.
- (f) Council means the Council of the City of Wetaskiwin.
- (g) City Manager means the person appointed by Council to be the City Manager.
- (h) Dangerous Goods means any material or substance that may create an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and shall include those regulated products, substances and organisms that are covered by applicable Provincial and Federal Acts, Regulations and Guidelines.
- (i) Enforcement Officer means any peace officer or any person appointed by the City to enforce the provisions of this Bylaw.
- (j) Equipment means any tools, contrivances, devices or materials used by the Fire Department in the normal course of their duties.

- (k) False Alarm means any fire alarm that is set off needlessly, through willful or accidental human or mechanical error, and to which the Fire Service responds.
- (l) Fire Ban means the prohibition of all open fires and fires in fire pits as directed by City Manager or his/her designate.
- (m) Fire Investigation means the process of determining the cause, origin and circumstances of a fire or emergency pursuant to the *Alberta Safety Codes Act*.
- (n) Fire Permit means a permit described in the attached schedule "A" forming part of this Bylaw.
- (o) Fire Pit means a fire which is totally confined within a non-combustible structure or container that has the smoke vents or top opening covered with a heavy gauge metal screen having a mesh which is ventilated in such a manner as to preclude the escape of combustible materials including ash, and which fire is set for the purpose of cooking or obtaining warmth, and such a fire may only be fueled dry wood, natural gas or propane.
- (p) Fire Pit Permit means a permit described in the attached schedule "B" forming part of this Bylaw.
- (q) Fire Protection means all aspects of fire safety including but not limited to fire prevention, firefighting or suppression, pre-fire planning, fire inspection, fire investigation, public education and information, training or other staff development and advising and responding to public or business requests for fire protection including legitimate emergencies and false alarms.
- (r) Fire Service means the Wetaskiwin Fire Service described in Section 3 of this Bylaw.
- (s) Fireworks means fireworks as defined by the *Alberta Safety Codes Act*, RSA 2000, c S-1 as amended and regulations thereunder.
- (t) Fireworks Permit means a permit in the form of attached Schedule "C" forming part of this Bylaw.
- (u) Incident means a fire or a situation where a fire or explosion is imminent or any other situation where there is a danger or a possible danger to life or property to which the Fire Service has responded.
- (v) Fire Chief/Director of Protective Services means the person appointed by the City Manager as Fire Chief/Director of Protective Services that is head of the Wetaskiwin Fire Service or any other person designated by the Manager to act on his behalf.
- (w) Member means any person who is a duly appointed member of the Wetaskiwin Fire Service, including a volunteer member, a part-time member, a full time member, a conscripted person or a member of a fire service called in as mutual aid.
- (x) Open Fire means any fire which is not contained within a fire pit, outdoor fireplace, portable outdoor fireplace or stationary barbecue.
- (y) Owner means:
  - 1. The person which is registered under the Land Titles Act as the owner of the fee simple estate in the land; and
  - 2. In respect of any property other than land, the person in lawful possession of it.
- (z) Penalties, Fees and Charges Schedule means the Penalties Fees and Charges Schedule as amended or replaced from time to time by resolution of Council herein attached as the "SCHEDULE "F"".

- (aa) Person includes an individual, partnership, association, corporation, trustee, executor, administrator or legal representative.
- (bb) Portable Appliance means any appliance, commonly referred to as a barbeque, sold or constructed for the purpose of cooking food in the outdoors.
- (cc) Quality Management Plan means the accredited system adopted by resolution of the City of Wetaskiwin under the authority of the *Alberta Safety Codes Act*.
- (dd) Resident means a person whose primary residence is in the City of Wetaskiwin, Province of Alberta.
- (ee) Waste means:
  - (i) any solid or liquid material or product or combination of solid or liquid material or product, including, but not limited to
    - a. rubbish, refuse, garbage, paper packaging container, bottles, cans, manure, human or animal excrement, sewage or the whole or part of any animal carcass; or
    - b. the whole or part of any article, raw or processed material, vehicle or other machinery that is disposed of; and
  - (ii) any other thing that is designated as waste in the regulations;
  - (iii) any material which would constitute waste under the definition in Part 9 of the *Environmental Protection and Enhancement Act*.

### **3. FIRE SERVICE:**

- 3.1. Council hereby establishes an organization known as the Wetaskiwin Fire Service which includes the Fire Chief/Director of Protective Services, members, equipment, apparatus, fire stations and material used in the operation for the purpose of:
  - a. Preventing and extinguishing fires;
  - b. Investigating the cause of fires;
  - c. Providing rescue and emergency medical response;
  - d. Preserving life and property, and protecting persons and property from injury or destruction by fire;
  - e. Preventing, combatting and controlling incidents;
  - f. Controlling and mitigating incidents involving Dangerous Goods;
  - g. carrying out fire inspections and prevention duties;
  - h. fulfilling its obligations under any agreements with other municipalities, counties, or persons for the joint use, control, and management of fire extinguishing apparatus and equipment;
  - i. Purchasing and operating apparatus and equipment for extinguishing fires or preserving life and property.
- 3.2. The City of Wetaskiwin may enter into agreements to provide Fire Protection with other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment.

