

**THE CORPORATION OF THE TOWN OF GREATER NAPANEE  
BY-LAW NO. 2025-0049**

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**Being a By-law to Establish and Regulate a Fire Department for the Town of  
Greater Napanee, and to Repeal By-law 2020-0088**

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**WHEREAS** Section 8 of the *Municipal Act, 2001*, S.O. 2001 c.25 provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 11 of the *Municipal Act, 2001*, authorizes a municipality to provide any service or thing that the municipality considers necessary or desirable for the public, and to pass by-laws respecting health, safety and well-being of persons; protection of persons and property; and services that the municipality is authorized to provide;

**AND WHEREAS** Section 2 of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, requires every municipality to establish a program of public education with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances by either appointing a community safety officer or team, or by establishing a fire department to discharge these responsibilities;

**AND WHEREAS** Section 5 of the *Fire Protection and Prevention Act, 1997*, provides that the council of a municipality may establish, maintain and operate a fire department to provide fire suppression services and other fire protection services in the municipality;

**AND WHEREAS** Section 446 of the *Municipal Act, 2001* provides that if a municipality has the authority under that or any other act, or under a by-law under that or any other Act, to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and the municipality may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

**AND WHEREAS** the Council of The Corporation of The Town of Greater Napanee deems it necessary and desirable to update its Establishing and Regulating By-law regarding a fire department for the Town of Greater Napanee;

**THEREFORE** the Council of The Corporation of The Town of Greater Napanee enacts as follows:

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## 1. Definitions

1.1. For the purpose of this by-law:

**“Approved”** means approved by Council by way of resolution or by-law passed in open session, and Approval shall have a corresponding meaning;

**“Automatic Aid”** means an Approved agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies in another municipality, or where a municipality agrees to provide a supplemental response to fires, rescues or emergencies that may occur in another municipality;

**“Community Risk Assessment”** means the documented process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of Fire Protection Services, for the delivery of Approved Fire Protection Services from approved fire station locations;

**“Council”** means the Council of The Corporation of the Town of Greater Napanee;

**“Deputy Chief”** means a person who acts on behalf of the Fire Chief of the Fire Department in the case of an absence or a vacancy of the Fire Chief;

**“Fees and Charges By-law”** means the current version of the Town of Greater Napanee By-law to Establish Fees and Charges to be Collected by The Corporation of the Town of Greater Napanee, as amended or replaced from time to time;

**“Fire Chief”** means the person appointed by Council to act as the fire chief for the Town and is ultimately responsible to Council as defined in the *Fire Protection and Prevention Act*;

**“Fire Code”** means Ontario Regulation 213/07 made under the *Fire Protection and Prevent Act*, as amended, and any successor regulation;

**“Fire Department”** means the fire department for the Town;

**“Firefighter”** means the Fire Chief and any other person employed in or appointed to the Fire Department to undertake Fire Protection Services, at a minimum, to the mandatory certification standards as set out in Ontario Regulation 343/72 made under the Fire Prevention and Prevention Act, and unless specified otherwise, includes a Volunteer Firefighter;

**“Fire Protection and Prevention Act”** means the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, and any successor legislation;

**“Fire Protection Services”** means Approved services relating to fire suppression; fire prevention; fire safety education; rescue and emergency management and response; communications; training of persons involved in the provision of Fire Protection Services; mitigation, prevention and safety education of the risk created by unsafe levels of carbon monoxide; and the delivery of such services;

**“Manager of Human Resources”** means the person employed by the Town whose duties include oversight of the human resources department for the Town;

**“Member”** means any person employed by or appointed to the Fire Department and assigned to undertake Fire Protection Services, and includes the Fire Chief, Deputy Chief, Captain, Training Officer, Fire Prevention Officer, Firefighters, Volunteer Firefighters, and any person designated by the Fire Chief to supervise Firefighters and Volunteer Firefighters;

**“Municipal Act”** means the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, and any successor legislation.

**“Mutual Aid”** means an Approved plan established pursuant to section 7 of the *Fire Protection and Prevention Act* under which fire departments that serve a designated area agree to assist each other on a reciprocal basis in the event of a major fire or emergency;

**“Town”** means The Corporation of the Town of Greater Napanee; and

**“Volunteer Firefighter”** means a person who provides Fire Protection Services for the Town either voluntarily or for a nominal consideration, honorarium, training or activity allowance.

## **2. Establishment of a Fire Department**

- 2.1. The Fire Department for the Town of Greater Napanee established pursuant to By-law 1999-01 and subsequent by-laws, and known as The Town of Greater Napanee Fire Department is hereby continued under the same name.
- 2.2. The head of the Fire Department shall be known as the Fire Chief.

## **3. Departmental Structure**

- 3.1. Council shall appoint a Fire Chief who shall be the highest-ranking Member of the Fire Department.
- 3.2. In addition to the Fire Chief, the Fire Department shall consist of such positions as recommended by the Fire Chief and approved by Council to provide Fire Protection Services that meet the needs of the community.

