



CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Standardized Fire Prevention By-law No. 465-2024, Repealing By-law 312 and Any Other By-law Concerning Fire Prevention

WHEREAS the *Fire Safety Act* (R.S.Q., c. S-3.4), adopted by the Government of Quebec on June 14, 2000, defines the degree of responsibility of each party with respect to fire, from the ordinary citizen to the Government of Quebec, including risk generators, firefighters, municipalities and damage insurers;

WHEREAS the Municipality has prepared this by-law in order to meet the Minister of Public Security's objectives with respect to fire safety;

WHEREAS the by-law covers all buildings, whether they are "residential", "agricultural buildings", public buildings, shops, factories, warehouses and industries";

WHEREAS the members of Council declare that they have read the by-law and waived reading it;

IT IS HEREBY ENACTED AND DECREED AS FOLLOWS:

ARTICLE 1 - REPLACEMENT AND REPEAL

This by-law replaces and repeals By-law 2005.312 respecting fire safety, adopted by the Municipality of West Bolton.

ARTICLE 2 - INVALIDITY OF PROVISION

Each of the provisions of this by-law is independent. If any of these provisions is determined to be illegal, invalid or unenforceable, it shall be modified to the minimum extent so that it shall remain in effect, and its invalidity, illegality, or unenforceability shall not affect the remaining provisions.

GENERAL PROVISIONS

ARTICLE 3 - SCOPE

Unless expressly stated otherwise, this by-law applies to all immovables in the Municipality of West Bolton.

ARTICLE 4 - DEFINITIONS

- A. The expression "*access route*" means a walkway or route of free circulation established for the purpose of connecting, by the shortest means, the nearest public thoroughfare to any building referred to in this by-law, whether or not it has priority.
- B. The term "*agricultural building*" means a building or part of a building that does not contain a dwelling, located on land devoted to agriculture or livestock and used primarily to house equipment or animals, or for the production, storage or processing of agricultural or horticultural products or animal feed.
- C. The word "*building*" means any structure used or intended to be used to house or receive persons or property.
- D. The term "*care or detention facility*" means a building or part of a building housing persons who, because of their physical or mental condition, require medical care or treatment, or persons who, due to security measures beyond their control, cannot shelter in case of danger.
- E. The term "*civil protection building*" means a building or part of a building where essential services are provided in the event of a disaster. It includes hospitals, fire stations, police stations, radio stations, power plants, electrical distribution substations, pumping stations (water and sewage) and fuel depots.
- F. The term "*commercial establishment*" means a building or part of a building, used for the display or retail of goods or foodstuffs.
- G. The term "*competent authority*" refers to the Public Security Department and/or Fire Department mandated by the Municipality that serves the Municipality for fire protection, as well as fire

prevention inspectors and firefighters. The competent authority shall be responsible for the application of Part I of this by-law.

- H. The term "*garage*" means a building or part of a building:
- a) including facilities for the repair, maintenance or sale of motor vehicles;
 - b) intended for parking and storage of motor vehicles;
 - c) where vehicle or craft fuel reservoirs are supplied with flammable or combustible liquids from stationary equipment.
- I. The term "*industrial establishment*" means a building or part of a building used for the assembly, manufacture, production, treatment, repair or storage of products, substances or materials.
- J. The term "*meeting place*" means a building or part of a building used by persons assembled to engage in civic, political, touristic, religious, social, educational, recreational or similar activities, or to consume food or drink.
- K. The term "*NBC*" refers to the National Building Code. It is a safety standard for the construction of buildings, including extensions, modifications and changes of use, as well as for their compliance to eliminate unacceptable fire risks.
- L. The term "*NFC*" means the National Fire Code of Canada 2015 and any amendments to that Code following the coming into force of this by-law.
- M. The word "*occupant*" means any person who occupies an immovable in a capacity other than that of tenant or owner.
- N. The term "*open fire*" means any fire that is deliberately lit and that is not contained in a non-combustible container with a spark arrestor lid such as a reservoir or fireplace made of stone, brick, cast iron or other similar material. The following is a non-exhaustive list of what are considered to be open fires: fires for the purposes of family celebrations, municipal celebrations or public events, land clearing or industrial clearing fires.
- O. The word "*owner*" refers to the owner of an immovable as identified on the Municipality's assessment roll.
- P. The word "*person*" refers to a natural person, a legal person or a company.
- Q. The term "*place of business*" means a building or part of a building used for the conduct of business or the provision of professional or personal services.
- R. The expression "*public building or building of a public nature*" means, but is not limited to: churches, chapels, or buildings that serve as churches or chapels, retirement homes, schools, daycares, summer camps, hospitals, clinics, convalescent or rest homes, shelters, hotels, motels, etc. rooming houses, buildings with 9 or more dwellings, clubs, live entertainment bars, cinemas, theatres or concert halls or halls used for similar purposes, public meeting rooms, conference halls, public entertainment halls, municipal halls, municipal offices, buildings used for exhibitions, fairs, etc., platforms located on racetracks or used for public entertainment, wrestling, boxing or other sports arenas, recreational centres, buildings of more than 2 storeys used as offices, shops, railway or bus stations, post offices, registry offices, professional services offices, libraries and museums, public baths as well as ski lifts and mechanical games, as well as any commercial establishment, business establishment, meeting establishment, catering establishment, care or detention facilities, industrial establishment, sawmill, quarry and sand pit, supervised residence, civil protection buildings, mechanical workshops and garages, etc.
- S. The term "*public thoroughfare*" means any sidewalk, street, road or square to which the public has a right of access, and which belongs to one of the levels of government.

ARTICLE 5 - POWERS OF THE COMPETENT AUTHORITY

For the purposes of this by-law, the competent authority may:

visit and examine, in the performance of its duties, any movable and immovable property, as well as the interior and exterior of any house, building, or structure, to ascertain whether this by-law is being complied with or to adopt any preventive measure against fire or deemed necessary for public safety, between 7 a.m. and 7 p.m., 7 days a week, and any owner, tenant or occupant of these buildings or structures must receive him/her, let in him/her and answer all the questions put to him/her;

Following the inspection, the competent authority may exercise one or more of the following powers:

- A. **Order** any owner or occupant of a building or structure to rectify any situation that constitutes a violation of this by-law and the National Fire Code of Canada 2015 (NFC);
- B. **Order** any owner, tenant or occupant of a building or structure to suspend work and activities that violate this by-law or that are dangerous;

- C. **Order** that a test be carried out on a material, device, construction method or functional and structural construction element;
- D. **Require** the owner or tenant to provide sufficient proof at their own expense that a material, construction element, structural element or building complies with this by-law;
- E. **Require** that a copy of the approved plans and specifications and the permit/certificate issued be kept at the property for which the permit was issued;
- F. **Require** that the record of the results of tests ordered under subparagraph (c) be kept on the property for which the permit/certificate was issued during the performance of the work or for a period of time to be determined by the Authority;
- G. **Require**, when necessary, that the placard attesting to the issuance of the permit/certificate be prominently displayed on the property for which it is issued;
- H. **Require** the owner or lessee to provide, at his/her expense, written evidence from a recognized specialist or organization to the effect that the maintenance of appliances, systems or ducts complies with the requirements of this by-law. The owner is responsible for ensuring that the design, installation and use of the appliances on the premises comply with the applicable standards;
- I. **Require** the owner or lessee to submit, at his/her expense, a report prepared by a specialized, competent, independent public or private testing firm, on the materials, equipment, devices, construction methods, functional and structural elements used on the premises;
- J. **Require** the owner or occupant to provide, at his/her expense, written proof from a recognized specialist or organization indicating that the maintenance of the appliances, systems or ducts complies with the requirements of this by-law;
- K. **Carry out** or have carried out, at the expense of the owner or occupant, the tests necessary during an inspection to ensure that the requirements of this by-law are being respected;
- L. **Have any building evacuated** for the purpose of evaluating its emergency response plan or when the building represents a danger to occupants;
- M. **Issue** any permit required under this by-law.

The municipality authorizes the director of the fire department, any prevention officer or firefighter designated by the competent fire prevention and protection authority to issue, for and on behalf of the municipality, statements of offence for any violation of any of the provisions of this by-law.

PART I FIRE PREVENTION

DECLARATORY AND INTERPRETATIVE PROVISIONS

Part I of the By-law applies to any building unless otherwise specified. Sections 49 to 60 also apply to **any** immovable including any land, park, access route or public thoroughfare.

BUILDING

ARTICLE 6 - ACCESS TO BUILDING

Fire department vehicles must have direct access to at least one façade of any building through a street, yard or path, in accordance with the *National Building Code* (NBC).

