



Administrative

Policy: Fire Permit Policy

POLICY AND PROCEDURE HANDBOOK

POLICY: Establishes guidelines for the issuance of fire permits on behalf of Beaver Emergency Services Commission partner municipalities.

SCOPE: This policy applies to the issuance of fire permits for burning of materials considered burnable debris as specified by Alberta Environment Protection and Enhancement Act. A definition of burnable debris is contained in the definition section of this policy. (Schedule A)

All fire permits shall be issued under the authority of the Forest and Prairie Protection Act RS.A 1980 c.F.-14 and regulations made thereunder and applicable municipal legislation from BESC member municipalities.

Burning shall be done in compliance with the Forest and Prairie Protection Act and the regulations made thereunder, and the following conditions:

1. Burn when winds are less than 10 Km/hr.
2. While burning is being conducted, an adult person must be in attendance.
3. Sufficient tools, equipment, and quantity of water must be readily available, depending on the size of the burn being conducted.
4. For all burns within one half kilometer of secondary or primary highways, smoke signs must be posted before starting any fire.(caution smoke warning signs)
5. No materials shall be burnt that are restricted by the Environmental Protection Act.
6. Persons issued burning permits must conduct all burning with due consideration to the physical discomfort of neighbors that may be the result of the burning.
7. Phone BESC Fire information line at 1-866-663-3730 before lighting fire.

Board Approval

Date: 18 August 2011 Policy # 2.1
(Amended 05 December 2013 Motion 13-459)

Page 1 of 4

Fire Guardians

Fire guardians shall be appointed in conjunction with appointments made by partner municipalities for issuance of fire permits. The BESC will appoint the same fire guardians that are appointed by the towns of Tofield, Viking, villages of Holden, Ryley, and Beaver County. Partner municipalities will appoint fire guardians in accordance with the Forest and Prairie Protection Act.

Recommendation for fire guardians are as follows:

Regional Fire Chief

District Fire Chief

District Assistant Fire Chief

CAO

Assistant CAO

Other fire services member(s) delegated this authority by a District Fire Chief.

BESC will administer fire permit issuance through cooperation with partner municipalities and appointed fire guardians and mitigate circumstances that may arise from issued fire permits.

Fire permits will be issued only to individuals 18 years of age or older and each permit requires the permittee be advised of all outlined conditions contained within the permit.

Fire permits shall be issued for a two week period during the permit required period, January 1st to December 31st

At certain times of the year and as conditions warrant, the Regional Fire Chief and or designate may issue a complete or partial fire ban on open air burning. When a fire ban is issued ALL open air burning is prohibited to the issued fire ban and issued permits may be suspended until which time the burning ban is lifted with the exception of actual cooking that is taking place on a grill.

Contravention of the issued fire bans will be subject to prosecution under the Forest and Prairie Protection Act RS.A 1980 c.F.-14 and regulations.

Board Approval

Date: 18 August 2011 Policy # 2.1
(Amended 05 December 2013 Motion 13-459)

Page 2 of 4

Any persons wishing to burn in an incinerator must have the unit approved and licensed in accordance with Part 1, Section 4 of the Clean Air Act, Alberta Statue 216/75 by:

Alberta Environment Standards and Approvals Branch
9820—106th Street
EDMONTON,
ALBERTA TSK 2J6
Phone 427-5872

Schedule

"A"

Definitions

"Burnable Debris" means all inflammable waste other than prohibited debris and includes, but is not limited to:

Straw and stubble
Grass, Weeds, Leaves and Tree Pruning's
Brush and fallen trees on newly cleared land or associated with logging operations
Used power, telegraph and telephone poles that do not contain wood preservatives
Wooden Materials from the construction or demolition of buildings that does not contain wood preservatives

"Prohibited Debris" means any inflammable waste that, when burned may result in release of the dense smoke, offensive odors, or toxic substances, and includes, but is not limited to:

Animal Manure
Pathological Waste
Non-Wooden Material
Waste material from building or construction site containing wood preservatives
Combustible material in automobile bodies
Tires, rubber, plastic or anything containing or coated with rubber, plastic or similar substance, except rubber/plastic attached to shredded scrap steel
Used Oil

Wood or wood products containing substances for the purpose of preserving wood
Solid Waste from tree harvesting operations

"ACAO" means Assistant Chief Administrative Officer of a municipality.

"CAO" means Chief Administrative Officer of a municipality.

"Fire Guardian" means a person appointed by or in accordance with the Forest and Prairie Protection Act, R.S.A 2000, Chapter F-19, as amended.

"Fire Permit" Means a permit issued in accordance with the policy by any person authorized to do so.

"Regional Fire Chief" means person retained by the Beaver Emergency Services Commission to head the Emergency Services Commission.

"District Fire Chief" means Fire Chief appointed to head a fire district within the Beaver Emergency Services Commission.

"Assistant District Fire Chief" means a person appointed to assist a District Fire Chief.

"Fire Service Member" means any member of the Beaver Emergency Services Commission Fire Division in good standing.