

FIRE SAFETY PLAN

Waterfront Place
1326 Lower Water Street



BINDER TWO

**Building Emergency
Systems
&
Maintenance Program**

APPROVED: MM / DD/ YYYY

EXPIRATION: MM / DD/ YYYY



www.smarterspaces.ca

FIRE SAFETY PLAN

for

Waterfront Place

1326 Lower Water Street Halifax NS

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INSERT **Jurisdiction of Authority** **REVIEW** **LETTER** **HERE**



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Disclaimer

This fire safety plan and its contents are for the purposes of reference in compliance with the National Fire Code of Canada in relation to the following property;

Building Name	Waterfront Place
Civic Address	1326 Lower Water Street
City, Town	Halifax
Province	Nova Scotia
Country	Canada
Postal Code	B3J 3R3

Smarter Spaces Inc. accepts no liability or responsibility to any person or organization as a consequence of any reliance upon the information contained in this fire safety plan. Smarter Spaces Inc., and or their employees shall not be held liable for any direct, indirect, incidental, special or consequential damages, or loss linked to the contents of this fire safety plan, including but not limited to, reliance on any information or that result from errors, omissions, accuracy, and quality of the information being up-to-date with present code requirements. This document may **not** be copied in whole or part without written permission from Smarter Spaces Inc.

The Property Owner accepts full liability and responsibility of all contents outlined within this fire safety plan to ensure that the information contained is accurate and complete in compliance with all governing Regulations.

(Please Print)

Property Owner Representative

(Signature)

(Date: MM-DD-YY)

(Please Print)

Smarter Spaces Inc. Representative

(Signature)

(Date: MM-DD-YY)



