

Simplified Risk Assessment: **Step-by-Step**

1. DATA GATHERED FOR ANALYSIS:

DEMOGRAPHIC PROFILE

Ages of population	#	% of Total Population
0-14	3,790	20.8%
15-64	11,860	65.1%
65 and over	2,550	14.1%
Total Population	18,200	100%

Our Vulnerable People/Occupancies

- Senior population, highest % in the region
- Elmira downtown buildings
- Chemical and Waste Industries
- Seasonal housing and seasonal population

Our Language/ Customs Issues

- Large Mennonite Community with cultural differences
- Mexican Mennonite, little or no English spoken

Our Seasonal Population Shifts

- Elmira Maple Syrup Festival, 1st Saturday in April
- Seasonal works, temporary housing on farms

Our Local Considerations

- **Markets and stock yards, 3 days/week, 4,000 vehicles attend**
- **20% of the population over 20 years old have grade 9 education or less**
- **Large Township area, 78,854 acres, with 15 settlements ,5 commercial/industrial areas**

Building Stock

Group A Division 4 (Assembly)

Total: 0

1. N/A

Group A Division 1. (Assembly)

Total: 1

1. St Jacobs School House Theatre, 11 Albert St. St Jacobs

Group A Division 2. (Assembly)

Total: 81

1. Bowling Alley:
675283 Ontario Ltd., 13 First Street East, Elmira
2. Child Care Facility:
Region of Waterloo, 22 Mockingbird Drive, Elmira
12 Young Street, St. Jacobs

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Evening Star Lane, Conestogo Nursery School

3. Churches:

2875 Lobsinger Line, Heidelberg, Apostolic
200 Barnswallow, Elmira, Woodside Bible Chapel
850 Sawmill Road, Bloomingdale, Koinonia
106 Barnswallow Drive, Elmira, Kingdom Hall Jehovah Witness
60 Arthur Street, St. James Lutheran
1407 King Street North, St. James Lutheran
131 Flax Mill Drive, Conestogo, St. Matthew's Lutheran
27 Mill Street, St. Paul's Lutheran
Heidelberg, St. Peter's Lutheran
27 Mill Street, Elmira, St. Paul's Lutheran
Shantz Station Road, Trinity Lutheran
Bloomingdale, Mennonite Church
226 Woolwich Street, Breslau, Mennonite
Floradale Road, Floradale, Crystal View Mennonite
58 Church Street West, Elmira, Mennonite
Florapine Road, Floradale, Mennonite
1310 King Street North, St. Jacobs, Mennonite
47 Arthur Street South, Elmira, Zion Mennonite
Woolwich Street, Breslau, Evangelical Missionary
2 First Street, Elmira, Emmanuel Missionary
Arthur & First Street Corner, Elmira, New Apostolic
R. R. # 2 Breslau, Good Samaritan
290 Arthur Street South, Elmira, Pentacostal
2 Cross Street, Elmira, Gale Presbyterian
Winterbourne, Presbyterian
Maryhill, St. Boniface Catholic
19 Flamingo Drive, St. Teresa of Avila Roman Catholic
19 Main Street, Bloomingdale, United
48 Hawkesville Road, St. Jacobs, Calvary United
21 Arthur Street North, Trinity United

4. Clubs, non residential:

Lions, 40 South Street West, Elmira
Kiwanas, 28 South Street West, Elmira
Boy Scouts, 40 Martin's Lane, Elmira
Lawn Bowling, 18 Mockingbird Drive
Legion, 11 First Street East
Youth Group, Elmira Community Centre, 24 Snyder Ave S., Elmira

5. Libraries:

860 Sawmill Road, Bloomingdale
29 Queen Street South, St. Jacobs
65 Arthur Street S., Elmira

6. Licensed beverage establishments:

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39 Arthur Street South, Sip & Bite
32 Arthur Street South, Tien Lee
30 Arthur Street South, 1581699 Ontario Ltd., Central Tavern
1430 King Street North, St. Jacobs, Benjamin's Restaurant & Inn
1872 Sawmill Road, Conestogo, Black Forest Inn
3006 Lobsinger Line, Heidelberg Restaurant, Brewpub & Hotel

7. Restaurants:

384 Arthur Street South, Christian Horizons, Cross Roads Restaurant
5 Parkside Drive, St. Jacobs Harvest Moon
1386 King Street North, St. Jacobs, Stone Crock

8. Schools & Colleges:

28 Katherine Street South, (vacant)
58 Joseph Street, Breslau, Public School
1948 Sawmill Road, Conestogo, Public School
4 University, Elmira, Secondary
35 Floradale Road, Floradale, Public School
5 First Street West, Elmira, John Mahood Public School
18 Mockingbird Drive, Elmira, Park Manor
14 ½ Riverside Drive, Elmira, Public School
1354 Maryhill Road, Maryhill, St. Boniface Public School
45 King Street West, Heidelberg, St. Clements Catholic
72 Queensway Drive, St. Jacobs, Public School
69 First Street West, Elmira, St. Teresa Catholic
2043 Three Bridges Road, R.R. # 1 St. Jacobs, Three Bridges P.S.
1058 Spitzig Road, Breslau, Woodland Christian High School
2201 Shantz Staton Road, Breslau, St. John's Kilmarnock

Parochial Schools:

1316 Martin Creek Road, East Heidelberg
4194 Arthur Street North
2447 Three Bridges Road, Clearview Mennonite
1408 Halm Road, R. R. # 1 West Montrose
543 Katherine Street North, R. R. # 2 West Montrose
2542 Northfield Drive East, R. R. # 1 St. Clements, Balsam Grove
7443 Fourth Line of Peel
283 Glasgow Street South, R. R. # 1 Waterloo
1210 Jigs Hollow Road, R. R. # 1 St. Clements
1505 Scotch Line Road, R. R. # 1 Elmira
2490 Floradale Road, R. R. # 1 Elmira
1560 Tilman Road, R. R. # 1 Elmira
850 Sawmill Road, Bloomingdale, Koinonia Christian Fellowship

9. Undertaking Premises:

62 Arthur St S., Dreisinger Funeral Home Ltd

Group A Division 3 (Assembly)

Total: 2

Simplified Risk Assessment: Step-by-Step

1. Arenas:
24 Snyder Avenue South, Elmira
31 Parkside Drive, St. Jacobs
2. Indoor Swimming Pools:
18 Ernst Street, Elmira

Group B Division 1 (Institutional)

