**HALIFAX REGIONAL MUNICIPALITY**
**ADMINISTRATIVE ORDER NUMBER 2018-006-OP**
**RESPECTING HALIFAX REGIONAL FIRE & EMERGENCY IN THE HALIFAX REGIONAL MUNICIPALITY**

**BE IT RESOLVED** as an Administrative Order of the Council of the Halifax Regional Municipality pursuant to the *Halifax Regional Municipality Charter* as follows:

**SHORT TITLE**

1. The Administrative Order may be cited as the *Halifax Regional Fire & Emergency Administrative Order*.

**INTERPRETATION**

2. In this Administrative Order,

(a) "Council" means the Council of the Municipality;

(b) Repealed;

(c) "Fire Chief" means the senior official appointed by Council, within and in charge of Halifax Regional Fire & Emergency.

(d) "Halifax Regional Fire & Emergency" means all full-time, composite, and volunteer fire fighting and emergency services provided by the Municipality;

(e) "Member" means an employee, volunteer or career firefighter employed by Halifax Regional Fire & Emergency; and

(f) "Municipality" means the Halifax Regional Municipality.

## PART I
## HALIFAX REGIONAL FIRE & EMERGENCY

**DEPARTMENT**

3. (1) Halifax Regional Fire & Emergency is continued as a fire department as originally registered pursuant to Section 294 of the *Municipal Government Act*.

(2) No other body corporate may be approved for registration as a fire department to the Municipality for the same services provided by Halifax Regional Fire & Emergency.

(3) Halifax Regional Fire & Emergency shall endeavor to provide the emergency services designated in Part IV to the whole of the Municipality.

(4) Halifax Regional Fire & Emergency may provide fire and emergency services by providing the service, assisting others to provide the service, working with others to provide the service, or a combination of means.

**FIRE CHIEF**

4. (1) The Director of Halifax Regional Fire & Emergency shall be the Fire Chief.

(2) The Fire Chief shall administer the day to day business affairs of Halifax Regional Fire & Emergency in accordance with the policies, plans, and budgets approved by Council.

(3) The Fire Chief will advise the Chief Administrative Officer or their delegate, and Council at least

annually with respect to the provision of efficient, effective, and economical fire and emergency services.

(4) The Fire Chief shall have under their direction and control all members constituting Halifax Regional Fire & Emergency, and they shall be responsible for keeping discipline in the fire service.

(5) The Fire Chief may appoint one or more employees as a Deputy Chief Officer and organize staff who shall assist the Fire Chief in the discharge of their duties and for such purposes a Deputy Chief Officer shall have like powers as the Fire Chief when acting as a Fire Chief, provided that at all times a Deputy Chief Officer(s) shall be subject to the lawful direction of the Fire Chief.

(6) A Deputy Chief Officer shall, in the case of the Fire Chief's absence from the Municipality, vacation, illness or other incapacity, or during a vacancy in the office of the Fire Chief, have all the powers and privileges of the Fire Chief and perform all the duties of the Fire Chief.

(7) The Fire Chief may delegate their powers and responsibilities as they see fit.

(8) The Fire Chief may, with the approval of the Chief Administrative Officer, reorganize or realign Halifax Regional Fire & Emergency to improve service or increase regulatory compliance.

(9) The Fire Chief may enter into an agreement to provide fire and emergency services, or obtain fire and emergency services from another municipality or registered fire department. Services provided to the Municipality under such circumstances shall be defined by contract, automatic aid and/or mutual aid agreement, and shall outline the type and level of services.

**QUALIFICATIONS**

5. (1) No person shall be eligible for entry in Halifax Regional Fire & Emergency either on a full time, part time, or voluntary basis unless the person meets the criteria as developed by the service.

(2) The Fire Chief may appoint to Halifax Regional Fire & Emergency any person qualified under subsection (1) when a vacancy occurs through the death, retirement, resignation, or discharge of a member with the result that the complement of Halifax Regional Fire & Emergency is below the staff complement approved by Council, or where the Council increases the staff complement of Halifax Regional Fire & Emergency .

(3) Any firefighter hired by Halifax Regional Fire & Emergency shall be employed for a probation period of one year during which time the Fire Chief may summarily dismiss any such firefighter if, in the opinion of the Fire Chief, such firefighter is unsuitable to continue to be a member of Halifax Regional Fire & Emergency.

**PROMOTIONS**

6. (1) The Fire Chief may summarily reduce the rank of any member of Halifax Regional Fire & Emergency within one year from the date of the appointment, or thereafter with sufficient grounds, if in the opinion of the Fire Chief, such member is incapable of properly performing or has failed to perform properly the duties pertaining to such rank or is otherwise unsuitable to hold such rank.

(2) The Fire Chief may summarily extend the probationary period of a member in any rank for up to one additional year if the Fire Chief has reservations about the performance of such member in that rank.

(3) Nothing in this Section is intended to amend the provisions of any collective agreement in place from time to time in respect of the employment of any members of Halifax Regional Fire & Emergency and this Section shall be interpreted to be consistent with the provisions of such collective agreements as may be in place from time to time.

**DISCIPLINE**

7. (1) Without restricting the generality of Section 4, the Fire Chief shall have the power to hire, discharge, transfer, promote, demote, suspend and otherwise discipline any member of Halifax Regional Fire & Emergency.

(2) In exercising their jurisdiction pursuant to subsection (1), the Fire Chief shall comply with any applicable provisions of any collective agreement in force and effect from time to time.

(3) The Fire Chief may delegate any of the powers pursuant to subsection (1) to Deputy or Assistant Chief Officers of Halifax Regional Fire & Emergency.

**PART II**
**(Repealed)**

8. Repealed.

9. Repealed

**PART III**
**LOCAL ASSISTANTS TO THE FIRE MARSHAL**

**FIRE CHIEF**

10. (1) Pursuant to Section 14 of the *Fire Safety Act*, the Fire Chief is appointed as a Local Assistant to the Fire Marshal within the Municipality.

(2) Within the Municipality, the Fire Chief may,

(a) establish a system of fire-safety inspections of land and premises situate within its jurisdiction, as required by the regulations, to provide for compliance with the *Fire Safety Act*, the regulations, and the Fire Code;

(b) approve other local assistants to the Fire Marshal and appoint municipal fire inspectors and investigators to carry out fire safety inspections and fire cause determination; and

(c) appoint a Division Chief of Fire Prevention to execute the responsibilities of Halifax Regional Fire & Emergency related to fire safety inspections, fire cause determination, public education, and Fire Code enforcement.

**DUTIES OF THE DIVISION CHIEF OF FIRE PREVENTION**

11. The duties of the Division Chief of Fire Prevention are as follows:

(a) to establish and conduct a system of inspections to provide for fire safety, assess the adequacy of fire-prevention measures, and ensure compliance with the *Fire Safety Act* and building regulations;

(b) to establish a system of record management and ensure that:

(i) a record is made of every inspection undertaken by the Fire Prevention Division,

(ii) such records are maintained and made available, upon request, to the Fire Marshal or a deputy fire marshal, and

(iii) unless otherwise prescribed by the regulations, such records are maintained for at least five years;

(c) to implement a system of on-site inspections by municipal fire inspectors of premises referred to in the *Fire Safety Act* and to ensure such records reflect the actual conditions at those premises;

(d) to immediately, and in no case later than twenty-four hours following a fire, investigate, or

cause to be investigated, the cause, origin and circumstances of every fire by which property has been destroyed or damaged that occurs within the municipality;

(e) to notify the police immediately and the Fire Marshal within twenty-four hours if:

(i) the result of a fire has been the loss of human life, or

(ii) the local assistant or fire investigator investigating the fire believes that the fire is incendiary or of suspicious origin; and

(f) to assist the Fire Marshall in the delivering of public fire safety education programs and training as well as other emergency management public education and messaging.