ARTICLE 7 - CIVIC NUMBER

- A. Any building for which a civic address is assigned must be identified by the number corresponding to this civic address.
- B. The civic address number must be permanently installed on the façade of the building or at the edge of the public road or private road, at a maximum distance of three (3) metres from the traffic lane towards the property and a maximum of one (1) metre from the driveway, and at a height of between one (1) and 1.5 metres from the ground.
- C. The inscription must be in Arabic numerals, in a horizontal position, in a colour contrasting with the background, and must be written on both sides of the sign. The digits must have a minimum height of 7.5 cm and a minimum width of 15 mm.
- D. If the same driveway gives access to more than one main building (i.e. with distinct civic numbers), a second civic number must be installed on each of the buildings facing the driveway.
- E. Numbers or letters used to identify the number of a dwelling or room used as a residence in a building must be prominently placed on or near the door.

ARTICLE 8 - ACCUMULATION AND ASH

- A. It is forbidden to accumulate in and around buildings combustible materials which, because of their quantity or location, represent a fire hazard;
- B. Ashes must be placed in containers made of non-combustible materials, with a tight-fitting metal lid. If they are placed on combustible flooring, they should have a rimmed or lug bottom at least 50 millimetres high. Such a container may not be used for both combustible materials and ashes.

ARTICLE 9 - EXPANSION OR NEW CONSTRUCTION

The owner is responsible for notifying and sending a copy of the plans of any expansion, structural change, change of use or addition of a new building to the competent fire prevention and protection authority.

ARTICLE 10 - UNOCCUPIED BUILDINGS

- A. The owner is responsible for restricting access to unoccupied buildings with barricades of doors and windows. Unoccupied buildings must be accessible only to authorized persons;
- B. The owner is responsible for ensuring that water and electricity are disconnected in the unoccupied building.

RULES APPLICABLE TO CONSTRUCTION AND DEMOLITION SITES

ARTICLE 11 - ACCESS

The owner of a building (under construction or demolition) is responsible for ensuring that:

- A. Access to fire hydrants, portable fire extinguishers and fire department connections to fire pipe networks and sprinkler systems are cleared at all times;
- B. Access roads to the construction site are envisaged for fire department vehicles, even if it is fenced off.

ARTICLE 12- PORTABLE FIRE EXTINGUISHERS

The owner of a building (under construction or demolition) is responsible for ensuring that appropriate portable fire extinguishers are available:

- A. near welding and cutting stations;
- B. in fuel storage areas;
- C. in the vicinity of internal combustion engines;
- D. near places where flammable gases or liquids are stored or handled;
- E. near non-permanent oil or gas appliances;
- and
- F. near bitumen heaters.

ARTICLE 13 - FIRE WARNING

The owner of a building (under construction or demolition) is responsible for having an appropriate system installed to warn personnel at the site in case of a fire and for ensuring that its signal is clearly audible throughout the building, with a minimum of sixty-five (65) dBA and at all times at least ten (10) dBA higher than ambient noise.

ELECTRICAL INSTALLATIONS

ARTICLE 14 - ELECTRICAL INSTALLATIONS

The owner of the building is responsible for ensuring that electrical wiring and equipment conform to CSA-C22.1 "*Canadian Electrical Code, Part I*" if they are in the presence of flammable gases or vapours, combustible dusts or airborne combustible fibres, in sufficient quantities to constitute a hazard. The owner is also responsible for ensuring that the installation complies with the Building Code.

ARTICLE 15 - ELECTRICAL PANEL

- A. The tenant and the occupant of the building are responsible for ensuring that any electrical panel has a clearance of at least 1 metre (m) and that it is accessible at all times. It should also be cleaned as needed;
- B. The owner is responsible for ensuring that any electrical panel is protected with a proper cover.

ARTICLE 16 - ELECTRICAL WIRES

The owner is responsible for ensuring that no wires are bare or exposed. In addition, all wires must terminate in a junction box designed for this purpose.

ARTICLE 17 - POWER OUTLET AND SWITCH

- A. The owner is responsible for ensuring that a protective plate covers every socket, switch and other similar equipment;
- B. The tenant and the occupant of the building are responsible for ensuring that no outlet is overloaded.

ARTICLE 18 - EXTENSION

It is the occupant's responsibility to ensure that extension cords used are of sufficient caliber and are only used temporarily and safely.

ARTICLE 19 - INSTALLATION

The owner is responsible for ensuring that installations to accommodate lighting are fixed and permanent, weatherproof and not mere base adapters commonly referred to as "pigtails".

OTHER

ARTICLE 20 - ESCAPE ROUTES

Escape routes from each part of a building, including stairs, balconies, escape ladders, exit doors and their panic accessories, aisles, corridors, passageways and other similar routes, must be maintained at all times in a condition for safe use. Escape routes must be available for immediate use and free of obstructions.

ARTICLE 21 - MECHANICAL AND FURNACE ROOMS

Mechanical rooms and furnace rooms must be kept free of waste and must not be used for the storage of articles or materials that are not necessary for the maintenance or operation of the rooms.

ARTICLE 22 - ACCESSIBILITY

Fire hydrants must always be accessible for firefighting purposes and their location must be clearly marked. They must be visible and free of any obstruction within a radius of 1 meter (m).

ARTICLE 23 - COLOR CODING

- A. Fire hydrants must always be red in colour. The heads and plugs of private fire hydrants must be painted according to the NFPA-291 standard "Recommended Practice for Fire Flow Testing and Marking of Hydrants";
- B. The colour code to indicate the flow range of fire hydrants must be respected at all times.

Table 23A forming part of Article 23
Fire Hydrant Colour Coding

Fire Hydrant Color Codes	
Colour	Flow rate
Blue	5678 L/min and above (1500 gpm and above)
Green	3,781 L/min at 5677 L/min (1,000 gpm at 1500)
Orange	1,900 L/min to 3,780 L/min (500 to 999 gpm)
Red	Less than 1,900 L/min (500 gpm)

ARTICLE 24 - STORAGE RESERVOIRS

- A. Storage reservoirs for flammable or combustible liquids must rest on the ground or on concrete, masonry or steel foundations, supports or piles;
- B. Fixed flammable liquid reservoirs must be protected against collisions by columns or a concrete base at least 600 millimetres (mm) high. When they are in an alley, they must be protected by means of concrete pads, with a minimum height of 600 millimetres (mm).

ARTICLE 25 - DISTANCE BETWEEN RESERVOIRS

- A. The minimum distance between a flammable or combustible liquid storage reservoir and a liquefied petroleum gas bottle, cylinder or reservoir is 6 meters (m);
- B. Minimum distances between 2 storage reservoirs:

- a. if it is above ground: 0.25 times the sum of their diameters, but must not be less than 1 metre (m);
- b. if none has a capacity of more than 250,000 L: 1 meter (m);
- c. If one of the 2 above-ground storage reservoirs contains unstable liquids: the distance required in (i) and (ii) must be doubled.

ARTICLE 26 - STORAGE OF HAZARDOUS GOODS

- A. The owner is responsible for ensuring that measures are in place to restrict access to hazardous goods storage areas to only those authorized for this purpose;
- B. The owner is responsible for ensuring that hazardous goods are stored according to the hazard they represent, based on their hazardous properties in airtight containers provided for this purpose and in accordance with the instructions in the technical safety data sheets for the goods concerned;
- C. Any outdoor storage area must be on level, firm ground or paved with a hard material and include:
 - a. a clearance of at least:
 - (i) 30 metres (m) between stored products and any wooded or brushed areas;
 - (ii) 6 meters (m) between stored products and any areas with overgrown grass or weeds.
 - b. A securely anchored fence constructed to discourage climbing, with interlocked gates and a minimum height of 1.8 metres (m).
- D. Storage of hazardous products is prohibited at all times under power lines and stairs, on or below balconies as well as within 1 metre (m) of any exit;
- E. Storage of tires is prohibited within 5 metres (m) of any building;
- F. A clearance of at least 6 metres (m) must be ensured between the edge of an access road and wooden pallets or stored rubber tires;
- G. Materials susceptible to spontaneous ignition, such as oily rags, must be placed in containers that comply with the National Fire Code (NFC);
- H. A non-combustible container that complies with the NFC must:
 - a. be made of non-combustible materials;
 - b. be equipped with a tight-fitting, self-closing metal lid;
 - c. have an underside with a rim or legs at least 50 millimetres (mm) high, if placed on combustible flooring;
 - d. be placed at least 1 metre (m) away from combustible material.

ARTICLE 27 - ACCESS TO THE FIRE DEPARTMENT

- A. The owner is responsible for ensuring that an access road is provided to allow fire service vehicles to approach within 60 metres (m) of any part of a storage island;
- B. Where the total storage area exceeds 6,000 square metres (m²), the access road must be connected to a public road in at least two places;
- C. The access road must be maintained and not be obstructed by obstacles or snow.

ARTICLE 28 - FLOOR MATERIALS

The owner is responsible for ensuring that the floor of hazardous goods storage areas is constructed of impermeable materials that do not absorb chemicals.

ARTICLE 29 - IDENTIFICATION

- A. Signs must clearly indicate the nature of the hazardous goods storage islands in accordance with the *Transportation of Dangerous Goods Regulations*;
- B. Products classified as hazardous must be labelled from the time they arrive at an establishment until they emerge as finished products or waste.

