

**THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI**

**BY-LAW NO. 16-1319**

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**Being a By-law to adopt a Smoke Alarm Policy and Program for the Municipality of Temagami.**

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**WHEREAS** the Fire Protection and Prevention Act, 1997, as amended, requires that every municipality shall establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention;

**AND WHEREAS** the Municipality of Temagami deems it desirable to update the current Smoke Alarm Policy to provide flexibility to meet the needs and circumstances of the community;

**NOW THEREFORE** the Council of the Corporation of the Municipality of Temagami enacts as follows:

1. That By-law No. 11-1017 is hereby repealed;
2. That the Municipality of Temagami adopts the Smoke Alarm Policy, and Smoke Alarm Program attached hereto as Schedule "A", which forms part of this By-law;
3. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
4. That this By-law shall come into full force and effect upon final passing thereof.

TAKEN AS READ A FIRST time this 15<sup>th</sup> day of December, 2016.

READ A SECOND AND THIRD time and finally passed this \_\_\_\_ day of \_\_\_\_, 20\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## **Municipality of Temagami Smoke Alarm Policy**

**It is the policy of the Municipality of Temagami to promote the installation and maintenance of working Carbon Monoxide (CO) alarms and Smoke Alarms in all dwelling units within the Municipality, as per Ontario Fire Code, Division B, O. Reg 213/07, as amended.**

To ensure residents are aware of their responsibilities to install and maintenance Carbon Monoxide (CO) and Smoke alarms, Municipal Fire Departments are directed to implement the *Municipality of Temagami Smoke Alarm Program*, utilizing program components appropriate and applicable towards achieving the long term goals of the Municipal Smoke Alarm program within their respective areas.

# **Municipality of Temagami**

## **Smoke Alarm Program**

### **Introduction**

The Smoke Alarm Program for the Municipality of Temagami will promote the benefits of working Carbon Monoxide and Smoke Alarms and home fire escape planning through distribution of Carbon Monoxide, smoke alarm and home escape planning information, data collection surveys, the use of local media, fire department displays, promotions and presentations throughout the Municipality.

### **Goal of the Smoke Alarm Program**

Working Smoke alarms have proven their effectiveness in alerting residents to smoke and fire and reducing fire deaths; as have Carbon Monoxide (CO) alarms in alerting residents to hazardous concentrations of Carbon Monoxide. The benefits of having working smoke alarms and a home fire escape plan have been demonstrated time and time again in numerous news articles.

The program promotes the installation and maintenance of working Carbon Monoxide (CO) alarms and Smoke Alarms in all dwelling units within the Municipality, as per Ontario Fire Code, Division B, O. Reg 213/07, as amended.

The long term goals of the program are:

1. To ensure all residents of the municipality are aware of the effectiveness and benefits of working smoke and carbon monoxide alarms and fire escape planning.
2. To ensure homeowners understand and comply with their responsibilities regarding installation and maintenance of smoke alarms and CO alarms/detectors.
3. All building in the community with sleeping accommodations will have working smoke alarms and CO alarms in accordance with the requirements of the Ontario Fire Code.

### **Program Components**

1. Public Education
2. Selling smoke alarms / CO alarms at cost
3. Data collection component to determine program effectiveness,
4. Program tracking, evaluation and reporting
5. Enforcement of CO and smoke alarm legislation as identified in the Ontario Fire Code,

#### **1. Public Education**

A well-planned, comprehensive, year-round smoke alarm awareness campaign, promoting Carbon Monoxide alarms/detectors, smoke alarms, and home fire escape planning can reach the vast majority of residents in the community and result in a high rate of voluntary compliance and enhanced safety.

# Municipality of Temagami

## Smoke Alarm Program

Fire Departments shall use one or more of the following public education strategies:

a) **Kiosk / pamphlet display Unit**

Fire departments to consider the benefits of using Pamphlet display units in public accessible areas (municipal buildings, Chamber of Commerce...).

b) **Local Merchants & Organizations**

Develop partnerships with local merchants and organizations to display or distribute fire educational materials to their customers, increasing the accessibility of fire prevention material to seasonal and full-time residents.

c) **Local Media**

Consider the use of Radio and print media to promote public fire education. Opportunities include participating in community newspapers and radio station fire prevention promotions, the Temagami Times, and the municipal monthly events flyer

d) **Mail**

Consider the use of mail-outs/flyers to promote fire safety and the requirements for smoke alarms and CO alarms. Consider inserts in municipal mail-outs

e) **Door to Door distribution**

If data collection methodology includes door to door interviews/surveys, "Educational material" could be distributed at the same time.

f) **Open Houses, Fire Department Displays**

Include an educational material / information section on Smoke Alarms, Carbon Monoxide, and home fire escape planning during Fire department open houses, or other fire department events.