FIRE SAFETY PLAN

for

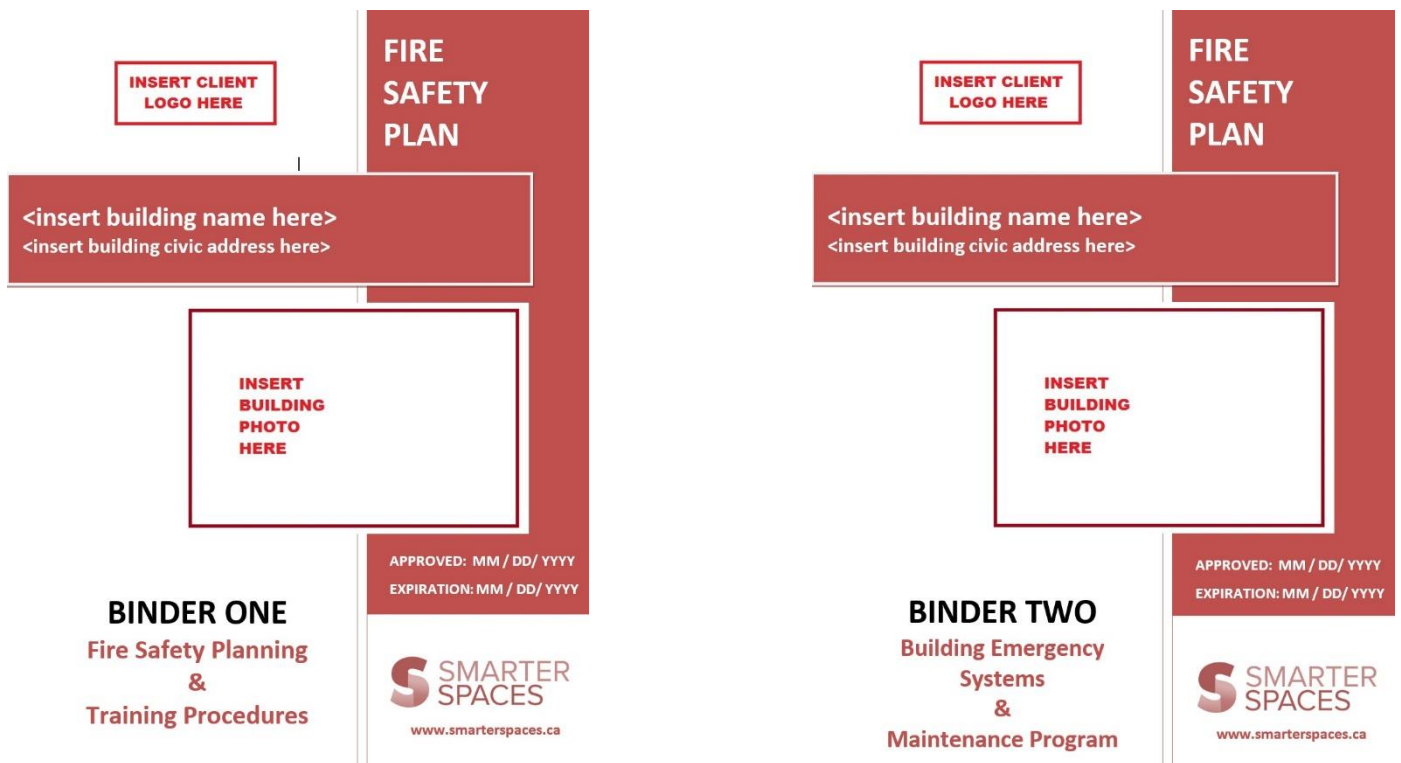
Waterfront Place

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Orientation

The implementation of a Fire Safety Plan (FSP) helps to ensure effective utilization of life safety features in a building to protect people from fire. It describes the procedures for preparedness and response to fire emergencies.

This Fire Safety Plan is formatted into **TWO** sections illustrated as follows:



The Property Owner **EMERGENCY SUPERVISOR** responsible to implement and manage this Fire Safety Plan is

Brian Dort

CELL 902.292.6156

EMAIL providenceelitemanagement@gmail.com



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Building Emergency Contact Names and Phone Numbers

Building Name	Waterfront Place
Civic Address	1326 Lower Water Street
City, Town	Halifax
Province	Nova Scotia
Country	Canada
Postal Code	B3J 3R3

Property Owner Name	HCCC #38 CO Providence Property Management
Civic Address	10 Sutherland Drive
City, Town	Fall River
Province	Nova Scotia
Country	Canada
Postal Code	B2T 1M1

After Hour Contacts (24 hour telephone numbers)

Minimum Three Local Emergency Contacts Required

Name	Brian Dort
Phone Number	902-292-6156

Name	Pat Rogers
Phone Number	902-489-8387

Name	Jeanne Cruikshank
Phone Number	902-719-8583



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Emergency and Critical Phone Numbers

Fire Department	911
Police Department	911
Ambulance	911
Fire Department NON - Emergency	902-490-5020
Police Department NON - Emergency	902-490-5020

After Hour Contacts (24 hour telephone numbers)

Fire Alarm Monitoring	Armstrong Communications	902-468-3372
Fire Alarm Service	MF Electric & Communications INC	902-827-2508
Sprinkler Monitoring	Armstrong Communications	902-468-3372
Sprinkler Service	Life Safety Systems	902-468-7500
Fire Extinguisher Service	Don Brenton's Fire Protection	902-876-7879
Emergency Lighting Service	MF Electric & Communications INC	902-827-2508



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Introduction

A fire safety plan is required in accordance with the fire code guidelines. Fire safety plans are designed to provide occupant safety in the event of a fire, to ensure effective utilization of the fire safety features of the building and to minimize the possibility of fires. The plan outlines what occupants are to do in the event of a fire, fire safety, supervisory staff and related duties, and other related issues. Fire safety plans will also assist first responders in the performance of their duties by providing floor plans and building and tenant information if an emergency ever occurs. In order for a fire safety plan to be effective, management must be familiar with its contents and be able to implement it in the event of a fire. In accordance with the fire code guidelines, the owner is to be responsible for carrying out the provisions for fire safety, and defines “owner” as any “person, firm or corporation controlling the property under consideration”. Consequently, the owner may be one or a combination of parties, including building management, maintenance staff and tenant groups.

