

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge Fire Prevention By-law No.4111-1988
2. Maple Ridge Fireworks By-law No.4566-1991
3. Maple Ridge Outdoor Burning Regulation By-law No. 5535-1997

Individual copies of any of the above by-laws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BY-LAW NO. 4111-1988

A By-law for the prevention of fires and the spread of fire, and the preservation of life.

WHEREAS, pursuant to the provisions contained in the "Municipal Act", being Chapter 290, R.S.B.C., 1979 and amendments thereto, Council may by by-law provide Fire Regulations for protection of persons and property.

AND WHEREAS, Council deems it expedient and desirable to provide such regulations.

NOW THEREFORE, the Council of the Corporation of the District of Maple Ridge, in open meeting assembled, ENACTS AS FOLLOWS:

1. This By-law may be cited for all purposes as "Maple Ridge Fire Prevention By-law No. 4111-1988".
2. (a) The following By-laws are hereby repealed in their entirety:

Maple Ridge Fire Prevention By-law No. 777-1966

Maple Ridge Fire Prevention By-law No. 958-1970
- (b) That Paragraphs 3, 6, 7, 8 and 9 of Maple Ridge Discharge of Firearms and Fireworks By-law No. 2290-1975 are hereby repealed in their entirety.

SECTION I: DEFINITIONS

3. In this By-law unless the context otherwise requires:

"AGRICULTURAL" means a use providing for the growing, rearing, producing and harvesting of agricultural products.

"APPROVED" means approved by an Officer of the Fire Department of the Corporation of the District of Maple Ridge.

"COUNCIL" means the Municipal Council of the Corporation of the District of Maple Ridge.

"DISTRICT" means the Corporation of the District of Maple Ridge.

"EXPLOSIVE" means gunpowder, nitro-glycerine, gun cotton, dynamite, blasting gelatine, gelignite, fulminate of mercury or other metals, coloured fire, and every other substance used or manufactured to produce a violent effect by explosion, or a pyrotechnic effect, and shall include fireworks, fuses, rockets, percussion caps, detonator, cartridges, and ammunition.

"FIRE CHIEF" means the person appointed by Council to be in charge of the Fire Department and the fire fighting personnel of the District.

"FIRE DEPARTMENT" means the organization known as the Maple Ridge Volunteer Fire Department.

"GARAGE" means any building, or any portion of any place or premises used as a place of business, for the purpose of placing, keeping, repairing or demolishing one or more motor vehicles.

"GARBAGE" means all household and commercial waste or refuse, whether it contains the remains of edible food or not.

"GAS STATION" means any portion of any place or premise in or upon which gasoline, diesel fuel, gasohol, natural gas or propane is kept for sale.

"HOTEL" means an apartment-house, lodging-house, and any building where lodging is provided, other than a private dwelling-house.

"INCINERATOR" means:

- a) a non-combustible container equipped with a tight fitting wire screen lid of a mesh not greater than 1 centimetre;
- b) any private incinerator shall be located and used at least three (3) metres from an inflammable material;
- c) a 114-litre steel drum shall be considered to be sufficient non-combustible container;
- d) the incinerator shall rest on a non-combustible foundation.

"OCCUPANT" means an owner, tenant, lessee, agent, licensee, and any other person who has the right of access to and control of any land, building or premises to which this By-law applies.

"OFFICER" means any person appointed by the Fire Chief to exercise the powers vested under this By-law or the Fire Services Act. An Officer includes members of the fire department appointed from time to time to the positions of Deputy Fire Chief, District Chief, Assistant District Chief, Captain, Acting Captain, Lieutenant and Acting Lieutenant.

"PRIVATE DWELLING" means any building used exclusively as a place of residence for not more than two families.

"VEHICLE" means all types of motor vehicles, as defined in the Motor Vehicle Act R.S.B.S. 1979, c. 288, farm tractor and machinery.

"REFUSE" means any waste from the clearing of land or construction or reconstruction of buildings, and includes trees, branches, roots or stumps.

"TRADE WASTE" means refuse and accumulation of waste and abandoned materials resulting from the operation of industry, trade or business including paper, boxes and packing cases, wrapping materials, sweepings and all flammable or combustible materials of a like nature other than garbage or ashes.