### **4. FIRE CHIEF/DIRECTOR OF PROTECTIVE SERVICES:**

- 4.1. The City Manager shall appoint the Fire Chief/Director of Protective Services.

- 4.2. The Fire Chief/Director of Protective Services shall be responsible to City Council through the City Manager.
- 4.3. The Fire Chief/Director of Protective Services shall comply with the City's Quality Management Plan as passed by resolution in Council and approved by the Administrator of the Alberta Safety Codes Council.
- 4.4. The Fire Chief/Director of Protective Services shall be certified and designated to the City of Wetaskiwin as a Safety Codes Officer under the *Alberta Safety Codes Act*.
- 4.5. The Fire Chief/Director of Protective Services has complete responsibility and authority over the Fire Service, subject to the direction of the City Manager, and may prescribe rules, regulations and policies for the ongoing organization and administration of the Fire Services, including but not limited to:
  - a. The use, care and protection of Fire Service Property;
  - b. The conduct, discipline, duties and responsibilities of the members; and
  - c. The efficient operation of the Fire Services.
- 4.6. Rules, regulations or policies made pursuant to Section 4.5 of this Bylaw shall not be inconsistent with the legislation and regulations of the Province of Alberta or policies of the City of Wetaskiwin.
- 4.7. The Fire Chief/Director of Protective Services shall:
  - a. As per city policy and procedures, purchase or otherwise acquire equipment, apparatus, materials or supplies required for the operation, maintenance and administration of the Fire Services to be used in connection therewith;
  - b. Keep or cause to be kept, in accordance with City policies, records of all business transactions of the Fire Services, including the purchase or acquisition of equipment, apparatus, materials or supplies and records of fires attended, actions taken in extinguishing fires, inspections carried out and actions taken on account of inspections and any other records incidental to the operation of the Fire Services;
  - c. Negotiate, subject to the approval of Council, with the Government of Alberta, other municipalities and persons for the purpose of establishing mutual aid agreements and fire control agreements with recommendations and concerns regarding establishing or renewing any mutual aid agreement or amendments thereto; and
  - d. Perform such functions and have such powers and responsibilities as Council may from time to time prescribe.
- 4.8. The Fire Chief/Director of Protective Services or any other member in charge at an Incident is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if deemed necessary to prevent the spread of fire to other buildings, structures or things.

- 4.9. The Fire Chief/Director of Protective Services or any other member in charge at an Incident is empowered to cause the Fire Service to enter on any land or premises, including adjacent land or premises, to combat, control or deal with the Incident in whatever manner deemed necessary to limit injury to persons, loss of life, or damage to property or the environment.
- 4.10. The Fire Chief/Director of Protective Services or any other member in charge at an Incident may at his/her discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized by him/her.
- 4.11. The Fire Chief/Director of Protective Services or any other member in charge at an Incident may obtain assistance from other officials of the municipality as he/she deems necessary in order to discharge his/her duties and responsibilities at an incident or emergency scene.
- 4.12. The Fire Chief/Director of Protective Services or any other member in charge at an Incident, may at his/her discretion, request Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits outlined in section 4.10.
- 4.13. The Fire Chief/Director of Protective Services or any other member in charge of an Incident may require persons who are not members to assist in extinguishing a fire, removing furniture, goods, and merchandise from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or incident.
- 4.14. The Fire Chief/Director of Protective Services or any other member in charge of an Incident is empowered to requisition privately owned equipment which he/she considers necessary to deal with an incident.

## **5. CONTROL OF FIRE HAZARDS:**

- 5.1. If the Fire Service finds conditions that in its opinion constitute a fire hazard within the City's municipal boundaries on privately owned land or occupied public land, it may, in accordance with the *Alberta Safety Codes Act*, order the land owner or the person in control of the land on which the fire hazard exists to reduce or remove the hazard within a fixed time.
- 5.2. When the Fire Service finds that the order it made pursuant to the *Alberta Safety Codes Act* has not been carried out, the Fire Service may take whatever action necessary in accordance with the *Alberta Safety Codes Act* to ensure compliance with the order.
- 5.3. When an order is carried out under section 5.2, in accordance with the *Alberta Safety Codes Act*, the City may place the amount of the expenses incurred in carrying out the order on the tax roll as an additional tax against the land concerned, and that amount:
  - a. Forms a lien on the land in favor of the municipality; and
  - b. Is, for all purposes, deemed to be taxes imposed and assessed on the land and in arrears under the *Municipal Government Act* from the date the amount was placed on the tax roll, and that Act applies to the enforcement, collection and recovery of the amount.