Total: 0

1. N/A

Group B Division 2 (Institutional)

Total: 12

BUILDING CODE SAMPLES i.e. Facilities for developmentally handicapped residents – Homes for the aged – Hospitals – Infirmaries – Long term care – Nursing homes – Psychiatric hospitals without detention quarters – Reformatories without detention quarters – Sanatoria without detention quarters

1. Facilities for Developmentally Handicapped Residents:

146 Church Street West, Elmira, ARC Industries
158 Church Street West, Elmira, Life Skills, EDACL
12 Centre Street, Elmira, EDACL
4 Eagle Drive, Elmira, EDACL
1A Riverside Drive West, Elmira, EDACL
47 Raising Mill Gate, Elmira, EDACL
81 First Street West, Elmira, EDACL
118 Barnswallow Drive, Elmira, EDACL

2. Nursing Homes

Chateau Gardens Assisted Living Centre. 11 Herbert St Elmira and 8 Snyder Av. North Elmira
Heritage House Eby Street St Jacobs
Leisureworld Caregiving Centre, 120 Barnshallow Drive Elmira
Martins Rest Home 11 Centre St Elmira

Group B Division 3 (Institutional)

Total: 2

BUILDING CODE SAMPLES i.e. Children's custodial homes, Convalescent homes, Group homes for developmentally handicapped residents, Residential care facilities, Sanatoria without detention quarters

1. Residential Care Facilities:
3 Erb Street, Elmira, Pilgrim's Provident

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1129 Jiggs Hollow Road, Group Home, c/o Hans Zahnd

Group C (Residential)

Total: 5

BUILDING CODE SAMPLES i.e. Apartments – Boarding houses – Camps for housing workers, Clubs (residential) – Colleges (residential) – Convents – Dormitories – Group homes – Halfway houses (drug & alcohol treatment) – Hostels – Hotels – Houses – Lodging houses – Monasteries – Motels – Open & semi-secure detention for youth – Recreational camps – Rooming houses – Schools (residential) – Shelters for homeless – Shelters for women.

1. Albert Street Guesthouse- 28 Albert St. West St Jacobs (Bed & Breakfast)
2. Breslau Country Manor- 164 Menno St. Breslau (B&B)
3. Bristow's Inn – 80 Arthur St. South Elmira (B&B)
4. Maryhill Inn B&B -1302 Maryhill Rd, Maryhill
5. Old Bridge Place Bed and Breakfast Inn, West Montrose

Single Family Dwellings

- 4,055

Multi-Unit

Total: 143

11 Arthur Street

- 41 Church Street West, Elmira
- 42 Church Street West, Elmira
- 43 Church Street West, Elmira
- 44 Church Street West, Elmira
- 47 Church Street West, Elmira
- 54 Church Street West, Elmira
- 11 Cross Street, Elmira
- 23 Duke Street, Elmira
- 28 Duke Street, Elmira
- 8 Dunke Street, Elmira
- 10 Erb Street, Elmira
- 23 First Street East, Elmira
- 86 First Street West, Elmira
- 90 First Street West, Elmira
- 30A Flamingo Drive, Elmira
- 30B Flamingo Drive, Elmira
- 30C Flamingo Drive, Elmira
- 30D Flamingo Drive, Elmira
- 31 Flamingo Drive, Elmira
- 35 Flamingo Drive, Elmira
- 33 Front Street, Elmira
- 110 Oriole Parkway, Elmira
- 1 Park Ave East, Elmira
- 22 Riverside Drive West, Elmira
- 29 Water Street, St. Jacobs
- 8 Water Street East, St. Jacobs
- 15 Water Street East, St. Jacobs

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Hotel/Motel

Total :8

50 Benjamin Road East, Waterloo, Best Western, St. Jacobs Country Inn
1430 King Street North, St. Jacobs, Benjamin's Restaurant & Inn
16 Isabella St. South St. Jacobs, Jacobsettel Guest House

Mobile

1. Martin Grove Village-135 year round units
2. West Montrose Trailer Park- 3 year round units and 120 seasonal trailer sites
3. Floradale Settlement- 77 trailers on farms

Other

1. 775 farms with buildings

Group D (Business)

Total: 184 with E Occupancy

Banks:

31 King Street, St. Jacobs, Scotiabank
53 Arthur Street South, Elmira, Bank of Montreal
25 Hampton Street, Elmira, Mennonite Savings and Credit Union
6 Church Street West, Elmira, Royal
41 Arthur Street South, Elmira, Toronto Dominion Canada Trust

1. Hairdressing shops:
53 Duke Street, Elmira, Marjorie's Hairstyling
2. Beauty Parlours:
45 Church Street West, Elmira, Carolyn's Coiffure
4 Park Avenue West, Elmira, Carousel Coiffure
Birdland Plaza, Elmira, Guys and Dolls Hair & Spa
3. Dental Offices:
77 Arthur Street South, Elmira, Dr. Mason
8 Hampton Street, Elmira, Dr. Pannu
2 Park Avenue East, Dr. Mohan
10 Parkside Drive, St. Jacobs, Dr. Seoni
45 Arthur Street South, Elmira, Dr. Shuttsa
15 Memorial Ave., Elmira, Dr. Jahandari
4. Dry Cleaning – self service:
18 Arthur Street South, Brown & Sons Men's Clothier
5. Laundries – self service:
120 Oriole Parkway, Elmira
6. Medical Offices:

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2 Park Avenue West, Elmira Medical Centre

7. Offices:
69 Arthur Street South, Elmira, Municipal Offices
8. Police Stations:
13 Industrial Drive, Elmira
9. Small Tool and Appliance Rental & Service:
21 Industrial Drive, Elmira, Martin's Small Engines
Church Street West, John Deere Engines
19 First Street East, Elmira Rentals

Group E (Mercantile)

BUILDING CODE SAMPLES I.e. Department stores – Exhibition halls – Markets – Restaurants with an occupant load not more than 30 persons consuming food & drink – Shops – Stores – Supermarkets.