SECTION II: GENERAL

4. In the event of any inconsistency between the provisions of this by-law and provisions contained in a statute and/or regulation enacted by the Government of the Dominion of Canada or the Province of British Columbia, the provisions of those statutes and/or regulations shall prevail.

5. As provided by Section 739 of the Municipal Act R.S.B.C. 1979, Chapter 290, and subject to the Fire Services Act, R.S.B.C. 1979, Chapter 133, the National Fire Code of Canada, 1985, as revised, is adopted as Regulations for the Corporation of the District of Maple Ridge supplementary to Regulations made pursuant to this By-law. In the event of conflict between this By-law and the National Fire Code, the provisions of the National Fire Code shall prevail over the provisions of this By-law.
6. If an Officer, on account of the existence of hazardous fire conditions deems it advisable, he may cancel or suspend for such time as is specified in the order, any permits issued pursuant to this By-law or he may attach to any or all such permits such conditions and restrictions as he thinks proper.
7. The Fire Chief and appointed Officers of the Fire Department are empowered to exercise the powers conferred by this By-law and the powers conferred by the Fire Service Act for the District.
8. All permits issued pursuant to this By-law shall be subject to such conditions, restrictions, and provisions as an Officer may consider necessary or expedient to incorporate therein.
9. Every owner and occupant of real property shall remove anything and everything from a building or yard which in the opinion of the Fire Chief is a fire hazard or increases the danger or fire.
10. An Officer may at all reasonable times enter any premises and on to any real property to inspect them for conditions which may cause a fire or increase the danger of a fire or increase the danger to persons and no person shall obstruct or refuse to admit any Officer for the purpose of such inspection.
11. After an inspection, an Officer may order in writing that within a reasonable time set out in the Order, the Owner or occupant remove, destroy, repair or alter the use of the occupancy of the premises, or remove or take precautions against any fire hazard as set out in the Order.
12. The metal covers required on receptacles provided for the storage of combustible material as set forth in Section 2.4.1.9 of the National Fire Code of Canada, 1985, shall be kept closed at all times and maintained in good and efficient repair and working order.

13. Where doors or shutters are installed in any building to prevent the spread of fire within such building, such doors or shutters shall at all times be kept and maintained in good and efficient repair and working order.
14. It shall be unlawful for any person to deposit, or allow or permit to be deposited, except in a metallic or non-combustible or non-flammable receptacle, ashes, or other material or thing from any stove, furnace or fireplace, or any greasy or oily rags of other material, things, or substances liable to spontaneous combustion.
15. It shall be unlawful for any person to deposit, or allow or cause to be deposited, any paper, straw, hay, shavings, or any other combustible or flammable material or thing in or among any ashes or other materials or thing taken from any stove, furnace or fireplace.
16. Every occupant of any building or premises who makes, stores, uses, or has charge or control of any shavings, excelsior, rubbish, sacks, bags, litter, hay, straw, waste paper, paper boxes, or any other flammable or combustible material, shall at the close of each day, compact, bale or stack, or cause all such material to be compacted, baled or stacked in a safe manner, in accordance with the opinion of any Officer; or the occupant shall store such material in non-combustible receptacles, having tight fitting, non-combustible lids which shall be kept on such receptacles when in use.
17. No occupant of any building shall permit any chimney stove pipe or flue therein to become unclean or take fire; provided it shall be deemed a good and sufficient defence to any action brought under the provisions of this section, if proof satisfactory to an Officer is produced showing the said chimney or flue has been properly cleaned by a duly qualified and licensed chimney sweep within a period of twelve (12) months before an Officer's inspection or fire.
18. No occupant shall use maintain, suffer, permit or allow the use of any defective stove or heating device in any building, and if, in the opinion of an Officer any defective stove or heating device is used or maintained in any building, the occupant of such building on the order of the Officer shall forthwith remove or cause to be removed, or repair or cause to be repaired to the satisfaction of the Officer, any such defective stove or heating device.
19. Gas or electric heaters or plates, if used or maintained over wood shelving or tables, shall be protected with non-combustible material over an area one and one-half times the area of such gas and electric heaters or plates, and when the number of gas jets or electric heaters would tend to generate an excessive temperature, in the opinion of an Officer, may require such further protection as in his opinion may be necessary. Gas plates and heaters, shall not be installed under any wood shelving which is less than four feet distant from such gas plates and heaters and shall be at least twelve inches in the clear of any combustible material at the sides and back; provided however, that when any woodwork is protected at the back and sides of such gas plates or heater with a shield of non-combustible material extending at least eighteen inches in height from the base of such gas plate or heater, the distance aforesaid may be reduced by one-half.
20. Whenever in any building or premises, there shall exist any flammable, combustible, or explosive material or substance, or any dangerous or unnecessary accumulation of waste materials, or litter, of a nature especially liable to fire, and which materials are so situated, in the opinion of an Officer, so as to endanger life or property, or to obstruct ingress or egress from such building or premises, in case of fire, or which may be liable to interfere with the operations of the Fire Department of the District, or where any condition exists which is considered by the Officer to be a fire hazard, the occupant of such building or premises shall forthwith, on the order of the Officer, have such flammable, combustible, or explosive material or substance, or any dangerous or unnecessary accumulation of waste materials or litter removed, disposed of, or otherwise dealt with as may be