## 6. REQUIREMENT TO REPORT

- 6.1. The owner or authorized agent of any property damaged by fire shall immediately report to the Fire Service particulars of the fire, which are satisfactory to the Fire Chief/Director of Protective Services.
- 6.2. The owner or his authorized agent of any property containing a dangerous good(s) product, which sustains an accidental or unplanned release of the dangerous good(s) product, shall immediately report to the Fire Services particulars of the release, in a manner satisfactory to the Fire Chief/Director of Protective Services.

## 7. PERMITS

- 7.1. No person shall permit an open fire upon land owned or occupied by him/her or under his/her control within the City except when he/she is the holder of a subsisting fire, fire pit or fireworks permit issued pursuant to this Bylaw, unless:
  - a. The fire has been set by the Fire Services for the purpose of training or controlling a hazard;
  - b. The fire is in a portable appliance and the appliance is used in accordance with the *Alberta Safety Codes Act* and the *Alberta Fire Code*.
- 7.2. No person shall discharge fireworks within the City unless they are a licensed fireworks technician and they have obtained an approved fireworks permit.
- 7.3. The Fire Chief/Director of Protective services may issue, for the purpose of special events or displays a permit for the storage, handling and setting off fireworks to the holder of a Fireworks Supervisor Care issued pursuant to the Canadian *Explosives Act* and its regulations.
- 7.4. Any person wishing to obtain a fire permit must complete a fire permit application and submit the completed application to the Fire Service under Schedule "A" of this Bylaw.
- 7.5. Any person wishing to obtain a fire pit permit must complete a fire pit permit application and submit the completed application to the Fire Services under Schedule "B" of this Bylaw.
- 7.6. Any person wishing to obtain a fireworks permit must complete a fireworks permit application and submit the completed application to the Fire Services under Schedule "C" of the Bylaw.
- 7.7. Any person wishing to sell fireworks must complete a permit to sell fireworks application and submit the completed application to the Fire Services under Schedule "D" of the Bylaw.
- 7.8. Any person wishing to purchase fireworks must complete a permit to purchase fireworks application and submit the completed application to the Fire Services under Schedule "E" of the Bylaw.
- 7.9. Upon receipt of a completed fire, fire pit or fireworks permit application, the Fire Service shall consider the fire, fire pit or fireworks permit application and may in the Fire Chief/Director of Protective Services sole and absolute discretion:
  - a. Refuse to grant a fire, fire pit or fireworks permit;

- b. Grant a fire, fire pit or fireworks permit; or
  - c. Grant a fire, fire pit or fireworks permit upon such additional terms and conditions, as the Fire Chief/Director of Protective Services deems appropriate.
- 7.10. A fire, fire pit or fireworks permit shall not be transferrable.
- 7.11. A fire, fire pit or fireworks permit must be presented to the Fire Chief/Director of Protective Services, member, or Peace Officer upon request.
- 7.12. Fire, fire pit and fireworks permits issued pursuant to this Bylaw are valid for such a period of time as shall be determined and set by the Fire Chief/Director of Protective Services, or designate and the fire, fire pit or fireworks permit shall have endorsed therein the period of time for which the said permit is valid.
- 7.13. The Fire Service may extend fire, fire pit or fireworks permits beyond the period of time that a permit is valid, provided the permit has not expired before the request to extend has been made.
- 7.14. The Fire Service may, at its sole and absolute discretion, terminate a fire, fire pit or fireworks permit application and suspend or cancel a fire, fire pit or fireworks permit at any time.
- 7.15. Fire pit permits are not required for fires within a campsite at an approved campground.
- 7.16. Fire pits will be monitored at all times by any person(s) over the age of eighteen (18).
- 7.17. Fire pits will be fully extinguished after use.

## **8. ADDRESS NUMBERING**

- 8.1. The owner of a property shall cause the Address Number assigned to the property to be displayed, at all times, at a location plainly visible from the roadway to which the property is addressed.
- 8.2. The owner of a property which has access to an alley shall, in addition to complying with section 8.1., cause the Address Number assigned to the property to be displayed, at all times, at a location plainly visible from the alley.
- 8.3. All Address Numbers required to be displayed pursuant to this Bylaw shall be displayed, at all times, in a conspicuous manner so as to be plainly visible from the adjacent roadway or alley, as the case may be.
- 8.4. The owner of a parcel of land which is a construction site, and for which a structure is being erected, shall ensure that a temporary Address Number is displayed at all times in a conspicuous manner so as to be plainly visible from the adjacent roadway or lane, as the case may be.

