

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, JANUARY 16, 2023  
DALMENY TOWN OFFICE

**PRESENT:** Mayor Jon Kroeker, Councillors Ed Slack, Anna-Marie Zoller, Eric Desnoyers, and Matt Bradley. Also present was CAO Jim Weninger. Councillor Greg Bueckert and Lacy Boisvert were present via video conferencing.

**ABSENT:** None.

**CALL TO ORDER**

Mayor Jon Kroeker called the Regular Council Meeting to order at 7:00 p.m., a quorum being present.

**ADOPTION OF AGENDA**

**1/23 – Desnoyers/Slack** – That the agenda for the Regular meeting of Council of the Town of Dalmeny for January 16, 2023 be adopted as presented.

Carried.

**PRESENTATION OF BOND**

Chief Administrative Office Jim Weninger presented to the Council the Municipal Bond pursuant to Section 113(3) of *The Municipalities Act*.

**MINUTES**

**2/23 – Bradley/Zoller** – That the Minutes of the December 19, 2022 Regular Council meeting be approved as circulated.

Carried.

**GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM**

**3/23 – Desnoyers/Zoller** – That the email of January 4, 2023 from Devon Ambros, Vice President of Sales for Solarcor Energy Inc. regarding the Green and Inclusive Community Buildings Program be acknowledged by Council.

Carried.

**DELEGATION**

SREDA representatives Acting Chief Executive Officer and Chief Marketing Officer Erin Lawson and Business Attractions and Investment Director Brad Bly arrived at the meeting at 7:18 p.m.

**ACCOUNTS PAYABLE**

**4/23 – Bradley/Slack** – That the accounts as detailed on the attached cheque listing and amounting to \$577,504.26 for the period ending January 12, 2023 and representing cheque numbers 17977 to 18047 be approved by Council.

Carried.



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**DELEGATION**

Acting Chief Executive Officer and Chief Marketing Officer Erin Lawson and Business Attractions and Investment Director Brad Bly attended the meeting to discuss with Council the Saskatoon Regional Economic Development Authority (SREDA), their 2023 Operations Plan as follows:

- Saskatchewan Startup Institute
- Indigenous Business Opportunities
- Business Attractions
- Economic Intelligence

The Town of Dalmeny's membership provides the Town to Regional Committee meetings and access to all of SREDA's programs and services. Such as:

- Economic Intelligence
- Entrepreneurship Assistance
- Business Attraction

SREDA delegates Acting Chief Executive Officer and Chief Marketing Officer Erin Lawson and Business Attractions and Investment Director Brad Bly left the meeting at 7:54 p.m. and did not return.

Librarian Bonnie Furi arrived at the meeting at 7:56 p.m.

Public Works Manager Jeff Johnson arrived at the meeting at 8:02 p.m.

Recreation Manager Mat Halcro arrived at the meeting at 8:03 p.m.

**LIBRARIAN'S REPORT**

**5/23 – Slack/Bradley**– That the Librarian's Quarterly Report for the period ending December 31, 2022 as presented by Librarian Bonnie Furi and prepared by Librarians Bonnie Furi and Sheila Honeker be accepted by Council.

Carried.

**PUBLIC WORKS MANAGER REPORT**

**6/23 – Boisvert/Bradley** – That the Public Works Manager's Quarterly Report for the period ending December 31, 2022 as presented by the Public Works Manager Jeff Johnson be accepted by Council.

Carried.

Public Works Manager Jeff Johnson left the meeting at 8:12 p.m. and did not return.



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TOWN OF DALMENY  
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**RECREATION MANAGER'S REPORT**

**7/23 – Desnoyers/Slack** – That the Recreation Quarterly Report for the period ending December 31, 2022 as presented by Recreation Manager Mat Halcro be accepted by Council.

Carried.

Recreation Manager Mat Halcro left the meeting at 8:20 p.m. and did not return.

**PAYROLL**

**8/23 – Slack/Desnoyers** – That the payroll listings in the amounts of \$27,623.97 and \$27,083.61 for the pay periods ending on December 22, 2022 and January 9, 2023 respectively be approved by Council.

Carried.

**FIRE RESCUE PAYROLL**

**9/23 – Zoller/Bradley** – That the fire rescue payroll listing in the amount of \$9,577.12 for the pay period ending December 31, 2022 be approved by Council.

Carried.

**PER DIEMS**

**10/23 – Desnoyers/Zoller** – That the per diem listing in the amount of \$3,240.20 for the pay period ending January 31, 2023 be approved by Council.

Carried.

**BANK RECONCILIATION AND STATEMENT**

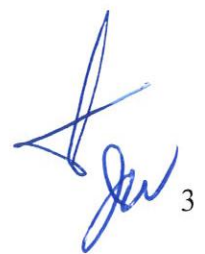
**11/23 – Bradley/Desnoyers** – That the Bank Reconciliation and Statement of Operating Revenues and Expenditures, less year-end adjusting entries be accepted by Council for the period ending December 31, 2022.

Carried.

**LIST OF OUTSTANDING TAX COMPARISONS**

**12/23 – Zoller/Slack** – That the listing of outstanding municipal and school property tax comparisons, along with frontage taxes for the month of December be accepted by Council.

Carried.



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TOWN OF DALMENY  
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**CAO REPORT**

**13/23 – Slack/Bueckert** – That the Chief Administrative Officer's Report as presented by the Chief Administrative Officer Jim Weninger for January 16, 2023 be accepted by Council.

Carried.

**MUNICIPAL REVENUE SHARING GRANT**

**14/23 – Desnoyers/Bradley** – That the Council of the Town of Dalmeny confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- ♦ Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- ♦ Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- ♦ In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- ♦ Adoption of Council Procedure Bylaw;
- ♦ Adoption of an Employee Code of Conduct; and
- ♦ All members of Council have filed their Public Disclosure Statements, as a result of the November 9, 2020 Municipal Election, along with the Public Disclosure Annual Declaration, as required.

Carried.

**BYLAW 18-2022 – FIRE PREVENTION BYLAW**

**15/23 – Slack/Bradley** – That Bylaw 18-2022 be read a second time.

Carried.

The CAO read Bylaw 18-2022 a second time.

**16/23 – Boisvert/Desnoyers** – That Bylaw 18-2022 be given third reading at this meeting.

Carried Unanimously.

**17/23 – Bueckert/Zoller** – That Bylaw 18-2022 be read a third time and adopted.

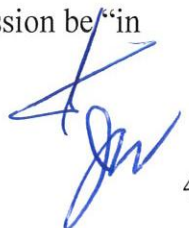
Carried.

The CAO read Bylaw 18-2022 a third time, and the Mayor and CAO signed and sealed the bylaw.

**IN-CAMERA**

**18/23 – Desnoyers/Slack** – That Council move into the Committee of the Whole and that the session be "in camera" at 8:45 p.m.

Carried.





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**RECONVENE**

**19/23 – Bradley/Slack** - That Council reconvene and report at 10:00 p.m.

Carried.

**PENALTY AND INTEREST SWITCHES**

**20/23 – Slack/Zoller**– That due to the property taxes in the amount of \$1,835.01 for the property legally known as Lot 24, Block 33, Plan 90S27172, that the penalty and interest switches be turned off subject to the following terms and conditions.

- Post-dated cheques in the amount of \$50.00 per month be given to the Town for January, February, March and April 2023.
- After April 2023, post-dated cheques in the amount of \$350.00 per month be given to the Town for the months thereafter until paid in full.
- All utility invoices are to remain current.
- In the event that a monthly cheque is not received by the Town and/or honoured by the Credit Union and/or Financial Institution that the penalty and interest switches be turned back on, until the cheque(s) is honoured.
- That upon the property taxes being paid in full, that the owner enrolls in the Tax Installment Payment Plan Service (T.I.P.P.S).
- That the owner enrolls in the Utility pre-authorized payment plan.
- That this arrangement be acceptable to the Provincial Mediation Board.
- That this matter be reviewed again on or about April 24, 2023.

Carried.

**SOLARCOR ENERGY INC.**

**21/23 – Slack/Bradley** – That Council further engage the services of Solarcor Energy Inc. as it pertains to the Arena Solar Project under the Green and Inclusive Community Buildings Program at an estimated cost of \$15,017.31, plus applicable taxes and that Vice President of Sales Devon Ambros be advised of the same. The deadline for the Green and Inclusive Community Buildings Program is February 28, 2023 at 15:00 ET.

Carried.



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**AMEND POLICY 6-2015**

**22/23 – Desnoyers/Zoller** – That the Policy 6-2015 be amended by changing the Compensation section, as follows:

Compensation:

1. Percentage increases and lump sum payments will be considered by Council on a yearly basis, taking all factors into consideration.

Carried.