ordered or directed by the Officer.

21. It shall be unlawful for any person to obstruct any fire escape, passage door, hall or window, or to obstruct any exit leading to any fire-escape in any building; and all fire escapes and exits in buildings shall at all times be kept and maintained free and in good order and repair satisfactory to an Officer. All passages in buildings shall be maintained free from obstruction.
22. In the case of a public or private school, orphanage, nursing home, children's home, or other institution for the education or care of children, the person in charge thereof shall adopt and practice a system of fire drills or exercises as approved by an Officer. On the sounding of the fire alarm in any such building, it shall be the responsibility of the teacher or other person in charge of children at the time of the sounding of the alarm to remove all children clear of the building, to a point of safety, and account for the number of children so removed. The children shall be kept at the point of safety until the Fire Department has investigated the cause of the alarm and given permission to re-enter the building.

SECTION III: FLAMMABLE OR COMBUSTIBLE LIQUID

23. No person shall put, place, pour or deliver into any container any flammable liquid or combustible liquid as defined in Section 1.2 of the National Fire Code of Canada, 1985, unless the container meets the requirements of the National Fire Code of Canada. At no time shall more than five imperial gallons be stored in such containers on any parcel of land and it shall be unlawful to receive or store any such flammable liquids in any damaged or leaking container.
24. Except for the quantities permitted to be stored, no person shall store any flammable or combustible liquid as aforesaid, in a place other than in a garage or service station, without a permit therefore first having been issued by an Officer.
25. Any owner or occupier of an area where flammable liquids are stored, received, or dispensed shall post adequate "No Smoking" signs in such conspicuous place or places as are required by an Officer.
26. It shall be unlawful to use flammable or combustible liquids for cleaning floors, walls, furniture or woodwork within any building.
27. No stationary internal combustion engine using flammable or combustible liquids as fuel shall be installed or used in any building, except on the written permission of an Officer.
28. The occupant of every gas station within the District shall keep and maintain, or cause to be kept and maintained in good and efficient working order, one or more fire extinguishers. The number and location of such fire extinguishers shall be in accordance with the orders and directions of an Officer, given from time to time in that behalf.
29. No person shall impede in any way or hinder any fire fighter or other person under direction of an officer, in command at any fire or incident.
30. All movable apparatus of the Fire Department of the District shall have the paramount right-of-way at all times through all streets, lanes and alleys in the District and no person shall obstruct or permit any vehicle to obstruct the progress of the apparatus of the Fire Department of the District going to or returning from a fire, alarm or drill.
31. No person, save and except the police or fire fighters, shall be permitted to enter any burning building or within the lines designated by ropes or guards across any or all streets, lanes or alleys, except by permission of the Officer in charge at the incident.

32. No person shall run over, with any vehicle, the line or lines of hose in use at any fire, alarm or drill.

SECTION IV : STANDPIPES AND HYDRANTS

33. All unauthorized attachments found on standpipes or hydrants may be confiscated by an officer.
34. Excepting only employees of the District acting within the scope of their duties, no person shall make use of standpipes or hydrants without written permission from an Officer of the Fire Department and written permission from the Director of Engineering.
35. Every occupant of any building shall keep all pipeholes in any chimney, while such pipeholes are not in use, closed by a proper stopper of metal or other approved non-combustible material.
36. For the purpose of this by-law the first fire fighter of the District to answer a fire call or alarm will be in charge until an Officer of the Fire Department arrives to take charge.
37. The Fire Chief, or other person in charge at any fire or incident, is hereby empowered to cause to be pulled down or demolished adjacent buildings, or other erections, when he considers it necessary so to do, in order to prevent the spread of any fire.