Once a fire safety plan has been accepted by the authority of jurisdiction, it does not in any way relieve the owner, the lessee, or the management of their responsibilities as set out under the fire code guidelines.

The authority of jurisdiction may require a fire safety plan, or parts thereof, after being accepted to be resubmitted if there are any changes to occupancy use, if there are any changes in standards, if the fire safety plan has not been kept current or up-to-date, or because the authority of jurisdiction judge the current fire safety plan as no longer being acceptable.

The authority of jurisdiction is to be notified regarding any subsequent changes in the accepted Fire Safety Plan. A fire safety plan shall be reviewed as often as necessary, but at intervals not greater than 12 months, to ensure that it takes account of changes in the use and other characteristics of the building.

The Nova Scotia Fire Safety Act which adopts the National Fire Code, Section 2.8 requires the implementation of a Fire Safety Plan. The plan is to be kept in the building in an approved location.

This official document is to be kept readily available at all times for use by staff and fire officials in the event of an emergency.

The Fire Safety Plan approved location is **Main Entrance Vestibule.**



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PART 6:

BUILDING AUDIT & SAFETY FEATURES



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The responsibility of building owners and their property management administrators is to implement a governing authority accepted fire safety plan in accordance with the fire code guidelines to increase fire safety awareness for all occupants of a building, and to minimize the occurrence of situations that may be life-threatening. This section provides a detailed description of the building, the main shutoffs and it will identify the major occupancy class in the building, As well, theres a detailed audit of all fire and life safety equipment within the building.

Building Name	Waterfront Place
Civic Address	1326 Lower Water Street
City, Town	Halifax
Province	Nova Scotia
Country	Canada
Postal Code	B3J 3R3

General Description

Building Area: 13,006 Square Meters 140,000 Square Feet	Construction: Date (MM-DD-YYYY) 1987
Building Height: (No. of Storeys) 7 storeys above ground 2 underground parking garages	No. of Exits for a Typical Floor: 3

Occupancy Type:	Group C
Occupant Load: (<i>if applicable</i>)	152 Residential Units

Building Exits

Stairwells: No Yes

Location:	<ol style="list-style-type: none">1. South Stairwell (excluding Lower Parking, Upper Parking, Main Level and Seventh Floor)2. Beside Elevators (Only on Lower Parking and Upper Parking)3. Central Stairwell4. North East corner (Only on Lower Parking and Upper Parking)5. North Stairwell (Excluding Lower Parking, Upper Parking)
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Crossover Floors: No Yes

Location: **1. All Floors**

Areas of Refuge: No Yes

Location: **1. N/A**

Access

Designated Fire Route: No Yes

Location: **1. N/A**

Municipal Hydrant: No Yes

Location: **1. Corner of Morris Street and Lower Water Street – HydrantID H95
2. In front of 1360 Lower Water Street – HydrantID H2178**

Private Hydrants: No Yes

Location: **1. N/A**

Lockbox: No Yes

Location: **1. Maintenance Office on Main Floor**

Heating:

Natural Gas:	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Electric:	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Oil:	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Propane:	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Other:	N/A	



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Main Gas Shut-off: No Yes

Location: N/A

Main Electrical Shut-off: No Yes

Location: Electrical Room on Main Floor

Main Domestic Water Shut-off: No Yes

Location: Sprinkler Room on Upper Parking Level

Fire Alarm System:

Manufacturer:	Mircom
Main Panel Location:	Front Vestibule
Annunciator Location:	Front Vestibule
Fire Alarm Description:	Two Stage