ARTICLE 30 - SPILLS

Measures must be planned and available on site for consultation to safely dispose of and/or retain used oil or hazardous goods resulting from stored products.

ARTICLE 31 - CLOSED ROOMS AND SPACES

The owner is responsible for ensuring that National *Building Code* (NBC)-compliant ventilation is used in any room or enclosed space where flammable or combustible liquids are processed, handled, stored, decanted or used.

ARTICLE 32 - MECHANICAL VENTILATION

The owner is responsible for ensuring that any mechanical recirculating air ventilation system has a fail-safe detector and alarm system that:

- A. continuously measures the concentration of flammable vapours in the extracted air;
- and
- B. if the concentration of flammable vapours in the air exceeds 25% of the lower explosive limit of the vapours:
 - (i) sounds an alarm;
 - (ii) stops air recirculation;
 - and
 - (iii) directs the extracted air outside.

ARTICLE 33 - STORAGE

- A. The owner is responsible for ensuring that the method chosen for the storage of flammable or combustible liquids ensures the stability of the stored products;
- B. It is prohibited to store flammable or combustible liquids in or near exits, elevators or main passages that provide access to exits.

ARTICLE 34 - MAXIMUM QUANTITIES

When liquids of a single class are stored in a building, the total allowable quantity must not exceed:

- A. 30 liters (L) for Class I liquids;
- B. 150 liters (L) for Class II liquids;
- or
- C. 600 liters (L) for class IIIA liquids.

If liquids of several classes are stored in the same building, the total allowable quantity for each class must be calculated using the following formula:

$$\frac{q_I}{30} + \frac{q_{II}}{150} + \frac{q_{IIIA}}{600} \leq 1$$

where: qI = the quantity of Class I liquid stored;
qII = the quantity of Class II liquid stored;
qIIIA = the quantity of Class IIIA liquid stored.

ARTICLE 35 - CABINETS AND STORAGE ROOMS

- A. Cabinets and storage rooms must not be located above or below the first floor;
- B. The maximum quantity of flammable or combustible liquids stored in container storage cabinets is 500 litres (L), of which no more than 250 litres (L) are Class I liquids. Even if there is more than one cabinet, the quantity stored cannot be more than 500 litres (L);
- C. The maximum quantity of flammable or combustible liquids stored in storage and transfer spaces for containers, the average storage densities in relation to the total surface area of the space and the total quantities of liquids shall be in accordance with the following table:

Table 35A an integral part of Article 35
Storage and Transfer Rooms for Containers

Maximum quantity (S)	Minimum fire separations around the room (H)	Maximum density (L/m2)
10 000	2	200
1 500	1	100

The maximum quantities and densities of flammable or combustible liquids may be doubled only if the storage room is protected by an automatic extinguishing system.

ARTICLE 36 - BUSINESS, EDUCATIONAL, HEALTHCARE OR DETENTION ESTABLISHMENTS

In business establishments, healthcare or detention facilities and educational establishments, flammable and combustible liquids must be kept in closed containers and stored in storage cabinets and storage rooms provided for this purpose that have no openings that communicate directly with parts of the building that are open to the public.

ARTICLE 38 - INDUSTRIAL ESTABLISHMENTS

In industrial establishments, flammable and combustible liquids must be stored in storage areas, rooms and cabinets provided for this purpose and in accordance with the following tables:

Table 38A an integral part of Article 38
Storage of Containers Indoors (in stacks, with or without pallets and unprotected storage on shelves)

Type of liquid	Storage floor	Storage protected by sprinklers or an automatic extinguishing system			Unprotected storage		
		Max. quantity per storage island (S)	Max. height (m)	Max. quantity per fire-resistant compartment (S)	Max. quantity per storage island (S)	Max. height (m)	Max. quantity per fire-resistant compartment (S)
Class IA	1st floor	10,000	1.5	50,000	2,500	1.5	2,500
	Floors above	7,500	1.5	30,000	2,500	1.5	2,500
	Basement	Forbidden	Forbidden	Forbidden	Forbidden	Forbidden	Forbidden
Class IB or IC	1st floor	20,000	2.0	60,000	10,000	1.5	10,000
	Floors above	10,000	2.0	50,000	10,000	1.5	10,000
	Basement	Forbidden	Forbidden	Forbidden	Forbidden	Forbidden	Forbidden
Class II	1st floor and floors above	40,000	3.0	100,000	15,000	3.0	30,000
	Basement	25,000	1.5	25,000	Forbidden	Forbidden	Forbidden
Class IIIA	1st floor and floors above	60,000	6.0	200,000	50,000	4.5	100,000
	Basement	40,000	3.0	100,000	Forbidden	Forbidden	Forbidden

Table 38B an integral part of Article 38
Storage of Containers Indoors (protected storage on racks)

Liquid Type	Storage floor	Max. height (m)	Max. quantity per fire-resistant compartment (L)
Class IA	1st floor	7.5	30 000
	Floors above	4.5	17 000
	Basement	Forbidden	Forbidden
Class IB or IC	1st floor	7.5	60 000
	Floors above	4.5	35 000
	Basement	Forbidden	Forbidden
Class II	1st floor	7.5	100 000
	Floors above	7.5	100 000
	Basement	4.5	35 000
Class IIIA	1st floor	12.0	200 000
	Floors above	6.0	200 000
	Basement	6.0	100 000

Note: Liquid classes are determined by flash point and boiling point.

Classification of liquids		
Class	Flash point	Point d'ébullition
Class I (flammable liquids)		
Class IA	T<22.8°C (73°F)	T<37.8°C (100°F)
Class IB	T<22.8°C (73°F)	T >37.8°C (100°F)
Class IC	22.8°C (73°F) -< T<37.8°C	
Class II (combustible liquids)		
Class II	37.8°C (100°F) -<T<60°C (140°F)	
Class III (combustible liquids)		
Class IIIA	60°C (140°F) -< T< 93°C (200°F)	
Class IIIB	93°C (200°F) -<T	

ARTICLE 39 - ABSORBENT MATERIALS

Absorbent materials to be used in the event of an accidental spill must be provided in any storage area for flammable or combustible liquids.

ARTICLE 40 - FUEL DISTRIBUTION

Stored products must have a minimum clearance of 6 meters (m) with any fuel dispenser.

OIL AND FUEL RESERVOIRS

ARTICLE 41 - LOCATION

Fuel or liquid fuel reservoirs with a volume exceeding 100 litres (L) must be located outdoors or in buildings exclusively reserved for this purpose and must:

- A. be at least 12 metres (m) away from another use or property line;
- B. be kept away from any building so that any vehicle, appliance or container that is refuelled from these reservoirs is at least 12 metres (m) from a building or property line;
- C. be at least 6 metres (m) away from a propane reservoir;
- D. Fixed dispensers should be protected against collisions by a concrete base at least 600 millimetres (mm) high or safety posts or gates.

ARTICLE 42 - UNDERGROUND RESERVOIRS

The minimum distance between a buried fuel reservoir or oil reservoir and a building or property line must be 1.5 metres (m).

ARTICLE 43 - ACCESS

Walkways and other access routes shall be maintained to allow fire department personnel and equipment to circulate freely to fight fires throughout an area used for storing, handling or using flammable or combustible liquids.

COMPRESSED GASES

ARTICLE 44 - COMPRESSED GASES

Class 2 gas cylinders and reservoirs (commonly referred to as "compressed gases") must be:

- A. protected against mechanical damage;
- B. protected against damage to valves;
- C. held securely in place in a position that will not interfere with the operation of the valves during storage;
- D. transported in devices designed to hold them in place;
- E. placed in an area other than the following that are prohibited at all times (except for portable fire extinguishers):
 - (i) in exits or corridors leading to an exit;
 - (ii) outside, under stairs, passageways or exit ramps.

And

- F. at least one (1) metre (m) from an exit.

PROPANE

ARTICLE 45 - PROPANE

- A. Propane reservoirs and their installation must comply with the following standards: *CAN/CSA B149.1 (Natural Gas and Propane Installation Code)* and *CAN/CSA B149.2 (Propane Storage and Handling Code)*;
- B. No propane reservoir weighing more than one pound (1 lb) should be placed inside a habitable area.

WASTE CONTAINERS

ARTICLE 46 - LOCATION

Outdoor containers for waste, scrap or residual materials of any kind with a capacity of more than 400 litres (L), with the exception of those forming an integral part of the building, must be placed 6 metres (m) from any building, unless the competent authority has established that it is physically impossible to do so. In this case, the receptacles must be kept closed and padlocked or, if they are not already incombustible, the walls within 6 metres (m) of the receptacle must be rendered incombustible.

ARTICLE 47 - LOCATION NEAR EXITS

Notwithstanding Article 46, the receptacle may not be less than 6 metres (m) from an exit, ventilation vent or window under any circumstances.