SECTION V : HAZARDOUS PREMISES

38. Whenever within the District any premises are in a hazardous state or condition, in the opinion of any Officer, in respect to fire, or are dangerous to life or property , or in a condition which may cause fire, or assist in spreading fire within the District, or hazardous and dangerous to surrounding or adjacent property, the Officer may, by written notice served on the owner or on any person to whom a licence has been issued by the District under its business regulation and licensing by-law adopted under the Municipal Act or who is liable or required to obtain a licence under the business licensing and regulation by-law, notify such person that the Officer protests against issuing, granting, renewal, or holding of such license in respect of such notice the reasons or grounds of such protest, and a true copy of such notice shall be lodged with the Director of Inspection Services.
39. Such notice shall specify a reasonable time in which such licensee shall be directed or ordered to remedy the condition, danger, hazard, or menace complained of. If such condition, danger, hazard or menace is not remedied within the time specified, the same shall be deemed to be good cause for the cancellation, suspension or revocation of the license of such person, pursuant to the provisions of the District's business licensing and regulation by-law adopted under the Municipal Act.

SECTION VI : OPEN AIR AND INCINERATOR BURNING:

40. **Deleted by By-law No. 5535-1997**
41. **Deleted by By-law No. 5535-1997**
42. **Deleted by By-law No. 5535-1997**
43. **Deleted by By-law No. 5535-1997**
44. **Deleted by By-law No. 5535-1997**
45. **Deleted by By-law No. 5535-1997**
46. **Deleted by By-law No. 5535-1997**

47. **Deleted by By-law No. 5535-1997**

48. **Deleted by By-law No. 5535-1997**

49. **Deleted by By-law No. 5535-1997**

50. **Deleted by By-law No. 5535-1997**

51. Every person who sets out, starts, or kindles any outdoor fire, or fails to extinguish any outdoor fires set out, started, or kindled at any time of the year, whether such fire was started under a permit or not, shall be responsible for such fire, and if he lets such fire get out of control, he shall be liable for all expenses incurred by the District in controlling and extinguishing such fire, and any other fire originating from such fire, and he shall also be liable for the wages of all the persons employed in controlling and extinguishing such fire, including wages for fire fighters so employed.

52. For the purposes of Section 51:

- a) The amount of wages so paid shall be calculated at the rate of thirty dollars per hour or part of an hour for each fire fighter or other person so employed and;
- b) the charge per hour per fire vehicle will be three hundred dollars per hour, or portion thereof, with a minimum charge of three hundred dollars per call;
- c) the fire shall be deemed out of control when it spreads beyond the boundaries of the parcel of land on which it was started, or threatens to do so, when it endangers any life, building or property, or when such fire is left unattended.

53. **Deleted by By-law No. 5535-1997**

54. All permits issued pursuant to this By-law shall be subject to such conditions, restrictions and provisions as the Fire Chief or his designate may consider necessary and expedient to incorporate therein.

SECTION VII: FIRE WORKS AND FIRECRACKERS

54. **Deleted by By-law No.4566-1991**

55. **Deleted by By-law No.4566-1991**

56. **Deleted by By-law No.4566-1991**

57. **Deleted by By-law No.4566-1991**

SECTION VIII: SMOKING

58. No person shall smoke or have in his possession a lighted pipe, cigarette, cigar or similar object;

- a) in an elevator, or;
- b) in a store except in a part thereof used as a restaurant, lunch counter, hairdressing parlour, barber shop, restroom, staff offices or rest area.

59. Every owner or occupier of a retail store shall display signs that prohibit smoking, satisfactory in number and location, in the opinion of the Fire Chief or his delegate.

60. The owner or occupier of every building, in which there is a passenger elevator, shall cause a sign that prohibits smoking, to be affixed in the elevator in a position clearly visible to all persons entering the elevator.
61. Signs that prohibit smoking shall have lettering at least 50 mm high with a 12-mm stroke or, in lieu of lettering, symbols at least 150 mm by 150 mm in size. The signs may carry a reference to this by-law in smaller letters.