## **2. Distribution of Smoke Alarms & Batteries**

Batteries and alarms will be available for purchase by residents, at cost, at the Municipal office. Departments may consider other opportunities, partnerships that will increase the availability / accessibility of smoke alarms to residents

## **3. Data Collection Surveys**

Data collection methods range from fire department door to door surveys, partnerships with community organizations to complete in-home surveys, phone surveys, mail-out questionnaires or questionnaires completed by respondents at fire department public event(s). The use of social media and internet based polls is not recommended due to inability to narrow the survey area / obtain results specific to areas within the Municipality.

The Fire Chief of each fire department will consider the reliability and validity of the various data collection methodologies, survey frequency (monthly, semi-annual, annual, biennial...) and intensity when implementing a methodology(s) that is appropriate for their administrative area.

# Municipality of Temagami

## Smoke Alarm Program

Survey questionnaires shall, at a minimum, be designed to collect sufficient data to determine smoke alarm and carbon monoxide alarm installation and maintenance compliance levels, and can be utilized for determining trends and program effectiveness.

### a) Door to Door Survey

While being the most labor intensive methodology, door to door surveys provides the opportunity for the fire department to discuss fire safety, remind residents of the importance of working alarms, promote compliance, and provides reliable data for program evaluation. Where door to door surveys are used:

- 1) If conducting a blitz style survey, the community /residents in areas being surveyed should be notified that crews will be going door-to-door conducting smoke alarm checks, what they can expect when they open the door, so there are no surprises.
- 2) Survey / interview team(s) will ideally comprise of 2 members. Fire Department visual wear or identification should be worn.
- 3) Survey questionnaire will be completed for each residence visited (includes nonparticipating locations)
- 4) Residents will be asked to answer survey questions, and to test alarms in the presence of the fire department personnel. If requested by the resident, Fire department personnel may enter the dwelling to confirm location, and assist the homeowner in testing the alarms.
- 5) If invited inside the residence, interview team shall focus their observations to Fire Code requirements specific to Smoke Alarm and Carbon Monoxide Alarm legislation.
- 6) Homes with smoke detectors with dead or missing batteries may be provided batteries for defective alarms. The alarm will then be tested to confirm it is functional
- 7) Homes without the appropriate number of, or with non-functional Smoke alarms:
  - a. Will be advised of the cost of failing to have /maintain alarms,
  - b. Will be directed to immediately correct the deficiency(s)
- 8) Before leaving the Fire Department will, at a minimum, provide the residence with a LOANER smoke alarm(s) so that the occupants are not left totally unprotected; advising that a Fire or By-law officer WILL be back to pick-up the LOANER unit(s) and enforcement actions could occur if the deficiencies were not corrected within the grace period provided.
- 9) If during the visit, the interviewer may identify suspected fire code deficiencies observed to the resident, and advise that the resident should contact fire department and request a home inspection to verify the suspected deficiency(s). Interviewers may document having notified the resident of the fire safety concern observed, and any recommendations made. Only immediate threat to life safety shall be reported and actioned by the fire department.
- 10) A sample questionnaire, used for door to door survey data collection, is attached for reference.

# Municipality of Temagami

## Smoke Alarm Program

### **4. Tracking Evaluation and Reporting**

A summary sheet complying data collected should be completed annually to enable long term trend and program effectiveness analysis, ensuring the program continues to meet the needs and circumstances of the community.

A summary of fire department efforts and results should be reported in the Department's Annual Report.

### **5. Enforcement (Carbon Monoxide / Smoke alarm legislation)**

*Under the Ontario Fire Code it is the owner's responsibility to install and maintain alarms.*

While an "Assistant to the Fire Marshal" has the authority to lay charges under the FPPA, to ensure consistency and appropriate charges are laid, enforcement of Fire Code violations will be done, whenever possible, by the municipal by-law officer.