**PERSONAL DEVELOPMENT ALLOWANCE**

**23/23 – Slack/Bradley** – That Council establish a Personal Development Allowance of \$200.00 per year, with fifty percent of the funding coming from the Staff Fund (Reduced EI) with the remaining fifty percent coming from the Town. Any employee who is interested in participating in the Personal Development Allowance would have to contribute to the EI Reduced Account. The personal Development Allowance was a recommendation from the Town of Dalmeny Occupational Health and Safety Committee.

**ADJOURN**

**24/23 – Bradley/Boisvert** – That the meeting be adjourned. Time 10:20 p.m.

Carried.

Original Signed by Mayor Jon Kroeker



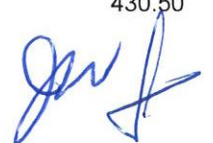
Original Signed by CAO Jim Weninger

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Dalmeny  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
17977-Man	12/20/2022	SaskEnergy Corp. DECEMBER 2022	DECEMBER SASKPOWER/ENERGY	24,751.27	24,751.27
17978	12/31/2022	M.E.P.P. DECEMBER 2022	MEPP PAYMENT DEC	12,668.82	12,668.82
17979	12/31/2022	Minister of Finance DEC 2022	DEC SCHOOL TAXES COLLECTED	40,896.45	40,896.45
17980	12/31/2022	SaskEnergy Corp. DEC 2022/2	TOWN SHOP POWER	1,389.06	1,389.06
17981	12/31/2022	SaskTel CMR 429	SASKTEL PAYMENT	457.10	457.10
17982	01/16/2023	Access Communications JAN 2023	ARENA CABLE	47.63	47.63
17983	01/16/2023	Accu-Sharp Tooling LTD 3697/3727	ARENA-ZAMBONI ICE KNIFE	173.16	173.16
17984	01/16/2023	AMSC Insurance Services Ltd JAN 2023 DEC SPENDING	JANUARY GROUP BENEFITS DEC SPENDING ACCOUNT	8,602.94 1,527.74	10,130.68
17985	01/16/2023	Aon Canada Inc.- T57048C 2023	2023 INSURANCE PREMIUM	164,719.00	164,719.00
17986	01/16/2023	Baylee Lindal 3	JJ LOEWEN REFUND	525.00	525.00
17987	01/16/2023	Bell Mobility Inc. JAN 2023	AERATION BUILDING AUTODIALER	74.32	74.32
17988	01/16/2023	Beverley J. Dovell 84	CHRISTMAS VOUCHER	100.00	100.00
17989	01/16/2023	Bluewave Energy 20706/20701/707	ZAMBONI PROPANE	260.78	260.78
17990	01/16/2023	Canadian National Railways 91666857	SIGNAL MAINTENANCE	296.50	296.50
17991	01/16/2023	Chelsey Elia 1	REIMBURSE PMT MADE IN ERROR	2,000.00	2,000.00
17992	01/16/2023	Christine Van Meter 75	CHRISTMAS VOUCHER	100.00	100.00
17993	01/16/2023	Clark's Supply & Service IN416268	ARENA LIFT RENTAL	469.53	469.53
17994	01/16/2023	Country Music Association 2022	2022 DALMENY DAYS MUSIC	3,500.00	3,500.00
17995	01/16/2023	Crosby Hanna & Assoc. #90(398-34)	ADVISORY SERVICES	430.50	430.50
17996	01/16/2023	Dalmeny Bantam Sabres			





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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		1	OVER PAYMENT-ICE RENTAL	500.00	500.00
17997	01/16/2023	Dalmeny Insurance 46080	2023 AUTO POLICY	6,582.60	6,582.60
17998	01/16/2023	Earthworks Equipment Corp W76568	BOBCAT REPAIR	513.58	513.58
17999	01/16/2023	Edward Slack 38	CHRISTMAS VOUCHER	50.00	50.00
18000	01/16/2023	Fer-Marc Equipment Limited 103487	ZAMBONI REPAIR PARTS	254.94	254.94
18001	01/16/2023	First Filter Service 285736	LIFT 1/2 - FILTERS	143.55	143.55
18002	01/16/2023	Greg Bueckert 7	CHRISTMAS VOUCHER	50.00	50.00
18003	01/16/2023	Gregg Distributors LP 213054/212163	FIRE JANITORIAL/SUPPLY/PW OIL	1,590.57	1,590.57
18004	01/16/2023	Huracan Contracting Inc. 153	VALVE REPAIR-4TH/ROSS	1,909.35	1,909.35
18005	01/16/2023	Jensen Stromberg 2022-1	2022 INTERIM AUDIT	2,220.00	2,220.00
18006	01/16/2023	Jenson Publishing 3000067895	AD-DON'T DRINK AND DRIVE	15.23	15.23
18007	01/16/2023	JET Renos 2023004	REPAIR DRYWALL IN OFFICE	88.80	88.80
18008	01/16/2023	Jon Kroeker 18	CHRISTMAS VOUCHER	50.00	50.00
18009	01/16/2023	Karen Roberts 34	CHRISTMAS VOUCHER	100.00	100.00
18010	01/16/2023	Kyle Rathgeber 7	COLLEG OF PARAMEDICS-LICENSE	520.00	520.00
18011	01/16/2023	Laurelea Trayhorne 10	LGA COURSE -4/5	1,073.70	1,073.70
18012	01/16/2023	Linde Canada Inc. 33206966	PW-SHOP SUPPLIES	269.47	269.47
18013	01/16/2023	Loblaws Inc. 36698/27077	ARENA BOOTH SUPPLEIS	1,183.63	1,183.63
18014	01/16/2023	Loraas Disposal Services DEC 2022	DECEMBER GARBAGE/COMPOST	16,707.93	16,707.93
18015	01/16/2023	Martensville Plumbing/Heating 22450 22867	ARENA FURNACE REPAIR ARENA AIR EXCHANGE/URINAL	458.16 184.26	642.42
18016	01/16/2023	Mathew Halcro 30	MILEAGE- 2760 KMS/PLANTERS	1,600.84	1,600.84
18017	01/16/2023	McGill's Industrial Service			

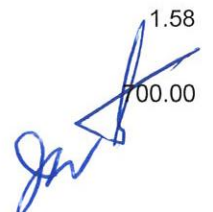


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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		22-0395	CURB STOP REPAIR-VICTOR TERR	1,123.35	1,123.35
18018	01/16/2023	<b>MedTeq Solutions CA Ltd</b> INV62727	Online Training Program	3,479.85	3,479.85
18019	01/16/2023	<b>Mike Ligtermoet</b> 2	2023 BOARD OF REVISION	250.00	250.00
18020	01/16/2023	<b>Nexom</b> 16204	LAGOON- AERATION	943.50	943.50
18021	01/16/2023	<b>Nor-Tec Linen Services</b> R1-894472	ARENA/OFFICE/POLICE MATS	131.84	131.84
18022	01/16/2023	<b>Pacific Fresh Fish</b> 638758/639799	ARENA BOOTH SUPPLIES	475.95	475.95
18023	01/16/2023	<b>Pitney Works</b> 119	OFFICE POSTAGE	420.00	420.00
18024	01/16/2023	<b>Prairie Meats</b> 918/999/615/200	ARENA BOOTH SUPPLIES	442.88	442.88
18025	01/16/2023	<b>Princess Auto</b> 4428578	PW-SHOP SUPPLIES/GLOVES	119.26	119.26
18026	01/16/2023	<b>PWA Engineering</b> MISC.22-088	SHOP-ELECTRICAL ENGINEERING	5,922.00	5,922.00
18027	01/16/2023	<b>Quorex Construction</b> 23-032	TOWN SHOP HOLD BACK	243,190.09	243,190.09
18028	01/16/2023	<b>R.M. of Corman Park</b> 32655	POLICE-HOLSTERS	150.00	150.00
18029	01/16/2023	<b>RA Auto Repair LTD</b> 41301/41195	POLICE-TAHOE RADIATOR/SUPPLY	1,495.63	1,495.63
18030	01/16/2023	<b>Redhead Equipment Ltd.</b> P67864	GRADER EDGE	334.03	334.03
18031	01/16/2023	<b>Reed Security</b> 1604634	SECURITY CAMERAS	529.47	529.47
18032	01/16/2023	<b>Rick Elder</b> 149	CHRISTMAS VOUCHER	100.00	100.00
18033	01/16/2023	<b>Ricoh Canada Inc.</b> 76648/74339	VEEAM BACKUP/OFFICE SUPPORT	602.19	602.19
18034	01/16/2023	<b>Robertson Implements</b> P28248	FIRE-OIL PAN FOR TRUCKS	54.58	54.58
18035	01/16/2023	<b>Robertson Stromberg</b> 646220/646221	TAX ENFORCEMENT	341.12	341.12
18036	01/16/2023	<b>S.U.M.A.</b> 99638	2023 MEMBERSHIP FEES	2,457.88	2,457.88
18037	01/16/2023	<b>Sask Research Council</b> 5455/5827-CREDI	WATER LAB TESTING-WITH CREDIT	1.58	1.58
18038	01/16/2023	<b>Sask. Assoc. of Chiefs</b> 2022-39	2023 SACP EXECUTIVE	700.00	700.00