ARTICLE 48 - BY-LAW

The owner will be required to comply with any other applicable by-laws such as the Solid Waste By-law and the Zoning By-law.

OUTDOOR FIRES

ARTICLE 49 - CONDITIONS TO BE MET FOR OPEN FIRES (see definition Article 4, B.)

No one shall light an open fire, encourage or permit anyone to do so, or stand around an open fire unless a permit has been obtained from the competent authority.

In addition, anyone who lights an open fire must comply with the following conditions:

- A. Have the authorization or have received a permit from the competent authority;
- B. All outdoor fires are prohibited when the flammability index announced by the *Société de protection des forêts contre le feu (SOPEU)* for the Eastern Townships is high, very high or extreme;
- C. Keep a responsible adult at the scene of the fire at all times;
- D. Have the necessary equipment near the fire at all times to prevent it from spreading; i.e. have an appropriate extinguishing device, such as a water bucket, garden hose, fire extinguisher, or any other similar device that complies with the standards described in this by-law, in the vicinity of the fire and ready for use at all times
- E. Keep control of the fire at all times;
- F. Do not use flammable liquids (petrol or other) to light or activate the fire;
- G. Do not light or keep any fire if the wind velocity exceeds 20KM/H;
- H. No flammable liquids should be near the fire;
- I. Make sure that smoke and ash do not spread and do not cause a nuisance to neighbours;
- J. The fire must be extinguished before the person in charge leaves the premises;
- K. Do not use any of the following materials as fuel: plastics of any type, tires or other rubber-based materials, any construction/demolition waste, hazardous or polluting products, hydrocarbons, household garbage, rubbish, varnished or painted wood or any other product whose combustion is prohibited by municipal and provincial legislation.
- L. Safety distance: The fire must be located at a minimum distance of fifty (50) metres from any building or wooded area and surrounded by an unobstructed safety zone with a radius of fifteen (15) metres;
- M. It is forbidden to light a fire within fifteen (15) meters of a river bank;
- N. Additional provisions applying to commercial establishments, industrial establishments or sand quarries:
 - i. A maximum of two (2) burning permits may be issued for the same establishment during a one (1)-week period (Monday to Sunday);
 - ii. The issuance of consecutive permits is limited to a maximum of two (2) consecutive days; thus, it is not allowed to obtain permits for burning periods such as Friday – Saturday and Sunday – Monday ;
 - iii. Maximum dimensions: The height of the fire must not exceed one metre eighty (1.80 m) and its surface area must not exceed a diameter of three (3) metres;

ARTICLE 50 - SMOKE

It is forbidden to maintain a fire when the smoke it gives off causes inconvenience to the occupants of neighbouring properties or obstructs road traffic. The municipality, or any person authorized by the municipality, may require the immediate extinguishing of the fire if the smoke is deemed to be inconvenient.

ARTICLE 51 - RECREATIONAL FIRES

Open-air fires contained in a home-made outdoor fireplace or a prefabricated outdoor fireplace sold at retailers, which has an adequate physical barrier (spark arrestor or protective screen), of a maximum size of 27 cubic feet ((ft³) 3 feet X 3 feet X 3 feet), resting on a stone base and not attached to a building, which meets the installation standards provided for in Article 52 and which do not emit smoke bothers neighbours are authorized, and **require no permit**.

ARTICLE 52 - OUTDOOR FIREPLACE INSTALLATION STANDARDS

The installation of a fireplace referred to in Article 51 must respect the following minimum distances to be compliant:

- A. 5 metres (m) from a main building;
- B. 5 metres (m) from an accessory building;
- C. 3 metres (m) from a property line;
- D. 3 metres (m) of any shrub or tree vegetation.

CAMPING

The articles on recreational fires do not apply to a campground. However, fires surrounded by stones, concrete blocks or installed in a reservoir or half pit whose diameter at the base does not exceed 0.75 metres and located at a minimum distance of 3 metres from any building, trailer, shed, tent or tent-trailer is accepted. The operator of the campground will be responsible for this article.

ARTICLE 53 - AUTHORIZATION REQUIRED

No person shall light, encourage the lighting or permit the lighting of an outdoor fire of brush, leaves, plant material, abatis or land clearing and clearing without first obtaining a permit from the authority having jurisdiction to do so.

THE APPLICATION FOR A FIRE PERMIT WILL BE AVAILABLE DIRECTLY THROUGH THE COMPETENT AUTHORITY MANDATED BY THE MUNICIPALITY

ARTICLE 54 - PROHIBITION

No person shall light, encourage the lighting or stand around a fire that is not authorized or prescribed under this by-law.

PYROTECHNICS

DOMESTIC FIREWORKS

ARTICLE 55 - USE OF DOMESTIC FIREWORKS

The use of domestic fireworks is not authorized on the territory of the Municipality of West Bolton.

SALE OF PYROTECHNICS

ARTICLE 56 - PERMIT REQUIRED

The sale of any fireworks is prohibited unless a permit is issued for that purpose under the *Explosives Act* (R.S.C., c. E-17).

ARTICLE 57 - PRECAUTIONS TO BE TAKEN WHEN SELLING DOMESTIC FIREWORKS

A person who holds an authorization to sell household fireworks must take the following precautions when selling the fireworks:

- A. Sell the fireworks only to persons eighteen (18) years of age or older.
- B. Store the fireworks in accordance with the provisions of the *Explosives Act* (R.S.C., c. E17).
- C. Display household fireworks for sale in a locked display if accessible to customers or in a display not accessible to customers.
- D. Ensure that household fireworks are protected from sunlight and any other source of direct heat at all times.
- E. Do not display more than 25 kilograms (kg) of domestic fireworks at a time.
- F. Inform the purchaser of domestic fireworks of the prohibition on the use of these fireworks on the territory of the Municipality and give the purchaser a copy of Article 55.

ARTICLE 58 - PORTABLE APPLIANCE (ROASTING, BROILING OR AUXILIARY HEATING) INDOOR USE

No portable charcoal or gas-powered roasting or grilling appliances such as barbecues may be used inside a building.

ARTICLE 59 - DISTANCE

- A. Any roasting or grilling appliance, fuelled by charcoal or gas such as a barbecue, must be at a minimum distance of one metre (m) from any opening in a building;
- B. Any charcoal-fired appliance must rest on non-combustible material and be at a minimum distance of one metre (m) from any combustible material;
- C. Any portable roasting or grilling appliance, fuelled by coal, wood or gas such as a barbecue, must have a front clearance of one metre (m) from any obstruction;
- D. Any outdoor fireplace with flammable gas or liquid must have a clearance of at least one meter (m) of any combustible material or according to the manufacturer's instructions.

**PART II
FIRE PREVENTION FOR RESIDENTIAL BUILDINGS**

DECLARATORY AND INTERPRETATIVE PROVISIONS

Part II of this by-law applies to existing or future residential buildings, excluding agricultural, commercial or industrial buildings and public buildings or buildings of a public nature.

SMOKE ALARMS

ARTICLE 60 - REQUIREMENT

- A. In a dwelling with more than one storey, at least one functional smoke alarm that complies with the *CAN/ULCS531M "Smoke Alarm"* standard must be installed on each floor, with the exception of the attic and unheated crawl spaces;
- B. When the area of a floor exceeds 130 square metres (m²), an additional smoke alarm must be installed for every additional area of 130 m².

ARTICLE 61 - LOCATION

A smoke alarm must be installed near the sleeping area; however, when the sleeping area is served by a hallway, the smoke alarm must be installed in the hallway.

In a building where rooms are rented, a smoke alarm must be installed in each room available for rent.

ARTICLE 62 - INSTALLATION

The smoke alarm must be mounted on or near the ceiling in accordance with the installation instructions provided by the appliance manufacturer.

In general, electric alarms must be permanently connected to an electrical circuit and there must be no disconnection device between the overcurrent protection device and the smoke alarm.

When a building is not supplied with electrical power, smoke alarms must be battery-powered.

When any construction work increases the living area or changes interior divisions, the part of the building where the work took place shall be subject to the code in force regarding smoke alarms.

When several smoke alarms connected to an electrical circuit are to be installed inside a dwelling, they must be electrically connected to each other so that they all activate automatically as soon as one alarm is activated.

ARTICLE 63 - OWNER'S RESPONSIBILITIES

- A. The owner of the building must install and take measures to ensure the proper functioning of the smoke alarm required by this by-law, including repairs and replacement, when necessary;
- B. The owner must place a new battery in each smoke alarm when renting the dwelling or room to any new tenant;
- C. The owner must provide the smoke alarm maintenance instructions, which must be posted in an easily accessible place for consultation by the tenant.

ARTICLE 64 - TENANT'S RESPONSIBILITIES

- A. The tenant of a dwelling or room must notify the owner without delay when the smoke alarm is defective;
- B. The tenant is responsible for replacing the batteries of smoke alarms.

ARTICLE 65 - ALTERATION

No one may paint or alter a smoke detector in any way or remove its cover or any of its parts.