1. Department Stores:
44 Arthur Street South, Elmira, Stedmans V & S
2. Markets:
845, 849, 878 Weber Street North, St. Jacobs/Waterloo Farmer's Market
Reid Woods Drive, Produce Market
3. Restaurants:
29A Church Street West, Elmira, Champs Restaurant
14 Arthur Street South, Elmira, Raphael's Pizzeria & Café
66 Arthur Street South, Elmira, K.F.C
1398 King Street North, St. Jacobs, Vidalias Market Dining
305 Arthur Street South, Elmira, Tim Horton's
1229 King Street North, St. Jacobs, Tim Horton's
45 Industrial Drive, Elmira, McDonald's
1440 King Street North, St. Jacobs, River Rose Café
10 King Street, St. Jacobs, Riverstation Restaurant & Café
1381 King Street North, St. Jacobs, Shadetree
1441 King Street North, St. Jacobs, Silo Café
4. Shops:
61 Arthur Street South, Elmira Meat Market
7, Church Street West, Elmira, Kitchen Cuttings

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5. Stores:

7 Arthur Street North, Elmira, Dreisinger Furniture Ltd
19 Arthur Street South, Snider Bros. Furniture Ltd
31 Church Street West, L.C.B.O.
6 Wyatt Street, Elmira, Brewers Retail
31 Arthur Street South, Elmira, Hartman Jewellers

6. Supermarkets:

6 Arthur Street North, Elmira, IGA
120 Oriole Parkway, Elmira, Selby's Freshmart

Group F Division 1 (Industrial)

Total: 200

BUILDING CODE SAMPLES i.e. Bulk plants for flammable liquids – Bulk storage warehouses for hazardous substances – Cereal mills – Chemical manufacturing or processing plants – Distilleries – Dry cleaning plants using flammable or explosive solvents or cleaners – Feed mills – Flour mills - Grain elevators – Lacquer factories – Paint, varnish & pyroxylin product factories – Rubber processing plants – Spray painting operations

25 Erb Street, Elmira, Crompton
60 First Street East, Elmira, Sulco
43 Arthur Street North, Elmira, DLM Foods
23 Union Street, Elmira, Hydro Agro
1 Union, Nutrite
728 Arthur St., Waterloo Oxford Co-Operative-fertilizer plant

Spray Painting:

101 Bonnie Crescent, Elmira, Savage Auto Body Inc.
33 First Street East, Elmira, Rudow's Carstar Collision Centre

Group F Division 2 (Industrial)

BUILDING CODE SAMPLES i.e. Aircraft hangers – Cold storage plants – Dry cleaning establishments not using flammable or explosive solvents or cleaners – Electrical substations – Freight depots – Helicopter landing areas on roofs – Laboratories – Laundries (except self-service) – Planing mills – Printing plants – Repair garages – Self-service storage buildings – Service stations – Storage rooms – Television studios not admitting a viewing audience – Tire storage – Warehouses – Woodworking factories

Aircraft Hangers:

Breslau, Waterloo Regional International Airport

Electrical Substations:

22 Victoria Glen Street, Elmira
33 Park Avenue West
14 Oriole Parkway East
34 Union Street
1181 King Street North

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2043 Arthur Street North
6252 Line 86
1052 Sawmill Road
4808 Fountain Street North
110 Woolwich Street North

Freight Depots:
35 Oriole Parkway East, Elmira Bridgeland Terminals Ltd, Trucks

Helicopter Landing Areas on Roofs:
Hoffers Air Strip

Laboratories:
63 Arthur Street South, Elmira, MDS Laboratory Services

Printing Plants:
20-A Arthur Street North, Elmira, Norgard Commercial Printers
4 Herbert Street, Elmira, Bauman Printing
1135 Printery Road, St. Jacobs Printery Ltd

Repair Garages:
20 Church Street East, Elmira Service Centre
361 Arthur Street South, Elmira Voisin Motors
390 Arthur Street South, Elmira, Dub-L-E Auto Service
47 Northside Drive, St. Jacobs, Martin's Garage
2316 Floradale Road, Lloyd Frey's Garage Ltd
Floradale Road, Floradale Garage

Self Service Storage:
17 First Street East, Elmira, Esbaugh Storage
96 Southfield Drive, Elmira Self Storage

Storage Rooms:
21 Church Street West, Elmira, Waterloo Oxford Co-op
5 Duke Street, Elmira, Home Care Build All Centre
17 Industrial Drive, Elmira, Don Voll's Contract Flooring Ltd

Tire Storage:
35 Howard Avenue, Elmira, Lucky's OK Tires
1 Bast Place, R.R. # 1 Waterloo, Bast Tire
39 Arthur Street North, Elmira, Palessi Tires
1370 King Street North, St. Jacobs, Thoman Tire Service

Warehouse: N/A

Woodworking Factories:

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1 Union Street, Elmira, Roxton

Group F Division 3 (Industrial)

BUILDING CODE SAMPLES i.e. Creameries – Laboratories – Power plants – Storage garages including open air parking garages – Storage rooms - Warehouses

1.

Buildings not Classified by the OBC

Total: 774

1. Farms with Building –Exempt from Fire Code

MUNICIPAL FIRE LOSS PROFILE

Attach appendices at the back of this document to provide the fire loss information that has been collected locally for your community. In doing so, get stats;

- from your own FD files, and
- from the OFM. Call (416) 325-3100 & ask for OFM Data Services

Attached at the back of this document is the fire loss information that has been collected locally for our community.

2. ANALYSIS AND EVALUATION OF INFORMATION:

DEMOGRAPHICS

Based on the Demographic Profile:

The following information details the high-risk age groups within this community;

- senior residents
- seasonal(agricultural) workers

The following information details the vulnerable people, and occupancies within this community;

- Elmira downtown core, poor special and unit separation, built prior to the OBC, usually residential above commercial
- Farm building are exempt from the OFC, subsidiary business are found in some of these buildings with no upgrades
- St Jacobs settlement has a large senior population,
- Seasonal workers with different living styles occupy temporary housing that in some cases will not meet OFC
- Industrial buildings that have not been inspected and unsure if they meet the requirements of Part 4 of the OFC

The following are multiple unit occupancies where there are a number of tenants

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- Building stock shows that there is only 134 multiple unit residential within the Township, Elmira downtown has 13 buildings where residential is above commercial buildings, majority of the multi unit occupancies are in Elmira settlement and are built to the OBC requirements
- . The small settlement of Floradale with a population of 2,524 has 77 granny flats and 15 trailer located on properties.

There are cultural or language issues within our community that would require special treatment in order to convey public fire safety information

. Large Mennonite culture in the large rural areas, they have different schooling that the Public or Separate school systems, they require traditional teaching methods to convey Fire Safety. Fire department can not use video or audio teaching aids. With the area being so large, there are more schools and are smaller in size, therefore require a greater number presentations by the Fire Department to cover the area. There is no school transportation for these schools.