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18039	01/16/2023	Saskatoon CO-OP 718	POLICE/PW/FIRE/REC/FUEL	6,870.09	6,870.09
18040	01/16/2023	SaskTel CMR 430	SASKTEL PMT	1,988.74	1,988.74
18041	01/16/2023	Sheila Honeker 2	CHRISTMAS VOUCHER	100.00	100.00
18042	01/16/2023	Stevenson Industrial 22584	ARENA ICE PLANT AMMONINA LEAK	989.34	989.34
18043	01/16/2023	Superior Forklift Ltd. 421526	ZAMBONI REPAIR	621.86	621.86
18044	01/16/2023	SVP Envoyer paiement a 6795521	NEPTUNE 360 SOFTWARE	3,296.70	3,296.70
18045	01/16/2023	Swish-Kemsol J034935/J034942	OFFICE/ARENA JANITORIAL	830.41	830.41
18046	01/16/2023	The Bolt Supply House Ltd. 7990588-00	SHOP SUPPLIES	92.39	92.39
18047	01/16/2023	Van Houtte Coffee Services 71326902-2023	ARENA BOOTH SUPPLIES	393.12	393.12
				Total for AP:	577,504.26

Certified Correct This January 12, 2023

Original Signed by Mayor Jon Kroeker

Original Signed by CAO Jim Weninger



# Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Account Number	Inst. ID	Route	Transit	Due Date	Trans Type	Pay Type	Amount
<u>Anderson, Scott</u>								1668.39
<u>Berrecloth, Colleen</u>								471.78
<u>Berrecloth, Donald</u>								310.41
<u>Bonin, Ed</u>								1433.02
<u>Brabant, Addison</u>								40.60
<u>Derkson, Crystal</u>								268.29
<u>Dorner, Tyler</u>								1498.14
<u>Dovell, Beverley</u>								350.91
<u>Dyck, Bradley</u>								1547.45
<u>Elder, Rick</u>								1242.21
<u>Furi, Bonnie</u>								326.50
<u>Halcro, Mathew</u>								1402.57
<u>Hollingshead, Jayson</u>								1655.28
<u>Honeker, Sheila</u>								276.62
<u>Janzen, Kelly</u>								1324.35
<u>Janzen, Ayden</u>								230.06
<u>Johnson, Jeffrey</u>								1908.74
<u>Keet, Cindy</u>								518.42
<u>Meyers, Morgan</u>								159.01
<u>Perkins, Oliver</u>								521.02
<u>Roberts, Karen</u>								194.46
<u>Robinson, Olivia</u>								111.65
<u>Rowe, Scott</u>								2282.10
<u>Ruedger, Olivia</u>								138.71
<u>Splawinski, Scott</u>								1911.45
<u>Trayhorne, Laurelea</u>								949.80
<u>Van Meter, Christine</u>								1902.02
<u>Weninger, Jim</u>								2834.54
<u>Wiebe, Morgan</u>								145.47

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27,623.97

*[Signature]*

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Payor/Payee Name	Amount
<u>Anderson, Scott</u>	1594.62
<u>Berrecloth, Donald</u>	418.11
<u>Bonin, Ed</u>	1449.32
<u>Brabant, Addison</u>	112.09
<u>Dorner, Tyler</u>	1550.83
<u>Dovell, Beverley</u>	631.97
<u>Dyck, Bradley</u>	2049.05
<u>Elder, Rick</u>	1006.03
<u>Furi, Bonnie</u>	339.43
<u>Halcro, Mathew</u>	1392.07
<u>Hollingshead, Jayson</u>	1630.47
<u>Honeker, Sheila</u>	326.90
<u>Janzen, Kelly</u>	1317.15
<u>Janzen, Ayden</u>	162.65
<u>Johnson, Jeffrey</u>	1703.50
<u>Johnson, Marina</u>	59.51
<u>Johnson, Phoebe</u>	54.10
<u>Keet, Cindy</u>	910.10
<u>Meyers, Morgan</u>	222.84
<u>Perkins, Oliver</u>	106.34
<u>Roberts, Karen</u>	547.93
<u>Robinson, Olivia</u>	206.94
<u>Rowe, Scott</u>	2022.97
<u>Ruedger, Olivia</u>	70.50
<u>Splawinski, Scott</u>	1703.31
<u>Trayhorne, Laurelea</u>	980.96
<u>Van Meter, Christine</u>	1691.59
<u>Weninger, Jim</u>	2574.97
<u>Wiebe, Morgan</u>	247.36

27,083.61

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Payor/Payee Name	Type	Amount
<u>Baerg, Shara</u>		130.66
<u>Baxter, Thomas</u>		471.94
<u>Bell, Alicia</u>		335.79
<u>Donegan, Jason</u>		438.80
<u>Elder, Joanne</u>		726.03
<u>Fire Association, Dalmeny</u>		630.00
<u>Hyland, Brian</u>		765.06
<u>Hyland, Nikki</u>		695.48
<u>Hyland, Mykenzie</u>		265.10
<u>Janzen, Jayce</u>		226.40
<u>King, Devin</u>		512.92
<u>Klassen, Darlene</u>		202.59
<u>Klassen, Connie</u>		428.10
<u>Klassen, Wade</u>		186.80
<u>Moody, Thomas</u>		833.27
<u>Olynick, Braden</u>		320.25
<u>Paul, Keelan</u>		356.83
<u>Peters, Colten</u>		88.79
<u>Pollock, Brandon</u>		186.55
<u>Scheller, Carson</u>		363.80
<u>Shand, Frank</u>		130.69
<u>Vodden, Patrick</u>		1213.87
<u>Woodland, Victoria</u>		67.40

9,577.12

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# Payor/Payee's List Ready for Manual Release

Page 1 of 1

Back to Manual Release

Payor/Payee Name	Type	Amount
<u>Baxter, Thomas</u>		260.56
<u>Bell, Alicia</u>		260.56
<u>Boisvert, Lacy</u>		311.30
<u>Bradley, Matt</u>		321.30
<u>Bueckert, Greg</u>		321.30
<u>Desnoyers, Eric</u>		321.30
<u>Klassen, Wade</u>		100.00
<u>Kroeker, Jonathan</u>		701.28
<u>Slack, Edward</u>		321.30
<u>Zoller, Anna-Marie</u>		321.30

3240.20

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# **FIRE PREVENTION BYLAW**

## **TOWN OF DALMENY FIRE PREVENTION BYLAW BYLAW NO. 18-2022**

The Council of The Town of Dalmeny enacts as follows:

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## **Part I - Short Title and Interpretation**

### **Short Title**

1. This Bylaw may be cited as the Fire Prevention Bylaw.

If any section, subsection, sentence, clause, phrase or other portion of this Bylaw is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portions of this Bylaw.

### **Purpose**

2. The purpose of this Bylaw is:

- (a) to adopt a fire prevention code which establishes a satisfactory standard for fire prevention, fire fighting and life safety in buildings;
- (b) to provide for the prevention and suppression of fires;
- (c) to provide guidelines for the storage and handling of flammable liquids, combustible liquids, dangerous goods, hazardous substances and waste dangerous goods;
- (d) to regulate the sale and setting off of fireworks;

### **Definitions**

3. In this Bylaw,

- (a) "Town" means The Town of Dalmeny;
- (b) "closure" means a closure within the meaning of *The National Fire Code*;
- (c) "combustible liquid" means a combustible liquid within the meaning of *The National Fire Code*;
- (d) "cord" means a measure of cut wood usually 3.6 cubic metres or 128 cubic feet;



- (e) “dangerous goods” means dangerous goods within the meaning of *The National Fire Code*;
- (f) “Department” means The Town of Dalmeny Fire Rescue Department;
- (g) “dwelling unit” means a dwelling unit within the meaning of *The National Fire Code*;
- (h) “fire separation” means a fire separation within the meaning of *The National Fire Code*;
- (i) “fireworks” means fireworks as defined in the *Explosives Regulations*, C.R.C., c.599;
- (j) “fireworks supervisor” means a person licensed or approved by the Chief Inspector of Explosives, Department of Energy, Mines and Resources to handle and use Subdivision 2 of Division 2 fireworks;
- (k) “flammable liquid” means a flammable liquid within the meaning of *The National Fire Code*;
- (l) “hazardous substance” means a hazardous substance within the meaning of *The Hazardous Substances and Waste Dangerous Goods Regulations*, c. E-10.2, Reg. 3;
- (m) “high hazard fireworks” means Subdivision 2 of Division 2 fireworks as defined in the *Explosives Regulations*, C.R.C., c.599;
- (n) “low hazard fireworks” means Subdivision 1 of Division 2 fireworks as defined in the *Explosives Regulations*, C.R.C., c.599;
- (o) “municipal inspector” means a municipal inspector within the meaning of *The Fire Safety Act, 2015*.
- (p) “*National Fire Code*” means the Code declared to be in force pursuant to Subsection 3(1) of *The Saskatchewan Fire Code Regulations*;
- (q) “NFPA” means the National Fire Protection Association;
- (r) “private fireworks display” means the discharge of low hazard fireworks for private recreation and entertainment; and
- (s) “public fireworks display” means the discharge of high or low hazard fireworks for public recreation and entertainment.