## PART IV
## SERVICES PROVIDED BY HALIFAX REGIONAL FIRE & EMERGENCY

12. (1) Pursuant to section 304 of the *Halifax Regional Municipality Charter*, the Municipality may provide fire and emergency services including:

(a) Confined Space Rescue;
(b) Fire Code and by-law related enforcement services;
(c) Fire Prevention & Public Education Fire Services;
(d) Firefighting and Fire Related Emergencies;
(e) Repealed;
(f) Hazardous Materials:
(g) Ice Rescue;
(h) Marine (Vessel) Firefighting;
(i) Medical Emergencies;
(j) Rope Rescue;
(k) Structural Collapse;
(l) Surface Water Rescue;
(m) Technical Rescue;
(n) Trench Rescue;
(o) Urban Search & Rescue;
(p) Vehicle Rescue; and
(q) Wildland Firefighting;

as defined in Schedule 1.

(2) Halifax Regional Fire & Emergency shall endeavor to provide services in the Municipality at the minimum service levels outlined in Table A.

**Table A**

| | **Category** | **Service Type** | **Minimum Service Level[1]** |
|---|---|---|---|
| 1.1 | Firefighting | Structural | Offensive |
| 1.2 | | Wildland | Ground Cover Fires |
| 1.3 | | Marine (Vessel) | Defensive & Support |
| | | | |
| 2.0 | Emergency Medical | Medical First Response | Advanced Medical First Responder[2] |
| | | | |
| 3.1 | Technical Rescue | Vehicle Rescue | Technician Level[3] |
| 3.2 | | Surface Water Rescue | Technician Level |
| 3.3 | | Ice Rescue | Technician Level |
| 3.4 | | Confined Space Rescue | Technician Level |
| 3.5 | | Rope Rescue | Technician Level |

| | | | |
|---|---|---|---|
| 3.6 | | Trench Rescue | Technician Level |
| 3.7 | | Structural Collapse | Technician Level[3] |
| 3.8 | | Urban Search & Rescue | Heavy[4] |
| | | | |
| 4.0 | Hazardous Materials | Hazardous Materials Response | Technician Level |
| | | | |
| 5.0 | Fire Prevention & Education | Fire Prevention & Education | Fire Code Inspections and Enforcement, Fire Cause Determination and Public Education |
| | | | |
| 6.0 | Repealed | | |
| | | | |
| 7.0 | Repealed | | |

[1] See Schedule 1 for Service Levels.

[2] HRFE will continue to partner with EHS and other medical agencies to enhance medical services.

[3] Achieving the Technician level of Vehicle Rescue, Building Collapse and Heavy Urban Search & Rescue is predicated on application into the Federal USAR program. This program allows cost sharing 25/75 Municipal/Federal for specialty training, equipment, backfill and deployment. Progress from current state to

[4] Heavy capability is anticipated over a minimum of a three-year period, with no significant impacts on the operating budget of HRFE.

## PART V
## TRANSITION

**REPEAL**

21. Administrative Order 24, the Halifax Regional Municipality Fire and Emergency Service Administrative Order is repealed.

Done and passed this 11th day of December, 2018.

Mayor

Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of the Halifax Regional Council held on December 11, 2018.

Kevin Arjoon, Municipal Clerk

**SCHEDULE 1**

**FIRE AND EMERGENCY SERVICE LEVELS**

1. In this Schedule,

(a) "ICs" means Incident Commanders;

(b) "JPR" means the job performance requirements;

(c) "NFPA" means the United States trade association that creates and maintains standards, codes, and industry best practices for training, equipment and qualifications for firefighting and associated rescue disciplines;

(d) a NFPA Standard sets the progressive skills and JPRs at the awareness, operations, and technician level; and

(e) a reference to a NFPA standard is a reference to the latest edition of that standard from the NFPA.

**1.1 Firefighting and Fire Related Emergencies:**

**"Structural Firefighting"** means the activities of rescue, fire suppression, and property conservation in buildings, enclosed structures, or like properties that are involved in a fire or emergency-situation.

Departments will have firefighters trained in protective personal equipment, down alarms, accountability system, adequate water supply, pumping capacity, incident command system, and who meet the NFPA Standard 1001.

At fires and fire related emergencies, responders generally employ either offensive or defensive actions in their efforts to save lives, protect property, and minimize impacts to the environment. ICs weigh many factors, including the stage of fire, fire location, structural integrity, available resources, water supply, and risk profile when declaring a strategy.

ICs may employ a transitional strategy which may change as conditions change, such as when conditions improve allowing offensive actions, or where conditions deteriorate requiring a change to defensive actions.

**Offensive Structural Firefighting Strategies** are intended to extinguish a fire and includes search, rescue, and fire attack conducted inside the structure. Such offensive strategies are appropriate where the risk of entering the building, or immediately dangerous environment is tolerable, and there is a high probability that doing so will save lives or property.

**Defensive Structural Firefighting Strategies** are intended to control a fire by limiting its spread to exposed structures and avoiding the commitment of personnel and equipment to dangerous areas. Such defensive strategies are conducted from the exterior of structures and are based on a determination that the risk to personnel exceeds the potential benefits of offensive actions.

**1.2 "Wildland Firefighting"** means firefighting of ground cover fires in combustible vegetation, such as grass, brush, and forest, as outlined in NFPA Standard 1001. It also includes procedures for protecting structures at the urban interface between wildland areas and residential structures.

Firefighters of Halifax Regional Fire & Emergency must be familiar with Department of Natural Resources ("DNR") firefighting procedures and equipment to assure interoperability for operations in areas of shared

jurisdiction or when providing support.

Public Education, in conjunction with property fire safety inspections, are proactive methods to increase public safety, and reduce the risk of wildland fires from damaging property and structures through fire prevention.

**1.3 "Marine (Vessel) Firefighting"** means the extinguishment of fires on ships and vessels, whether moored, secured to a dock, under construction, or in dry dock. Shipboard firefighting, if provided, must be carried out following the NFPA Standards 1405, *Guide for Land-Based Fire Fighters Who Respond to Marine Vessel Fires,* and NFPA 1005, *Standard for Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters.* These standards identify the minimum skills, knowledge, training, and JPRs for marine fire fighting for land-based fire fighters.

**Offensive Marine (Vessel) Firefighting** is used when trained resources are adequate and the vessel is stable and tenable for below deck shipboard firefighting operations. The IC may choose from a range of strategies, including aggressive handline attack, remote agent application, or smothering.

**Defensive Marine (Vessel) Firefighting** is used when trained resources are insufficient for below deck extinguishment, or where the danger to personnel, environment, or exposures outweighs other considerations. The IC's may choose from a range of strategies, including containment and exposure protection, to the removal of the vessel to an appropriate location.

**Support for Marine (Vessel) Firefighting** is used when members are trained in accordance with NFPA 1005, Chapter 4, but do not directly participate in below deck fire extinguishment. Such training includes training in vessel construction, terminology, hazards, effects of movement, fire plans, suppression systems, connecting to a water supply, communications, and exposure protection. The Members so trained may support the fire attack, ventilation and dewatering operations and take measures to prevent the extension of the fire to adjacent structures and combustible exposures.