SECTION IX: HYDRANTS

62. In this Section "private hydrant" means any hydrant that does not belong to the District and is installed on private property as part of system of fire protection for that property.
63. The owner or occupier of property that has a private hydrant shall ensure that the hydrant is maintained in good working condition at all times and that inspection, servicing and testing of the hydrant, is carried out by persons recognized as qualified to perform these services by the Office of the Fire Commissioner or a pertinent Underwriters Laboratories of Canada Standard, or in the event neither of the above agencies has a program for certifying persons to perform this service, then an Officer of the fire department. The qualified person that performs the inspection, servicing and testing of the hydrant shall send a copy of the condition and repairs performed on such hydrants to the Maple Ridge Fire Department in order that the fire department records of private hydrants are kept up to date.
64. The owner of a private hydrant shall:
 - a) not less than twice each year have the private hydrant flushed, drained and all threads of outlets and caps greased with waterproof grease;
 - b) not less than once each year have all components of the hydrant inspected, serviced and tested;
 - c) keep the ground surface around the private hydrant clear of shrubs, trees, structures and other obstructions of any kind, in order to facilitate use of the hydrant by the Fire Department.
 - d) All private hydrants and municipal hydrants must conform to District standards set out in Schedule "A" to this By-law.

SECTION X: PERMITS

65. This section is to provide for the routing of permit applications for flammable and combustible liquid storage tanks and heating oil systems through the Permit and Licenses Departments.
66. The application for a permit for any of the above shall be made to the Director of Inspection Services of the District. The application shall require the following information:
 - a) the signature of the applicant;
 - b) a statement of the intended use of the occupancy or the operations to be conducted on the premises;
 - c) two copies of the specifications and scale drawings of the building with respect to the use and occupancy showing;
 - e) the dimensions of the building and its location;

- f) the proposed use of each room of the floor area;
- g) fire protection installations including portable extinguishers, fire alarms, and smoke detectors as required by this by-law; and;
- h) means of egress.

SECTION XI: PERMIT FEES & INSPECTION FEES

67. The fees hereinafter specified for this section permit applications shall be paid to the District by all applicants for any permit required by this by-law, or under the code adopted by this by-law, or by the regulations passed pursuant to the provisions of the FIRE SERVICES ACT, R.S.B.C. 1979 and for the inspection of any work or thing for which the said permit is required.
- a) for the inspection of the installation of gasoline tanks, waste oil tanks and dispensing pumps; each tank \$20.00 and each pump \$20.00;
 - b) for the inspection of the installation of a home heating oil system; per tank and burner: \$10.00.
 - c) if more than two visits are required, an additional amount of \$20.00 will be charged for each visit after two.
68. Inspections of building other than routine inspections required by the FIRE SERVICES ACT: \$30.00.

SECTION XII: FIRE DEPARTMENT

69. The Maple Ridge Fire Department is hereby continued under the Fire Chief who shall be the head of the Department and who may:
- a) take all proper and reasonable measures for the prevention and suppression of fires and for the protection of life and property;
 - b) manage, control and supervise the Department;
 - c) have the care, custody and control of all building apparatus and equipment of the Department.
70. An applicant is qualified to be appointed as a member of the Department for fire fighting duties who:
- a) is deemed to be a suitable applicant for fire fighting, and is recommended to the Fire Chief by the Membership Committee of the Maple Ridge Volunteer Fire Department;
 - b) is of good character;
 - c) passes such written, oral, physical and practical examinations as may be required by the Fire Chief;
 - d) is medically fit to be a member as certified by a physician designated by the Fire Chief;
 - e) is more than 19 years of age but less than 60 years of age; and
 - f) has been recommended for appointment by the Fire Chief.

SECTION XIII: RULES, POLICY AND PROCEDURES

71. The Fire Chief may make rules and policy and procedures for the proper and efficient administration and operation of the Department and for the discipline of its members and may change, replace or withdraw the rules and policy and procedures as he considers fit or necessary.
72. The members of the Department shall comply with all rules and policy and procedures in effect under Section 71 and the Fire Chief shall deal with and dispose of any failure to comply or contravention by a member.
73. The Fire Chief may report monthly or annually to the Council on the efficiency of the members and the condition of the buildings, apparatus and equipment of the Department.