- 3.3. The Fire Department shall be structured in conformance with the Approved Fire Department Organizational Chart as set out in Schedule "A" attached hereto and forming part of this By-law.
- 3.4. Each division of the Fire Department is the responsibility of the Fire Chief and is under the direction of the Fire Chief or a Member designated by the Fire Chief. Designated Members shall report as directed to the Fire Chief on divisions and activities under their supervision and shall carry out all orders of the Fire Chief.

#### **4. Employment and Labour Relations**

4.1. Members of the Fire Department shall be subject to the approved organization-wide people policies of the Town.

Type text here By-law No. 2025-0  
4.2. Working conditions, remuneration, and procedures for termination of employment for Firefighters, other than Volunteer Firefighters, shall be in accordance with the provisions of Part IX of the *Fire Protection and Prevention Act*, in accordance with the most recent collective agreement covering wages and working conditions as ratified by Council and the Union.

4.3. Working conditions, remuneration, and procedures for termination of employment for Volunteer Firefighters shall be in accordance with the current agreement or collective agreement covering wages and working conditions for each labour group as ratified by Council and the Union.

4.4. The Fire Chief may coach, reprimand, suspend, or recommend dismissal of any Member for infraction of any provisions of this By-law, policies, general orders or departmental rules including but not limited to those that would be detrimental to the safety of its members, the discipline, or the efficiency of the Fire Department.

4.5. Following the suspension of a Member, the Fire Chief shall immediately report, in writing, the suspension and recommendation to the Manager of Human Resources.

4.6. In accordance with the provisions of the CAO Appointment By-law, Council shall receive written notice of any decision to suspend or dismiss a Member.

#### **5. Fire Protection Services**

5.1. The Fire Department shall provide approved Fire Protection Services and programs in accordance with Part II of the *Fire Protection and Prevention Act* and as set out in Schedule "B" attached hereto and forming part of this By-law.

- 5.2. The Fire Department shall provide Approved Fire Protection Services from Approved fire station locations, as set out in the Approved Station Response Area Map in Schedule "C," attached to and forming part of this By-law.

## **6. Obligations and Responsibilities of the Fire Chief**

- 6.1. As set out in section 6(3) of the *Fire Protection and Prevention Act*, the Fire Chief shall be ultimately responsible to Council for the proper administration and operation of the Fire Department, including the delivery of Approved Fire Protection Services.
- 6.2. The Fire Chief shall be deemed to be the Chief Fire Official of the municipality for the purposes of the *Fire Protection and Prevention Act* and regulations enacted thereunder.
- 6.3. Without limiting the generality of the foregoing, the Fire Chief shall be authorized and responsible for:
- a) Performing all statutory duties of the *Fire Protection and Prevention Act*, the *Emergency Management and Civil Protection Act*, and any other legislation applicable to the administration or operation of the Fire Department;
  - b) Reporting to Council as required by the *Fire Protection and Prevention Act* and the *Emergency Management and Civil Protection Act*;
  - c) Compliance with this By-law and any regulations established hereunder, and the enforcement of any other By-laws of the Town affecting the administration and operation of the Fire Department;
  - d) Periodically reviewing this By-law and any other by-laws of the Town affecting the administration and operation of the Fire Department;
  - e) Recommending to Council amendments to this By-law and any other by-law of the Town that the Fire Chief considers relevant or necessary to the Fire Department operations;
  - f) Developing, establishing, and implementing policies, standard operating procedures and guidelines, general orders and department rules, and other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department;

- g) Periodically reviewing, revising, or revoking as required, all policies, standard operating procedures and guidelines, general orders, and rules of the Fire Department;
- h) Arranging for the provision and allotment of approved strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department;
- i) The proper care and protection of all Fire Department property;
- j) The arrangement and implementation of Automatic Aid, Mutual Aid and other negotiated and/or Approved Fire Protection Services agreements between The Town of Greater Napanee and other municipalities;  
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- k) Establishing the qualifications and criteria for employment or appointment, and the duties and responsibilities of all members of the Fire Department;
- l) The conduct and discipline of all Fire Department members, encompassing a range of disciplinary actions from written verbal discipline up to and including dismissal in accordance with the Town's people policies;
- m) Keeping an accurate record of all incidents responded to by the Fire Department, all fire safety inspections and fire investigations conducted by the Fire Department, and other such records as may be required in a manner consistent with statutory requirements and records management and retention policies of the Town;
- n) Enforcement of the Fire Code, reporting all fires to the Fire Marshal, and complying with all Fire Marshal's directives as mandated by the *Fire Protection and Prevention Act*;
- o) Reporting to the appropriate Crown Attorney or other prosecutor, or law enforcement or other officer, any case in which there is reason to believe that a fire has been the result of criminal intent or negligence, or in which there is reason to believe that an offence has been committed under the *Fire Protection and Prevention Act*, or other applicable regulation or statute;
- p) Preparing and presenting annual reports and periodic reports to Council as deemed necessary by the Fire Chief, and any other specific reports as directed by Council; and

- q) Assisting other public officials in an emergency declared by the Head of Council, the Premier of Ontario, or the Prime Minister of Canada.

## **7. Authority to Leave Municipal Limits**

7.1. The Fire Chief may enter into agreements with other organizations to provide specific Fire Protection Services for organizations, events or individuals within the scope of this By-law.