**2.0 "Medical Emergencies"** means an acute injury or illness that poses an immediate risk to a person's life or long-term health. Response to medical emergencies by first responders includes first aid, CPR skills and techniques for sustaining life, preventing further injuries, and caring for illnesses and injuries until the next level of medical care arrives.

**"Advanced Medical First Responder Program"** means advanced training in first aid, CPR, and the use of Automated External Defibrillation (AED). Such training provides professional first responders with the training and skills they need to respond to medical emergencies.

Advanced Medical First Responder Program is the minimum level of medical response that will be provided by HRFE firefighters.

**3.0 "Technical Rescue"** means the application of special knowledge, skills and equipment to safely resolve unique and/or complex rescue situations.

Technical Rescue services, if provided, will be carried out in accordance with NFPA Standard 1670, *Operations and Training for Technical Rescue Incidents.*

To meet the requirements at the technician level, members must achieve all the requirements of the awareness, operations, and technician level of the NFPA Standard.

Service at the operations level, must meet all the requirements for both awareness and operations level. Service at the technician level, must meet all the requirements of awareness, operations and the technician level.

**3.1** **"Vehicle Rescue"** means the stabilization and removal of patients from any device for transporting persons, things, or material following an incident or accident.

Vehicle Rescues range from the use of basic hand tools and procedures, to heavy hydraulic extrication equipment and advanced techniques.

**Awareness Level for Vehicle Rescue:** Responders who do not have specialized equipment for extrication but can respond to motor vehicle accidents. They are trained to fend off traffic, request specialized resources, recognize hazards, initiate patient care, and establish site control and scene management.

**Operations Level for Vehicle Rescue:** Responders that are trained in the use of cribbing, hydraulic extrication equipment, air tools and patient stabilization equipment. Crews at the Operations Level can stabilize the vehicle, perform extrication, package the patient, and remove patients trapped in common passenger vehicles.

**Technician Level for Vehicle Rescue:** Responders equipped with cribbing, spreaders, cutters, rams, chains, and air bags, who are trained in advanced techniques to perform extrication involving multiple patients, including packaging, treatment, and removal of patients injured or trapped in large or heavy transportation vehicles.

**3.2** **"Surface Water Rescue"** means search and rescue from rivers, lakes, and ponds, and includes body retrieval.

Operating at search and rescue incidents on the ocean or saltwater will be at the request of the JRCC (Joint Rescue Coordination Centre) under the authority of the Canadian Coast Guard.

Ropes and other similar equipment used for Surface Water Rescue must meet NFPA Standard 1983, *Fire Service Life Safety Rope and System Components*.

**Awareness Level for Surface Water Rescue:** Responder does not have the equipment or specialized training to perform a rescue but can recognize hazards, assess the situation, and assist a patient from the shore by reaching or throwing a rope or other device (Reach Rescue). If unable to assist, the Responder will maintain visual sight of the patient, request additional resources, and initiate site control and scene management.

**Operations Level for Surface Water Rescue**: Responder can size-up and ensure responder safety when conducting shore-based rescue operations or surface water-based search and rescue operations from a watercraft. Members must use an approved personal flotation device (PFDs) for each rescuer and be able to throw ropes or life ring with rope (Throw Rescue). Training must include boating safety.

**Technician Level for Surface Water Rescue:** Responders can plan and conduct both boat assisted and boat based search and rescue operations. Rescuers may enter the water and use survival suits, water rescue equipment appropriate for conditions, a boat, and a PFD's (Go Rescue).

**3.3** **"Ice Rescue"** means a water rescue, except in conditions of cold-water, ice or freezing conditions.

Ropes and other similar equipment used for an Ice Rescue must meet NFPA Standard 1983, Fire *Service Life Safety Rope and System Components.*

**Awareness Level for Ice Rescue:** Crews can respond, but do not have the equipment or specialized training. They can use reach techniques to assist a patient, assess the situation, request additional resources, recognize hazards, and initiate site control and scene management (Reach Rescue).

**Operations Level for Ice Rescue:** Responders are trained to perform rescue techniques from the ice and shore based cold-water rescues. Members can recognize unique hazards, ice characteristics, and signs of hypothermia. Members must use approved PFDs for each rescuer, and be able to use surface equipment, throw ropes, stretcher and life ring with rope (Throw rescue).

**Technician Level for Ice Rescue:** Members are trained to coordinate and perform multiple rescue techniques on ice, enter cold-water, and boat based search and rescue operations. Members use full ice rescue kit, including floatation suits, boats, and ice rescue board or equivalent (Go Rescue).

**3.4** **"Confined Space Rescue"** means teams trained and equipped to enter, search, and rescue individuals from a fully or partially enclosed space that is not designed or constructed for continuous human occupancy, and may pose a physical or atmospheric hazard due to its construction, location, contents, or work that is done in it.

**Awareness Level for Confined Space Rescue:** Responders at the awareness level are trained to recognize the hazards associated with a confined space, can initiate site control and scene management, and will call for appropriately trained resources. Members of a team are not rescuers, but can perform certain non-entry retrievals. They must be trained in Hazardous Materials.

**Operations Level for Confined Space Rescue:** Operating in teams of no less than four persons, crews can use specialized equipment and are trained in the basic techniques necessary to effectively support and take part in a technical confined space rescue or retrieval. Competency involves search, rescue and recovery in permit-required confined spaces, but duties are generally carried out under the supervision of a "Technical Level" team member. Team members at this level will be trained in basic trench rescue and rope rescue techniques.

**Technician Level for Confined Space Rescue:** Responding at the technician level requires no less than six members who are trained and equipped to perform search and rescue in a permit-required confined space. Teams must be able to continuously monitor and evaluate the existing and potential conditions within the confined space and rescue site, ensure medical surveillance, use control procedures such as lock-out, tag-out, and develop and implement entry and safety plans.

**3.5** **"Rope Rescue"** means the rescue of persons at height from buildings, cliffs, trees, or slopes where individuals must be lowered or raised by rescuers.

Equipment and ropes used for Rope Rescues must meet NFPA 1983. Firefighters must be trained and equipped with gloves and protective clothing appropriate for the incident.

**Awareness Level for Rope Rescue:** Crews operating must be able to recognize the hazards and initiate site control and scene management. They may secure and stabilize accessible patients using lifelines if equipment is available, and will call for appropriately trained resources.

**Operations Level for Rope Rescue:** Members trained and equipped to perform basic rescue techniques using ropes, equipment, and systems to move a patient and rescuer to a stable location in both the high angle and low angle (slope) environment.

**Technician Level for Rope Rescue:** Operating in teams, rescuers can ascend and rappel on a rope to assess a patient, perform a rescue of a suspended patient, package and provide care for injured patients using spinal immobile devices and litter baskets, utilize mechanical advantage systems, and move a litter basket along a vertical or horizontal rope system.

**3.6** **"Trench Rescue"** means a specialized form of Confined Space Rescue that involves shoring up the sides of a trench and digging out a trapped patient from under dirt, gravel, or material that has collapsed into a ditch, hopper, or excavation.

**Awareness Level for Trench Rescue:** Responders can recognize the hazards associated with a Trench Rescue and initiate site control and scene management. Crews may initiate non-entry excavation of non-injured or minimally injured patients utilizing available resources and hand tools. Members must be trained at the Awareness Level in a Confined Space Rescue.

