
DEPARTMENT: FIRE DEPARTMENT/ FIRE INSPECTION DIVISION

TITLE: FIRE INSPECTION POLICY

Minutes reference date: 19 December 2011

POLICY STATEMENT: The Town of Amherst recognizes that pursuant to section 19 of the Nova Scotia Fire Safety Act, a system of fire inspections shall be established to provide compliance with that Act and the Fire Safety Regulations within the Act.

PURPOSE: To establish a system of fire inspections for compliance with Section 19 of the Nova Scotia Fire Safety Act and Fire Safety Regulations that recognizes municipal resources, geography and priorities based upon a risk analysis.

DEFINITIONS: In this Policy:

- (a) **Council**, means the Council of the Town of Amherst
- (b) **Fire Safety Act**, means “An Act to Promote and Encourage Fire Safety”, Chapter 6 of the Acts of 2002, Nova Scotia, as amended from time to time, and any other successor legislation.
- (c) **Fire Safety Regulations**, means the :Regulations Respecting Fire Safety made by the Governor in Council pursuant to Section 51 of Chapter 6 of the Acts of 2002, The Fire safety Act, as amended from time to time.
- (d) **Group A - Assembly Occupancy**, means the Assembly Occupancy defined in the National Building Code of Canada (2010), as amended from time to time.
- (e) **Group C - Residential Occupancy**, means a Residential Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (f) **Group D - Business and Personal Service Occupancy**, means a Business and Personal Service Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (g) **Group E - Mercantile Occupancy**, means a Mercantile Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (h) **Group F - Industrial Occupancy**, means an Industrial Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (i) **Municipal Fire Inspector**, means a person appointed by the Town of Amherst as a Municipal Fire Inspector pursuant to Fire Safety Act, Chapter 6 of the Act of 2002, Nova Scotia, as amended from time to time.

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Municipal Fire Inspector:

Pursuant to Section 19 of the Fire Safety Act, Council shall appoint one or more Municipal Fire Inspectors, whom shall carry out the System of Municipal Fire Inspections in accordance with the requirements of the Fire safety Act and Fire Safety Regulations.

System of Inspections:

Pursuant to this Policy, Council hereby establishes the following "System of Municipal Fire Inspections":

- (a) Assembly Occupancies (Group A) - are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.
- (b) Reserved for future.
- (c) Residential occupancies (Group C, 4 units and above) are to be given an initial inspection and thereafter to be inspected at least every three (3) years. Refer to the procedure for inspections to residential occupancies with 3 units or less.
- (d) Business and Personal Services occupancies (Group D) are to be given an initial inspection and thereafter to be inspected at least once every five (5) years. Small single group D or E uses classified as home based businesses located within single dwelling units are not required to be part of the regular system of inspections.
- (e) Mercantile occupancies (Group E) with medium to low fire loading are to be given an initial inspection and thereafter to be inspected at least once every five (5) years. Mercantile occupancies (Group E) with medium to high fire loading are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.
- (f) Low Hazard Industrial occupancies (Group F3) are to be given an initial inspection and thereafter to be inspected at least once every five (5) years

Medium Hazard Industrial occupancies (Group F2) are to be given an initial inspection and thereafter to be inspected at least once every four (4) years.

High Hazard Industrial occupancies (Group F1) are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.

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- (g) Inspections that fall outside the regular “System of Municipal Fire Inspections” (by property owner request; legal firm request; complaint form; etc.) shall be addressed as per the Town of Amherst Fee Schedule Policy.

Risk Analysis:

The following data was considered to determine Frequency of Inspections for each occupancy type:

- (a) Specific requirements legislated under the Fire Safety Act and Regulations;
- (b) Information gathered from other NS municipalities regarding their particular system of inspections;
- (c) The likelihood of fire occurrence based on the history of fire related incidents within the Town of Amherst and from national statistics;
- (d) The impact severity of fire based on the probable loss of life, potential injuries or impact on the community;
- (e) The general age, type of construction, and layout of the majority of buildings in each particular group;
- (f) Past inspection history.

Risk Analysis Review:

The above noted frequency of inspections are based on today’s data and it should be note that building occupancies change from time to time, as such, a five (5) year review shall be required.