## 9. RECOVERY OF COSTS:

- 9.1. Where the Fire Service has taken any action whatsoever for the purpose of extinguishing a fire or responding to an incident within or outside the City or for the purpose of preserving life or property from injury or destruction by fire or other incident on land within or outside the City, including any such action taken by the Fire Services on a false alarm or alarm no fire, the Fire Chief/Director of Protective Services may, in respect of any costs incurred by the Fire Services in taking such action, charge any costs so incurred by Fire Services to the person who caused the incident or owner or occupant of the land/structure/vehicle in respect of which the action was taken.
- a. Where Fire Services performs inspections, investigations, charges air systems, delivers courses or performs any other service listed in SCHEDULE "F", the Fire Chief/Director of Protective Services may charge the fees listed in SCHEDULE "F".
- 9.2. The schedule of penalties, costs and fees to be charged by the Fire Services for services rendered pursuant to this or any other Bylaw shall be as set out in the SCHEDULE "F".
- 9.3. In respect of the penalties, costs or fees described in Section 9.1 and 9.2:
- a. The City may recover such penalties, costs or fees as a debt due and owing the City; or
- b. In the case of action taken by the Fire Services in respect of land within the City, where the penalties, costs or fees is not paid upon demand by the City, then in default of payment, such cost or fee may be added to that property's tax roll; or
- c. In the case where a person has caused an incident, the City may add the amount owing to the tax roll of any property for which the person is the assessed person.

## 10. FIRE INSPECTION SURCHARGE

- 10.1. As the fire service is responsible for enforcement of the *Alberta Fire Code*, and the *Alberta Fire Code* has requirements not only during construction but thereafter for the life of the building, a surcharge of ten (10) percent of the building permit is hereby attached to all building permits issued by the City.
- 10.2. The surcharge identified in Section 10.1 of this Bylaw shall be collected by the City with regard to all building permits issued and purchase on or after June 1, 2016.

## 11. OFFENSES

- 11.1. Any person who ignites, fuels, supervises, maintains or allows an open fire within the municipal boundaries of the City of Wetaskiwin without a valid fire permit is guilty of an offense; unless
- a. The fire has been set by the Fire Services for the purpose of training or controlling hazards; or
- b. The fire has otherwise been authorized by the Wetaskiwin Fire Service.



- 11.2. A member or a Peace Officer may order any fire not permitted under this Bylaw to be extinguished immediately.
- a. Any person ordered under Section 7.1 to extinguish the fire shall immediately and without delay completely extinguish the fire and shall ensure the fire remains out until such time as a permit, under this Bylaw, is issued.
- 11.3. No person shall:
- a. Allow, authorize, permit or continue to burn garbage, leaves, straw, coal, painted wood, treated construction materials or items made of or containing rubber, plastic, tar or any materials deemed for disposal;
  - b. Deposit, discard or leave any burning matter or substance where it might ignite other material and cause a fire;
  - c. Conduct any activity that involves the use of fire that might reasonably be expected to cause a fire, unless he exercises reasonable care to prevent the fire from occurring; or
  - d. Provide false, incomplete or misleading information to the Fire Services or to the City on or with respect to a fire, fire pit or fireworks application permit.
- 11.4. No person shall:
- a. Interfere or obstruct the efforts of the persons authorized in this Bylaw to extinguish fires or preserve life, property or the environment;
  - b. Interfere with the operation of any Fire Services equipment or apparatus required to extinguish fires, preserve life, property or the environment;
  - c. Damage or destroy Fire Services property;
  - d. Falsely represent him/herself as a Fire Services member and/or make use of Wetaskiwin Fire Services' name and any associated logos or insignia for the purpose of such false representation;
  - e. Discharge, possess, sell or purchase any fireworks without a permit issued in accordance with this Bylaw and the *Alberta Fire Code*;
  - f. Enter boundaries or limits of an area prescribed in accordance with Section 4.10 of this Bylaw unless authorized by the Fire Chief/Director of Protective Services or member in charge; or
  - g. Drive a vehicle over any fire hoses or other equipment without the permission of the Fire Chief/Director of Protective Services or member in charge.
- 11.5. A member in charge of an incident or Peace Officer may at any time cause any vehicle to be removed and taken and stored, at the vehicle owner's expense, in a suitable place where the vehicle prevents access by the Fire Service to a fire hydrant, access road, street, fire alarm, cistern, or other body of water designated for firefighting purposes, or any connections provided for sprinkler systems, stand pipes or any other item designed for firefighting.