There are barriers to getting fire safety information to certain groups within our community

- Language barrier for the seasonal workers (Mexican Mennonite)

Consideration should be given to getting fire safety information to the following people in the community by using “influencers” (volunteers i.e. meals on wheels, home care workers, scouts/guides, church groups) or directly

- Mennonite Church groups are running cooking classes for the Mexican Mennonites
- Home care worker are trained in fire safety and are looking for fire problems when they are in the homes.

BUILDINGS

High Fire Risks:

The following property(s) represent a high risk of fire that poses a safety concern(s) for our community

- **Safety Kleen (130)**
- **Crompton (300)**
- **Glenoit Corp (165)**
- **Sulco Canada (19)**
- **Nutrite Fertilizer (24)**
- **Waterloo Oxford Co-Operative**
- **Rosendale Farm Co-operative**

High Impact:

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- Home Hardware (1172)
- Trim Masters (327)
- Crompton (300)
- Glenoit (165)
- Safety Kleen (130)
- DLM Foods (90)
- C3 Group (90)
- Challenger Special Commodities (80)
- Waterloo Regional Airport

If any of the following properties experienced a serious fire or were destroyed, a significant economic or social impact would be felt in our community

Fire Safety Plans:

Check your Building Stock Profile against 2.8.1.1. (1), (2) and (3) of the Ontario Fire Code to see which properties in your community are required to have a Fire Safety Plan.

(List of buildings alphabetically and behind each entry, is placed Y or N to indicate whether the facility has or does not have, an approved Fire Safety Plan)

The following buildings are those required by Section 2.8 of the Ontario Fire Code to have a Fire Safety Plan. The Y or N placed behind each entry, indicates whether the property has or does not have an approved Fire Safety Plan

Group A Division 1. (Assembly)

St Jacobs School House Theatre, 11 Albert St. St Jacobs

Group A Division 2. (Assembly)

Bowling Alley:

675283 Ontario Ltd., 13 First Street East, Elmira-Y

Child Care Facility:

Region of Waterloo, 22 Mockingbird Drive, Elmira-Y

12 Young Street, St. Jacobs

Evening Star Lane, Conestogo Nursery School-Y

Churches:

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2875 Lobsinger Line, Heidelberg, Apostolic
200 Barnswallow, Elmira, Woodside Bible Chapel-Y
850 Sawmill Road, Bloomingdale, Koinonia
106 Barnswallow Drive, Elmira, Kingdom Hall Jehovah Witness-Y
60 Arthur Street, St. James Lutheran
1407 King Street North, St. James Lutheran
131 Flax Mill Drive, Conestogo, St. Matthew's Lutheran
Heidelberg, St. Peter's Lutheran
27 Mill Street, Elmira, St. Paul's Lutheran
Shantz Station Road, Trinity Lutheran
Bloomingdale, Mennonite Church
226 Woolwich Street, Breslau, Mennonite
Floradale Road, Floradale, Crystal View Mennonite
58 Church Street West, Elmira, Mennonite
Florapine Road, Floradale, Mennonite
1310 King Street North, St. Jacobs, Mennonite
47 Arthur Street South, Elmira, Zion Mennonite
Woolwich Street, Breslau, Evangelical Missionary
2 First Street, Elmira, Emmanuel Missionary
Arthur & First Street Corner, Elmira, New Apostolic
R. R. # 2 Breslau, Good Samaritan
290 Arthur Street South, Elmira, Pentacostal
2 Cross Street, Elmira, Gale Presbyterian
Winterbourne, Presbyterian
Maryhill, St. Boniface Catholic
19 Flamingo Drive, St. Teresa of Avila Roman Catholic
19 Main Street, Bloomingdale, United
48 Hawkesville Road, St. Jacobs, Calvary United
21 Arthur Street North, Trinity United

Clubs, non residential:

Lions, 40 South Street West, Elmira
Kiwanas, 28 South Street West, Elmira
Boy Scouts, 40 Martin's Lane, Elmira
Lawn Bowling, 18 Mockingbird Drive
Legion, 11 First Street East-Y
Youth Group, Elmira Community Centre, 24 Snyder Ave S., Elmira

Libraries:

860 Sawmill Road, Bloomingdale
29 Queen Street South, St. Jacobs
65 Arthur Street S., Elmira

Licensed beverage establishments:

39 Arthur Street South, Sip & Bite
32 Arthur Street South, Tien Lee
30 Arthur Street South, 1581699 Ontario Ltd., Central Tavern
1430 King Street North, St. Jacobs, Benjamin's Restaurant & Inn

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1872 Sawmill Road, Conestogo, Black Forest Inn
3006 Lobsinger Line, Heidelberg Restaurant, Brewpub & Hotel

Restaurants:

384 Arthur Street South, Christian Horizons, Cross Roads Restaurant-Y
5 Parkside Drive, St. Jacobs Harvest Moon
1386 King Street North, St. Jacobs, Stone Crock

Schools & Colleges:

28 Katherine Street South, (vacant)
58 Joseph Street, Breslau, Public School
1948 Sawmill Road, Conestogo, Public School
4 University, Elmira, Secondary-Y
35 Floradale Road, Floradale, Public School
5 First Street West, Elmira, John Mahood Public School Y
18 Mockingbird Drive, Elmira, Park Manor Y
14 ½ Riverside Drive, Elmira, Public School Y
1354 Maryhill Road, Maryhill, St. Boniface Public School
45 King Street West, Heidelberg, St. Clements Catholic
72 Queensway Drive, St. Jacobs, Public School
69 First Street West, Elmira, St. Teresa Catholic Y
2043 Three Bridges Road, R.R. # 1 St. Jacobs, Three Bridges P.S.
1058 Spitzig Road, Breslau, Woodland Christian High School
2201 Shantz Staton Road, Breslau, St. John's Kilmarnock

Parochial Schools:

1316 Martin Creek Road, East Heidelberg
4194 Arthur Street North
2447 Three Bridges Road, Clearview Mennonite
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543 Katherine Street North, R. R. # 2 West Montrose
2542 Northfield Drive East, R. R. # 1 St. Clements, Balsam Grove
7443 Fourth Line of Peel
283 Glasgow Street South, R. R. # 1 Waterloo
1210 Jigs Hollow Road, R. R. # 1 St. Clements
1505 Scotch Line Road, R. R. # 1 Elmira
2490 Floradale Road, R. R. # 1 Elmira
1560 Tilman Road, R. R. # 1 Elmira
850 Sawmill Road, Bloomingdale, Koinonia Christian Fellowship