ARTICLE 66 - EXCLUSION

This section does not apply in a prison, hospital, reception centre or other institution where persons are receiving care when guards are continuously stationed on each floor where persons sleep.

FIRE PREVENTION MEASURES

ARTICLE 67 - SOLID FUEL APPLIANCES, FIREPLACES AND RELATED EQUIPMENT

The installation of any new or existing heating appliances such as stoves, solid fuel stoves for hearths, fireplaces, ovens, pipes and chimneys, must comply with the requirements of the *Installation Code for Solid Fuel-Burning Appliances and Related Equipment CSAB365*.

ARTICLE 68 - CARBON MONOXIDE DETECTOR

A carbon monoxide detector that complies with *CAN/CGA-8.19-M ("Residential Carbon Monoxide Detectors")* must be installed, in accordance with the installation instructions provided by the device manufacturer, close to the sleeping area.

However, when the sleeping area is served by a corridor, the carbon monoxide detector must be installed in the corridor in each dwelling served by a furnace fuelled by natural gas, propane, oil or any other similar fuel, or when any other similar fuel-burning appliance is used.

Similarly, a carbon monoxide detector that meets *CAN /CGA-8.19-M* must be installed in every building that is served by a solid-combustion, natural gas, propane, oil and other similar fuel-burning furnace. In addition, any garage attached to a building must be equipped with a carbon monoxide detector.

In addition, whenever a garage is attached to a building, the garage and/or the adjoining room must be equipped with a carbon monoxide detector that complies with *the CAN/CGA-8.19-M* standard.

ARTICLE 69 - OWNER'S RESPONSIBILITIES

- A. The owner of the building must install and take measures to ensure the proper functioning of the carbon monoxide detector required by this by-law, including repairs and replacement, when necessary;
- B. The owner must place a new battery in each carbon monoxide detector so powered when renting the dwelling or room to any new tenant;
- C. The owner must provide the maintenance instructions for the carbon monoxide detector. The instructions must be posted in an easily accessible place for easy consultation by the tenant.

ARTICLE 70 - TENANT'S RESPONSIBILITIES

- A. The tenant of a dwelling or room must notify the owner without delay if the carbon monoxide detector is defective;
- B. The tenant is responsible for replacing the batteries of the carbon monoxide detector.

ARTICLE 71 - ALTERATION

No one may paint or alter a carbon monoxide detector in any way or remove its cover or any of its parts.

ARTICLE 72 - SOLID OR GASEOUS COMBUSTION FIREPLACES

Solid combustion or gas fireplaces and their equipment must be kept safe and in good working order.

- A. No solid or gas combustion heater shall be used:
 - a. in a room where the smallest horizontal dimension is less than 3 metres (m) and the height is less than 2 metres (m);
 - b. in a room used for sleeping, unless it is approved for this purpose and the room is equipped with both a smoke detector and a carbon monoxide detector;
 - c. in an area used for the storage of flammable or combustible materials.
- B. No solid or gaseous combustion heater, including its accessories, shall be installed under a staircase or within 1 metre of:
 - a. an exit;
 - b. a fire signal panel;
 - c. a distribution panel;

and

 - d. a standpipe.
- C. Outdoor gas-fired heating appliances must be used only outdoors, at least 1 metre away from any combustible materials and in such a way as to be open-air. The appliance must be installed on a non-combustible surface.

ARTICLE 73 - CHIMNEY SWEEPING

- A. The owner is required to have any solid fuel heating installation and its equipment swept at least once a year or as often as necessary (depending on the use) by a qualified person to eliminate dangerous accumulations of combustible deposits;
- B. Chimneys, connecting pipes and ducts must be inspected for unsafe conditions at intervals of not more than 12 months and whenever an appliance is connected or a chimney fire occurs;
- C. Chimneys, connecting pipes and flues must be replaced or repaired to:
 - a. eliminate any structural insufficiency or deterioration;

and

 - b. seal any abandoned or unused openings that are not flame- or smoke-tight.

PART III
FIRE PREVENTION OF FARM BUILDINGS

DECLARATORY AND INTERPRETATIVE PROVISIONS

Part III of this by-law applies to future farm buildings but does not include residential, commercial or industrial buildings, public buildings or buildings of a public nature.

FIRE SEPARATION

ARTICLE 74 - REQUIREMENT

An agricultural building must be insulated by a fire separation. In addition, any pesticide storage room must be isolated from all other uses either by a clearance or a fire separation of at least 1 hour.

Fire separations should be located at the floor, ceiling and roof level to completely seal off all building voids between floors and between the top floor and the attic void, including spaces filled with mat-type, loose-fill or plastic insulation.

The maximum vertical dimension of any structural void in a combustible building wall or partition shall not exceed 3 metres (m) and its maximum horizontal dimension shall not exceed 6 metres (m).

Any building void consisting of a false ceiling, an attic space or an unoccupied attic must be divided by fire breaks into compartments, no size of which exceeds 30 metres (m).

In accordance with Section 3.1.1.2 of the *National Farm Building Code*, the maximum floor areas for farm buildings with low human occupancy are defined as follows:

Table 75A as part of section 75
**Maximum Floor Areas for Farm Buildings
with Low Human Occupancy**

Maximum Number of Storeys	Maximum Floor Area in m ² /Storey
1	4 800
2	2 400
3	1 600

ARTICLE 75 - MATERIALS

Firebreaks must be made of at least one of the following materials:

- A. a steel sheet of 0.36 millimeters (mm);
- B. a 12.7 millimetre (mm) gypsum board;
- C. a 12.5 mm (mm) panel of plywood, chips or oriented strand board (OSB) with joints lined with similar material;
- D. 19 mm (mm) double-layered timber with staggered joints;
- E. 38 millimetre (mm) pieces of wood.

ARTICLE 76 - OPENING IN FIREBREAKS

If firebreaks are crossed by pipes, ducts, or other elements, their effectiveness must be maintained around these elements.

ARTICLE 77 - FIRE RESISTANCE

Spaces used for crop drying and areas where farm machinery is repaired must be separated from other uses by fire separations with a fire-resistance rating of at least 30 minutes.

ELECTRICAL INSTALLATIONS

ARTICLE 78 - CABLING

Electrical wiring must not be concealed unless it is installed in rigid, rodent-proof ductwork inside buildings.

ARTICLE 79 - HEAT LAMP

Any heat lamp located above litter boxes should be installed so that it can be disconnected if accidentally pulled.

EVACUATION

ARTICLE 80 - EXITS

- A. Every agricultural building must be served by at least 2 exits as far apart as possible at opposite ends of the building;
- B. These must remain accessible at all times. They must be clearly visible or their location must be clearly indicated.

ARTICLE 81 - SINGLE EXIT

However, it is permitted to have only one exit in a farm building if the floor area does not exceed 200 square metres (m²) and in farm buildings where low-combustible crops such as silage, grains, fruits and vegetables are stored in bulk.

ACCESS TO THE BUILDING

ARTICLE 82 - FIRE DEPARTMENT ACCESS

- A. All agricultural buildings must have at least one façade accessible to fire department vehicles;
- B. In addition, if access to the roof is provided for firefighters, the keys to the doors providing access to the roof must be kept in a location determined in consultation with the fire department.

FIRE PROTECTION

ARTICLE 83 - PORTABLE FIRE EXTINGUISHERS

- A. A portable fire extinguisher must be placed inside or near corridors or aisles used to access the exit as well as in places where there is a risk of fire;
- B. Instructions for use, maintenance and recharging must be permanently visible on any portable fire extinguisher;
- C. Portable fire extinguishers must be selected and installed in accordance with the NFPA-10 Portable Fire Extinguishers standard and comply with one of the following standards:
 - a. CAN/ULC-S503-M "Hand-held or Wheeled Carbon Dioxide Fire Extinguisher";
 - b. CAN/ULC-S504M "Dry Powder Fire Extinguisher, Hand and Wheeled";
 - c. CAN/ULC-S507 "Water Fire Extinguishers";
 - d. CAN/ULC-S512-M "Halogenated Fire Extinguishers, Hand and Wheeled".
- D. Portable fire extinguishers that can be damaged by a corrosive environment must be well protected from corrosion;
- E. Fire extinguishers mounted on vehicles or placed in locations where jolts or vibrations could be detrimental to them must be supported by brackets designed to counteract these effects.

ARTICLE 84 - COATING

In agricultural buildings, plastic foams must be protected on the inner side.

ARTICLE 85 - STORAGE OF FLAMMABLE AND COMBUSTIBLE LIQUIDS

- A. Combustible material storage areas must be clean and free of surface vegetation and accumulation of combustible materials that are not essential to operations;
- B. Flammable or combustible liquids stored in cabinets or storage rooms must be separated from other hazardous goods;
- C. It is forbidden to store them near electrical panels;
- D. Flammable liquids or stored combustible liquids must be identified with a reflective sign indicating the type of product. The poster must not be less than 300 millimetres (mm) in size and the numbers and letters shown must be at least 50 millimetres (mm).