7.2. The Fire Department shall not respond to a call with respect to a fire or emergency outside the limits of the municipality except with respect to a fire or emergency:

- a) That, in the opinion of the Fire Chief or their designate, threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality;
- b) In a municipality with which an Approved agreement has been entered into to provide Fire Protection Services, including but not limited to an Automatic Aid agreement;
- c) On property for which an Approved agreement has been entered into with any person or corporation to provide Fire Protection Services;
- d) At the discretion of the Fire Chief, to a municipality authorized to participate in any county, district or regional Mutual Aid Plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; or
- e) On property beyond the municipal boundary where the Fire Chief or their designate determines immediate action is necessary to preserve life or property and the appropriate department is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief or their designate.

## **8. Community Risk Assessment**

8.1. The Fire Chief shall submit to Council for Approval an initial Community Risk Assessment within six (6) months of the coming into force of this By-law.

- 8.2. The Fire Chief shall thereafter complete an annual review of the Community Risk Assessment.
- 8.3. The Fire Chief Shall conduct a complete Community Risk Assessment no later than five (5) years after the day the last Community Risk Assessment was Approved.
- 8.4. The Fire Chief shall submit to Council for Approval the reviews and assessments required by Sections 8.2 and 8.3 of this By-law.
- 8.5. The Fire Department shall organize responses and requests for emergency assistance in accordance with approved response time benchmarks as set out in Fire Protection Service Programs - Schedule "B," attached to and forming part of this By-law.

## **9. Prevention, Control and Extinguishment of Fires**

- 9.1. The Fire Chief shall take all reasonable and proper measures for the prevention, control and extinguishment of fires, for the protection of life, property and the environment, and for the coordination of emergency activities within the municipality and shall exercise all powers and duties prescribed by the *Fire Protection and Prevention Act*.
- 9.2. As set out in the *Fire Protection and Prevention Act*, the Fire Chief may delegate any of their powers or duties to any Member that the Fire Chief deems appropriate, subject to such limitations, restrictions or conditions as may be set out in the delegation, and such Officer or Member so delegated shall have all the powers and shall perform all duties as delegated.
- 9.3. Without limiting the generality of the foregoing, in carrying out the obligations and responsibilities under this By-law, the Fire Chief and their designate(s) shall be empowered and authorized to carry out the following:
  - a) Enforcement of all municipal by-laws regarding fire safety and fire prevention;
  - b) Pulling down or demolishing any building or structure to prevent the spread of fire;
  - c) Any action(s), including but not limited to boarding up or barricading of buildings or property, which the Fire Chief deems necessary and reasonable

- to guard against fire or other danger, risk or accident, when unable to contact a property owner within a reasonable time;
- d) Recovery of costs and expenses incurred in carrying out such actions for the Town in the manner provided by the *Municipal Act* and the *Fire Protection and Prevention Act*; and
  - e) Taking any and all steps as set out in Parts V, VI and VII of the *Fire Protection and Prevention Act*.

## **10. Recovery Of Costs**

- 10.1. The Town shall recover from the owners of the real property or the vehicle, as the case may be, the costs and expenses incurred by the Fire Department not included in the Fees and Charges Bylaw if, as the result of a Fire Department response to a fire, rescue, or other emergency at the property or in the vehicle, the Fire Chief, or their designate, or the highest ranking Officer in charge, determines that it is necessary to incur any costs or expenses in responding, including but not limited to costs and expenses for:
- a) retaining a private contractor;
  - b) renting special equipment;
  - c) using consumable materials other than water in order to suppress or extinguish a fire;
  - d) preserving property;
  - e) preventing a fire from spreading;
  - f) removing hazardous materials;
  - g) assisting in or otherwise conducting an investigation to determine the cause of a fire; or
  - h) otherwise controlling or eliminating an emergency situation.
- 10.2. The Town may recover as a fee any costs and expenses incurred pursuant to this By-law in a manner provided by the *Municipal Act* and the *Fire Protection and Prevention Act* and in accordance with the fees prescribed by the Fees and Charges By-law.
- 10.3. The Town shall deliver an invoice to each person upon whom a fee is imposed under this By-law or the current Fees and Charges By-law;
- 10.4. A fee imposed upon a person under this By-law, including any interest, penalty charges and costs of collection, constitutes a debt of the person to the Town;

- 10.5. A person who is charged a fee under this By-Law and fails to pay the fee within thirty (30) days of receipt of an invoice shall be charged interest in accordance with the Fees and Charges By-law;
- 10.6. If a property owner who is charged a fee under this By-law fails to pay the fee within ninety (90) days of receipt of an invoice, the Town may add the fee, including penalty and interest, to the tax roll for any real property registered in the name of the property owner and collect the fee, including penalty and interest, in like manner as municipal taxes;
- 10.7. The invoice may be delivered personally, by registered mail, or by regular mail to a person's home address or, in the case of property or vehicle owner, to the owner's last known address as recorded on the Town's assessment roll or with the Ministry of Transportation, as the case may be;
- 10.8. Receipt of an invoice shall be deemed to have occurred:
  - a) On the date of delivery, if delivered personally;
  - b) Three (3) business days after the date of mailing, if delivered by registered mail to an address within The Town of Greater Napanee;
  - c) Five (5) days after the date of mailing, if delivered by registered mail to an address outside of The Town of Greater Napanee;
  - d) Five (5) days after the date of mailing if delivered by regular mail to an address within The Town of Greater Napanee;
  - e) Seven (7) days after the date of mailing if delivered by regular mail to an address outside of The Town of Greater Napanee;