(t) "building" means a structure constructed or placed on, in or over Land not including public highways.

### **Part II – Dalmeny Fire and Rescue Department**

4. (1) The Dalmeny Fire & Rescue Department is established.
- (2) The Department is responsible on a volunteer (paid on call) basis for:
- (a) fire protection, including:
    - (i) fire suppression,
    - (ii) fire prevention and inspections,
    - (iii) fire investigations, and
    - (iv) educational programs;
  - (b) Coordinate and/or provide other emergency rescue service and other services which may include:
    - (i) pre-hospital emergency medical service
    - (ii) surface water rescue,
    - (iii) vehicle extrication,
    - (iv) structural collapse, and
    - (iv) rapid intervention rescue;
  - (c) dangerous goods response (first responder – operational level)

### **Duties of Fire Chief**

5. (1) The Fire Chief is the general manager of the Department.
- (2) The Fire Chief administers and enforces this Bylaw within the Town and shall perform any other duties and may exercise any other powers that may be delegated by Town Council.
- (3) The Fire Chief is responsible for the maintenance of discipline within the Department and may make rules and regulations necessary to carry out the daily administration and operations of the Department.



**Fees for Service**

6. (1) The Department is authorized to charge the applicable fees for the various services, tests, and emergency responses listed in Schedule "A".
- (2) The fees may be reviewed and set by Town Council on the advice of the Fire Chief, as required.

**Agreement for Emergency Service**

7. The Town, in consultation with the Fire Chief, may enter into an agreement with any other municipality, municipal government, Indian band, person or other properly constituted authority, organization or agency for the furnishing or receiving of firefighting, fire prevention services, or emergency services on any terms that may be agreed upon, including the setting and payment of charges.

**Request for Emergency Service**

8. (1) The Town may provide and charge for any fire fighting, fire prevention, or emergency service outside the Town where no agreement exists, if a request is made by any other municipality, municipal government, Indian band, person or other properly constituted authority, organization or agency.
- (2) The charge for any fire fighting, fire prevention, or emergency service provided by the Department shall be determined according to the fees and rates listed in Schedule "A".

**Part III - National Fire Code****Adoption of National Fire Code**

9. (1) Except as modified by this Bylaw, it is declared that *The National Fire Code* is in force in the Town of Dalmeny.

**Part IV - Inspections, Compliance with Orders and Enforcement Procedures**



**Inspection of Premises**

10. (1) For the purposes of ensuring compliance with this Bylaw, or any order made under this Bylaw, the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector may, at any reasonable time, enter and inspect any building, structure or premises.
- (2) The Fire Chief, anyone designated by the Fire Chief, or a municipal inspector making an inspection may:
- (a) collect data or samples;
  - (b) make any inspection or study;
  - (c) conduct any test;
  - (d) examine books, records and documents; and
  - (e) require the production of documents and property for the purposes of examination or making copies.
- (3) When entering on land or into any building, structure or premises under this Section, the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector may:
- (a) enter with any equipment, machinery, apparatus, vehicle or materials that the Fire Chief, anyone designated by the Fire Chief or municipal inspector considers necessary for the purpose of the entry; and
  - (b) take any person who or thing that the Fire Chief or municipal inspector considers necessary to assist in the purpose of the entry.
- (4) Where the Fire Chief, anyone designated by the Fire Chief or a municipal inspector considers it necessary for purposes of the entry, the Fire Chief, anyone designated by the Fire Chief or municipal inspector may temporarily close the building, structure or premises until the purpose of the entry is fulfilled.
- (5) Before entering on any land or into any building, structure or premises, the Fire Chief, anyone designated by the Fire Chief or a municipal inspector shall notify the owner or occupant, if the owner or occupant is present at the time of the entry, of the purpose of the entry.



(6) The Fire Chief, anyone designated by the Fire Chief or a municipal inspector shall not enter a private dwelling without a warrant issued under this Section unless the owner or occupant consents.

(7) The Fire Chief, anyone designated by the Fire Chief or a municipal inspector may apply without notice to a justice of the peace or a judge of the provincial court for a warrant where a person:

- (a) refuses to permit the Fire Chief, anyone designated by the Fire Chief, or municipal inspector to enter on land or into any building, structure or premises to carry out any of the activities mentioned in Subsection (2); or

- (b) fails to produce any documents or property as required in Clause 2(e).

(8) A justice of the peace or a judge of the provincial court may issue a warrant if satisfied by oath that the Fire Chief, anyone designated by the Fire Chief, or anyone designated by the Fire Chief municipal inspector believes on reasonable grounds that there is a contravention of this Bylaw or an order made under this Bylaw.

(9) A warrant issued under this Section authorizes the person named in the warrant to enter the place named in the warrant and any premises connected with that place to:

- (a) examine the place and connected premises;

- (b) carry out the activities described in Subsection (2); and

- (c) search for and seize any books, records and documents.

(10) The Fire Chief, anyone designated by the Fire Chief, or a municipal inspector may request the assistance of a peace officer in carrying out the provisions of this Section.

(11) While the Fire Chief, anyone designated by the Fire Chief or a municipal inspector is conducting an inspection under this Section, no person shall:

- (a) fail to comply with a reasonable request of the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector;

- (b) knowingly make any false or misleading statement to the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector;



- (c) unless authorized by the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector, remove, alter or interfere in any way with anything seized, detained or removed by the Fire Chief, anyone designated by the Fire Chief or a municipal inspector; or
- (d) obstruct or interfere with the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector.

### **Compliance Orders**

11. (1) If, in the opinion of the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector, there is a contravention of this Bylaw, the Fire Chief, anyone designated by the Fire Chief or municipal inspector may issue to the owner, operator or occupant of the building, structure, premises or land in or on which the contravention is occurring a written order in which the Fire Chief, or anyone designated by the Fire Chief or municipal inspector:
  - (a) shall specify:
    - (i) the contravention,
    - (ii) the civic address and legal description of the building, structure, premises or land in or on which the contravention is occurring,
    - (iii) any terms and conditions to be complied with to remedy the contravention, and
    - (iv) the date by which the terms and conditions of the order are to be complied with;
  - (b) shall provide:
    - (i) a statement that if the terms and conditions of the order have not been complied with within the time specified in the order, the Fire Chief may carry out the remedy at the expense of the owner,
    - (ii) the date and place at which and the process by which an appeal from the order may be made, and
    - (iii) a statement that filing an appeal does not stay the order but that the appellant may apply to the fire commissioner for a stay of the order under 39 (6) *The Fire Safety Act 2015* and



(c) may direct the owner, operator or occupant to do one or more of the following within the time limit set out in the order:

- (i) remedy the contravention of the Bylaw, including doing anything in relation to the building, structure or premises that the Fire Chief, anyone designated by the Fire Chief or a municipal inspector considers necessary to remedy the noncompliance,
- (ii) repair, alter, remove or demolish the building, structure or premises,
- (iii) alter the use or occupancy of the building, structure or premises,
- (iv) replace materials used in the construction of buildings, structures and premises,
- (v) remove or change the manner of use, storage, handling or disposal of flammable and combustible liquids, flammable and combustible materials, and explosives,
- (vi) clean, repair, remove or replace equipment, apparatus or fire protection devices that are faulty or considered dangerous,
- (vii) install or correct the faulty installation of fire safeguards, equipment or fire protection devices, and
- (viii) clear or remove any obstruction to public access for a building used for public assemblage.

(2) Every order made under this Bylaw Shall be served:

(a) in the case of service on an individual:

- (i) personally, or
- (ii) by mailing it by registered mail to the last known address of the individual being served; and

(b) in the case of service on a corporation:

- (i) personally, on a director, or manager of the corporation, or





(ii) by leaving it at or mailing it by registered mail to the registered office of the corporation or to the office of its attorney in Saskatchewan, if it is an extra-provincial corporation.

(3) An order served by registered mail is deemed to have been received on the fifth day following the date of its mailing.

### **Notice to Registrar of Titles**

- 11.1 (1) The Fire Chief, or anyone designated by the Fire Chief or a municipal inspector may register an interest based on an order made under this bylaw in the Land Titles Registry against title to the parcels of land to which the order applies, and the notice runs with the land and is binding on the owner and any subsequent purchaser.
- (2) Where an interest has been registered under this section and the order has been complied with, the Fire Chief, or anyone designated by the Fire Chief or a municipal inspector shall apply to the Registrar of Titles to discharge the interest.