## 12. PENALTIES

- 12.1. Any person who contravenes any section, excluding Section 4, of this Bylaw, or who fails to comply with any condition in a permit, with any order, or request directed to him/her pursuant to this Bylaw, is guilty of an offense and liable;
  - a. If the offense is a contravention of section 11.4 of this Bylaw, a fine may be issued of not less than \$250.00 and not more than \$10,000.00;
  - b. To the minimum fine established in the *Fees and Charges Schedule* of this Bylaw;  
or
  - c. To a fine of not more than \$10,000.00.
- 12.2. A Peace Officer is hereby authorized and empowered to issue a violation ticket to any person whom the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 12.3. Where a contravention of this Bylaw is of a continuing nature:
  - a. Further violation tickets may be issued by the Peace Officer, provided that no more than one violation ticket shall be issued each day that the contravention continues;
  - b. In accordance with the *Provincial Offence Procedures Act* and the *Criminal Code of Canada*, a Peace Officer may arrest a person where he believes on reasonable and probable grounds that the public interest, having regard to all the circumstances including the need to prevent the continuation or repetition of the offence or the commission of another offence, may not be satisfied without arresting the person.
- 12.4. The minimum fine identified in SCHEDULE "F" of this Bylaw may be used as a voluntary penalty on the violation ticket issued by a Peace Officer.
- 12.5. Nothing in this Bylaw shall prevent a Peace Officer from issuing a violation ticket with a mandatory court appearance to any person who contravenes any provision of this Bylaw.
- 12.6. Subject to the provisions of section 12.7 and 12.8, upon issuance and service of a Municipal Violation Ticket under section 12.2 the amount the City will accept for the alleged offences shall be the amount of the specified penalty, and upon payment to a person authorized by the City Manager to receive such payment there shall be issued an official receipt therefor and such payment shall be accepted in lieu of prosecution for alleged offence.
- 12.7. Subject to subsection 12.6, where payment is tendered within 7 days from the date of service of a Municipal Violation Ticket issued and served under section 12.2 for and alleged offence listed in SCHEDULE "F", to a person authorized by the City Manager to receive such payment set out in section 12.6 shall be reduced by **50%** of the specified penalty and such payment shall be accepted in lieu of prosecution.
- 12.8. Nothing in this Bylaw shall be read or construed as:

- a. preventing any person from exercising their right to defend an allegation that he has committed an offence listed in SCHEDULE "F" or,
- b. preventing a Bylaw Enforcement Officer from issuing a summons or offence notice under the Provincial Offences Procedure Act or otherwise initiating court process in any other manner permitted by law, in respect of an alleged offence which a violation tag may be issued. Nothing in this Bylaw shall prevent a Peace Officer from issuing a violation ticket with a mandatory court appearance to any person who contravenes any provision of this Bylaw.

### **13. DISCHARGE OF DUTIES**

- 13.1. The Fire Chief/Director of Protective Services or member of the Fire Service charged with any duty under this Bylaw, acting in good faith and without malice for the municipality in the discharge of his/her duties, shall not hereby render him/herself liable personally for any damage that may occur to persons or property as a result of any act required by reason of any act or omission in the discharge of his/her duties.
- 13.2. If because of the performance of their duties, a member of the Fire Services is subject to a court proceeding or litigation, the City shall provide legal defense until the final determination of the proceedings.

### **14. SEVERABILITY**

- 14.1. If at any time, any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then the provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid or ultra vires provision.

### **15. EFFECTIVE DATE**

- 15.1. This Bylaw shall come into full force and effect upon date of final passing.

**16. REPEAL:**

- 16.1. Bylaw 1867-16 is hereby repealed.
- 16.2. This Bylaw shall come into force and effect on the date of the third and final reading and signing thereof.

Read a first time this 18 day of July, 2016.

Read a second time this 18 day of July, 2016.

Read a third time and finally passed this 15 day of August, 2016.

\_\_\_\_\_  
ORIGINAL SIGNED  
Mayor

\_\_\_\_\_  
ORIGINAL SIGNED  
Chief Administrative Officer



**CITY OF WETASKIWIN FIRE PERMIT  
SCHEDULE "A"  
FORMING PART OF BYLAW #1872-16**

WETASKIWIN FIRE SERVICE  
5940-40 AVENUE, WETASKIWIN, ALBERTA T9A 1J9  
Phone: 361-4429 Fax: 352-6261

PERMISSION IS HEREBY GRANTED TO:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

FOR THE PURPOSE OF BURNING: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATE: \_\_\_\_\_ 20 \_\_\_\_\_

FROM: \_\_\_\_\_ hours TO: \_\_\_\_\_ hours

DESCRIPTION OF PERMIT:

\_\_\_\_\_  
\_\_\_\_\_

The undersigned applicant covenants and agrees with the City as a term and condition of the permit to:

- (a) at all times keep a competent person in charge of the fire and barricade or otherwise secure the area to limit entry of unauthorized persons;
- (b) possess adequate fire extinguishing equipment for fire control;
- (c) extinguish any fire which impairs visibility in the immediate area due to the weather, wind or the location of the fire;
- (d) fees may be charged for non-compliance or Fire Service actions;
- (e) permittee may be liable for any damage resulting from the fire;
- (f) this permit may be suspended or cancelled at any time at the sole discretion of the Manager of Fire Services;
- (g) the Fire Service shall be notified for each burn on an annual permit;
- (h) extinguish the fire upon hearing of a complaint concerning the fire;
- (i) \_\_\_\_\_

DATE \_\_\_\_\_ 20 \_\_\_\_\_

APPROVED: \_\_\_\_\_ REFUSED: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
PER: WETASKIWIN FIRE SERVICE



**CITY OF WETASKIWIN FIRE PIT PERMIT  
SCHEDULE "B" - PAGE 1  
FORMING PART OF BYLAW # 1872-16**

WETASKIWIN FIRE SERVICE  
5940-40 AVENUE, WETASKIWIN, ALBERTA T9A 1J9  
Phone: 361-4429 Fax: 352-6261

**APPROVAL REQUEST FOR OUTDOOR FIRE PIT**

The City of Wetaskiwin Fire Service reserves the right to regulate and control the design, construction materials and safety precautions of all Fire Pits within the corporate limits of the City of Wetaskiwin and any land under the care of the City of Wetaskiwin.

**Applicants Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Postal Code** \_\_\_\_\_ **Phone #** \_\_\_\_\_ **Date** \_\_\_\_\_

**Type of Outdoor Fire Installation**

Fire Pit\_\_\_ Outdoor Fireplace\_\_\_ Stationary Built In BBQ\_\_\_  
Portable Outdoor Fireplace\_\_\_

**Type of Construction**

Brick\_\_\_ Concrete Block\_\_\_ Masonry\_\_\_ Heavy Gauge Metal\_\_\_

**Utility companies consulted for line locates:**

Natural Gas \_\_\_ Power \_\_\_ Telephone \_\_\_ Cable TV \_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the above applicant have read and understand the Design Guidelines, Use and Safety Considerations on page 2 of this form and warrant my fire pit installation is in compliance with the Guidelines. I further accept any and all responsibility and liability for damages that may occur from the use of my fire pit installation.

\_\_\_\_\_  
**Signature of Applicant**

**Inspected and Approved by** \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.



**CITY OF WETASKIWIN FIRE PIT PERMIT  
SCHEDULE "B" - PAGE 2  
FORMING PART OF BYLAW # 1872-16**

**DESIGN GUIDELINES**

- (1) Fire pits are outdoor fireplaces, stationary barbecues and noncombustible containers that meet the following minimum requirements:
  - (a) A minimum of 3 meters clearance shall be maintained from buildings, property lines and combustible materials or as approved by the Fire Service.
  - (b) Installations shall have a surface or cooking area not exceeding 1 square meter.
  - (c) A spark arrestor mesh screen of 1.25 centimeter expanded metal (or equivalent) to contain sparks are required be provided.
  - (d) Except for portable outdoor fireplaces, fire pit bases should have a 15 centimeter non-combustible base and a 20 centimeter non-combustible perimeter area.
  - (e) Other designs with equivalent safety measures may be accepted by the Fire Chief/Director of Protective Services or a Safety Codes Officer.

**USE CONSIDERATIONS**

- (f) The use of fire pits within the City is intended for recreational purpose only.
- (g) It is the responsibility of the property owner to ensure that a clean burning fire is maintained to limit the impact on neighbors and passing motorists.
- (h) Only seasoned wood that is not contaminated with glue, paint, stain or other preservatives may be used for burning.
- (i) Waste material and prohibited debris identified in the Alberta Environmental Protection and Enhancement Act shall not be burned in Fire Pits.
- (j) The users of such installation shall ensure that the smoke or sparks do not create a nuisance or hazards to neighbors or other properties.
- (k) Large fires or bonfires are not permitted; fires shall not have a flame height that is greater than 500 millimeters above the fire pit screen surface.

**SAFETY CONSIDERATIONS**

- (l) Ensure firefighting equipment is available; i.e. fire extinguisher, garden hose & water supply, bucket of water.
- (m) When extinguishing the fire, make sure it is completely out.
- (n) Never leave a fire unattended.
- (o) Provide a non-combustible receptacle for the disposal of ashes, hot brands or embers. Keep this receptacle 1 meter or 39" from all combustible materials.
- (p) Adult supervision of children is required when a Fire Pit is in use.
- (q) The Fire Chief/Director of Protective Services or his designate may direct that a fire in a fire pit be extinguished, or may extinguish a fire that in his opinion is a nuisance or a threat to public safety.