## **11. Interpretation**

- 11.1. Any reference herein to any By-law or Act of any government shall be construed as a reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto then in force;

## **12. Validity**

- 12.1. If a Court of competent jurisdiction declares any provision, or any part of a provision, of this By-law to be invalid, or to be of no force and effect, it is the

intention of Council in enacting this By-law that each and every provision of this By-law authorized by law, be applied and enforced in accordance with its terms to the extent possible according to law;

### **13. Short Title of By-Law**

- 13.1. This By-law may be referred to as the “The Town of Greater Napanee Fire Department Services By-Law”;

### **14. Repeal**

- 14.1. By-law Number 2020-0088 of The Corporation of The Town of Greater Napanee is hereby repealed;
- 14.2. Notwithstanding Section 14.1 of this By-law, the appointments of the Fire Chief, the Deputy Chief, and all other Members of the Fire Department, and the delegations of the Fire Chief that were in force and any agreements, memoranda of understanding etc., entered into pursuant to By-law 2020-0088 in effect on the day on which the antecessor By-Law is repealed shall survive and remain in force and effect after that By-Law is repealed, unless otherwise terminated;

### **15. Commencement**

- 15.1. This By-Law shall come into force and take effect on the date of its passing.

Read a first and second time and finally passed this 11<sup>th</sup> day of June, 2025.

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Terry Richardson, Mayor

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Jessica Walters, Clerk

## Schedule A Approved Organizational Structure



# Schedule B – Fire Protection Services

## Department Name – Greater Napanee Fire Department (GNFD)

### General Overview

The GNFD is established to ensure a composite fire department is in place that meets community needs and circumstances, providing the following core services from three fire station locations:

- Fire suppression, fire prevention, and fire safety education
- Mitigation and prevention of the risk created by the presence of unsafe levels of carbon monoxide and safety education related to the presence of those levels
- Rescue and emergency services
- Providing communication in respect to anything described above
- Training of persons involved in providing any fire protection service as approved by Council

# Sub-Service Fire Administration

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Fire Chief (Legislated)	Appointment of Fire Chief	<p><b>Mandated</b></p> <ul style="list-style-type: none"> <li>Responsible to the council of a municipality for the delivery of fire protection services. (FPPA)</li> </ul>	Annually review and Update the CRA.*	1 Fire Chief
Deputy Fire Chief (Not Legislated)		<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Deputy Fire Chief is responsible for overall fire operations (Fire Bylaw)</li> </ul>	<p>Recommend services to Council and prepare budgets</p> <p>Provide oversight and incident management at fire scenes when required.</p> <p>Responsible for operational management and efficiencies</p> <p>Alternate to the Fire Chief</p>	1 Deputy Fire Chief

# Sub-Service Fire Suppression

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Fire Suppression (Legislated)	Responds to fire emergencies and delivers fire suppression.	<p><b>Mandated (CRA Informed)</b></p> <ul style="list-style-type: none"> <li>• Must provide fire suppression</li> <li>• Must do Community Risk Assessment to inform level of service</li> </ul> <p><b>Essential (as per CRA)</b></p> <ul style="list-style-type: none"> <li>• Exterior Attack</li> <li>• Interior Attack, Search and Rescue</li> <li>• Wildland and Urban Interface Fire</li> <li>• Non structure fire extinguishment (Motor Vehicles/Bin Fires/Equipment fires)</li> </ul>	<p>Employees must meet Fire Prevention and Protection Act Training Standards*</p> <p>Review Community Risk Assessment Annually*</p> <p>Total Response Time of 10 minutes. (Based on 2024 averages)</p>	<p>49 Volunteer firefighters          6 Full time firefighters          1 Firefighter/Prev.          1 Firefighter/Training          2 Chief Officers</p>

# Sub-Service Technical Rescue

<b>Name of Service</b>	<b>Service Description</b>	<b>Service Level</b>	<b>Service Standard</b>	<b>Resources Allocated</b>
<i>Technical Rescue (Legislated) Ontario regulation 343/22</i>	Provide water and ice rescue and motor vehicle entrapment support	<p><b>Mandated</b> Must do a community risk assessment (see what is needed)</p> <p>Mandatory training for elected duties</p> <p><b>Essential (CRA Informed)</b></p> <ul style="list-style-type: none"> <li><i>Water and ice rescue with shore-based water entry</i></li> <li><i>Highway Traffic MVC Emergency Response, including fire control, rescue of victims and minor spill containment</i></li> </ul>	<p>Review Community Risk Assessment Annually*</p> <p>Must meet FPPA training standards for prescribed duties*</p> <p>Total average response time of 10 minutes.</p>	<p>49 Volunteer firefighters 6 Full time firefighters 1 Firefighter/Prev. 1 Firefighter/Training 2 Chief Officers</p>