### **Carrying out of Orders by Fire Chief**

12. (1) The Fire Chief may carry out or cause to be carried out the activities required to be done by an order if:
- (a) the person to whom the order is directed fails to comply with the order within the time specified in the order and, no stay of the order has been issued; or
  - (b) after reasonable inquiry, the whereabouts of the owner, an agent of the owner or occupant of the building, structure or premises that is the subject of the order cannot be determined.
- (2) If an order is carried out by the Fire Chief under Subsection (1), the costs incurred in carrying out the order are a debt due to the Town and may be recovered from the owner of the building, structure or premises in or on which the order was carried out.



(3) If the costs mentioned in Subsection (2) are not paid at the end of the year in which the order was carried out, the Town may add the amount of the costs and expenses to the owner's property taxes.

### **Appeal to Fire Commissioner**

13. (1) A person who is aggrieved by an order made by the Fire Chief, or anyone designated by the Fire Chief or a municipal inspector may, within 20 days of being served with the order, appeal the order to the fire commissioner.
- (2) An appeal under this Section is made by filing a written notice of appeal setting out the reasons for the appeal on the fire commissioner and serving a copy of the appeal on the Fire Chief, or anyone designated by the Fire Chief or municipal inspector.
- (3) The fire commissioner shall consider the appeal within 20 days of the serving of the appeal and may confirm, modify or revoke the order appealed from or substitute an order for the order being appealed from.
- (4) The fire commissioner shall cause a copy of the decision to be served on:
- (a) the appellant;
  - (b) the Fire Chief, anyone designated by the Fire Chief or municipal inspector; and
  - (c) any other persons whom the fire commissioner considers may be interested in the decision.
- (5) An appeal taken under this Section does not operate as a stay of the order appealed from unless the fire commissioner, on an application by the appellant, decides otherwise.

### **Appeal to Saskatchewan Municipal Board**

14. (1) The Fire Chief, or anyone designated by the Fire Chief municipal inspector or other person who is aggrieved by a decision of the fire commissioner under Section 13 may, within 20 days of being served with the decision, appeal the decision to the Saskatchewan Municipal Board.



(2) A person making an appeal under this Section shall serve a written copy of the appeal on the fire commissioner.

(3) On receipt of an appeal under this Section, the Saskatchewan Municipal Board shall consider the appeal and may confirm, modify or repeal the decision appealed from or substitute its decision for the decision being appealed from.

(4) The Saskatchewan Municipal Board shall give written notice of its decision to the fire commissioner, the appellant and any other person that the Saskatchewan Municipal Board considers may be interested in the decision.

(5) An appeal taken under this Section does not operate as a stay of the decision appealed from unless the Board, on an application by the appellant, decides otherwise.

### **Appeal to Court of Appeal**

15. Notwithstanding *The Municipal Board Act*, with leave of a judge of the Court of Appeal, any person who is aggrieved by a decision of the Saskatchewan Municipal Board made under Section 14 may appeal to the Court of Appeal against the decision of the Saskatchewan Municipal Board within:

- (a) 30 days after the date the decision was made; or
- (b) any further period not exceeding 30 days that a judge of the Court of Appeal may allow on an application that is made within 30 days after the date the decision was made.

### **Immediate Hazards**

16. (1) Notwithstanding any other provision of this Bylaw, where in the course of an investigation or inspection under this Bylaw, the Fire Chief is of the opinion that a condition exists creating a serious danger to life or property, the Fire Chief may:

- (a) use any measures that the Fire Chief considers appropriate to remove or lessen the condition;
- (b) evacuate and close the building, structure, premise or yard where the condition exists or any area surrounding such location for any period



that the Fire Chief considers appropriate; and

(c) order the owner, operator or occupant to immediately do anything necessary to remove or lessen the condition. For greater certainty, the Fire Chief may order the owner, operator or occupant to demolish a building or structure, to remove any debris and waste material and to fill in any open basement or excavation remaining on the site of the building or structure after its demolition.

(2) If closed under Clause (1)(b), the Fire Chief shall, if possible, placard the building, structure, premise, yard or area as a serious danger to life or property.

(3) No person shall enter, attempt to enter or tamper with a building, structure, premise, yard or area that has been closed under Clause (1)(b) without the prior approval of the Fire Chief.

(4) No person shall take down, cover up, mutilate, deface or alter a placard posted under Subsection (2).

(5) The costs and expenses incurred under this Section are a debt due to the Town and may be recovered from the owner of the building, structure, premise, yard or area in or on which the work was carried out.

(6) If the costs and expenses mentioned in Subsection (5) are not paid at the end of the year in which the work was carried out, the Town may add the amount of the costs and expenses to the owner's property taxes.

## **Part V - Prevention and Suppression of Fires**

### **Smoke Alarms**

17. (1) Smoke alarms shall be installed in each dwelling unit and in each sleeping room not within a dwelling unit in conformance with Article 2.1.3.3 of *The National Fire Code*.

(2) Smoke alarms conforming to CAN/ULC-S531 "Smoke Alarms" shall be installed in each dwelling unit and each sleeping room not within a dwelling unit, in conformance with Article 2.1.3.3 of *The National Fire Code*. On any storey of a dwelling unit containing sleeping rooms, a smoke alarm shall be installed in each sleeping room and in a location between the sleeping rooms and the rest



of the storey such as the hallway and in conformance with Article 9.10.19 of The National Building Code.

(3) Smoke alarms shall be installed in accordance with the manufacturer's instructions.

(4) Smoke alarms shall be maintained in an operable condition at all times.

Without limiting the generality of the foregoing, smoke alarms shall be maintained in accordance with the following requirements:

Refer to residential CO requirements per *Construction Codes Act/NBC*

When a building with sleeping rooms contains a fuel-burning appliance, or an attached vehicle parking garage, Carbon Monoxide Alarms must be installed:

- Inside each sleeping room; or
- Outside each sleeping room within 5 meters of each sleeping room

When a building contains sleeping rooms, smoke alarms must be installed:

- On each floor level of a building, including the level with the sleeping rooms, with the smoke alarms located between the sleeping rooms, and the remainder of the floor and
- Inside each sleeping room

(a) smoke alarms shall be securely fastened to the wall or ceiling;

(b) smoke alarms shall be free of any physical damage, paint application or excessive grease and dirt;

(c) the ventilation holes on smoke alarms shall be clean and free of any obstructions;

(d) smoke alarms shall have a continuous source of power, either batteries or electricity; and

(e) the batteries in battery operated smoke alarms shall be replaced immediately when the low battery warning beep sounds.

(5) Smoke alarms shall be inspected:

(a) in the case of alarms installed by permanent connection to an electrical circuit, at least once every 12 months;



(b) in the case of tamper-proof alarms with 10-year batteries, at least once every 12 months; or

(c) in the case of any other battery-operated alarms, at least once every 3 months.

(6) Notwithstanding Subsection (4), if a tenancy is terminated, all smoke alarms in a dwelling unit shall be inspected before the dwelling unit is re-occupied.

(7) Inspections under this Section shall be carried out by the owner or the owner's authorized agent.

(8) Inspections under this Section shall be done while the person doing the inspection is actually present in the premises.

(9) Inspections under this Section shall, at a minimum, determine:

(a) whether the smoke alarm is receiving power;

(b) whether the smoke alarm is working properly; and

(c) whether the smoke alarm has been properly maintained in accordance with the requirements of Subsection (3).

(10) A record shall be kept of all inspections required by Subsection (4), and such records shall be retained for examination by the Department in conformance with Article 2.2.1.2 of *The National Fire Code*.

(11) A record required by Subsection (9) shall contain the following information:

(a) the address of the premises being inspected;

(b) the date of the inspection;

(c) the name of the person doing the inspection;

(d) the type of smoke alarm in the premises;

(e) the deficiencies, if any, in the condition, maintenance and operation of the smoke alarm;

(f) the corrective measures, if any, taken to correct the deficiencies; and

(g) the signature of the occupant of the premises, or a notation to the effect that a sticker issued by the Department evidencing the inspection has been affixed inside the cover of the smoke alarm.



(12) No person shall:

- (a) tamper with or disconnect a smoke alarm;
- (b) remove a smoke alarm;
- (c) remove batteries from a smoke alarm;
- (d) place anything over a smoke alarm so as to render it inoperable; or
- (e) affix a sticker to a smoke alarm under Subsection (10)(g) without first conducting a proper inspection in conformance with this Section.

### **Open-Air Fires**

18. (1) Open-air fires shall not be set unless the following measures are taken to limit their spread:

- (a) fires shall be contained in a non-combustible receptacle constructed of cement, brick or sheet metal with a minimum 18-gauge thickness;
- (b) a receptacle shall be covered with a heavy gauge screen with openings not exceeding 13 millimetres; and
- (c) the size of the fire box of any receptacle shall not exceed 1 meter across
- (d) must be built into or on bare ground, or a non-combustible surface such as patio stones, brick, or patio blocks.
- (e) not within three metres (10 feet) of property line buildings or fence, or beneath any trees, branches or other combustible materials.