**Operations Level for Trench Rescue:** Members can size up, identify probable patient locations, monitor air quality, and stabilize the edge of the trench before making entry into a trench or excavation. Members are trained and equipped to use wood shoring and specialized equipment to locate and remove patients from simple excavations of not more than 8 feet deep. Members must be trained to the Operations Levels of Rope Rescue, Confined Space, and Vehicle/Machinery Rescue.

**Technician Level for Trench Rescue:** Members can use wood shoring, trench boxes, air bags and specialized pneumatic shoring equipment in single or intersecting trenches or excavations of depths more than 8 feet. Members must be trained to the Technician Levels of Confined Space and Vehicle/Machinery Rescue. Members must be competent in the use of atmospheric monitoring equipment, and the stabilization of any below grade utilities.

**3.7** **"Structural Collapse"** means the capability to rescue of persons from collapsed structures or buildings and is a highly specialized rescue service that requires breadth of knowledge across multiple disciplines. It is closely linked to the Federal Urban Search and Rescue Program. (USAR).

**Awareness Level for Structure Collapse:** This level represents the minimum level of capability required for organizations that respond to technical search and rescue incidents. It includes recognizing the hazards, initiating a response system, types of collapse, search markings, site control, scene management, and techniques for removing accessible patients. In addition to structural collapse awareness training, members must be trained at the Awareness Level for Confined Space Rescue.

**Operations Level for Structure Collapse:** The capability of an organization to respond to technical search and rescue incidents, size-up conditions, identify hazards, use specialized equipment, and apply limited rescue techniques for ordinary construction and unreinforced masonry. In addition to structural collapse training, members must be trained at the Operations Levels for Confined Space, Rope Rescue, Trench, and Vehicle/machinery as well as the Awareness Level for Water Rescue.

**Technician Level for Structure Collapse:** The capability of an organization to respond to search and rescue incidents, use specialized equipment, apply advanced techniques, stabilize the structure and safely remove trapped patients from inside and beneath collapsed structures of all types. In addition to appropriate structural collapse training, organizations must train at the technician level in Confined Space, Rope Rescue, Trench, Vehicle/machinery and awareness level for water rescue.

**3.8** **"Urban Search & Rescue"** means the multi-disciplined technical search and rescue skills provided by responders in the event of a disaster. These specialized skills play a critical role to safely search, locate and rescue patients trapped in urban buildings that are damaged or have collapsed.

**The Public Safety USAR Program** closely follows the NFPA 1670 Standard on *Operations and Training for Technical Search and Rescue Incidents,* and the Structural Collapse requirements outlined in Section 3.7. Public Safety Canada(PSC) has published the *Canadian Urban Search and Rescue Classification Guide,* which defines the level of capability, standard array of tools, equipment and supplies suitable for teams at Light (LUSAR), Medium (MUSAR) and Heavy (HUSAR) operational levels. This continuum from light to heavy is based on factors including mobility, sustainment, length of operating period, logistics and enablers such as medical, engineering, communications and canine search. This capability is activated through Municipal and Provincial EMO's to PSC.

**LUSAR Teams** must be able to operate for up to 12 hours, responding within their jurisdiction. They must be able to rescue and treat patients with moderate or minor injuries using simple hand tools and wood shoring techniques from surface collapse of ordinary construction and unreinforced masonry.

**MUSAR Teams** must be able to operate for up to 24 hours within their municipal boundaries. They must be able to rescue and treat 1-2 critical, 5 moderate and 10 minimally injured patients from collapsed and failed structures, including heavy timber, reinforced masonry, and steel frame construction. They use specialized equipment and shoring techniques (Building Collapse Operations Level).

**HUSAR Task Force** is a group of specialized rescue teams that are integrated into a task force with resources that include search, medical, and structural assessment capacity. HUSAR Task Forces locate trapped persons in collapsed structures of all types using specially trained dogs and electronic search equipment. They must be able to operate for up to 10 days and be self-sufficient for at least 3. Rescue teams can breach, shore, lift, and remove structural components, use heavy construction equipment to remove debris, and medically treat and transfer patients. The main elements of HUSAR are focused on Task Force interoperability, as well as 24/7 operational readiness to deploy on short notice in response to domestic incidents.

**4.0 "Hazardous Materials"** means the release of a substance that when released can cause harm to people, the environment, or property.

Response to incidents that involve Hazardous Materials range from oil spills, up to and including toxic chemical releases.

Training and equipment for response to Hazardous Material incidents must be in accordance with NFPA Standard 472, *Professional Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents*.

**Awareness Level for Hazardous Material:** Responders who, during their normal duties, could be the first on the scene of an emergency involving Hazardous Materials. First responders must be able to respond in a defensive fashion, recognize the presence of hazardous materials, protect themselves from exposure, secure the area, initiate preventative actions as described within the Emergency Response Guidebook (ERG), and call for trained personnel.

**Operations Level for Hazardous Material:** Responders who initially respond in a defensive fashion, identify the product, predict its behavior, and establish emergency decontamination. If mitigating the spill is within the scope of their training, resources, and PPE, members may rescue viable patients and control the release, or keep it from spreading. Members must not be used for entry into immediately dangerous to life and health (IDLH) environments.

**Technician Level for Hazardous Material:** Hazardous materials technicians are expected to collect and interpret response information, develop a response plan, establish decontamination procedures, and implement appropriate safety measures. They must be able to don, work in, and doff both splash and vapor-protective chemical clothing, use air monitoring equipment and specialized leak control tools and equipment. They respond to releases or potential releases of hazardous materials, don specialized PPE, enter IDLH environments, rescue viable patients and bring the leak under control.

**5.0 Fire Prevention & Public Education-** A primary goal of every fire department is to educate the public about fire safety and to take precautions to prevent potentially harmful fires. It is a proactive method to increasing public safety by reducing fire emergencies and the damage they cause.

**Inspections:** As local assistants for the Fire Marshall, fire inspectors establish a system of on-site

inspections and conduct fire safety inspections to ensure that land and premises referred to in the *Fire Safety Act* are in accordance with appropriate laws, codes, ordinances, regulations, and standards. These records will be kept for five years and reflect the actual conditions at those premises.

**Code Enforcement:** The main purpose of building codes is to protect public safety and general welfare as they relate to the construction and occupancy of buildings and structures. Fire inspectors ensure compliance with the *Fire Safety Act* and the regulations by issuing orders to the owner of premises, when they are in contravention with these regulations. These orders identify the contravention and may include, carrying out repairs or alterations, removing any combustible or explosive materials, repairing or replacing faulty fire-protection systems or addressing anything that poses a fire hazard or compromises fire safety.

**Fire Investigations:** Under the *Fire Safety Act*, the Municipality is responsible to investigate, or cause to be investigated, the cause, origin and circumstances of every fire by which property has been destroyed or damaged within the municipality. Fire investigators document, gather evidence, and determine the origin and cause of fires, as well as identifying the human actions that may have caused the fire.

**Public Education**: Fire Prevention Educators develop and deliver educational and informative fire prevention, injury reduction and life safety programs. They also develop fire safety messages and provide safety information to social media and local media to promote educational programs, services, and fire prevention activities.

**Plans Examination**: Performs plan review to ensure compliance with adopted Building and Fire codes through review of architectural plans, fire protection system shop drawings, and written documents. Inspects existing businesses and assists with construction projects of varying complexity including commercial, multi-family, institutional, and industrial occupancies. Advises design professionals, contractors, business owners, general public, and municipal staff regarding fire code requirements. Communicates findings to the customer in detailed and accurate documentation.