# Sub-Service Technical Rescue Continued..

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Technical Rescue (Legislated)	Provide additional rescue supports as identified in the Community Risk Assessment, including: <ul style="list-style-type: none"> <li>• Equipment entrapments</li> <li>• Rope rescue</li> <li>• Hazardous materials operations (operations and awareness only)</li> <li>• Confined space (operations and awareness)</li> </ul>	<p><b>Mandated</b></p> <ul style="list-style-type: none"> <li>• Must do a Community Risk Assessment</li> <li>• Must complete mandatory training for elected duties</li> </ul> <p><b>Essential (CRA Informed)</b></p> Respond to: <ul style="list-style-type: none"> <li>• Respond to entanglements in machinery</li> <li>• Rope, harness climbing equipment rescue</li> <li>• Identify and keep people away from spilled substances (solids, liquids, gas)</li> </ul>	<ul style="list-style-type: none"> <li>• Review Community Risk Assessment Annually*</li> <li>• Complete legislated training under Fire Protection and Prevention Act*</li> </ul> <p>Total average response time of 10 minutes</p>	49 Volunteer firefighters 6 Full time firefighters 1 Firefighter/Prev. 1 Firefighter/Training 2 Chief Officers

# Sub-Service- Fire Prevention

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Fire Prevention (Legislated)	Regular Inspections of existing buildings to ensure compliance with the Ontario Fire Code and Regulations	<p><b>Mandated</b></p> <ul style="list-style-type: none"> <li>• Inspections on complaint or request.</li> <li>• Immediate Threat to Life (ITL) inspections</li> <li>• Institutional/Vulnerable occupancy type inspections.</li> <li>• Smoke and CO awareness program</li> <li>• Fire Scene Cause determination</li> <li>• Building Inspection Training</li> </ul> <p><b>Discretionary</b></p> <ul style="list-style-type: none"> <li>• Site plan reviews</li> </ul>	<p>Schedule inspection within 1 days</p> <p>Immediate response</p> <p>Schedule inspection within 1 day.</p> <p>Visit 100 homes per year</p> <p>Immediate response (16 fires last year)</p> <p>Training as required by Fire Prevention and Protection Act*</p> <p>As requested by Building Dept. (request driven)</p>	<p>.5 FTE of FF/FPO Fire Prevention Officer (also a firefighter) with other composite fire fighters assisting</p>

# Sub-Service – Fire Safety Education

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Fire Safety Education (Legislated)	Provide Fire Safety Education in Partnership with Community’s Demographic Profile Most at Risk From Injury and Death Due to Fire	<p><b>Mandated</b></p> <ul style="list-style-type: none"> <li>Smoke and carbon monoxide awareness program</li> <li>Maintain legislated training requirements</li> </ul>	<p>Maintain Number of Fire Educations Events within 5% of previous year</p> <p>Meeting training requirements as per Fire Protection and Prevention Act</p>	.50 if 1 Firefighter/Fire Prevention Officer Coordinating with Firefighters to deliver public fire safety education.
		<p><b>Discretionary</b></p> <ul style="list-style-type: none"> <li>Institutional fire safety discussions</li> <li>Static Displays at community events</li> <li>Fire station tours and touch the truck events</li> </ul>	<p>Review Community Risk Assessment annually to determine education areas*</p> <p>Maintain education partnership with area schools and community groups</p>	

# Sub-Service- Training

Name of Service	Service Description	Service Level	Service Standard	Resources Allocated
Training (Legislated)	<p>Provision of fire protection service knowledge.</p> <p>Training and testing on practical skills.</p> <p>Ensuring maintenance of training certification standards.</p>	<p><b>Mandated</b></p> <ul style="list-style-type: none"> <li>• Coordinate recruit training.</li> <li>• Coordinate site-specific training</li> <li>• Establish new training on modern firefighting techniques</li> </ul>	<p>Adhere to current certification standards as per the Fire Protection and Prevention Act*</p>	<p>.5 of 1 FF/ Training Officer Coordinating with Firefighters to deliver site specific training.</p>
<p><i>Table of training Standards attached as appendix 2.</i></p>				

## Schedule B-1 Training Standards Programs

Item	Column 1: Fire Protection Service	Column 2: Minimum Certification Standard	Column 3: Compliance Deadline
1.	<p><b>Firefighter Exterior Attack:</b> Fire suppression operations from the exterior of the building only.</p>	<p>The following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 4 (Firefighter I) and Chapter 5 (Firefighter II):</p> <p>4.1, 4.2, 4.3.1, 4.3.2, 4.3.3, 4.3.6, 4.3.7, 4.3.8, 4.3.10 (A1-A9, B1-B3, B4 (exterior stairway), B5-B10), 4.3.15, 4.3.16, 4.3.17, 4.3.18, 4.3.19, 4.3.20, 4.3.21, 4.5</p> <p>5.1, 5.2, 5.3.1, 5.3.2 (A1-A4), 5.3.3, 5.3.4, 5.4.2, 5.5.3, 5.5.4, 5.5.5</p>	<p><b>July 1, 2026</b></p>
2.	<p><b>Firefighter Exterior Attack and auto extrication:</b> Fire suppression operations from the exterior of the building only and auto extrication rescue.</p>	<p>All job performance requirements in item 1 and the following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II):</p>	<p><b>July 1, 2026</b></p>