Undertaking Premises:

62 Arthur St S., Dreisinger Funeral Home Ltd

Group A Division 3 (Assembly)

Arenas:

24 Snyder Avenue South, Elmira
31 Parkside Drive, St. Jacobs

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Indoor Swimming Pools:
18 Ernst Street, Elmira

Group B Division 2 (Institutional)

Facilities for Developmentally Handicapped Residents:

146 Church Street West, Elmira, ARC Industries-Y
158 Church Street West, Elmira, Life Skills, EDACL-Y
12 Centre Street, Elmira, EDACL-Y
4 Eagle Drive, Elmira, EDACL
1A Riverside Drive West, Elmira, EDACL
47 Raising Mill Gate, Elmira, EDACL
81 First Street West, Elmira, EDACL
118 Barnswallow Drive, Elmira, EDACL

Nursing Homes

Chateau Gardens Assisted Living Centre. 11 Herbert St Elmira -Y
Chateau Gardens Assisted Living Centre 8 Snyder Av. North Elmira -Y
Heritage House Eby Street St Jacobs
Leisureworld Caregiving Centre, 120 Barnshallow Drive Elmira-Y
Martins Rest Home 11 Centre St Elmira-Y

Group B Division 3 (Institutional)

2. Residential Care Facilities:
- 3 Erb Street, Elmira, Pilgrim's Provident-Y
 - 74 Crane Drive EDACL Elmira-Y
 - 1129 Jiggs Hollow Road, Group Home, c/o Hans Zahnd Conestogo

Group C (Residential)

Multi-Unit

11 Arthur Street North, Elmira
11 Centre Street Elmira-Y
32 Centre Street Elmira-Y
5 Centre Street Elmira-Y
5 Church Street West Elmira-Y

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41 Church Street West, Elmira
42 Church Street West, Elmira
43 Church Street West, Elmira
44 Church Street West, Elmira
47 Church Street West, Elmira-Y
54 Church Street West, Elmira
11 Cross Street, Elmira
23 Duke Street, Elmira
28 Duke Street, Elmira-Y
8 Dunke Street, Elmira
10 Erb Street, Elmira
23 First Street East, Elmira
86 First Street West, Elmira
90 First Street West, Elmira
30A Flamingo Drive, Elmira-Y
30B Flamingo Drive, Elmira-Y
30C Flamingo Drive, Elmira-Y
30D Flamingo Drive, Elmira-Y
31 Flamingo Drive, Elmira
35 Flamingo Drive, Elmira-Y
33 Front Street, Elmira
39 Memorial Street Elmira-Y
110 Oriole Parkway, Elmira-Y
1 Park Ave East, Elmira
22 Riverside Drive West, Elmira
15 Synder Ave. Elmira-Y
29 Water Street, St. Jacobs
8 Water Street East, St. Jacobs
15 Water Street East, St. Jacobs
15 Wyatt Street East Elmira- Y

Hotel/Motel

50 Benjamin Road East, Waterloo, Best Western, St. Jacobs Country Inn
1430 King Street North, St. Jacobs, Benjamin's Restaurant & Inn
16 Isabella St. South St. Jacobs, Jacobsettel Guest House

Group E (Mercantile)

BUILDING CODE SAMPLES I.e. Department stores – Exhibition halls – Markets – Restaurants with an occupant load not more than 30 persons consuming food & drink – Shops – Stores – Supermarkets.

Markets:

845, 849, 878 Weber Street North, St. Jacobs/Waterloo Farmer's Market
Reid Woods Drive, Produce Market

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Restaurants:

29A Church Street West, Elmira, Champs Restaurant
66 Arthur Street South, Elmira, K.F.C
1398 King Street North, St. Jacobs, Vidalias Market Dining
1229 King Street North, St. Jacobs, Tim Horton's
45 Industrial Drive, Elmira, McDonald's
1440 King Street North, St. Jacobs, River Rose Café
10 King Street, St. Jacobs, Riverstation Restaurant & Café
1381 King Street North, St. Jacobs, Shadetree
1441 King Street North, St. Jacobs, Silo Café

Group F Division 1 (Industrial)

BUILDING CODE SAMPLES i.e. Bulk plants for flammable liquids – Bulk storage warehouses for hazardous substances – Cereal mills – Chemical manufacturing or processing plants – Distilleries – Dry cleaning plants using flammable or explosive solvents or cleaners – Feed mills – Flour mills - Grain elevators – Lacquer factories – Paint, varnish & pyroxylin product factories – Rubber processing plants – Spray painting operations

25 Erb Street, Elmira, Crompton-Y
60 First Street East, Elmira, Sulco-Y
43 Arthur Street North, Elmira, DLM Foods-Y
23 Union Street, Elmira, Hydro Agro-Y
1 Union, Nutrite-Y
728 Arthur St., Waterloo Oxford Co-Operative-fertilizer plant-Y

Buildings Subject to Retrofit Legislation:

Retrofit sections within Part 9 of the Ontario Fire Code require certain types of occupancies to be in compliance with minimum life safety requirements. Those properties are listed as follows; (behind each entry, a Y or N has been placed to indicate whether the facility has or has not been retrofitted)

Section 9.2 Assembly Occupancies

FIRE CODE SAMPLES: i.e. Art galleries, auditoria, beverage establishments, bingo halls, clubs, community halls, dance halls, enclosed arenas, exhibition halls, gymnasias, halls in religious establishments (excluding areas of worship), lecture halls, lodge rooms, movie theatres, museums, opera houses, restaurants, television studios, and theatres.