PART IV
**FIRE PREVENTION OF PUBLIC BUILDINGS OR BUILDINGS OF A PUBLIC NATURE INCLUDING SHOPS,
FACTORIES, WAREHOUSES AND INDUSTRIES**

DECLARATORY AND INTERPRETATIVE PROVISIONS

Part IV of this by-law applies exclusively to public buildings and buildings of a public nature, including existing or future businesses, factories, warehouses and industries. It excludes residential buildings and farm buildings.

FIRE DEPARTMENT ACCESS TO THE BUILDING(S) AND FIRE SAFETY EQUIPMENT

ARTICLE 86 - ACCESS TO THE BUILDING

Fire department vehicles must have direct access to at least one façade of any building through a street, yard or path, in accordance with the *National Building Code* (NBC).

ARTICLE 87 - MAINTAINING ACCESS

No vehicles must be parked to block access to fire department vehicles and signs must be posted to indicate this prohibition.

ARTICLE 88 - WINDOWS AND ACCESS PANELS

Nothing must obstruct the windows or access panels provided to facilitate fire extinguishing operations.

ARTICLE 89 - FIRE ALARM SYSTEM, STANDPIPE AND SPRINKLERS

- A. The owner is responsible for ensuring that smoke alarms, fire alarm systems, fire lines, fire hoses and sprinkler systems that are mandated under the *National Building Code* (NBC) are installed as required;
- B. The location of sprinklers, standpipes, armed fire hoses, fire fittings and fire hydrants must be indicated by means of easily visible signs;
- C. Sprinkler systems must be identified with a reflective sign indicating the type of product. The poster must not be less than 300 millimetres (mm) in size and the numbers and letters shown must be at least 50 millimetres (mm).

ARTICLE 90 - ACCESS TO FIRE DEPARTMENT CONNECTIONS

Access to fire fittings for sprinkler systems or fire piping systems must always be clear for firefighters and their equipment.

For any building equipped with a firefighter fitting, a fire hydrant must be located within 45 metres (m) of route distance free of any obstruction and/or clear.

ARTICLE 91 - MAINTENANCE

The fire alarm system, water supply systems for fire protection, including private fire hydrants, must be kept in good working order. The owner is responsible for ensuring that water systems are maintained to ensure the water flow and pressure for which they were designed.

ARTICLE 92 - PORTABLE FIRE EXTINGUISHERS

Portable fire extinguishers that comply with the NFPA-10 standard "*Standard for portable fire extinguishers*" must be installed inside any building, near corridors or passages providing access to exits and places presenting a fire hazard and at a maximum distance of travel, depending on the class of fire extinguisher:

Table 93A an integral part of Article 93
Fire Extinguisher Classes

Fire Extinguisher Class	Distance of the Course in Metres (m)
Class A	23,00
Class B	15,25
Class C	15,25
Class D	23,00
K-Class	9,15

They must be placed on a stand. The top must not exceed 1.53 metres (m) from the ground and the base must not be less than 11 centimetres (cm) from the ground. Fire extinguishers that can be accidentally dislodged must be installed on special brackets.

ARTICLE 93 - EDUCATION AND PROTECTION

- A. Instructions for use, maintenance and recharging must be visible at all times on any portable fire extinguisher;
- B. In addition, portable fire extinguishers that can be damaged by a corrosive environment must be well protected against corrosion before being installed in such an environment;
- C. The owner is responsible for ensuring that a minimum number of people on each shift are trained on the proper use of a portable fire extinguisher.

ARTICLE 94 - TESTING

The alarm system, water supply systems for fire protection, including private fire hydrants, armed fire hoses and standpipes, and portable fire extinguishers shall be inspected and tested in accordance with CAN/ULC-S536-M "*Inspection and Testing of Fire Alarm Systems*", NFPA-25 "*Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*" and NFPA-10 "*Standard for Portable Fire Extinguishers*".

ARTICLE 95 - REGISTRY FOR CONSULTATION

A record of the inspections and tests conducted in accordance with Article 94 of this by-law and the performance certificate shall be kept by the operator, lessee or occupant of any building or part of a building to which this part applies.

The fire extinguisher section of the register must contain at least information on the number, location and date of fire extinguisher tests and inspections.

ARTICLE 96 - POSTING

On each floor area, at least one copy of the measures to be taken in the event of a fire must be posted.

ARTICLE 97 - INSTALLATION

Every building to which this Part applies and that meets the conditions outlined in this article must be equipped with a fire alarm system; that is, any building undergoing renovation:

- A. whose estimated cost (for the purposes of issuing the renovation permit) exceeds 25% of the building's property assessment;
- or
- B. at the electrical or structural level.

and that houses:

- I. a meeting facility that can accommodate 60 people or more;
- II. a hospital, health centre, clinic, reception centre and any other establishment where people receive health care or a dwelling where services are provided to seniors;
- III. a school, daycare facility, childcare centre.

ARTICLE 98 - LIAISON

All fire alarm systems required under Article 97 must be connected to a central monitoring station, unless there is a security guard at all times (24 hours a day, 7 days a week) who is stationed at the entrance of the building and who, upon hearing a fire alarm, immediately dials 911.

ARTICLE 99 - A WORKING FIRE ALARM SYSTEM

The owner of any building equipped with a fire alarm system must write on the inside of the alarm panel the names of two responsible persons who can be reached at any time with their current telephone numbers so that the competent authority is able to contact someone in the event of a fire or malfunction of the system.

Where a fire alarm system is defective and it is not possible to reach a responsible person identified under this section, the competent authority shall be authorized to interrupt the sound signal from the system. The competent authority may, in such circumstances, call upon a qualified person to carry out the necessary repairs to ensure the protection of citizens. The costs incurred by such a repair are borne by the owner and may be collected from them.

Notwithstanding the intervention of the competent authority, the owner is responsible for any damage resulting from the operation of the fire alarm system and assumes full and complete responsibility for it.

When a fire alarm system is defective and it is impossible to reach a qualified person to make the necessary repairs, the owner is responsible for monitoring the premises until the fire alarm system is restored.

Where a fire alarm system is equipped with a bell or any other audible signal capable of sounding the alarm outside the protected premises, it must be designed so that it does not emit the audible signal for more than 20 consecutive minutes.

The competent authority is authorized to enter any premises protected by a fire alarm system if no one is present, in order to interrupt the audible signal whose emission has lasted for more than twenty consecutive minutes. The competent authority is not obliged to rearm the system.

A fire alarm system that triggers a false alarm more than once in a 12-month period is considered to be defective.

SECTION 100 - MANUAL TRIGGER

- A. When a fire alarm system is installed, a manual trigger must be present at the main entrance and near each exit;
- B. When a fire alarm system does not transmit a signal to the fire department, a sign must be placed at each hand trigger, requesting that the fire department be notified by calling 911.

ARTICLE 101 - INDICATOR

An annunciator and zone indicator or visual and audible trouble indicator sign must be installed at the main entrance of the building and a user guide must be kept nearby. The contact details of the persons in charge must also be indicated and kept up to date annually.

ARTICLE 102 - BUILDING PROTECTED BY SPRINKLERS

In sprinkler-protected buildings, the clearance under sprinkler heads must be at least 45 centimetres (cm).

However, in buildings or parts of buildings used for the storage of rubber tires, the minimum clearance is 90 centimetres (cm) between the top of the piles and the sprinkler heads.

ARTICLE 103 - FIRE CABINETS AND FIRE HOSE STATIONS

Fire cabinets and fire hose stations must be:

- A. well identified;
- B. kept free of all obstacles;
- C. checked at intervals of no more than 1 month by the owner or one of his/her representatives to ensure that:
 - (i) the hose is placed in the right place;
 - and
 - (ii) the equipment is in place and in good working order.
- and
- D. used only as fire protection equipment;
- E. contain a record of inspections and tests for consultation for a minimum period of 5 years.

EMERGENCY MEASURES

ARTICLE 104 - FIRE SAFETY PLAN

A compliant fire safety plan that is updated annually must be available for consultation in the following buildings or areas:

- A. any building containing a meeting facility or a care or detention facility;
- B. any building for which the NBC requires a fire alarm system;
- C. any demolition or construction site;
- D. any building used for storage;
- E. any area of the building where flammable or combustible liquids are stored or handled;
- F. any area of the building where hazardous operations or processes are carried out.

A copy of the safety plan must be posted in a conspicuous place in each floor area. The location of exits and the route to follow to reach them must also be displayed.

ARTICLE 105 - FIRE SEPARATIONS

Each room or space in a building with primary uses belonging to different groups or divisions must be separated from the rest of the building by fire separations, in accordance with the *National Building Code* (NBC).

In addition, a storage area for a volume of rubber tyres greater than 375 cubic meters (m³) must be isolated from the rest of the building by fire separations with a fire-resistance rating of at least 2 hours.