		<b>5.4.1</b>	
<b>3.</b>	<b>Firefighter Exterior Attack and hazardous materials response: Fire suppression operations from the exterior of the building only and Operations-level hazardous materials response.</b>	<b>All job performance requirements in item 1, all job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 5 (Operations) and the following job performance requirements of Chapter 6 (Operations Mission Specific):  6.2 and 6.6</b>	<b>July 1, 2026</b>
<b>4.</b>	<b>Firefighter Exterior Attack, auto extrication and hazardous materials response: Fire suppression operations from the exterior of the building only, automobile extrication rescue and Operations-level hazardous materials response.</b>	<b>All job performance requirements in items 1, 2 and 3.</b>	<b>July 1, 2026</b>
<b>5.</b>	<b>Firefighter Interior Attack: Fire suppression operations that enter the interior of the building and can perform rescue.</b>	<b>All job performance requirements in item 1 and the following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 4</b>	<b>July 1, 2026</b>

		<p>(Firefighter I) and Chapter 5 (Firefighter II):</p> <p>4.3.4, 4.3.9, 4.3.10 (A10-A11, B4 (interior stairway), B11), 4.3.11, 4.3.12, 4.3.13, 4.3.14</p> <p>5.3.2 (A5-A9, B1-B6)</p>	
6.	<p><b>Firefighter Interior Attack and auto extrication: Fire suppression operations that enter the interior of the building and can perform rescue and automobile extrication rescue.</b></p>	<p>All job performance requirements in item 5 and the following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II):</p> <p>5.4.1</p>	<p>July 1, 2026</p>
7.	<p><b>Firefighter Interior Attack and hazardous materials response: Fire suppression operations that enter the interior of the building and Operations-level hazardous materials response.</b></p>	<p>All job performance requirements in item 5, all job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 5 (Operations) and the following job performance requirements of Chapter 6 (Operations Mission Specific):</p> <p>6.2 and 6.6</p>	<p>July 1, 2026</p>

8.	<b>Firefighter Interior Attack, auto extrication and hazardous materials response: Fire suppression operations that enter the interior of the building and can perform rescue, automobile extrication rescue and Operations-level hazardous materials response (full-service firefighter).</b>	<b>All job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II).</b>	<b>July 1, 2026</b>
9.	<b>Team Lead Exterior Attack: Supervision of Firefighters that provide fire suppression operations from the exterior of the building only.</b>	<b>All job performance requirements in item 1 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b>  <b>4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3</b>	<b>July 1, 2026</b>
10.	<b>Team Lead Exterior Attack and auto extrication: Supervision of Firefighters that provide fire suppression operations from the exterior of the building only or that provide auto extrication rescue.</b>	<b>All job performance requirements in item 2 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b>  <b>4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4,</b>	<b>July 1, 2026</b>

		4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	
11.	<b>Team Lead Exterior Attack and hazardous materials response: Supervision of Firefighters that provide fire suppression operations from the exterior of the building only or that provide Operations-level hazardous materials response.</b>	<b>All job performance requirements in item 3 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b>  4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	<b>July 1, 2026</b>
12.	<b>Team Lead Exterior Attack, auto extrication and hazardous materials: Supervision of Firefighters that provide fire suppression operations from the exterior of the building only or that provide automobile extrication rescue or Operations-level hazardous materials response.</b>	<b>All job performance requirements in item 4, and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b>  4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	<b>July 1, 2026</b>
13.	<b>Team Lead Interior Attack: Supervision of Firefighters that provide fire suppression operations from the interior of the building and can perform rescue.</b>	<b>All job performance requirements in item 5 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional</b>	<b>July 1, 2026</b>

		<p><b>Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b></p> <p><b>4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3</b></p>	
14.	<p><b>Team Lead Interior Attack and auto extrication: Supervision of Firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue.</b></p>	<p><b>All job performance requirements in item 6 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b></p> <p><b>4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3</b></p>	<p><b>July 1, 2026</b></p>
15.	<p><b>Team Lead Interior Attack and hazardous materials response: Supervision of Firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide Operations-level hazardous materials response.</b></p>	<p><b>All job performance requirements in item 7 and the following job performance requirements of NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I):</b></p> <p><b>4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3</b></p>	<p><b>July 1, 2026</b></p>
16.	<p><b>Team Lead Interior Attack, auto extrication and</b></p>	<p><b>All job performance requirements of NFPA</b></p>	<p><b>July 1, 2026</b></p>

	<p><b>hazardous materials response: Supervision of Firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue or Operations-level hazardous materials response (full-service fire officer).</b></p>	<p><b>1021 “Standard for Fire Officer Professional Qualifications”, 2020 edition, Chapter 4 (Fire Officer I).</b></p>	
17.	<p><b>Pump Operations: Operation of a pumper apparatus without driving the apparatus, or where the apparatus does not require a class D licence.</b></p>	<p><b>All job performance requirements of NFPA 1002, “Standard for Fire Apparatus Driver/Operator Professional Qualifications”, 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump), without prerequisites in Chapter 4.</b></p>	<p><b>July 1, 2026</b></p>
18.	<p><b>Pump Operations: driver: Driving and operating a pumper apparatus that requires a class D licence.</b></p>	<p><b>All job performance requirements in NFPA 1002 “Standard for Fire Apparatus Driver/Operator Professional Qualifications”, 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump).</b></p>	<p><b>July 1, 2026</b></p>
19.	<p><b>Fire Prevention/Inspection Level I: conducting fire and life safety inspections.</b></p>	<p><b>All job performance requirements of NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition,</b></p>	<p><b>July 1, 2026</b></p>