#### **1) Deficiency noted during door to door surveys:**

- Home owners that fail to install alarms before the deadline given during the door to door survey, may be charged based on provincial legislation. In conjunction with the charges laid, the LOANER unit, provided during the survey will be left with the home owner, who will be given a shorter period in which to install the required alarm(s).
- Follow-up will continue, and enforcement action may be taken during every subsequent inspection, and until such time the dwelling is in compliance.
- Home owners, who continue to disregard provincial CO /smoke alarm legislation, may face daily enforcement action.

#### **2) Non-Compliance Reported**

*Under Ontario Regulation 365/13, Mandatory Assessment of Complaints and Requests for Approval, the fire chief shall assess the complaint and determine whether it would be advisable to conduct a fire safety inspection in the building or a part of a building as a result of the complaint.*

- An inspection will be initiated where the information provided is sufficient to confirm the request is non-vexatious in nature, and provides sufficient detail of Carbon Monoxide or Smoke Alarm non-compliance.
- The complaint will be forwarded to the Prevention officer/ By-law officer for action
- A zero tolerance approach may be taken by the officer at any time during the investigation of a reported non-compliance.

#### **3) Emergency Response Activation**

At the conclusion of an emergency response to a residence the fire department should test all smoke and CO alarms in the building.

- A zero tolerance approach must be considered for any smoke alarm or Carbon Monoxide alarm found to be non-compliant.

# Municipality of Temagami

## Alarmed for Life! Survey



Date: \_\_\_\_\_ 911 Address \_\_\_\_\_  
Occupant's name: \_\_\_\_\_  
Owner's name (if rental): \_\_\_\_\_  
Owner's mailing Address: \_\_\_\_\_

**1. Type of residence:**

- detached       duplex (2 story)       4-plex       Additional Sleep Cabins  
 travel trailers       other \_\_\_\_\_

**2. Number of stories (including basement / crawl space with utilities):**

one \_\_\_\_ two \_\_\_\_ three \_\_\_\_ four or more \_\_\_\_

**3. How many smoke alarms are in the home? (If zero, proceed to question 9)**

zero \_\_\_\_ one \_\_\_\_ two \_\_\_\_ three or more \_\_\_\_

**4. Is there at least one alarm on each level of the home?**

Yes \_\_\_\_ No \_\_\_\_ (Fail to install)

**5. If no, which levels did not have an alarm?**

Basement \_\_\_\_ 1<sup>st</sup> floor \_\_\_\_ 2<sup>nd</sup> floor \_\_\_\_ 3<sup>rd</sup> floor \_\_\_\_ other \_\_\_\_

**6. # Smoke alarms tested?**

zero \_\_\_\_ one \_\_\_\_ two \_\_\_\_ three or more \_\_\_\_

**7. # Alarms worked?**

zero \_\_\_\_ one \_\_\_\_ two \_\_\_\_ three or more \_\_\_\_

**8. If smoke alarms did not work, indicate the location along with the problem(s):**

Hardwired – power off \_\_\_\_      Battery dead \_\_\_\_ (Fail to maintain)  
Hardwired – disconnected \_\_\_\_      Battery disconnected \_\_\_\_      Battery missing \_\_\_\_ (intentionally disable)  
Other \_\_\_\_\_

**9. # Alarms over 10 years old: \_\_\_\_\_**

**10. LOANER smoke alarms provided?**

None  # provided: one \_\_\_\_ two \_\_\_\_ three or more \_\_\_\_

**11. # Batteries provided?**

None  one \_\_\_\_ two \_\_\_\_ three or more \_\_\_\_

**12. Notice of Violation issued: Yes \_\_\_\_\_ No \_\_\_\_\_**

**13. Fire safety education handouts provided? Yes \_\_\_\_ No \_\_\_\_**

**14. Did you give any additional instructions? Please specify. \_\_\_\_\_**

**15. Fuel burning appliance / fireplace / attached garage: No  Yes  (CO Alarm required)**

CO Alarm adjacent sleeping areas? No  Yes  # of alarms \_\_\_\_\_