**SECTION XIV: UNDERGROUND FLAMMABLE AND COMBUSTIBLE LIQUID
STORAGE TANKS**

74. This part covers the testing of existing underground flammable and combustible liquid storage tanks for leakage and the requirements for the construction of and testing of such new tanks installed after January 01, 1987.
75. The occupant of any lands or property who installs or permits any person to install underground storage tanks without meeting all the requirements of this by-law or fails to test any tank as required by this by-law is guilty of an offence against this by-law and is subject to penalties under Section 91 of this by-law.
76. All steel tanks or tanks constructed of any material subject to corrosion or electrolysis and installed prior to December 31st, 1971, shall be subject to a leakage test every two years. The type of test is to be approved by an Officer of the Fire Department.
77. All test and corrective measures are to be carried out in conformance with Subsection 4.3.16 of the National Fire Code of Canada 1985, entitled "Leakage Testing of Storage Tanks". A copy of the results of all liquid medium leak detection tests of underground petroleum storage tank systems shall be forwarded by the testing agent to the Fire Department.
78. All tanks mentioned in Section 76 above, and installed on or after December 31st, 1971, which are not cathodically protected with coal tar epoxy at least 16 mils thick dry and equipped with anodes to prevent electrolysis taking place, shall be tested as per Sections 76 and 77 above, every two years, after they have been in the ground fifteen years.
79. All underground tanks installed after passing of this by-law shall comply with the Fire Services Act, R.S.B.C. 1979 and Regulations as well as Underwriters Laboratory Testing Standard ULC-S6151977 ("Standard for Reinforced Plastic Underground Tanks for Petroleum Products"). Tanks shall have ULC labels affixed thereto.
80. Any tank equipped with an anode in which the results of the test carried out as per ULC-S603.1-M1982 shows the anodes are failing to carry out the function they are designed to, shall then be given a leakage test every two years henceforth as per Sections 76 and 77 above.
81. When the ground around an installed tank is disturbed by an earthquake, tremor or shifting of the earth, or for any reason which may change the integrity of the tank or its piping, an Officer may

require the tank to be tested for leakage or part failure, including all piping. The test is to be carried out to the satisfaction of an Officer.

82. No supplier shall deliver petroleum products to an underground storage tank unless the tank installation has been approved by an Officer.
83. When the test results carried out in accordance with Sections 76 and 77 above indicate that the tanks are failing to perform their designed functions, the said tanks shall be repaired to conform to their original approval standards or replaced within thirty (30) days.
84. When any repair to an underground flammable and combustible liquid storage tank or its dispenser is necessary to correct product loss or suspected product loss, the occupant shall immediately notify an Officer.
85. When a tank(s) is to be removed and not replaced, an Officer is to be notified at least three working days prior to the removal of the tank(s).
86. When underground storage tanks will not be reused, or have been out of service for three years, whichever comes first,
 - i) The authority having jurisdiction shall be notified in writing;
 - ii) Flammable and combustible liquids shall be removed from the storage tanks, connected piping and dispensing equipment;
 - iii) Storage tanks shall be removed from the ground and purged of vapours,
 - iv) The piping shall be removed from the ground or shall be purged of flammable liquids and vapour, and the ends of the piping shall be permanently sealed by capping or plugging, and
 - v) If the soil around and under the storage tank is contaminated with liquid, it shall be replaced with clean fill to a degree acceptable to the authority having jurisdiction.
87. All used tanks removed from the ground shall be destroyed or disposed of in a manner approved by an officer.
88. An officer acting under these regulations is not personally liable for any loss or damage suffered by any person by reason of anything in good faith done or omitted to be done in the exercise or enforcement of this By-law.
89. The authority having jurisdiction is not responsible for any loss of business or other expenses incurred by an owner or operator consequent upon a leak detection test or any other works required under this By-law.

SECTION XV - SERVICE STATION SAFETY

90. (1) No person shall install, maintain or keep installed in a service station any equipment or circuitry that enables any pump designed for the dispensing of gasoline to be pre-authorized or activated prior to handling by the customer, but this provision shall not apply to a pump handled exclusively by employees of the service station.

(2) Every service station operator shall post and keep continuously posted:

(a) conspicuous signs that clearly identify the location of each fire extinguisher;

(b) In the attendant's booth of every self-service station and in the office of any other service station, a sign providing instructions for dealing with any emergency involving a fire or potential fire, which sign shall include instructions to shut off all electrical power to the pumps, evacuate the area and notify the Fire Department.