		<b>Chapter 4 (Fire Inspector I).</b>	
<b>20.</b>	<b>Fire Prevention/Inspection Level II: conducting fire and life safety inspections including in facilities that store, handle or use flammable/combustible liquids.</b>	<b>All job performance requirements in item 19 and NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Chapter 5 (Fire Inspector II).</b>	<b>July 1, 2026</b>
<b>21.</b>	<b>Fire Investigator: conducting fire cause and origin investigations.</b>	<b>All job performance requirements of NFPA 1033, “Professional Qualifications for Fire Investigator”, 2014 Edition, Chapter 4 (Fire Investigator).</b>	<b>July 1, 2026</b>
<b>22.</b>	<b>Fire and Life Safety Educator: providing fire and life safety education.</b>	<b>All job performance requirements of NFPA 1035, “Standard on Fire and Life Safety Educator, Public Information Officer, Youth Fire setter Intervention Specialist, and Youth Fire setter Program Manager Professional Qualifications”, 2015 Edition, Chapter 4 (Fire and Life Safety Educator I).</b>	<b>July 1, 2026</b>
<b>23.</b>	<b>Training Officer Level I: providing training and education to other fire personnel.</b>	<b>All job performance requirements of NFPA 1041, “Standard for Fire and Emergency Services Instructor Professional Qualifications”, 2019</b>	<b>July 1, 2026</b>

		<b>Edition, Chapter 4 (Fire and Emergency Services Instructor I).</b>	
<b>24.</b>	<b>Training Officer Level II: providing training and education to other fire personnel including lead instructor roles at live fire and above or below grade technical rescue practical training.</b>	<b>All job performance requirements in item 23 and NFPA 1041, “Standard for Fire and Emergency Services Instructor Professional Qualifications”, 2019 Edition, Chapter 5 (Fire and Emergency Services Instructor II).</b>	<b>July 1, 2026</b>
<b>25.</b>	<b>Emergency Communicators Level I: taking emergency calls.</b>	<b>All job performance requirements of NFPA 1061, “Standard for Public Safety Telecommunications Personnel Professional Qualifications”, 2018 Edition, Chapter 4 (Public Safety Telecommunicator I).</b>	<b>July 1, 2026</b>
<b>26.</b>	<b>Emergency Communicators Level II: taking emergency calls and dispatching emergency vehicles.</b>	<b>All job performance requirements in item 25 and NFPA 1061, “Standard for Public Safety Telecommunications Personnel Professional Qualifications”, 2018 Edition, Chapter 5 (Public Safety Telecommunicator II).</b>	<b>July 1, 2026</b>
<b>27.</b>	<b>Incident Safety Officers: undertaking the primary role of incident safety officer at emergency calls.</b>	<b>All job performance requirements of NFPA 1521, “Standard for Fire Department Safety Officer Professional</b>	<b>July 1, 2026</b>

		<b>Qualifications”, 2020 Edition, Chapter 5 (Incident Safety Officer).</b>	
<b>28.</b>	<b>Hazardous Materials Response — Operations Mission Specific Level: responding to emergencies involving hazardous materials at the Operations Mission Specific Level.</b>	<b>All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 6 (Operations Mission Specific)</b>	<b>July 1, 2026</b>
<b>29.</b>	<b>Hazardous Materials Response — Technician Level: responding to emergencies involving hazardous materials at the Technician Level.</b>	<b>All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 7 (Hazardous Materials Technician).</b>	<b>July 1, 2026</b>
<b>30.</b>	<b>Rope Rescue — Operations: rope rescue at the Operations Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Operations):</b>  <b>5.2</b>	<b>July 1, 2028</b>

31.	<b>Rope Rescue — Technician: rope rescue at the Technician Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Technician):  5.3</b>	<b>July 1, 2028</b>
32.	<b>Structural Collapse — Operations: structural collapse rescue at the Operations Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Operations):  6.2</b>	<b>July 1, 2028</b>
33.	<b>Structural Collapse — Technician: structural collapse rescue at the Technician Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Technician):  6.3</b>	<b>July 1, 2028</b>
34.	<b>Confined Space — Operations: confined space rescue at the Operations Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7</b>	<b>July 1, 2028</b>

		(Confined Space Rescue) (Operations):  7.2	
35.	Confined Space — Technician: confined space rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7 (Confined Space Rescue) (Technician):  7.3	July 1, 2028
36.	Trench Rescue — Operations: trench rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Operations):  12.2	July 1, 2028
37.	Trench Rescue — Technician: trench rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Technician):  12.3	July 1, 2028
38.	Surface Water Rescue — Operations: surface water	The following job performance requirements of NFPA 1006, “Standard	July 1, 2028