**6.0** Repealed.

**7.0** Repealed.

| | |
|---|---|
| Notice of Motion: | December 4, 2018 |
| Approval: | December 11, 2018 |

**Amendment #1**

Amended: clauses 2(d), 12(b); Schedule 1, section 5
Repealed: clauses 2(b), 12(e); Part II, Table A, sections 6 and 7; Schedule1:sections 6 and 7

| | |
|---|---|
| Notice of Motion: | June 18, 2024 |
| Approval: | September 10, 2024 |

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## HALIFAX REGIONAL FIRE & EMERGENCY

**DEPARTMENT**

3. (1) Halifax Regional Fire & Emergency is continued as a fire department as originally registered pursuant to Section 294 of the *Municipal Government Act*.

(2) No other body corporate may be approved for registration as a fire department to the Municipality for the same services provided by Halifax Regional Fire & Emergency.

(3) Halifax Regional Fire & Emergency shall endeavor to provide the emergency services designated in Part IV to the whole of the Municipality.

(4) Halifax Regional Fire & Emergency may provide fire and emergency services by providing the service, assisting others to provide the service, working with others to provide the service, or a combination of means.

**FIRE CHIEF**

4. (1) The Director of Halifax Regional Fire & Emergency shall be the Fire Chief.

(2) The Fire Chief shall administer the day to day business affairs of Halifax Regional Fire & Emergency in accordance with the policies, plans, and budgets approved by Council.

(3) The Fire Chief will advise the Chief Administrative Officer or their delegate, and Council at least

annually with respect to the provision of efficient, effective, and economical fire and emergency services.

(4) The Fire Chief shall have under their direction and control all members constituting Halifax Regional Fire & Emergency, and they shall be responsible for keeping discipline in the fire service.

(5) The Fire Chief may appoint one or more employees as a Deputy Chief Officer and organize staff who shall assist the Fire Chief in the discharge of their duties and for such purposes a Deputy Chief Officer shall have like powers as the Fire Chief when acting as a Fire Chief, provided that at all times a Deputy Chief Officer(s) shall be subject to the lawful direction of the Fire Chief.

(6) A Deputy Chief Officer shall, in the case of the Fire Chief's absence from the Municipality, vacation, illness or other incapacity, or during a vacancy in the office of the Fire Chief, have all the powers and privileges of the Fire Chief and perform all the duties of the Fire Chief.

(7) The Fire Chief may delegate their powers and responsibilities as they see fit.

(8) The Fire Chief may, with the approval of the Chief Administrative Officer, reorganize or realign Halifax Regional Fire & Emergency to improve service or increase regulatory compliance.

(9) The Fire Chief may enter into an agreement to provide fire and emergency services, or obtain fire and emergency services from another municipality or registered fire department. Services provided to the Municipality under such circumstances shall be defined by contract, automatic aid and/or mutual aid agreement, and shall outline the type and level of services.

**QUALIFICATIONS**

5. (1) No person shall be eligible for entry in Halifax Regional Fire & Emergency either on a full time, part time, or voluntary basis unless the person meets the criteria as developed by the service.

(2) The Fire Chief may appoint to Halifax Regional Fire & Emergency any person qualified under subsection (1) when a vacancy occurs through the death, retirement, resignation, or discharge of a member with the result that the complement of Halifax Regional Fire & Emergency is below the staff complement approved by Council, or where the Council increases the staff complement of Halifax Regional Fire & Emergency .

(3) Any firefighter hired by Halifax Regional Fire & Emergency shall be employed for a probation period of one year during which time the Fire Chief may summarily dismiss any such firefighter if, in the opinion of the Fire Chief, such firefighter is unsuitable to continue to be a member of Halifax Regional Fire & Emergency.

**PROMOTIONS**

6. (1) The Fire Chief may summarily reduce the rank of any member of Halifax Regional Fire & Emergency within one year from the date of the appointment, or thereafter with sufficient grounds, if in the opinion of the Fire Chief, such member is incapable of properly performing or has failed to perform properly the duties pertaining to such rank or is otherwise unsuitable to hold such rank.

(2) The Fire Chief may summarily extend the probationary period of a member in any rank for up to one additional year if the Fire Chief has reservations about the performance of such member in that rank.

(3) Nothing in this Section is intended to amend the provisions of any collective agreement in place from time to time in respect of the employment of any members of Halifax Regional Fire & Emergency and this Section shall be interpreted to be consistent with the provisions of such collective agreements as may be in place from time to time.

**DISCIPLINE**

7. (1) Without restricting the generality of Section 4, the Fire Chief shall have the power to hire, discharge, transfer, promote, demote, suspend and otherwise discipline any member of Halifax Regional Fire & Emergency.

(2) In exercising their jurisdiction pursuant to subsection (1), the Fire Chief shall comply with any applicable provisions of any collective agreement in force and effect from time to time.

(3) The Fire Chief may delegate any of the powers pursuant to subsection (1) to Deputy or Assistant Chief Officers of Halifax Regional Fire & Emergency.

**PART II**
**(Repealed)**

8. Repealed.

9. Repealed

**PART III**
**LOCAL ASSISTANTS TO THE FIRE MARSHAL**

**FIRE CHIEF**

10. (1) Pursuant to Section 14 of the *Fire Safety Act*, the Fire Chief is appointed as a Local Assistant to the Fire Marshal within the Municipality.

(2) Within the Municipality, the Fire Chief may,

(a) establish a system of fire-safety inspections of land and premises situate within its jurisdiction, as required by the regulations, to provide for compliance with the *Fire Safety Act*, the regulations, and the Fire Code;

(b) approve other local assistants to the Fire Marshal and appoint municipal fire inspectors and investigators to carry out fire safety inspections and fire cause determination; and

(c) appoint a Division Chief of Fire Prevention to execute the responsibilities of Halifax Regional Fire & Emergency related to fire safety inspections, fire cause determination, public education, and Fire Code enforcement.

**DUTIES OF THE DIVISION CHIEF OF FIRE PREVENTION**

11. The duties of the Division Chief of Fire Prevention are as follows:

(a) to establish and conduct a system of inspections to provide for fire safety, assess the adequacy of fire-prevention measures, and ensure compliance with the *Fire Safety Act* and building regulations;

(b) to establish a system of record management and ensure that:

(i) a record is made of every inspection undertaken by the Fire Prevention Division,

(ii) such records are maintained and made available, upon request, to the Fire Marshal or a deputy fire marshal, and

(iii) unless otherwise prescribed by the regulations, such records are maintained for at least five years;

(c) to implement a system of on-site inspections by municipal fire inspectors of premises referred to in the *Fire Safety Act* and to ensure such records reflect the actual conditions at those premises;

(d) to immediately, and in no case later than twenty-four hours following a fire, investigate, or

cause to be investigated, the cause, origin and circumstances of every fire by which property has been destroyed or damaged that occurs within the municipality;

(e) to notify the police immediately and the Fire Marshal within twenty-four hours if:

(i) the result of a fire has been the loss of human life, or

(ii) the local assistant or fire investigator investigating the fire believes that the fire is incendiary or of suspicious origin; and

(f) to assist the Fire Marshall in the delivering of public fire safety education programs and training as well as other emergency management public education and messaging.