Group A Division 1. (Assembly)

St Jacobs School House Theatre, 11 Albert St. St Jacobs-Y

Group A Division 2. (Assembly)

Bowling Alley:

Simplified Risk Assessment: Step-by-Step

675283 Ontario Ltd., 13 First Street East, Elmira -Y

Child Care Facility:

Region of Waterloo, 22 Mockingbird Drive, Elmira-Y
12 Young Street, St. Jacobs
Evening Star Lane, Conestogo Nursery School

Churches:

2875 Lobsinger Line, Heidelberg, Apostolic
200 Barnswallow, Elmira, Woodside Bible Chapel-Y
850 Sawmill Road, Bloomingdale, Koinonia
106 Barnswallow Drive, Elmira, Kingdom Hall Jehovah Witness-Y
60 Arthur Street, St. James Lutheran -Y
1407 King Street North, St. James Lutheran-Y
131 Flax Mill Drive, Conestogo, St. Matthew's Lutheran
Heidelberg, St. Peter's Lutheran
27 Mill Street, Elmira, St. Paul's Lutheran-Y
Shantz Station Road, Trinity Lutheran
Bloomingdale, Mennonite Church
226 Woolwich Street, Breslau, Mennonite
Floradale Road, Floradale, Crystal View Mennonite
58 Church Street West, Elmira, Mennonite-Y
Florapine Road, Floradale, Mennonite
1310 King Street North, St. Jacobs, Mennonite
47 Arthur Street South, Elmira, Zion Mennonite-Y
Woolwich Street, Breslau, Evangelical Missionary
2 First Street, Elmira, Emmanuel Missionary-Y
Arthur & First Street Corner, Elmira, New Apostolic-Y
R. R. # 2 Breslau, Good Samaritan
290 Arthur Street South, Elmira, Pentacostal-Y
2 Cross Street, Elmira, Gale Presbyterian-Y
Winterbourne, Presbyterian
Maryhill, St. Boniface Catholic
19 Flamingo Drive, St. Teresa of Avila Roman Catholic-Y
19 Main Street, Bloomingdale, United
48 Hawkesville Road, St. Jacobs, Calvary United
21 Arthur Street North, Trinity United-Y

Clubs, non residential:

Lions, 40 South Street West, Elmira-Y
Kiwanas, 28 South Street West, Elmira-Y
Boy Scouts, 40 Martin's Lane, Elmira-Y
Lawn Bowling, 18 Mockingbird Drive-Y
Legion, 11 First Street East-Y
Youth Group, Elmira Community Centre, 24 Snyder Ave S., Elmira-Y

Libraries:

860 Sawmill Road, Bloomingdale

Simplified Risk Assessment: Step-by-Step

29 Queen Street South, St. Jacobs
65 Arthur Street S., Elmira-Y

Licensed beverage establishments:

39 Arthur Street South, Sip & Bite-Y
32 Arthur Street South, Tien Lee-Y
30 Arthur Street South, 1581699 Ontario Ltd., Central Tavern
1430 King Street North, St. Jacobs, Benjamin's Restaurant & Inn
1872 Sawmill Road, Conestogo, Black Forest Inn
3006 Lobsinger Line, Heidelberg Restaurant, Brewpub & Hotel

Restaurants:

384 Arthur Street South, Christian Horizons, Cross Roads Restaurant-Y
5 Parkside Drive, St. Jacobs Harvest Moon
1386 King Street North, St. Jacobs, Stone Crock

Undertaking Premises:

62 Arthur St S., Dreisinger Funeral Home Ltd

Group A Division 3 (Assembly)

Arenas:

24 Snyder Avenue South, Elmira-Y
31 Parkside Drive, St. Jacobs

Indoor Swimming Pools:

18 Ernst Street, Elmira-Y

Section 9.3 - Boarding, Rooming & Lodging Occupancies

See Subsection 9.3.1, Application, Ontario Fire Code

1.

Section 9.4 – Health Care Facilities

See Subsection 9.4.1, Application, Ontario Fire Code

1. N/A

Section 9.5 – Buildings Up to And Including 6 Stories with Residential Occupancies

See Subsection 9.5.1, Application, Ontario Fire Code

Group C (Residential)

Multi-Unit

11 Arthur Street North, Elmira-Y

Simplified Risk Assessment: Step-by-Step

11 Centre Street Elmira-Y
32 Centre Street Elmira-Y
5 Centre Street Elmira-Y
5 Church Street West Elmira-Y
41 Church Street West, Elmira-Y
42 Church Street West, Elmira-Y
43 Church Street West, Elmira-y
44 Church Street West, Elmira-Y
47 Church Street West, Elmira-Y
54 Church Street West, Elmira-Y
11 Cross Street, Elmira-Y
23 Duke Street, Elmira-Y
28 Duke Street, Elmira-Y
8 Dunke Street, Elmira-Y
10 Erb Street, Elmira-Y
23 First Street East, Elmira-Y
86 First Street West, Elmira-Y
90 First Street West, Elmira-Y
30A Flamingo Drive, Elmira-Y
30B Flamingo Drive, Elmira-Y
30C Flamingo Drive, Elmira-Y
30D Flamingo Drive, Elmira-Y
31 Flamingo Drive, Elmira-Y
35 Flamingo Drive, Elmira-Y
33 Front Street, Elmira-Y
39 Memorial Street Elmira-Y
110 Oriole Parkway, Elmira-Y
1 Park Ave East, Elmira-Y
22 Riverside Drive West, Elmira-Y
15 Synder Ave. Elmira-Y
29 Water Street, St. Jacobs
8 Water Street East, St. Jacobs
15 Water Street East, St. Jacobs
15 Wyatt Street East Elmira- Y

Section 9.6 – Buildings Higher Than 6 Stories in Building Height with Residential Occupancies

1. N/A

Section 9.8 – Two Unit Residential Occupancies

1. 80

FD Access Problems to Buildings within the Community:

Simplified Risk Assessment: Step-by-Step

There are no properties in our community that fire department vehicles cannot reach. There are sugar shacks on the farm properties have access problems, majority of these are temporary use structures are not classed as buildings under the OBC.

Community Growth

The following future growth is proposed for our community.

- # of new residential units starts has increased by 60% in 2004 compared to 1999
- Total construction value has increased by 300% in 2004 compared to 1999.
- 2,570 of the 4,289 single family homes were constructed under the Ontario Building Code
- 80% of the St. Jacobs downtown core has been upgraded, largest commercial area.
- Current Housing Developments
 - . Bird land (west end of Elmira) 182 units
 - . Westfield (central Elmira) 222 units
 - . Bristow Creek (north end of Elmira) 104 units
 - . Raceway Estates (central Elmira) 200 units
 - . Woolwich Holdings (west of Elmira) 92 units
 - . Valley View Heights(south end of St. Jacobs)137 units and 62 unit seniors building
 - . Hopewell Heights (north end of Breslau) 475 units with commercial and employment commercial developments
 - . Countryside (west end of Breslau)475 units with light industry development
 - . Hazad Developments (Conestogo) 65 large estate units
 - . Klondike Homes (Conestogo) 21 large single family lots
 - . New Commercial and Industrial Starts
 - .Elmira Industrial Land Inc.(future Grocery store)
 - .Elmira Developmental Support Corporation(118 Barnshallow)
 - .(Wal-Mart) Postponement of Mortgage
 - . King/86 Developments Limited
 - .Edward Martin (Produce Auction)
 - . EGS Electrical Group Canada Ltd. (Emerson Electric)

Total of 1953 confirmed new residential units to be developed in the next 10 years, will increase the single family building stock by 48%

The settlement of Breslau will increase the population from 630 to 3,750 residents. The township population is forecasted to increase by 34%.