**CITY OF WETASKIWIN FIRE FIREWORS DISCHARGE/SET-OFF/DISPLAY PERMIT  
SCHEDULE "C"  
FORMING PART OF BYLAW # 1872-16**

PERMIT NO. \_\_\_\_\_

APPLICANTS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

The applicant is hereby authorized to handle, discharge, fire, set-off or display

\_\_\_\_\_ hazard fireworks on \_\_\_\_\_  
(Low or High)\* (Date and Time)

at \_\_\_\_\_ within the Province of Alberta.  
(Specific location where fireworks will be displayed)

This permit is subject to cancellation for any breach of the Alberta Fire Code or any of the following special precautions required as a condition of this permit.

**SPECIAL CONDITIONS AND PRECAUTIONS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A diagram of the discharge/set-off/display site is to be completed on the back of this page.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Safety Codes Officer / Card No.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Address

\* Fireworks Supervisors Card No./Expiry Date





**CITY OF WETASKIWIN PERMIT TO SELL FIREWORKS  
SCHEDULE "D" – PAGE 1  
FORMING PART OF BYLAW # 1872-16  
ALBERTA FIRE CODE**

**PERMIT NO.** \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Name of Retail Store: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Address Where Fireworks Stored: \_\_\_\_\_  
(If different than above)

**OFFICE USE ONLY**

Special Condition/Precautions Include storage requirements	
Authorization Type	<b>High</b> or <b>Low</b> Hazard Fireworks (circle)
Signature of Safety Codes Officer:	Date:

This permit hereby authorizes the applicant to **store / possess / sell fireworks at the legal address indicated only**. Applicant is to comply with points under CONDITIONS AND INFORMATION below.

**CONDITIONS AND INFORMATION**

Please note:

The permit application(s) apply to the City of Wetaskiwin and municipal boundaries only. The purchase of any fireworks in the City of Wetaskiwin requires the purchaser to provide a copy of the City of Wetaskiwin fireworks purchase/possess permit to the store **AT THE TIME OF PURCHASE**.

It is the legal responsibility of the store and any of its representatives to ensure that a valid permit is presented at the time of purchase and the **RECORD OF SALE FORM** is completed.

The RECORD OF SALE FORM must be available at all times if required by the City of Wetaskiwin Fire Services Department.

Additional conditions of purchase or discharge:

This permit is subject to cancellation at any time for any breach of the *Alberta Fire Code*, Section 5.7, any of the special conditions in this permit (either section) or the City of Wetaskiwin Fire Services Bylaw 1872-16.

It is your responsibility to ensure that you are compliant at all times.

Copies of pertinent sections can be found online at [www.wetaskiwin.ca](http://www.wetaskiwin.ca).

It is an offense to provide incomplete, incorrect or misleading information. You may be subject to a fine of no less than \$100 for failing to provide full and correct information.

By signing below I agree that I have read and understood the information above and that I have read and understood the specific sections of the *Alberta Fire Code* and the City of Wetaskiwin Fire Services Bylaw 1872-16. I also understand that if I do not agree to these conditions I will not be issued a permit.

---

Date

---

Signature of Applicant

---

Signature of Safety Codes Officer





**CITY OF WETASKIWIN PERMIT TO PURCHASE FIREWORKS  
SCHEDULE "E"  
FORMING PART OF BYLAW # 1872-16  
ALBERTA FIRE CODE**

**PERMIT NO.** \_\_\_\_\_

**APPLICANTS NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ADDRESS WHERE FIREWORKS STORED:** \_\_\_\_\_  
(If different than above)

The applicant is hereby authorized to purchase/possess \_\_\_\_\_  
(Low or High)\*

hazard fireworks for a display, to be held at \_\_\_\_\_  
(Indicate specific location where

\_\_\_\_\_ within the Province of Alberta. The display is to be held  
fireworks will be displayed)

between the hours of \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
(Time) (Day, Month) (Year)

**Additional conditions of purchase:**

This permit is subject to cancellation at any time for any breach of the *Alberta Fire Code*, Section 5.7, any of the special conditions in this permit (either section) or the City of Wetaskiwin Fire Services Bylaw 1872-16. It is your responsibility to ensure that you are compliant at all times. Copies of pertinent sections can be found online at [www.wetaskiwin.ca](http://www.wetaskiwin.ca). It is an offense to provide incomplete, incorrect or misleading information. You may be subject to a fine of no less than \$100 for failing to provide full and correct information.