## PART IV
## SERVICES PROVIDED BY HALIFAX REGIONAL FIRE & EMERGENCY

12. (1) Pursuant to section 304 of the *Halifax Regional Municipality Charter*, the Municipality may provide fire and emergency services including:

(a) Confined Space Rescue;
(b) Fire Code and by-law related enforcement services;
(c) Fire Prevention & Public Education Fire Services;
(d) Firefighting and Fire Related Emergencies;
(e) Repealed;
(f) Hazardous Materials:
(g) Ice Rescue;
(h) Marine (Vessel) Firefighting;
(i) Medical Emergencies;
(j) Rope Rescue;
(k) Structural Collapse;
(l) Surface Water Rescue;
(m) Technical Rescue;
(n) Trench Rescue;
(o) Urban Search & Rescue;
(p) Vehicle Rescue; and
(q) Wildland Firefighting;

as defined in Schedule 1.

(2) Halifax Regional Fire & Emergency shall endeavor to provide services in the Municipality at the minimum service levels outlined in Table A.

**Table A**

| | **Category** | **Service Type** | **Minimum Service Level[1]** |
|---|---|---|---|
| 1.1 | Firefighting | Structural | Offensive |
| 1.2 | | Wildland | Ground Cover Fires |
| 1.3 | | Marine (Vessel) | Defensive & Support |
| | | | |
| 2.0 | Emergency Medical | Medical First Response | Advanced Medical First Responder[2] |
| | | | |
| 3.1 | Technical Rescue | Vehicle Rescue | Technician Level[3] |
| 3.2 | | Surface Water Rescue | Technician Level |
| 3.3 | | Ice Rescue | Technician Level |
| 3.4 | | Confined Space Rescue | Technician Level |
| 3.5 | | Rope Rescue | Technician Level |

| | | | |
|---|---|---|---|
| 3.6 | | Trench Rescue | Technician Level |
| 3.7 | | Structural Collapse | Technician Level[3] |
| 3.8 | | Urban Search & Rescue | Heavy[4] |
| | | | |
| 4.0 | Hazardous Materials | Hazardous Materials Response | Technician Level |
| | | | |
| 5.0 | Fire Prevention & Education | Fire Prevention & Education | Fire Code Inspections and Enforcement, Fire Cause Determination and Public Education |
| | | | |
| 6.0 | Repealed | | |
| | | | |
| 7.0 | Repealed | | |

[1] See Schedule 1 for Service Levels.

[2] HRFE will continue to partner with EHS and other medical agencies to enhance medical services.

[3] Achieving the Technician level of Vehicle Rescue, Building Collapse and Heavy Urban Search & Rescue is predicated on application into the Federal USAR program. This program allows cost sharing 25/75 Municipal/Federal for specialty training, equipment, backfill and deployment. Progress from current state to

[4] Heavy capability is anticipated over a minimum of a three-year period, with no significant impacts on the operating budget of HRFE.

## PART V
## TRANSITION

**REPEAL**

21. Administrative Order 24, the Halifax Regional Municipality Fire and Emergency Service Administrative Order is repealed.

Done and passed this 11th day of December, 2018.

Mayor

Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of the Halifax Regional Council held on December 11, 2018.

Kevin Arjoon, Municipal Clerk

**SCHEDULE 1**

**FIRE AND EMERGENCY SERVICE LEVELS**

1. In this Schedule,

(a) "ICs" means Incident Commanders;

(b) "JPR" means the job performance requirements;

(c) "NFPA" means the United States trade association that creates and maintains standards, codes, and industry best practices for training, equipment and qualifications for firefighting and associated rescue disciplines;

(d) a NFPA Standard sets the progressive skills and JPRs at the awareness, operations, and technician level; and

(e) a reference to a NFPA standard is a reference to the latest edition of that standard from the NFPA.

**1.1 Firefighting and Fire Related Emergencies:**

**"Structural Firefighting"** means the activities of rescue, fire suppression, and property conservation in buildings, enclosed structures, or like properties that are involved in a fire or emergency-situation.

Departments will have firefighters trained in protective personal equipment, down alarms, accountability system, adequate water supply, pumping capacity, incident command system, and who meet the NFPA Standard 1001.

At fires and fire related emergencies, responders generally employ either offensive or defensive actions in their efforts to save lives, protect property, and minimize impacts to the environment. ICs weigh many factors, including the stage of fire, fire location, structural integrity, available resources, water supply, and risk profile when declaring a strategy.

ICs may employ a transitional strategy which may change as conditions change, such as when conditions improve allowing offensive actions, or where conditions deteriorate requiring a change to defensive actions.

**Offensive Structural Firefighting Strategies** are intended to extinguish a fire and includes search, rescue, and fire attack conducted inside the structure. Such offensive strategies are appropriate where the risk of entering the building, or immediately dangerous environment is tolerable, and there is a high probability that doing so will save lives or property.

**Defensive Structural Firefighting Strategies** are intended to control a fire by limiting its spread to exposed structures and avoiding the commitment of personnel and equipment to dangerous areas. Such defensive strategies are conducted from the exterior of structures and are based on a determination that the risk to personnel exceeds the potential benefits of offensive actions.

**1.2 "Wildland Firefighting"** means firefighting of ground cover fires in combustible vegetation, such as grass, brush, and forest, as outlined in NFPA Standard 1001. It also includes procedures for protecting structures at the urban interface between wildland areas and residential structures.

Firefighters of Halifax Regional Fire & Emergency must be familiar with Department of Natural Resources ("DNR") firefighting procedures and equipment to assure interoperability for operations in areas of shared

jurisdiction or when providing support.

Public Education, in conjunction with property fire safety inspections, are proactive methods to increase public safety, and reduce the risk of wildland fires from damaging property and structures through fire prevention.

**1.3 "Marine (Vessel) Firefighting"** means the extinguishment of fires on ships and vessels, whether moored, secured to a dock, under construction, or in dry dock. Shipboard firefighting, if provided, must be carried out following the NFPA Standards 1405, *Guide for Land-Based Fire Fighters Who Respond to Marine Vessel Fires,* and NFPA 1005, *Standard for Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters.* These standards identify the minimum skills, knowledge, training, and JPRs for marine fire fighting for land-based fire fighters.

**Offensive Marine (Vessel) Firefighting** is used when trained resources are adequate and the vessel is stable and tenable for below deck shipboard firefighting operations. The IC may choose from a range of strategies, including aggressive handline attack, remote agent application, or smothering.

**Defensive Marine (Vessel) Firefighting** is used when trained resources are insufficient for below deck extinguishment, or where the danger to personnel, environment, or exposures outweighs other considerations. The IC's may choose from a range of strategies, including containment and exposure protection, to the removal of the vessel to an appropriate location.

**Support for Marine (Vessel) Firefighting** is used when members are trained in accordance with NFPA 1005, Chapter 4, but do not directly participate in below deck fire extinguishment. Such training includes training in vessel construction, terminology, hazards, effects of movement, fire plans, suppression systems, connecting to a water supply, communications, and exposure protection. The Members so trained may support the fire attack, ventilation and dewatering operations and take measures to prevent the extension of the fire to adjacent structures and combustible exposures.

**2.0 "Medical Emergencies"** means an acute injury or illness that poses an immediate risk to a person's life or long-term health. Response to medical emergencies by first responders includes first aid, CPR skills and techniques for sustaining life, preventing further injuries, and caring for illnesses and injuries until the next level of medical care arrives.

**"Advanced Medical First Responder Program"** means advanced training in first aid, CPR, and the use of Automated External Defibrillation (AED). Such training provides professional first responders with the training and skills they need to respond to medical emergencies.