(2) The fuel for open-air fires shall consist only of charcoal or cut, seasoned wood free of paint, stain or pressure treated lumber. The burning of the following material is prohibited:

- (a) rubbish;
- (b) garden refuse;
- (c) manure;
- (d) livestock or animal carcasses; and
- (e) any material which when burned will generate black smoke or an offensive odour including insulation from electrical wiring or equipment, asphalt roofing materials, hydrocarbons, plastics, rubber





materials, creosoted wood or any similar material.

- (3) Open-air fires shall be supervised and have the ability to be quickly extinguished so as to prevent their spread;
- (4) Open-air fires shall be adequately ventilated to ensure proper combustion and to prevent an unreasonable accumulation of smoke from the property, or those adjoining;
- (5) Open-air fires shall not be set in windy conditions (excessive of 15 m/hr) conducive to creating a running fire or a nuisance to another person
- (6) If smoke from an open-air fire causes an unreasonable interference with the use and enjoyment of another person's property, the fire shall be extinguished immediately.
- (7) The Department may issue a "Permit" to a person to set an open-air fire as part of a block party, community event or similar special function or celebration. In this event, the Department may waive any requirements of this Section with respect to the permitted open-air fire, but the permittee shall comply with all other requirements of this Section and any other conditions attached to the Permit by the Department.
- (8) Chimineas are allowed to be placed on any non-combustible surface as outlined in Sec.18 (l)(d) of the Dalmeny Fire Prevention Bylaw, and must comply with Section 18 (1) (e) through Section18 (6) inclusively.

### **Use of Blowlamps**

- 18.1 No person shall use a blowlamp or similar device to burn any material which when burned will generate black smoke or an offensive odour, including insulation from electrical wiring or equipment, asphalt roofing materials, hydrocarbons, plastics, rubber materials, creosoted wood or any similar material, unless such use is permitted under *The Environmental Management and Protection Act* and is conducted in a manner acceptable to the Saskatchewan Ministry of Environment





18.2 No person other than those members of Dalmeny Fire Rescue specially trained in conducting prescribed vegetation control and utilizing accepted ground ignition techniques, shall use a blowlamp or similar device to burn unwanted vegetation from their premises.

### **Barbecuing**

19. (1) Every person who uses a barbecue or similar device shall:

- (a) use the barbecue in a reasonable and safe manner;
- (b) keep the barbecue, when lit, a sufficient distance from all combustible material; to avoid igniting said combustible material
- (c) refrain from leaving the barbecue unattended, when lit;
- (d) keep the barbecue in a reasonable state of repair; and
- (e) comply with all federal and provincial regulations governing the use and storage of propane cylinders.

(2) In addition to requirements of Subsection (1), if any person uses a barbecue or similar device on a balcony, the following provisions apply:

- (a) solid fuel barbecues or similar cooking devices shall not be used;
- (b) propane cylinders shall not exceed the 20-pound size;
- (c) propane cylinders shall not be repaired, stored or contained within the building;
- (d) propane cylinders shall be shut off at the tank valve when not in use;
- (e) propane cylinders shall be connected and secured to the barbecue;
- (f) propane cylinders shall be kept in an upright position at all times including when cylinders are in transit, in service or in storage; and
- (g) if a building has a freight or service elevator, propane cylinders shall be delivered to and from the dwelling units within the building using that elevator. If a building has a passenger elevator only, propane cylinders may be delivered to and from dwelling units within the building using that elevator as long as no passengers other than the person who owns the tank or maintenance or delivery personnel are on the elevator at the time of the delivery.



**Wood Piles**

20. (1) A person may store lumber, timber or firewood subject to the following restrictions:
- (a) the yard or storage area shall be surrounded by a firmly anchored fence that is substantially constructed to discourage climbing and unauthorized entry;
  - (b) the total amount of lumber, timber and firewood stored on the property shall not exceed one cord; and
  - (c) the lumber, timber or firewood shall be stored at least three metres from any dwelling on the property, and at least 1 metre from any property line.
- (2) Subsection (1) does not apply to lumber or timber stored on site during the construction of any building on a residential, commercial or industrial property.

**Storage of Containers**

21. (1) All boxes, crates, barrels and other containers, empty or otherwise, used or kept in any building or on any lot, shall be:
- (a) stacked or piled clear of windows and doors to provide clear ingress and egress to any building; and
  - (b) kept away from any source of fire.
- (2) If, in the opinion of the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector, any accumulation of boxes, crates, barrels or other containers or packing materials constitutes a fire hazard, the Fire Chief, anyone designated by the Fire Chief, or a municipal inspector may order the owner or occupant of the building or lot to remove the accumulation immediately.

**Outdoor Storage of Rubber Tires**

22. (1) Except as provided in Subsection (2), rubber tires shall be stored in accordance with Article 3.3.3.3 of *The National Fire Code*.
- (2) The following size and clearance restrictions apply to outdoor storage areas for rubber tires.



- (a) the maximum height of storage cannot exceed 2 metres; and
- (b) the minimum clear space between the storage area and any property line which separates the site from the residential site cannot be less than three metres.

### **Propane Fuelled Vehicles**

23. (1) No person shall park a vehicle fuelled with propane in any underground or enclosed parking facility attached to a major residential, business and personal services or mercantile occupancy.
- (2) Subsection (1) does not apply to a Zamboni used for ice maintenance or a sweeper used to clean any underground or enclosed parking facility provided the sweeper is stored in accordance with the following conditions:
- (a) The sweeper and zamboni shall be located in a room that is separated from the remainder of the building by a gas-tight fire separation having a fire resistance rating of at least two hours;
  - (b) The room in which the sweeper and zamboni are stored shall be located on an exterior wall of the building;
  - (c) The room in which the sweeper and zamboni are stored shall be provided with ventilation separate from the remainder of the building; and
  - (d) The sweeper and zamboni shall not be fuelled anywhere in the underground or enclosed parking facility.
- (3) No person shall park any recreation vehicle including a motorhome, travel trailer, van motorhome, fifth wheel, tent trailer, truck camper or similar vehicle that has any propane tank attached to it for any use, in any underground or enclosed parking facility attached to a major residential, business and personal services or mercantile occupancy.
- (4) The owner of every underground or enclosed parking facility shall post signs to indicate the parking prohibition of vehicles, fueled by or using propane in any manner, in conspicuous locations near the principal entrances to the parking facility.





(5) Signs required by this Section shall have lettering not less than 100mm high with a 15mm stroke.

### **Occupant Load**

24. (1) In all assembly occupancies, the occupant load shall be posted in conspicuous locations near the principal entrances to the room or floor area.
- (2) The Department or building inspector shall determine the occupant load for any room or floor area and shall issue an occupant load limit sign for that room or floor area. The owner or occupant of the premises shall ensure that the sign is posted in accordance with Subsection (1).
- (3) The occupant load of a room or floor area shall be determined in accordance with *The National Fire Code*.
- (4) The number of occupants permitted to enter a room shall not exceed the maximum occupant load calculated in accordance with this Section.
- (5) If the Fire Chief or a municipal inspector reasonably believes that the number of occupants in a room may exceed the maximum occupant load, the Fire Chief or municipal inspector may temporarily close the room or building in order to determine the number of occupants in the room.
- (6) If the number of occupants in a room exceeds the maximum occupant load, the room shall not be re-opened to the public until the number of occupants is reduced to a number less than the maximum occupant load.

### **Property Identification and Business License**

25. (1) The civic address of any building or structure shall be prominently displayed on the front of the building or structure so as to be clearly visible from the street. For corner properties, the civic address shall face the front street listed as the civic address, not the side street.
- (2) Numbers/Letters shall be a minimum of 4 inches/10 centimeters in height and in a contrasting color to the mounting area.
- (3) If a building has multiple Occupancy, each separate unit shall conform to 25(1)(2) above, in addition to the main civic address being displayed.





- (4) In new construction, 25 (1-3) can be satisfied temporarily on the structure or temporary signage.

#### **Inspection, Testing and Maintenance of Portable Fire Extinguishers**

26. (1) In accordance with Article 6.2.2.1 of *The National Fire Code*, all portable fire extinguishers shall be inspected, tested and maintained in conformance with NFPA 10, "Portable Fire Extinguishers".
- (2) Inspection, testing and maintenance of portable fire extinguishers shall be performed by properly trained and qualified persons.
- (3) Any person who intends to inspect, test or maintain portable fire extinguishers shall submit on request proof of proper training to the Department before carrying out any inspections, testing or maintenance.

#### **Inspection and Maintenance of Commercial Cooking Equipment**

27. (1) In accordance with sentence 2.6.1.9(2) of *The National Fire Code*, the inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be in conformance with NFPA 96, "Ventilation Control and Fire Protection of Commercial Cooking Equipment".
- (2) Inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be performed by properly trained and qualified persons.
- (3) Any person who intends to inspect or maintain commercial cooking equipment exhaust and fire protection systems shall submit on request proof of proper training to the Department before carrying out any inspections or maintenance.