Unpackaged fuel fibre in the quantities included:

- A. between 3 cubic metres (m³) and 15 cubic metres (m³) must be stored in premises isolated from the rest of the building by fire separations with a fire-resistance rating of at least 1 hour;
- B. between 15 cubic metres (m³) and 30 cubic metres (m³) must be stored in premises isolated from the rest of the building by fire separations with a fire-resistance rating of at least 2 hours;
- C. more than 30 cubic metres (m³) The fibres must be stored in premises isolated from the rest of the building by fire separations with a fire-resistance rating of at least 2 hours and in a room protected by sprinklers.

ARTICLE 106 - SHUTTER DEVICES

Openings in fire separations must be protected by shutters in accordance with the *National Building Code* (NBC).

These shutters must be kept in good working order and must not be obstructed or modified in a manner that may interfere with their normal operation.

ARTICLE 107 - MEANS OF ESCAPE

Each exit door required by the *National Building Code* (NBC) must be served by a passage that:

- A. is at least 1.1 metres (m) of clear width;
 - B. gives access to at least one other exit door;
- and
- C. offers, at any point on the passage, 2 opposite directions leading to an exit door.

Exits must be kept in good condition and must not be obstructed.

There must be no accumulation of snow or ice in the exterior passageways and exit stairs of the buildings used.

ARTICLE 108 - "EXIT SIGNS"

- A. Buildings must have signs indicating the exits;
- B. They must be installed in accordance with the *National Building Code* (NBC);
- C. Signed marked "SORTIE" or "EXIT" must always be illuminated when the building is occupied;
- D. They must be connected to an emergency power source;

- E. A record of inspections and tests must be kept for consultation for a minimum period of 5 years.

ARTICLE 109 - EMERGENCY LIGHTING

- A. The owner is responsible for ensuring that buildings have emergency lighting in accordance with the *National Building Code (NBC)*;
- B. The emergency lighting must be kept in working order and be connected to an emergency power source;
- C. The owner is responsible for ensuring that the emergency lighting is checked at intervals of no more than 1 month to ensure that it is working;
- D. A record of inspections and tests must be kept for consultation for a minimum period of 5 years.

FIRE HAZARDS

ARTICLE 110 - COMBUSTIBLE MATERIALS

It is forbidden to:

- A. accumulate combustible materials in and around buildings which, because of their quantity or location, present an abnormal fire hazard;
- B. accumulate combustible materials other than those for which the following locations are designed:
 - (i) elevator shaft;
 - (ii) ventilation duct;
 - (iii) escape route;
 - (iv) mechanical equipment room;
 - (v) service space.
- C. use horizontal building voids such as crawl spaces or ceiling spaces for the storage of combustible materials;
- D. keep combustible materials on a roof or near a building in order to avoid a risk of fire.

ARTICLE 111 - MECHANICAL AND FURNACE ROOMS

Mechanical rooms and furnace rooms must be kept free of waste and must not be used to store articles or materials that are not necessary for the maintenance or operation of the rooms.

ARTICLE 112 - INDUSTRIAL VEHICLES

- A. Industrial vehicles with internal combustion engines must comply with ULC-C558 "*Internal Combustion Engine-Powered Industrial Trucks*";
- B. Battery-powered electric industrial vehicles must comply with ULC-C583 "*Electric Battery Powered Industrial Trucks*";
- C. Each handling cart with an internal combustion engine shall be equipped with at least one portable fire extinguisher of category 2-A:30-B:C or higher.

HAZARDOUS PROCESSES AND OPERATIONS

ARTICLE 113 - HOT SPOT WORK

- A. All industries must have a "Hot Spot Work" procedure when work using an open flame or producing heat or sparks, including cutting, welding, stirring, grinding, glueing fastening, hot metallizing, and pipe thawing is carried out in their building in locations other than a work area intended for these purposes;
- B. The owner is responsible for ensuring that all work that uses an open flame or produces heat or sparks, including cutting, welding, stirring, grinding, glueing fastening, hot metallization, and thawing of pipes, complies with CSA-W117.2 "Safety in Welding, Cutting and Allied Processes".

ARTICLE 114 - MAINTENANCE

Equipment used for hot spot work must be kept in good working order.

ARTICLE 115 - FIRE-FIGHTING EQUIPMENT

At least one compliant portable fire extinguisher to the NFPA-10 "**Standard for portable fire extinguishers**" must be available in locations where hot spot work is being done.

ARTICLE 116 - DUSTING

A dust collection facility to prevent the accumulation of dust and to keep airborne dust in a building at a non-hazardous concentration must be present in any building or part of a building where combustible dust is produced.

In these buildings, the rooms and machinery must be cleaned by means of equipment:

A. that conforms to CSA-C22.1 "*Canadian Electrical Code, Part I*";

and

B. that does not produce static electricity or sparks;

and

C. that conducts electricity and is grounded;

and

D. that sucks up the dust and conveys it to a safe place;

or

E. with compressed air if all machinery and equipment are de-energized, unless the equipment in question is designed for atmospheres containing combustible dusts, in accordance with CSA-C22.1. "*Canadian Electrical Code, Part I*".

ARTICLE 117 - SEPARATORS

It is the responsibility of the owner of a building to which this Part applies to ensure that separators are installed to prevent the entry of foreign objects that could create sparks in conveyors, dust collectors, dust-producing machinery and any equipment located where combustible dust is in the atmosphere.

ARTICLE 118 - SOURCES D'INFLAMMATION

- A. In any building or part of a building where combustible dust is produced, it is prohibited to use a device or to carry out operations or activities producing open flames, sparks or heat unless a means of control eliminates any risk of fire or explosion;
- B. In addition, portable electrical equipment used where combustible dust is present in the atmosphere must comply with CSA-C22.1. "*Canadian Electrical Code, Part I*".

ARTICLE 119 - EXTRACTION SYSTEMS

The owner is responsible for ensuring that machines producing dust, particles or wood chips are equipped with an air intake and extraction system installed in accordance with the following standards:

A. NFPA-91 "*Exhaust Systems for Air Conveying of Vapors, Gases, Mists and Non-combustible Particulate Solids*";

and

B. NFPA-664 "*Prevention of Fires and Explosion in Wood Processing and Woodworking Facilities*".

These machines must not be connected to other machines that produce sparks or combustible vapours.

ARTICLE 120 - SAWDUST AND SHAVINGS

Sawdust and shavings should be collected frequently and placed in containers made of non-combustible materials and fitted with a tight-fitting metal lid.

ARTICLE 121 - PORTABLE FIRE EXTINGUISHER

The owner is responsible for ensuring that a portable fire extinguisher that complies with NFPA-10 "***Standard for portable fire extinguishers***" is available within 7.5 metres (m) of any machine that produces dust, particles or wood chips.

COOKING EQUIPMENT

ARTICLE 122 - EQUIPMENT

The owner is responsible for ensuring that the cooking equipment used in their building complies with NFPA-96 standard "*Ventilation Control and Fire Protection of Commercial Cooking Operations*".

ARTICLE 123 - HOODS, FILTERS AND DUCTS

The owner is responsible for ensuring that fume hoods, grease extraction systems, fans, filters and ducts where combustible deposits may accumulate are inspected at intervals of no more than seven (7) days and cleaned if accumulations present a fire hazard.

The performance certificate is issued by a competent professional or a contractor accredited to issue such certifications and must be prominently placed near cooking appliances. A record of inspections and the performance certificate must be kept for consultation for at least five (5) years.

ARTICLE 124 - FILTERS

The owner is responsible for ensuring that the filters used in their hoods:

- A. are UL 1046 *listed*.
- B. are not made of wire mesh;
- C. fully protect the exhaust duct.

ARTICLE 125 - AUTOMATIC EXTINGUISHING SYSTEM

The owner is responsible for ensuring that an automatic sprinkler system is installed in accordance with UL300 "*Fire Testing of Fire Extinguishing Systems for Protection of Restaurant Cooking Areas*" in the appropriate places.

OTHER

ARTICLE 126 - INDUSTRIAL FIRE BRIGADE

- A. A company may assemble employees in an industrial fire brigade to respond to fires in accordance with the NFPA-600 "*Standard on Industrial Fire Brigades, 2005*" and NFPA-1081 "*Standard for Industrial Fire Brigade Member Professional Qualifications*" establishing the minimum requirements for the organization, operation, training and equipment required.
- B. All members of the brigade must possess a minimum level of skills and knowledge of the Firefighter I training to be able to safely perform the duties of an industrial brigade.
- C. When such a brigade is formed, the person in charge is responsible for informing the competent authority. Similarly, when the brigade ceases its activities, the information must be communicated.
- D. It is the responsibility of the head of the fire brigade as well as any person in charge of a company to inform the competent authority about the nature of the hazardous products and materials stored.
- E. When such a brigade exists, the owner is responsible for providing a prevention plan to the fire department, no later than 12 months after its creation.