Advanced Medical First Responder Program is the minimum level of medical response that will be provided by HRFE firefighters.

**3.0 "Technical Rescue"** means the application of special knowledge, skills and equipment to safely resolve unique and/or complex rescue situations.

Technical Rescue services, if provided, will be carried out in accordance with NFPA Standard 1670, *Operations and Training for Technical Rescue Incidents.*

To meet the requirements at the technician level, members must achieve all the requirements of the awareness, operations, and technician level of the NFPA Standard.

Service at the operations level, must meet all the requirements for both awareness and operations level. Service at the technician level, must meet all the requirements of awareness, operations and the technician level.

**3.1** **"Vehicle Rescue"** means the stabilization and removal of patients from any device for transporting persons, things, or material following an incident or accident.

Vehicle Rescues range from the use of basic hand tools and procedures, to heavy hydraulic extrication equipment and advanced techniques.

**Awareness Level for Vehicle Rescue:** Responders who do not have specialized equipment for extrication but can respond to motor vehicle accidents. They are trained to fend off traffic, request specialized resources, recognize hazards, initiate patient care, and establish site control and scene management.

**Operations Level for Vehicle Rescue:** Responders that are trained in the use of cribbing, hydraulic extrication equipment, air tools and patient stabilization equipment. Crews at the Operations Level can stabilize the vehicle, perform extrication, package the patient, and remove patients trapped in common passenger vehicles.

**Technician Level for Vehicle Rescue:** Responders equipped with cribbing, spreaders, cutters, rams, chains, and air bags, who are trained in advanced techniques to perform extrication involving multiple patients, including packaging, treatment, and removal of patients injured or trapped in large or heavy transportation vehicles.

**3.2** **"Surface Water Rescue"** means search and rescue from rivers, lakes, and ponds, and includes body retrieval.

Operating at search and rescue incidents on the ocean or saltwater will be at the request of the JRCC (Joint Rescue Coordination Centre) under the authority of the Canadian Coast Guard.

Ropes and other similar equipment used for Surface Water Rescue must meet NFPA Standard 1983, *Fire Service Life Safety Rope and System Components*.

**Awareness Level for Surface Water Rescue:** Responder does not have the equipment or specialized training to perform a rescue but can recognize hazards, assess the situation, and assist a patient from the shore by reaching or throwing a rope or other device (Reach Rescue). If unable to assist, the Responder will maintain visual sight of the patient, request additional resources, and initiate site control and scene management.

**Operations Level for Surface Water Rescue**: Responder can size-up and ensure responder safety when conducting shore-based rescue operations or surface water-based search and rescue operations from a watercraft. Members must use an approved personal flotation device (PFDs) for each rescuer and be able to throw ropes or life ring with rope (Throw Rescue). Training must include boating safety.

**Technician Level for Surface Water Rescue:** Responders can plan and conduct both boat assisted and boat based search and rescue operations. Rescuers may enter the water and use survival suits, water rescue equipment appropriate for conditions, a boat, and a PFD's (Go Rescue).

**3.3** **"Ice Rescue"** means a water rescue, except in conditions of cold-water, ice or freezing conditions.

Ropes and other similar equipment used for an Ice Rescue must meet NFPA Standard 1983, Fire *Service Life Safety Rope and System Components.*

**Awareness Level for Ice Rescue:** Crews can respond, but do not have the equipment or specialized training. They can use reach techniques to assist a patient, assess the situation, request additional resources, recognize hazards, and initiate site control and scene management (Reach Rescue).

**Operations Level for Ice Rescue:** Responders are trained to perform rescue techniques from the ice and shore based cold-water rescues. Members can recognize unique hazards, ice characteristics, and signs of hypothermia. Members must use approved PFDs for each rescuer, and be able to use surface equipment, throw ropes, stretcher and life ring with rope (Throw rescue).

**Technician Level for Ice Rescue:** Members are trained to coordinate and perform multiple rescue techniques on ice, enter cold-water, and boat based search and rescue operations. Members use full ice rescue kit, including floatation suits, boats, and ice rescue board or equivalent (Go Rescue).

**3.4** **"Confined Space Rescue"** means teams trained and equipped to enter, search, and rescue individuals from a fully or partially enclosed space that is not designed or constructed for continuous human occupancy, and may pose a physical or atmospheric hazard due to its construction, location, contents, or work that is done in it.

**Awareness Level for Confined Space Rescue:** Responders at the awareness level are trained to recognize the hazards associated with a confined space, can initiate site control and scene management, and will call for appropriately trained resources. Members of a team are not rescuers, but can perform certain non-entry retrievals. They must be trained in Hazardous Materials.

**Operations Level for Confined Space Rescue:** Operating in teams of no less than four persons, crews can use specialized equipment and are trained in the basic techniques necessary to effectively support and take part in a technical confined space rescue or retrieval. Competency involves search, rescue and recovery in permit-required confined spaces, but duties are generally carried out under the supervision of a "Technical Level" team member. Team members at this level will be trained in basic trench rescue and rope rescue techniques.

**Technician Level for Confined Space Rescue:** Responding at the technician level requires no less than six members who are trained and equipped to perform search and rescue in a permit-required confined space. Teams must be able to continuously monitor and evaluate the existing and potential conditions within the confined space and rescue site, ensure medical surveillance, use control procedures such as lock-out, tag-out, and develop and implement entry and safety plans.

**3.5** **"Rope Rescue"** means the rescue of persons at height from buildings, cliffs, trees, or slopes where individuals must be lowered or raised by rescuers.

Equipment and ropes used for Rope Rescues must meet NFPA 1983. Firefighters must be trained and equipped with gloves and protective clothing appropriate for the incident.

**Awareness Level for Rope Rescue:** Crews operating must be able to recognize the hazards and initiate site control and scene management. They may secure and stabilize accessible patients using lifelines if equipment is available, and will call for appropriately trained resources.

**Operations Level for Rope Rescue:** Members trained and equipped to perform basic rescue techniques using ropes, equipment, and systems to move a patient and rescuer to a stable location in both the high angle and low angle (slope) environment.

**Technician Level for Rope Rescue:** Operating in teams, rescuers can ascend and rappel on a rope to assess a patient, perform a rescue of a suspended patient, package and provide care for injured patients using spinal immobile devices and litter baskets, utilize mechanical advantage systems, and move a litter basket along a vertical or horizontal rope system.

**3.6** **"Trench Rescue"** means a specialized form of Confined Space Rescue that involves shoring up the sides of a trench and digging out a trapped patient from under dirt, gravel, or material that has collapsed into a ditch, hopper, or excavation.

**Awareness Level for Trench Rescue:** Responders can recognize the hazards associated with a Trench Rescue and initiate site control and scene management. Crews may initiate non-entry excavation of non-injured or minimally injured patients utilizing available resources and hand tools. Members must be trained at the Awareness Level in a Confined Space Rescue.

**Operations Level for Trench Rescue:** Members can size up, identify probable patient locations, monitor air quality, and stabilize the edge of the trench before making entry into a trench or excavation. Members are trained and equipped to use wood shoring and specialized equipment to locate and remove patients from simple excavations of not more than 8 feet deep. Members must be trained to the Operations Levels of Rope Rescue, Confined Space, and Vehicle/Machinery Rescue.