#### **Inspection and Maintenance of Sprinkler and Standpipe Systems**

28. (1) Inspection and maintenance of sprinkler and standpipe systems shall be performed by properly trained and qualified persons.



(2) Any person who intends to inspect or maintain sprinkler and standpipe systems shall submit on request proof to the Department that the person holds a journeyperson's certificate in the sprinkler systems installer trade or that the person is a fourth-year apprentice in the sprinkler systems installer trade.

### **Inspection, Testing and Maintenance of Fire Alarm Systems**

29. (1) In accordance with article 6.3.1.2 of *The National Fire Code*, the inspection, testing and maintenance of fire alarm systems shall be in conformance with CAN/ULC-S536-M, "Inspection and Testing of Fire Alarm Systems".

(2) Inspection, testing and maintenance of fire alarm systems shall be performed by properly trained and qualified persons.

(a) is, or the person's employer is, a member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and,

(b) has at least one of the following qualifications:

- (i) a certificate from a recognized alarm manufacturer that the person is a factory trained installer and serviceperson; or
- (ii) a certificate that the person has successfully completed the Canadian Fire Alarm Association "Fire Alarm Technology" program, and has worked as an apprentice to a person who holds a permit under this section for a period of not less than one year; or
- (iii) a certificate that the person has successfully completed the journeyman electrician trade's upgrading course entitled "Fire Alarm and Protection Systems".

(3) For purposes of this section "Addressable Fire Alarm System" means a fire alarm system that consists of initiating devices and central appliances and that is capable of individually identifying and controlling discrete components and functions of the system.

(a) Only authorized factory trained personnel may service addressable fire alarm systems.



(b) Any person who wishes to test, inspect or maintain addressable fire alarm systems shall submit on request proof satisfactory to the Department that the person:

- (i) is, or the person's employer is, member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and
- (ii) possesses appropriate factory training in servicing addressable fire alarm systems.

### **Fire Hydrants**

30. Property owners must ensure unhindered access to fire hydrants located on their property.

- (1) Obstructions such as hedges, shrubs, trees, fences and the accumulation of materials are not permitted near the hydrant.
- (2) A two [2] meter [6'6"] clearance must be maintained on each side of a fire hydrant (indicated by the side ports of the Hydrant) and a one [1] meter [3'4"] clearance must be maintained on the side of a fire hydrant farthest from the street. Nothing may be erected and only grass may be planted in this clearance area
- (3) Hydrant shall have no obstruction at all on the front side, and must be fully visible from the street.

### **Vacant Buildings**

31. (1) In accordance with Article 2.4.6.1 of *The National Fire Code*, all vacant buildings shall be secured against unauthorized entry as provided in this Article.
- (2) All exterior windows and doors, whether broken or intact, on the first storey of a vacant building shall be boarded up to prevent unauthorized entry.
- (3) All broken exterior windows on any storey above the first storey of a vacant building shall be boarded up to prevent unauthorized entry.



(4) The boards used to secure a vacant building shall be plywood, OSB (oriented strand board), particleboard or waferboard with a minimum thickness of 7/16 inch.

(5) Wherever possible, the boards shall be one solid piece and shall be secured to the window or doorframe or brick molding using 2 inch gyproc screws placed approximately 10 inches apart.

(6) The boards shall be cut so as to fit tightly against the door or window frames to prevent a person from prying off the boards.

(7) In addition to the windows and doors, any other openings in the exterior of a vacant building shall be secured to prevent unauthorized entry or an infestation of pigeons or rodents.

### **Prevention of Fire Spread**

32. The Department may pull down or demolish any buildings or other erections when, in the opinion of the Fire Chief or the senior officer in command of a fire or any other emergency, such actions are considered necessary to prevent the spread of fire.

### **Commandeering of Equipment**

33. (1) Where an extreme fire hazard exists or the safety of persons or property is endangered by a fire, the Fire Chief or the incident commander who shall be in command of a fire or any other emergency may commandeer or use any privately-owned equipment for the purpose of fire fighting.
- (2) The Department shall pay compensation to any person from whom private property is commandeered or used pursuant to Subsection (1).
- (3) The amount of compensation to be paid to a person by the Department pursuant to Subsection (2) is to be determined by the Department. In the event a person does not agree with the amount of compensation offered by the Department, the person may appeal the amount of the compensation and the provisions of Sections 13, 14 and 15 shall apply.





**Obtaining Assistance in Fire Fighting**

34. (1) Where an extreme fire hazard exists or the safety of persons or property is endangered by a fire, the Fire Chief or the senior member in command of a fire or other emergency may obtain the voluntary assistance of any adult for the purpose of fire fighting.
- (2) The Department shall pay compensation to any person who assists in fire fighting pursuant to Subsection (1).
- (3) The amount of compensation to be paid to a person by the Department pursuant to Subsection (2) is to be determined by the Department. In the event a person does not agree with the amount of compensation offered by the Department, the person may appeal the amount of the compensation and the provisions of Sections 13, 14 and 15 shall apply.
- (4) No person who assists in fire fighting pursuant to Subsection (1) shall be deemed to be an employee of the Department or of the Town for the purposes of this Bylaw or any other Act or law.

**Duties of Persons Assigned to Fight Fires**

35. Every person who assists in fire fighting pursuant to Section 33 shall:
- (a) proceed as directed;
  - (b) take all equipment with which the person has been supplied or which has been commandeered for the person pursuant to Section 32;
  - (c) assume responsibility for the fire fighting equipment in the person's care;
  - (d) obey all reasonable orders and requirements of the Fire Chief or the Incident Commander of the fire; and
  - (e) make every reasonable effort to control and extinguish the fire and to protect any life and property endangered by the fire.



## **Part VI - Hazardous Substances**

### **Underground Storage Tanks**

36. (1) the standards and requirements of *The National Fire Code* and *The Hazardous Substances and Waste Dangerous Goods Regulations* respecting the design, construction and use of storage tanks for flammable liquids and combustible liquids shall apply.

### **Testing, Repair and Removal of Storage Tanks**

37. If, in the opinion of the Fire Chief or a municipal inspector, there is a reasonable suspicion that flammable or combustible liquids or vapours are escaping from an underground or above-ground storage tank or piping which may create a hazardous condition, the fire chief or municipal inspector may order the owner, operator or occupant of the premises where the storage tank is located to:
- (a) drill test holes and provide test results to the Department;
  - (b) test the tank and associated piping; and
  - (c) excavate the tank and piping and carry out any necessary work to correct the hazardous condition, including the removal, replacement or repair of the tank.

### **Discharge of Hazardous Substance Into Sewer System**

38. (1) No person shall discharge or permit to be discharged any flammable liquid, combustible liquid, dangerous good, hazardous substance or waste dangerous good, whether by itself or in combination with any other liquid or solid, into any sanitary sewer, storm sewer, sewer connection, catch basin, street, alley or ditch.
- (2) Notwithstanding Section 11, the Fire Chief, person designated by the Fire Chief, or a municipal inspector may use any measures that the Fire Chief, person designated by the Fire Chief, or municipal inspector considers appropriate to prevent a further discharge of a substance mentioned in Subsection (1), and may suspend the operation of any activity or business suspected of being the source of the discharge.



## **Part VII - Fireworks**

### **Sale of Fireworks**

39. (1) No person shall sell any high hazard fireworks to another person unless the person is a fireworks supervisor.
- (2) No person shall sell any low hazard fireworks to another person unless the person is 18 years of age or older.

### **Fireworks Displays**

40. (1) A public fireworks display shall only be held in public locations approved and designated by the Department.
- (2) No person shall hold a public fireworks display without first obtaining a permit from the Department.
- (3) A public fireworks display shall be held at the time and location set out in the permit.
- (4) A permit for a public fireworks display using high hazard fireworks shall only be issued to persons holding a valid Fireworks Supervisor - Level I or Level II card issued by Natural Resources Canada. Applicants with Fireworks Supervisor accreditation from other jurisdictions shall not receive a permit unless the Department is satisfied that the applicant is properly trained and qualified in the use of high hazard fireworks.
- (5) The applicant for a permit for a public fireworks display using high hazard fireworks shall procure and provide to the Department at least 7 days prior to the scheduled date of the display, a Certificate of Insurance which shall name the Town as insured under the applicant's insurance policy. The Insurance Certificate shall indicate that the Applicant has at least \$1,000,000.00 of public liability insurance.
- (6) A public fireworks display using high hazard fireworks shall only be held if the display is conducted under the direct supervision of a fireworks supervisor.





(7) In accordance with Article 5.1.1.2 of *The National Fire Code*, a public fireworks display using high hazard fireworks shall be conducted in conformance with the current "*Fireworks Display Manual*" prepared by Natural Resources Canada.

(8) At the conclusion of the public fireworks display, all unused fireworks and debris shall be immediately removed and disposed of by the person holding the permit to conduct the display.