91. No person carrying on the business of a gasoline service station shall employ any person as an attendant unless that person has successfully completed a training program in fire safety designed for service station attendants that has been approved by the Fire Chief. The Basic Service Stations Fire Protection Training and Certification Program shall be in accordance with the regulations contained in Schedule "D" attached hereto and forming part of this By-law.

SECTION XVI PENALTY SECTION

92. Clause 91 shall come into force and effect six (6) months following adoption of this by-law.

93. Every person who violates any of the provisions of this By-law or who permits any act or thing to be done in contravention or in violation of any of the provisions of this By-law, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this by-law, shall be guilty of an offence punishable on summary conviction and shall be liable to a fine of not more than \$2,000.00 or to imprisonment for not more than six months, or to both, the penalties being enforced and the fines and costs being recoverable upon summary conviction in the manner provided by the Offence Act R.S.B.C. 1979, Chapter 305 as amended.

SECTION XVI: SEVERABILITY

94. If any section, subsection or clause of the By-law is declared or held to be invalid by a court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this by-law shall be deemed to have been enacted and adopted without the invalid and severed section, subsection or clause.

READ a first time this 30 day of October, A.D., 1989

READ a second time this 30 day of October, A.D., 1989

READ a third time this 30 day of October, A.D., 1989

RECONSIDERED and adopted this 6th day of November, A.D., 1989.

Mayor

Clerk

SCHEDULE "A" TO BY-LAW NO. 4111-1988

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

FIRE HYDRANT STANDARDS

Hydrants shall conform to the A.W.W.A. Standard Specifications for Fire Hydrants for Ordinary Waterworks Service C502 and typical fire hydrant detail drawing and to the B.C. Standard for Fire Hydrants with the following supplementary details as required by Section 2 of the said A.W.W.A. specification C502.

Hydrants shall be Terminal City C-71P or Canada Valve Century.

- a) Shut-off: Compression type shall be used.
- b) Inlet Connection: Inlet connections shall be 150-mm nominal diameter and shall be bell type with harness lugs.
- c) Hose and Pump Nozzle Threads: nozzles shall conform to the B.C. Standard for Fire Hydrant. Pump nozzles shall be 117.475 mm outside diameter and 6 threads per 25-mm nominal size.
- d) 133-mm diameter internal valve opening.
- e) Dry top design with sealed grease chamber.
- f) Bronze to bronze valve assembly.
- g) Delivery Classification: Two hose nozzles and one pump nozzle.
- h) Bury length: Minimum bury length shall be 1.0 metres
Maximum bury length shall be 1.5 metres.
- i) Diameter: Hose nozzles shall be 65-mm nominal diameter
Pump nozzles shall be 100-mm nominal diameter.
- j) Nozzle Cap Gasket: A gasket shall be provided with each
nozzle cap.
- k) Opening Direction: To open the hydrant the wrench nut
shall be turned left, i.e., counter clockwise.

SCHEDULE "A" cont.

- l) Colour: Finish paint above ground shall be lime green C/W white caps marine enamel or approved equal applied with a brush.
- m) Operating and Cap Nuts: The operating nut and the cap nuts on the hose and pumper nozzles shall conform to the dimensions given in Section 5.19 of A.W.W.A. Standard Specification C502-54.
- n) Break-off Flanges: Shall be from 50mm to 150mm above final finish grade.

The hydrant shall be so designed that its top section may, without excavation, be rotated to the right or left if desired, and bolted or locked in place without decreasing its strength or causing to leak when under pressure.

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SCHEDULE "D"

**Maple Ridge Fire Department - Basic Service
Station Fire Protection Training and
Certification Program Protocol**

An addition has been made to the Maple Ridge Fire Prevention By-law 4111-1988, which reads in part as follows:

SECTION XV - SERVICE STATION SAFETY

91. No person carrying on the business of a gasoline service station shall employ any person as an attendant unless that person has successfully completed a training program in fire safety and protection designed for service station attendants that has been approved by the Fire Chief.

The Basic Service Station Fire Protection Training and Certification Program shall be in accordance with the regulations contained in Schedule "D" attached hereto and forming part of this By-law.