Simplified Risk Assessment: Step-by-Step

FIRE LOSSES

Our fire loss statistics indicate:

The following patterns and/or trends for our community

In 2003, \$ loss has increased by 600% from 2001 and 700% for 2004 compared to 2001

Vehicles and Miscellaneous buildings (farm) have the largest # fire calls for the last 4 years and the largest dollar loss for the past 4 years

All fire injuries occurred in residential occupancies

The following common high-risk behaviours for our community

- Lack of maintenance for wood burning appliances in residential
- All injuries occur in residential occupancies
- Human behaviours contribute to majority of all fires, careless smoking, unattended cooking and improper use of equipment

The following are the common probable causes of fires in our community

- Improper installation and/or maintenance of wood burning appliances
- Mechanical and electrical failure most common possible cause in farm building fires
- Maintenance deficiencies cause most of fires in industrial occupancies

The following are the most serious fire concerns in our community

- Improper installation and/or maintenance of wood burning appliances in residential
- Large number of vehicle fires in the rural areas,
- Farm buildings with secondary use in, secondary use causing large fire loss
- Chemical Industries require Part 4 inspections to OFC

After comparing our local fire loss statistics with Provincial statistics for our community, the following comments are made

- We have a significantly lower residential fire loss compared to the province. 17% of our fire calls are for residential properties. Only 7.4% of the total dollar loss is residential.

3. PRIORITIES BASED ON DATA ANALYSIS AND EVALUATION:

Simplified Risk Assessment: Step-by-Step

(Pause at this point in the Risk Assessment, and re-visit the information collected so far under Demographics, Building Stock and Fire Losses. Choose your priorities based on an examination of these factors. For example, vulnerable people, high-risk occupancies and high impact occupancies will be candidates for priority setting)

The fire risks for our community are prioritized as follows:

We have grouped these together, starting with high risk H, then medium risk M, and then low risk indicated by L

High:

- Senior and nursing homes
- Seasonal housing
- Chemical industrial properties
- Waterloo Regional Airport

Medium:

- Farmer, retail markets and stock yards
- Residential, wood burning appliances
- Residential, candles and cooking fires
- Farm building fires, cutting and welding process
- High impact buildings
- Downtown buildings in Elmira and St. Jacobs settlements

Low:

- Vehicle fires
- Small commercial buildings
- Small industrial buildings
- Assembly buildings

Priority Setting Worksheet					
Priority	Status		Effectiveness, Goals/Objectives		
Fire Safety Priority List in order of priority	Current fire prevention / public education programs that address the fire safety priority		Existing programs adequately address the fire safety priority & ensure compliance with minimum FPPA requirements?		
			If No, how would you reallocate resources and/or implement additional fire prevention or public education program / activities?		
	Fire Prevention (inspection) Activities	Public Education Activities	Y/N	Fire Prevention (Inspection) Activities	Public Education Activities
1) Seniors	Annual inspection done by inspectors	Fire safety presentations to residences	N	Semi-annual inspection	Superintendent and health care employee training, promote through education ie older wiser put a lid on it.

Simplified Risk Assessment: *Step-by-Step*

2) Industrial/Misc (Farm buildings)	On request or complaint only	Some extinguisher training	N	Proactive program ,reach all targeted buildings in next 2 years Inspections after a fire. Pre-incident planning	Promote safe welding & cutting practices, industrial training ie extinguishers
3) Residential-Wood burning appliances	On request		N	On request Inspections after a fire	Media campaigns
4) Residential fire/smoke alarms not maintained or operational	Smoke Alarm Program by fire crews. Batteries and alarms distributed.	Fire Safety House at schools. Home escape plans sent home with children. Public safety Announcements	Y	Stronger enforcement for residents not complying with Smoke Alarm Program.	Media campaigns Alarm for life Direct Detect program (residential alarm monitoring)
5) Airport	Semi-annual		N	Part 4 inspections, Pre-incident planning	Emergency plan, work with staff Staff training: Fire fighting
6) farmer markets and stock yards	On request		N	Annual inspections Pre-incident planning	Work with owners on emergency plan and fire safety plan. Fire safety information blitz
7)					

Assessment of Current Program Suitability:

Based upon our completed Risk Assessment and Priority Setting Worksheet, we believe our municipality meets the following minimums for compliance with the FPPA

- a suitable smoke alarm program integrated with home escape planning
- appropriate method(s) for distributing public fire safety information
- an inspection program suitable for responding to complaints and requests for assistance to comply with the Ontario Fire Code

Our current Fire Prevention / Public Education programs do not address the risks we have identified in our community. We need to do the following thing(s) to ensure that we address our fire risks;

- increase frequency of inspections for our high risk and high profile buildings, also have the buildings rated under the ULC Fire Risk Analysis rating system, this will rate the building stock from the highest human and environmental risks to the lowest
- Fire crews to develop a pre-incident plan for the high risk buildings and high profile buildings to increase their awareness of the potential human and environment risks.

Simplified Risk Assessment: Step-by-Step

- Fire Incident Evaluation must be established to gather the necessary information for development of public education programs and what occupancies the programs should target.
- Train more industrial workers, senior homes, nursing homes and residential occupancy superintendents concerning their responsibilities in respect to fire safety plans and fire safe practices at work.

NEXT STEPS TO TAKE FOR IMPLEMENTING STRATEGIES:

*(Remember to **delete this section** from your final document.)*

1. Council Approval

At this point, an effort should be made to brief municipal politicians on *Fire Protection and Prevention Act 1997* (FPPA) compliance issues as well as on the municipality's compliance status with this legislation. This briefing can take the form of a synopsis or an executive summary of the results of the risk assessment.