### **Setting Off Fireworks**

41. (1) No person shall set off any fireworks in a manner that would create a danger or nuisance to another person or property.
- (2) No person shall set off any fireworks on a street or public area except as part of a public fireworks display as permitted by this Bylaw.
- (3) A permit for a private fireworks display using low hazard fireworks out at a designated park area within Town limits may be issued by the Department, providing the applicant has the minimum insurance and liability coverage as outlined in Section 39, subsection 5 of this bylaw.
- (4) No person shall set off any fireworks on a school site without the prior written consent of the Board of Education that owns the site, and without first obtaining a public fireworks display permit from the Department. Only low hazard fireworks may be discharged in a public display on a school site.
- (5) No person under 18 years of age shall set off any fireworks except under the direct supervision of a parent, guardian or other responsible adult.
- (6) No parent or guardian of a child under 18 years of age shall suffer or permit the child to set off any fireworks, except when under the direct supervision of the parent or guardian.





### **Indoor Fireworks**

42. (1) The handling, storage and use of indoor fireworks (pyrotechnics) shall be in conformance with the *Explosives Act* and its *Regulations*, and *The National Fire Code*.
- (2) No person shall hold an indoor pyrotechnics display without first obtaining a permit from the Department.
- (3) A permit for an indoor pyrotechnics display shall only be issued to persons holding a valid Assistant Pyrotechnician, Pyrotechnician or Special Effects Pyrotechnician card issued by Natural Resources Canada. Applicants with pyrotechnic accreditation from other jurisdictions shall not receive a permit unless the Department is satisfied that the applicant is properly trained and qualified in indoor pyrotechnics.
- (4) The applicant for a permit or an indoor pyrotechnics display shall procure and provide to the Department at least 7 days prior to the scheduled date of the display, a Certificate of Insurance which shall name the Town as insured under the applicant's insurance policy. The Insurance Certificate shall indicate that the applicant has at least \$1,000,000.00 of public liability insurance.
- (5) The person holding the permit shall be responsible to ensure that the display is conducted in conformance with provisions of the current Pyrotechnic Special Effects Manual prepared by Natural Resources Canada.

### **Part VIII - Offences and Penalties**

#### **Owner's Responsibility**

43. Unless otherwise specified, the owner or the owner's authorized agent shall be responsible for carrying out the provisions of this Bylaw.

#### **Notice of Violation Offences**

44. (1) Every person commits an offence who:
- (a) blocks an exit or access to an exit in any building;
  - (b) fails to maintain a fire exit door or fire exit hardware on a fire exit door in any building in operating condition;



- (c) fails to maintain portable fire extinguishers in any building in conformance with *The National Fire Code*;
- (d) fails to maintain a commercial cooking equipment exhaust and fire protection system including duct work, an automatic sprinkler system or a fire alarm system in conformance with *The National Fire Code*;
- (e) permits combustible materials to accumulate in or around any building in quantities or locations that will constitute an undue fire hazard;
- (f) contravenes the provisions of Section 17 regarding smoke alarms;
- (g) fails to store flammable and combustible liquids or compressed gases in any building, structure or open space in conformance with *The National Fire Code*;
- (h) blocks or wedges open a closure in a fire separation in any building;
- (i) contravenes the provisions of Section 18 regarding the setting of open-air fires; or
- (j) contravenes the provisions of Section 18.1 regarding the improper use of blowlamps.
- (k) contravenes the provisions of Section 40, regarding the setting off of fireworks.
- (l) contravenes the provisions of Section 38 (2), regarding the sale of low hazard fireworks to anyone under the age of 18 years old.

(2) When a contravention of Subsection (1) occurs, the person responsible for the contravention is guilty of an offence and liable on summary conviction to a fine:

- (a) for the first offence, of \$500.00
- (b) for a second offence, of \$750.00
- (c) for a third or subsequent offence, of not less than \$1000 and not more than \$2,000 in the case of an individual or \$5,000 in the case of a corporation.

(3) Except as provided in Subsection (4), the following procedure shall apply to offences committed under this Section:



(a) the Fire Chief, or person designated by the Fire Chief, or municipal inspector of the Department may issue a notice of bylaw violation to any person committing a first or second offence under Subsection (1). The notice shall require the person to pay to the Town the amount specified in clause (2)(a) or (b);

(b) the fine may be paid:

(i) in person, during regular office hours, to the cashier located at Town Office, Dalmeny, Saskatchewan,

(ii) by mail addressed to the Town of Dalmeny, Box 400, Dalmeny, Saskatchewan, S0K 1E0. If paying by cheque, please have it made out to Town of Dalmeny.

(c) if payment of the fine as provided in clause (2)(a) or (b) is made prior to the date when the person contravening the Bylaw is required to appear in court to answer a charge, the person shall not be liable to prosecution for that offence;

(d) the amount of the fine under clause (2)(a) or (b) shall be discounted to the sum of \$400.00 for a first offence and \$500.00 for a second offence if paid within 10 calendar days of the date of the notice of bylaw violation.

The date of payment shall be determined as follows:

(i) for payment in person, the date of payment shall be the date payment is received by the Town,

(ii) for payment by mail, the date of payment shall be the post marked date on the remittance.

Upon payment, the person contravening the Bylaw shall not be liable to prosecution for that offence.

(e) If payment is not received within 20 calendar days of the notice of bylaw violation, a summons may/will be issued.

(4) The provisions of Subsection (3) shall not apply in the case of a third or subsequent offence.





**General Penalty**

45. (1) No person shall:

- (a) fail to comply with an order made under this Bylaw;
- (b) obstruct or hinder the Fire Chief or any municipal inspector acting under the authority of this Bylaw; or
- (c) fail to comply with any other provision of this Bylaw.

(2) Except where a penalty is specifically provided for in this Bylaw, every person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction:

- (a) in the case of an individual, to a fine of not more than \$2,000 and, in the case of a continuing offence, to a further fine of not more than \$2,000 for each day during which the offence continues; and
- (b) in the case of a corporation, to a fine of not more than \$5,000 and, in the case of a continuing offence, to a further fine of not more than \$5,000 for each day during which the offence continues.

(3) A conviction for an offence for failing to comply with an order does not relieve the person convicted from complying with the order and the convicting judge or justice of the peace may, in addition to any fine imposed, order the person to do any act or work, within a specified time, to comply with the order with respect to which the person was convicted.

(4) The Court may, in default of payment of a fine imposed under this Bylaw, order imprisonment of an individual for a term not exceeding one year.

**Revoking of Permits When Deemed Necessary**

46. Any permit issued by the Department may be revoked when deemed necessary for whatever reason that the Fire Chief, Deputy Fire Chief or Fire Inspector feel is sufficient to warrant such action.





## **PART IX - MISCELLANEOUS**

### **Bylaw No. 6/11 Repealed**

47. Bylaw No. 6/11 is hereby repealed and any amendments thereto.

### **Coming Into Force**

48. This Bylaw comes into force on the day of its final passing.



Original Signed by Mayor Jon Kroeker

Original Signed by CAO Jim Weninger

## **Schedule "A"**

### **Fees for Service**

#### **1. Inspection Services**

- (1) Third party requests for business premises required for a Provincial inspection \$50.00/first hour, \$30.00/additional hour
- (2) File search \$50.00
- (3) Request for on-site inspection \$50.00/first hour, \$30.00/additional hour

#### **2. Other Fire and Rescue Services**

- (1) Out-of-Town rescue calls shall be billed at the current SGI Vehicle Fire and Rescue rates, depending on the call as decided by the Fire Chief. Extrication rates to be charged at a rate designated by the current SGI Vehicle Fire and Rescue rate.
- (2) A \$250.00 rate shall be charged for each rural false alarm. A false alarm is considered a fire call where personnel and equipment are deployed but were not required to engage in firefighting.
- (3) A rate of pay when called for backup by another Fire Rescue Department (Mutual Aid responses unless otherwise contracted) shall be \$500.00 per hour within their designated Municipal area. Mutual Aid responses within the Rural Municipality of Corman Park shall be billed directly to the Rural Municipality of Corman Park at the approved SGI Vehicle Fire and Rescue rate, or \$1,036.34 per hour whichever is greater, unless otherwise negotiated in a fire protection/service agreement outside this Bylaw.
- (4) The above noted rates shall apply regardless of the number of fire fighters and equipment deployed to the scene of a fire.



- (5) In addition to the fees herein provided, the Town of Dalmeny may also charge the municipality for;
- (a) Materials used for fighting the fires, such as foam, purchased water, hired equipment, etc; and
  - (b) Damage to or loss of Town of Dalmeny owned firefighting equipment (excluding fire trucks and apparatus) which occurs as a result of rural fire fighting and for which coverage is excluded in the Town of Dalmeny's insurance policy, except where such loss is caused by the negligence of the Town of Dalmeny's fire fighters.
  - (c) Refilling of breathing apparatus bottles and recharging of fire extinguishers.

This Bylaw does not replace any Service Agreement already in place.

