



# CITY OF WEST KELOWNA

## COUNCIL POLICY MANUAL

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Date: X  
Adoption Date: X

**SUBJECT: West Kelowna Fire Rescue - Fire Inspection Frequency**

### **Purpose:**

To outline a target frequency of fire inspections that is reasonable, without compromising life or fire safety.

Section 26 & 38 of the BC Fire Services Act requires a municipality to provide for a regular system of fire inspections of buildings within its jurisdiction.

CWK Fire Prevention Bylaw (0114) mandates:

- 38.1 *An annual prevention inspection of occupancies and buildings as required by the Fire Services Act, shall be carried out by or on behalf of the City of West Kelowna.*
- 38.2 *The system of fire prevention inspections may be revised as necessary throughout the year to take into account the following issues:*
- a) Available resources;*
  - b) Outstanding scheduled inspections;*
  - c) Community growth;*
  - d) Economic viability;*
  - e) Fire investigations;*
  - f) Illness and/or injury;*
  - g) Education leave;*
  - h) Training requirements;*
  - i) Scheduled vacation;*
  - j) Required expertise;*
  - k) Other duties;*
  - l) Unforeseen emergencies;*

Establishment of this Council policy is recommended practice by the BC Fire Commissioners Office.

### **Policy:**

1. Each occupancy and building within the West Kelowna Fire Protection area is assigned an occupancy classification under the BC Building Code. This classification may be adjusted to meet fire and life safety objectives at the discretion of the Fire Chief or designate.
2. Notwithstanding the reasons outlined above and contained in the bylaw, fire prevention inspections are to be carried out to the best of ability according to the following frequency:

OCCUPANCY TYPE	FREQUENCY
<b>Group A</b>	
Div. 1 - Theatres	1 YEAR
Div. 2	
Churches, Halls	1 YEAR
Night Clubs	1 YEAR
Schools	1 YEAR
Large Day Cares	1 YEAR
Restaurants/Pubs	1 YEAR
Coffee Shops/Delis	2 YEARS
Div. 3 - Arenas	1 YEAR
<b>Group B</b>	
Div. 1 – Detention Centres	1 YEAR
Div. 2 - Hospitals	1 YEAR
Div. 3 - Care Facilities	1 YEAR
<b>Group C</b>	
Hotels, Motels	1 YEAR
Apartments	1 YEAR
Strata Communities	2 YEARS
Bed and Breakfast	Discretionary
Home Daycares	Discretionary
Lock boxes/Gates	2 YEARS
<b>Group D – Business/Service</b>	2 YEARS
<b>Group E - Mercantile</b>	2 YEARS
<b>Group F</b>	
Div. 1 General	1 YEAR
Bulk Plants	1 YEAR
Spray Operations	1 YEAR
Div. 2 General	2 YEARS
Service Stations	1 YEAR
Service Garages	2 YEARS
Div. 3 General	2 YEARS
<b>Food Trucks</b>	1 YEAR
<b>Major Construction Sites</b>	30 DAYS
<b>Tactical Inspections</b>	36 per YEAR

3. When the target frequency cannot be met due to issues outlined in Bylaw 114 (38.2) inspections may be rescheduled to a future time, at the discretion of the Fire Chief or designate.
4. This policy will be reviewed annually by the Fire Chief and modifications will be brought forward for Council consideration, as deemed necessary.