By signing below I agree that I have read and understood the information above and that I have read and understood the specific sections of the *Alberta Fire Code* and the City of Wetaskiwin Fire Services Bylaw 1872-16. I also understand that if I do not agree to these conditions I will not be issued a permit.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Safety Codes Officer

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Address

**CITY OF WETASKIWIN  
FORMING PART OF BYLAW #1872-16  
SCHEDULE "F"  
PENALTIES, FEES AND CHARGES SCHEDULE**

**MINIMUM AND VOLUNTARY PENALTIES**

<b>Section</b>	<b>Offence</b>	<b>Penalty/Fine</b>
6.1	Fail to report a fire	\$100.00
6.2	Fail to report dangerous goods release/spill	\$250.00
7.1	Open fire without a fire permit	\$100.00
7.2	Discharge fireworks without a permit	\$150.00
7.2	Sell fireworks without a permit	\$500.00
7.16	Fail to be in attendance of a fire pit	\$100.00
7.17	Fail to properly extinguish a fire pit	\$100.00
11.3 (a)	Burn prohibited items	\$100.00
11.3 (c)	Conduct activity that may cause a fire	\$100.00
11.3 (d)	Provide false/incomplete/misleading information	\$100.00
11.4 (a)	Interfere with persons authorized by Bylaw	\$500.00
11.4 (b)	Interfere with equipment/apparatus	\$500.00
11.4 (c)	Damage/destroy fire service property	\$500.00
11.4 (d)	Falsely represent self as a fire service member	\$1000.00
11.4 (f)	Enter boundaries established by the fire service	\$100.00
11.4 (g)	Drive vehicle over equipment	\$200.00

**FEES**

<b>Section</b>	<b>Item</b>	<b>Fee</b>
7.4	Fire Permit	
	Residential	No Charge
	City Sponsored	No Charge
7.5	Fire Pit Permit	
	Residential	No Charge
	Commercial	No Charge
7.6	Fireworks Permit	
	City Sponsored	No Charge
	Non-City Sponsored	\$50.00
8.3	Address number not visible	\$100.00
9.1	Structure Fires	
	Within City Limits	No Charge
	Fire Service Agreement	As per agreement

<b>Section</b>	<b>Item</b>	<b>Fee</b>
9.1	Motor Vehicle Incidents/Fires	\$600.00 per hour/per unit or portion thereof
9.1	Dangerous Goods Incidents	\$600.00 per hour/per unit or portion thereof plus any additional expenses from other responding companies, agencies or mutual aid partners
9.1	False Alarms	
9.1	System maintained in accordance with the Alberta Fire Code	
	First	No Charge
	Second within a 6 month period	No Charge
	Third or subsequent within a 6 month period	\$100.00
9.1	System NOT maintained in accordance with the Alberta Fire Code	
	First	\$200.00
	Second within a 6 month period	\$300.00
	Third or subsequent within a 6 month period	\$500.00
9.1	Alarm No Fire	
	System maintained in accordance with the <i>Alberta Fire Code</i>	No Charge
9.1	System Not maintained in accordance with the <i>Alberta Fire Code</i> :	
	First	\$200.00
	Second within a 6 month period	\$300.00
	Third or subsequent within a 6 month period	\$500.00
9.1	Fire investigation completed by an outside agency	Cost billed to property owner with additional \$25.00 administration fee
9.1 (a)	Requested fire inspections/ investigation	
	Commercial	\$75.00 per hour or Portion thereof
	Residential Dwelling	No Charge
	Occupancy Permits	\$100.00
9.1	Reproduction of Photos	
	Hard Copy	\$5.00 per photo
	Digital photos	\$1.00 per photo
9.1 (a)	File Searches	\$75.00

<b>Section</b>	<b>Item</b>	<b>Fee</b>
9.1 (a)	Fire Standby	\$600.00 Per hour or Portion thereof
9.1 (a)	Fire programs and courses	Rate set by the Fire Chief/Director of Protective Services based on industry rates and costs incurred
9.1 (a)	First Aid Courses	Rate set by the Fire Chief/Director of Protective Services based on industry rates and costs incurred
9.1 (a)	Occupancy Load Permit	\$25.00
9.1 (a)	Air Cylinder Recharge	\$10.00/cylinder
9.1 (a)	Cascade bottle	\$50.00/cylinder
10.1	Fire Inspection Surcharge	10% of the building permit surcharges
10.1	Fire Inspection	No Charge
	Annual Code Compliance Inspection	\$100.00
	1 <sup>st</sup> Non-Compliance Re-Inspection	\$225.00
	2 <sup>nd</sup> Non-Compliance Re-Inspection	\$500.00
	3 <sup>rd</sup> Non-Compliance Re-Inspection	In accordance with the <i>Alberta Safety Codes Act</i> .
	4 <sup>th</sup> and any consecutive Non-Compliance Re-Inspections	
9.1(a)	Other Fees and Services	To be set by the City Manager and/or the Director of Protective Services