The following protocol applies to service station attendant training programs in Maple Ridge. These programs must be based on the 'standard training program' developed jointly by the Vancouver Fire Department and the Petroleum Industry. This standard is intended to serve as a model for development of company and dealer specific training programs, and as such should be considered as a minimum requirement. The standard can be used as is, or can be tailored for the individual needs of the organization using it.

1. **TRAINING COURSE APPROVAL PROCEDURES:**

All training programs held for attendants who will work at stations within Maple Ridge must first receive approval of the Fire Chief. (Training programs, instructors and signing authority criteria, to City of Vancouver requirements, will be acceptable in Maple Ridge.) The following steps should be followed when seeking approval:

- * Using the 'standard training program' as a guideline, individual companies or organizations will develop all necessary training booklets, teaching aids, examination papers, certificates of completion, wallet cards and

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related materials that will be necessary for offering an effective and efficient course.

- * The individual company or organization will develop an **Implementation Plan**, which must include the following:

- Name of company or organization;
- Names of designated signing authorities;
- Teaching methods to be used (e.g. formal classroom sessions along with self-study sessions, etc.);
- Schedule of training sessions for current employees and planned schedule for new hires, including the dates of these sessions and their length;
- Course locations;
- Approximate numbers of present attendants who will be going through the initial sessions and the approximate yearly turnover in employees;
- Instructors names and qualifications (Resume);
- The name of the individual within the company who will be responsible for signing the certificates of completion and wallet cards. One individual with alternate within the company will have signing responsibility and must be accountable for the integrity of the course and examination procedures;
- Examination procedures and how exams will be supervised.

* Any new materials must be formally submitted with a covering letter to the Fire Chief for approval prior to any course being offered.

(Courses in place as of 1988 September 01 in the City of Vancouver are automatically approved by the Fire Chief in Maple Ridge.)

2. **COURSE MECHANICS:**

- a) Only instructors that have been approved by the Fire Chief are qualified to teach these courses. All employees that are involved in the dispensing of gasoline must attend the classroom or teaching sessions that have been scheduled.
- b) The employee must read the material provided in the information sections of the course booklet prior to attending the training sessions. If necessary, they may study at home.
- c) The employee must successfully complete the examinations with a passing grade of 80%. The examination must be written in a controlled environment under direct supervision.

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SCHEDULE "D" cont.

- d) If the employee is unsuccessful in passing the examination, the employee must review the booklet material, practice the procedures again, and/or attend further training sessions until they are ready to retest. Employees must repeat the test until they are successful.
- e) If an employee cannot pass the written examination due to difficulties in reading or writing English (i.e.: English is not his or her first language), a verbal examination can be administered. Written notification should be forwarded to the Fire Chief stating the employee's name, reason for a verbal examination, date of examination, and grade achieved. The verbal examination must cover the same questions as the written test. No coaching during the exam will be accepted.

Note: Verbal examinations should only be administered in extreme cases; a written examination is preferred.

- f) Upon successful completion of the examination, the employee will be issued an interim certificate by the course instructor, which states they have successfully completed the program. This interim certificate will be valid for 30 days after the course completion. The official Certificate of Completion and the Employee Wallet Card must be signed by the individual who has been granted signing authority by the Fire Chief and returned to the employee.
- g) The Certificate of Completion may be retained at a service station at which the attendant is employed. The Wallet Card must be in the employee's possession while he/she is on duty.
- h) Fire Department Inspectors may request that the Wallet Card be produced at any time. Employees who are involved in the dispensing of gasoline and who have not been certified, are grounds for initiating procedures for revoking the service station's business license.
- i) All examination papers must be retained by the Course Administrator for the full period that the certificate is valid.

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3. ON-GOING ADMINISTRATION:

Any changes to course materials, personnel involved, or other aspect of the courses must first be provided to the Fire Chief for approval. Any deviation from the materials or course information that has been approved may be grounds for withdrawal of the course certification. Also, if it becomes apparent that an individual course is not effective due to shortcomings in its design or application, the Fire Chief may require mandatory alterations in order to make the course more effective.

A list must be provided to the Fire Chief on a regular basis, which contains a listing of the individuals who have successfully completed the program and passed the examination. The list should contain the full name of the individual, and the date on which he/she has been certified.

The certification is valid for a period of three years and is transferable between service stations and companies (provided the company is willing to accept the certification of another organization).

In addition, certificates issued to service station employees by the City of Vancouver and Burnaby will be acceptable in Maple Ridge and vice versa.