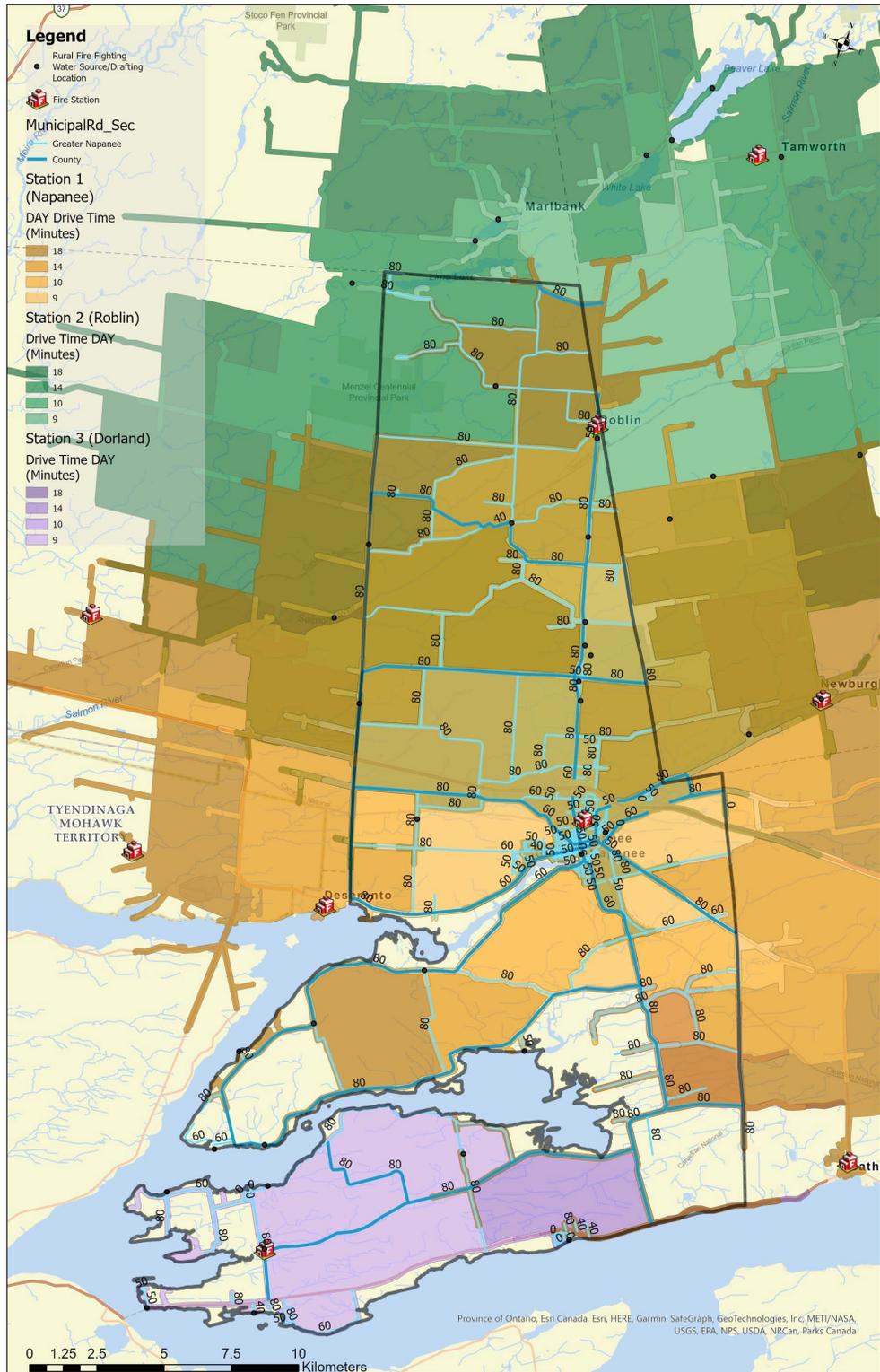
	rescue at the Operations Level.	for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Operations):  17.2	
39.	Surface Water Rescue — Technician: surface water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Technician):  17.3	July 1, 2028
40.	Swift Water Rescue — Operations: swift water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 18 (Swiftwater Rescue) (Operations):  18.2	July 1, 2028
41.	Swift Water Rescue — Technician: swift water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 18 (Swiftwater Rescue) (Technician):	July 1, 2028

		<b>18.3</b>	
<b>42.</b>	<b>Ice Water Rescue — Operations: ice water rescue at the Operations Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 20 (Ice Rescue) (Operations):  20.2</b>	<b>July 1, 2028</b>
<b>43.</b>	<b>Ice Water Rescue — Technician: ice water rescue at the Technician Level.</b>	<b>The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 20 (Ice Rescue) (Technician):  20.3</b>	<b>July 1, 2028</b>

# Schedule C

## Approved Response Area Maps





# **Schedule D**

## **Approved Fire Station Locations**

### **Headquarters – Station #1**

66 Advance Avenue  
Napanee, ON  
K7R 3Y6

### **Station #2**

3266 County Road 41  
Roblin ON  
K0K 2Z0

### **Station #3**

2956 South Shore Road  
Greater Napanee, ON  
K7R 3K7