**Technician Level for Trench Rescue:** Members can use wood shoring, trench boxes, air bags and specialized pneumatic shoring equipment in single or intersecting trenches or excavations of depths more than 8 feet. Members must be trained to the Technician Levels of Confined Space and Vehicle/Machinery Rescue. Members must be competent in the use of atmospheric monitoring equipment, and the stabilization of any below grade utilities.

**3.7** **"Structural Collapse"** means the capability to rescue of persons from collapsed structures or buildings and is a highly specialized rescue service that requires breadth of knowledge across multiple disciplines. It is closely linked to the Federal Urban Search and Rescue Program. (USAR).

**Awareness Level for Structure Collapse:** This level represents the minimum level of capability required for organizations that respond to technical search and rescue incidents. It includes recognizing the hazards, initiating a response system, types of collapse, search markings, site control, scene management, and techniques for removing accessible patients. In addition to structural collapse awareness training, members must be trained at the Awareness Level for Confined Space Rescue.

**Operations Level for Structure Collapse:** The capability of an organization to respond to technical search and rescue incidents, size-up conditions, identify hazards, use specialized equipment, and apply limited rescue techniques for ordinary construction and unreinforced masonry. In addition to structural collapse training, members must be trained at the Operations Levels for Confined Space, Rope Rescue, Trench, and Vehicle/machinery as well as the Awareness Level for Water Rescue.

**Technician Level for Structure Collapse:** The capability of an organization to respond to search and rescue incidents, use specialized equipment, apply advanced techniques, stabilize the structure and safely remove trapped patients from inside and beneath collapsed structures of all types. In addition to appropriate structural collapse training, organizations must train at the technician level in Confined Space, Rope Rescue, Trench, Vehicle/machinery and awareness level for water rescue.

**3.8** **"Urban Search & Rescue"** means the multi-disciplined technical search and rescue skills provided by responders in the event of a disaster. These specialized skills play a critical role to safely search, locate and rescue patients trapped in urban buildings that are damaged or have collapsed.

**The Public Safety USAR Program** closely follows the NFPA 1670 Standard on *Operations and Training for Technical Search and Rescue Incidents,* and the Structural Collapse requirements outlined in Section 3.7. Public Safety Canada(PSC) has published the *Canadian Urban Search and Rescue Classification Guide,* which defines the level of capability, standard array of tools, equipment and supplies suitable for teams at Light (LUSAR), Medium (MUSAR) and Heavy (HUSAR) operational levels. This continuum from light to heavy is based on factors including mobility, sustainment, length of operating period, logistics and enablers such as medical, engineering, communications and canine search. This capability is activated through Municipal and Provincial EMO's to PSC.

**LUSAR Teams** must be able to operate for up to 12 hours, responding within their jurisdiction. They must be able to rescue and treat patients with moderate or minor injuries using simple hand tools and wood shoring techniques from surface collapse of ordinary construction and unreinforced masonry.

**MUSAR Teams** must be able to operate for up to 24 hours within their municipal boundaries. They must be able to rescue and treat 1-2 critical, 5 moderate and 10 minimally injured patients from collapsed and failed structures, including heavy timber, reinforced masonry, and steel frame construction. They use specialized equipment and shoring techniques (Building Collapse Operations Level).

**HUSAR Task Force** is a group of specialized rescue teams that are integrated into a task force with resources that include search, medical, and structural assessment capacity. HUSAR Task Forces locate trapped persons in collapsed structures of all types using specially trained dogs and electronic search equipment. They must be able to operate for up to 10 days and be self-sufficient for at least 3. Rescue teams can breach, shore, lift, and remove structural components, use heavy construction equipment to remove debris, and medically treat and transfer patients. The main elements of HUSAR are focused on Task Force interoperability, as well as 24/7 operational readiness to deploy on short notice in response to domestic incidents.

**4.0 "Hazardous Materials"** means the release of a substance that when released can cause harm to people, the environment, or property.

Response to incidents that involve Hazardous Materials range from oil spills, up to and including toxic chemical releases.

Training and equipment for response to Hazardous Material incidents must be in accordance with NFPA Standard 472, *Professional Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents*.

**Awareness Level for Hazardous Material:** Responders who, during their normal duties, could be the first on the scene of an emergency involving Hazardous Materials. First responders must be able to respond in a defensive fashion, recognize the presence of hazardous materials, protect themselves from exposure, secure the area, initiate preventative actions as described within the Emergency Response Guidebook (ERG), and call for trained personnel.

**Operations Level for Hazardous Material:** Responders who initially respond in a defensive fashion, identify the product, predict its behavior, and establish emergency decontamination. If mitigating the spill is within the scope of their training, resources, and PPE, members may rescue viable patients and control the release, or keep it from spreading. Members must not be used for entry into immediately dangerous to life and health (IDLH) environments.

**Technician Level for Hazardous Material:** Hazardous materials technicians are expected to collect and interpret response information, develop a response plan, establish decontamination procedures, and implement appropriate safety measures. They must be able to don, work in, and doff both splash and vapor-protective chemical clothing, use air monitoring equipment and specialized leak control tools and equipment. They respond to releases or potential releases of hazardous materials, don specialized PPE, enter IDLH environments, rescue viable patients and bring the leak under control.

**5.0 Fire Prevention & Public Education-** A primary goal of every fire department is to educate the public about fire safety and to take precautions to prevent potentially harmful fires. It is a proactive method to increasing public safety by reducing fire emergencies and the damage they cause.

**Inspections:** As local assistants for the Fire Marshall, fire inspectors establish a system of on-site

inspections and conduct fire safety inspections to ensure that land and premises referred to in the *Fire Safety Act* are in accordance with appropriate laws, codes, ordinances, regulations, and standards. These records will be kept for five years and reflect the actual conditions at those premises.

**Code Enforcement:** The main purpose of building codes is to protect public safety and general welfare as they relate to the construction and occupancy of buildings and structures. Fire inspectors ensure compliance with the *Fire Safety Act* and the regulations by issuing orders to the owner of premises, when they are in contravention with these regulations. These orders identify the contravention and may include, carrying out repairs or alterations, removing any combustible or explosive materials, repairing or replacing faulty fire-protection systems or addressing anything that poses a fire hazard or compromises fire safety.

**Fire Investigations:** Under the *Fire Safety Act*, the Municipality is responsible to investigate, or cause to be investigated, the cause, origin and circumstances of every fire by which property has been destroyed or damaged within the municipality. Fire investigators document, gather evidence, and determine the origin and cause of fires, as well as identifying the human actions that may have caused the fire.

**Public Education**: Fire Prevention Educators develop and deliver educational and informative fire prevention, injury reduction and life safety programs. They also develop fire safety messages and provide safety information to social media and local media to promote educational programs, services, and fire prevention activities.

**Plans Examination**: Performs plan review to ensure compliance with adopted Building and Fire codes through review of architectural plans, fire protection system shop drawings, and written documents. Inspects existing businesses and assists with construction projects of varying complexity including commercial, multi-family, institutional, and industrial occupancies. Advises design professionals, contractors, business owners, general public, and municipal staff regarding fire code requirements. Communicates findings to the customer in detailed and accurate documentation.

**6.0** Repealed.

**7.0** Repealed.

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|---|---|
| Notice of Motion: | December 4, 2018 |
| Approval: | December 11, 2018 |

**Amendment #1**

Amended: clauses 2(d), 12(b); Schedule 1, section 5
Repealed: clauses 2(b), 12(e); Part II, Table A, sections 6 and 7; Schedule1:sections 6 and 7

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|---|---|
| Notice of Motion: | June 18, 2024 |
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