: In 1997 the Ontario government passed the Fire Protection and Prevention Act (FPPA), outlining municipal responsibilities and increased accountability for the delivery of fire protection. The Act also outlined a new provincial/municipal relationship in the provision of fire protection. As a result of the new requirements, the Office of the Fire Marshal (OFM) developed guidelines and programs to assist municipalities in meeting their mandate. In 2002 the OFM introduced "Shaping Fire Safe Communities", a leadership program for the Ontario Fire Service. The intent is to consolidate all the existing programs in to one comprehensive model. This program introduced a Risk Management approach to assessing needs of the community and to develop and implement a Master Fire Plan for the delivery of municipal fire protection services.

Simplified Risk Assessment: *Step-by-Step*

2. Allocation of Resources

A business case should be prepared at this stage. It should identify any costs associated with whatever fire prevention / public education initiatives are needed to address risks determined by the Risk Assessment. The spending of monies and deployment of resources should be in step with these priorities.

3. Assignment of Responsibilities

Fire inspections presently are conducted by the 5 Fire Stations have volunteer firefighters that are assigned to fire prevention duties. This staff has little or no training in fire inspection and fire investigation practices. To have the existing Fire Prevention staff, conduct complex industrial inspection(Part 4 OFC) or requested inspections may result in a risk to the Township of Woolwich. This staff requires updated training and practical experience before they could handle any other than a routine inspection. It is recommended that only the Chief Fire Prevention Officer and the Project Manager inspect to the Fire Code.

The Public Education priorities will be assigned to the Station FPO by the CFPO. The goal is to ensure that all school children in the Township of Woolwich have been educated to the Learn not to burn program.

The project manager will conduct fire evaluations and investigation until fire staff have had advanced training.

4. Development of Program Operational Guidelines

This area involves developing the strategy(s) that will be needed to address the risks identified in the Risk Assessment.

Woolwich Fire Department Fire Prevention Inspection Schedule

Assembly Occupancies (A)	Frequency
Schools and Churches	annually
Nursery/Day care facilities	annually
Licensed Premises	2 years
Institutional (B)	
Senior Homes	annually
Nursing Homes	Semi-annually
All homes for special care	Semi-annually

Simplified Risk Assessment: *Step-by-Step*

Commercial or Business (D & E)	
In service Mercantile	3 years
Comprehensive Mercantile(high profile)	annually
Business/Personal Services	5 years
Industrial (F)	
Factories or complexes High Risk and High Profile	3 years Annually
Industrial malls	5 years
Residential (C)	
Ancillary apartments regulated by 9.8	2 years
Apartments regulated by 9.5	3 years
Rooming houses regulated by 9.3	2 years
Hotels/Motels	Semi-annually

Fire Investigation Practices	

Purpose:

To identify fire department responsibilities for determining the origin and cause of fires and taking appropriate action.

Introduction:

The preliminary investigation of cause, origin and circumstances of fire is a responsibility of local fire departments and is an essential component of fire protection.

Determining cause and origin:

The key function of a fire investigator is to adequately determine the cause and origin of fires.

For fire department personnel to adequately determine the origin and cause of fires, basic training in arson detection would be required, followed by advanced training in arson investigation..

Simplified Risk Assessment: Step-by-Step

Assessing Fire Suppression Effectiveness:

After each fire, a de-briefing should be held to identify the strengths and weaknesses of the fire suppression operations used. A summary of the assessment should be documented and utilized to recognize and avoid possible problems in future incidents.

Recognizing Fire or Building Code Violations:

During the course of an investigation, the trained investigator should be able to assess code compliance and be able to recognize critical violations to ensure continued public safety.

Determining Effectiveness Of Built-In Suppression Features:

When a built-in suppression feature is encountered during the course of an investigation the following points must be considered:

- did the system activate and function as intended? If not, why not?
- did it malfunction through accident or fail by design?
- was the installed system adequate for the intended occupancy?

Interaction With OFM Investigator:

The capability and the confidence instilled in the fire company investigator through interaction with the OFM investigator will provide the police with a competent and reliable witness when criminal prosecutions are undertaken.

Consulting With Police And Other Agencies:

Through the course of investigation training, fire personnel must be made aware of the agencies available for consultation and assistance, what assistance they can provide, as well as when and how the assistance of those agencies can be secured.

Simplified Risk Assessment: Step-by-Step

Providing Forensic Services:

The fire investigator must be trained in the proper collection, preservation, and maintenance of continuity of evidence so that the submitted exhibits can be analyzed by the Centre of Forensic Sciences and its results be made admissible in court.

The fire investigator will become aware of the need for continuous documentation of the incident from his first involvement through to a successful completion.

The fire investigator must learn that the accepted methods of gathering and recording information must be adhered to in order to be admissible in court proceedings.

The content of the fire company investigator's personal notebook becomes the basis for the information needed to complete a confidential brief to crown counsel. All information gathered during the course of the investigation becomes part of the permanent record and is therefore subject to disclosure.

The fire company investigator must not only be professional in knowledge and attitude, but also in appearance and decorum, affording the respect which is due the court being addressed. A judge and/or jury may well decide the credibility of the investigator's testimony depending upon their first impression.

Public Fire Safety Education Materials	

Simplified Risk Assessment: *Step-by-Step*

- Purpose:** To assist municipalities in developing smoke alarm programs required to meet the minimum requirements of the Fire Protection and Prevention Act.
- Introduction:** The loss of life and property in Ontario, due to fire, has continued to drop for several years. One of the reasons for this decrease is believed to be changes in public attitude and the public's knowledge of fire.
- Development:** A program for the distribution of fire safety education materials to residents based on local needs and circumstances. Local needs are identified through the simplified risk assessment, a review of emergency response data, residential surveys and fire service experience.
- Related Functions:** Fire safety education material will distributed to residents and/or occupants consistent with the community's needs and circumstances by any combination of the following activities:
- distribution of pamphlets or other education material
 - public service announcements utilizing available media
 - instruction to residents/occupants on approved fire safety plans and related fire safety matters
 - presentations to resident groups such as Risk Watch, WRAPP-C and Older and Wiser
 - presentations, displays and attendance at public events

5. Ongoing Program Assessment

A Risk Assessment once completed needs to be evaluated and updated on a regular basis so that it continues to reflect ongoing change(s) within the community. Such things as future growth of industry and residential properties, along with changing risks, need to be identified so that appropriate programs continue to be used to address risks effectively.

NOTE: Keep the Risk Assessment document on your Fire Department's computer hard drive. On an "as required" basis, (at least annually) you should re-visit this document and make whatever changes are necessary to update the information. Once this is done, change the date on this document's "footer" section.