ARTICLE 127 - DECORATIONS

- A. Decorations made of softwood trees such as fir, pine and spruce, or branches thereof, as well as those made of straw, hay, raffia and other similar products, are prohibited inside public buildings, buildings of a public nature, businesses, factories, warehouses and industries, as well as within 3 metres (m) of any building.
- B. It is forbidden to use candles without a battery as a centrepiece, inside public buildings, buildings of a public nature, shops, factories, warehouses and industries.
- C. Any combustible decorative material may be used if it has been treated as per the manufacturer's instructions, with a flame retardant certified by a recognized certification agency in Canada.

ARTICLE 128 - ROOF WORK

When hot products are used during roofing work, the building owner must:

- A. notify the competent authority before the start of work;

and

- B. ensure that the contractor is properly insured and has a licence from the *Régie des bâtiments du Québec* (RBQ).

PART V FIRE PREVENTION TRADE SHOWS AND OUTDOOR ACTIVITIES

DECLARATORY AND INTERPRETATIVE PROVISIONS

Part V of this by-law applies to existing or future outdoor trade shows and activities but does not include residential, commercial or industrial buildings, agricultural buildings, public buildings or buildings of a public nature.

ARTICLE 129 - LAYOUT OF EXHIBITIONS

- A. Passages 2.75 m (9 ft) wide must be kept clear between the booths and the exhibits (2,4 m (8 ft) wide in the case of exhibitions open to merchants only);
- B. No storage may be carried out inside a booth, with the exception of the storage of exhibition or promotional materials on a maximum area corresponding to 10% of the total area of the booth and on a maximum height of one metre.

Notwithstanding the foregoing, to the extent that the stored material remains entirely within a kiosk, this paragraph does not apply when a kiosk is enclosed with partitions covered with an IPF on three (3) sides except for highly combustible materials such as straw and paper;

- C. No storage is tolerated behind or between kiosks.

Notwithstanding the foregoing, storage behind or between kiosks is permitted only to the extent that a clearance of one (1) metre is respected between the stored materials and any electrical installation, that the stored equipment does not exceed the dimensions of the kiosk at any time, that must be enclosed with partitions covered with an IPF on three (3) sides. This exception does not apply to the storage of highly combustible materials such as straw and paper.

ARTICLE 130 - KIOSK CONSTRUCTION

- A. Decorative elements and kiosks must be of non-combustible or fireproof construction.

Notwithstanding the above, the decorative elements of a kiosk that is enclosed with partitions covered with an IPF on 3 sides may be composed of combustible materials only to the extent that the decorations do not exceed the construction in height, width and depth. This exception does not apply to decorative elements of highly combustible materials such as straw and paper.

- B. Plywood and 1/4-inch-thick wood are accepted without fireproofing.
- C. Enclosed kiosks must be equipped with an emergency lighting system and a portable fire extinguisher;
- D. Recreational vehicles, trailers and boats with a ceiling of more than 9.3 m² (100 ft²) must be equipped with smoke alarms and a portable fire extinguisher (according to the manufacturer's standards).

ARTICLE 131 - FLAMMABLE LIQUIDS AND GASES

This safety requirement applies to any cooking of food deployed during a special event, using a gas or charcoal appliance.

- A. Any appliance used for cooking food must be certified and conform to the manufacturer's specifications or designed for that purpose.
- B. It is forbidden to use a portable cooking appliance powered by gas or charcoal inside a tent or building.
- C. Any shelter, awning, parasol or other element that does not have a closed side and that is erected above a cooking appliance must be fireproof in accordance with the standards in force.
- D. Maintain a distance of at least 3 m between each food stand with cooking and any other kiosks or tents.
- E. Have a hood above cooking appliances that complies with the by-laws, except for kiosks where the longest wall is open to the open air over an area of at least 40%.
- F. Smoking is not permitted near propane cylinders and signs must be posted on them bearing the words "No smoking".

- G. Supplies of propane gas cylinders must be clearly identified and stored in a safe place outside tents or buildings.
- H. Maintain a distance of at least 40 cm between the fryer and the flames of the adjacent cooking appliance.
- I. Any stove using fuel may be placed on a tablecloth or any other cloth as long as it is not made of paper or plastic. The storage of combustible products in public spaces must be limited to the appropriate volume for one day of operation.
- J. Maintain a distance of at least 60 cm between the cooking appliance and any other physical element or opening, such as a door, window or air intake.
- K. If a charcoal-fired appliance is used, it must rest on a non-combustible surface and be at least 45 cm away from any combustible material. In addition, coal block ashes must be disposed of safely.
- L. Have a portable fire extinguisher of an approved model with a "3A-10BC" classification near the cooking appliance as well as a "K" classification fire extinguisher near fryers.
- M. Any shelter, awning, parasol or other element that does not have a closed side and that is erected above a cooking appliance must be homologated based on the standards in force.
- N. Propane gas cylinders should be kept at least 3 m away from commercial or industrial cooking appliances. Cylinders should always be in an upright position, rest on a level non-combustible solid base, and be attached. In addition, the bottles must be in good condition and less than 10 years old.
- O. Propane cylinders must be installed outside the tent at a distance of at least one metre from the tent canvas.

ARTICLE 132 - OPEN FLAME

- A. With the exception of approved cooking appliances, all other open-flame devices must be securely mounted on non-combustible supports and must be placed or protected so that the flame does not accidentally come into contact with combustible materials;
- B. Demonstration of lighted candles or any other open flame is forbidden in a tent;
- C. In the event that candles are on display in a kiosk, it is permitted to have a maximum of 4 candles lit at all times under the following conditions: the entire perimeter of the flame must be protected by glass, the candle must not be accessible by children, the kiosk must be under the supervision of a person in charge at all times when the candles are lit, and a minimum type 2A-20BC fire extinguisher must be nearby in the kiosk.

ARTICLE 133 - OTHER

The use of a solid, liquid or gaseous fuel heating appliance is prohibited.

PART VI PENAL PROVISIONS

DECLARATORY AND INTERPRETATIVE PROVISIONS

ARTICLE 134 - OFFENCE AND PENALTIES

Any violation of this by-law is an offence.

Any person who violates or permits any provision of this by-law to be violated is guilty of an offence and is liable, for a first offence, to a minimum fine of two hundred dollars (\$200.00) if the offender is a natural person or four hundred dollars (\$400.00) if the offender is a legal person, and to a maximum fine of one thousand dollars (\$1,000) if the offender is a natural person or two thousand dollars (\$2,000) if the offender is a legal person. In the event of a repeat offence, these amounts are doubled.

ARTICLE 135 - CONTINUOUS VIOLATION

If an infringement of an article of this by-law is continuous, each infringement shall constitute a separate event day after day.

ARTICLE 136 - REFUSAL

It is an offence to refuse the competent authority, acting in accordance with this by-law, access to immovable or movable property, whether outside or inside a building, house or structure of any kind.

ARTICLE 137 - CIVIC NUMBER

Any person who violates Article 7 is guilty of an offence and is liable, in addition to the costs, to the following fines;

- A. for a first offence, to a fine of fifty dollars (\$50.00);
- B. for a second offence, to a fine of two hundred dollars (\$200.00).

ARTICLE 138 - FALSE ALARM

It is an offence for a fire alarm system required under Article 100 to emit two false alarms during a period of twelve (12) consecutive months due to a defect or malfunction.

It is an offence for any type of alarm, smoke detection or carbon monoxide detection system to emit two false alarms within a period of twelve (12) consecutive months due to a defect or malfunction.

For the purposes of this section, a fire alarm system shall be deemed to be defective or in poor working order on the second activation of the unfounded system within a period of twelve (12) consecutive months.

In the event of multiple violations of the provisions of this article, each violation shall constitute a separate offence, and the penalties provided for in this by-law shall apply.

Anyone who violates or permits the violation of this article is guilty of an offence and is liable, in addition to costs, to the following fines;

- A. for a first offence, to a fine of not less than seventy-five dollars (\$75) and not more than one thousand dollars (\$1,000.00).
- B. for a subsequent offence, to a fine of two hundred dollars (\$200) and not more than two thousand dollars (\$2,000.00).

ARTICLE 139 - INDEMNIFICATION

Anyone who intentionally and/or negligently and repeatedly starts a fire may have to compensate the competent authority for costs related to the remuneration of firefighters and the use of fire department vehicles.

ARTICLE 140 - RECOURSE TO THE COURTS

In addition to criminal remedies, the competent authority may exercise before the courts of civil jurisdiction all civil law remedies necessary to ensure compliance with the provisions of this by-law.

ARTICLE 141 - ENTRY INTO FORCE

This by-law shall enter into force in accordance with the law.

Denis Vaillancourt, Mayor

Léa Laplante, Director General
and Clerk-Treasurer

Notice of Motion:	November 11, 2024
Tabling of Draft By-law:	November 11, 2024
Adoption:	December 9, 2024
Notice of Promulgation:	December 20, 2024
Coming into force:	December 20, 2024