Sprinkler System: No Yes

Type:	<input checked="" type="checkbox"/> Wet <input type="checkbox"/> Dry <input type="checkbox"/> Other
Connected to the Fire Alarm System:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Location of Sprinkler Room/Shut Off Valves	Sprinkler Room on Upper Parking Level

Standpipe System: No Yes

Location of Shut-off/Isolation Valves: Each floor at all Stairwells



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Fire Department

Connection:

 No

 Yes

Location:	Corner of Morris Street and Lower Water Street
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Portable Fire Extinguishers:

Location: **SEE TABLE BELOW** (Refer to BINDER ONE, PART 4: SCHEMATICS – SITE & BUILDING)

Type: **SEE TABLE BELOW** (Refer to BINDER ONE, PART 4: SCHEMATICS – SITE & BUILDING)

Level	Location	Size	Type
Lower Parking	Wall of South Stairwell	10 lb	ABC
Lower Parking	Wall of Central Stairwell	10 lb	ABC
Upper Parking	Mechanical Room	10 lb	ABC
Upper Parking	Wall of South Stairwell	10 lb	ABC
Upper Parking	Wall outside of Elevator Lobby	10 lb	ABC
Main	Common Room Kitchen	1 lb	ABC
Main	Corridor by Central Stairwell	5 lb	ABC
Main	Corridor by North Stairwell	5 lb	ABC
Second	Corridor by South Stairwell	5 lb	ABC
Second	Corridor by Central Stairwell	5 lb	ABC
Second	Corridor by Elevators	5 lb	ABC
Second	Corridor by North Stairwell	5 lb	ABC
Third	Corridor by South Stairwell	5 lb	ABC
Third	Corridor by Central Stairwell	5 lb	ABC
Third	Corridor by Elevators	5 lb	ABC
Third	Corridor by North Stairwell	5 lb	ABC
Fourth	Corridor by South Stairwell	5 lb	ABC
Fourth	Corridor by Central Stairwell	5 lb	ABC
Fourth	Corridor by Elevators	5 lb	ABC
Fourth	Corridor by North Stairwell	5 lb	ABC
Fifth	Corridor by South Stairwell	5 lb	ABC
Fifth	Corridor by Central Stairwell	5 lb	ABC
Fifth	Corridor by Elevators	5 lb	ABC
Fifth	Corridor by North Stairwell	5 lb	ABC
Sixth	Corridor by South Stairwell	5 lb	ABC
Sixth	Corridor by Central Stairwell	5 lb	ABC
Sixth	Corridor by Elevators	5 lb	ABC
Sixth	Corridor by North Stairwell	5 lb	ABC



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Seventh	Corridor by Central Stairwell	5 lb	ABC
Seventh	Corridor by Elevators	5 lb	ABC
Seventh	Corridor by North Stairwell	5 lb	ABC
Penthouse	Elevator Room	10 lb	ABC

Emergency Lighting: No Yes

Type:	Generator
Location:	Corners of Corridor Stairwell

Emergency Power: No Yes

Location:	Sprinkler System Garage Doors Elevator Emergency Lighting Stove and Fridge in common area
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Generator:

Diesel:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Natural Gas:	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Propane:	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Other:	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

Electromagnetic Locking

Devices: No Yes

Location: (manual release switch)	N/A
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Extra Hazardous Area:

Are there hazardous materials on site?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
If YES, please list the materials:	See below

Bakor aquatac
Bakor blueskin adhesive
Chlorox bleach
Techniseal wood cleaner
Dex end cut wood preservative
Concrobium mold control
Windex
Reflex ice washer fluid
Krazy grease
Wd-40 silicone
Bakor roof patch
Recordsol Paint thinner
Liquid wrench lithium grease
Dap kwik seal plus
Hilti cf 812
Hilti cp 606
Smoke check smoke detector tester
Garaga grage door lubricant
Lepage wood glue
Lepage wood filler
Minwax hardwood floor cleaner
Dominion sure seal ltd rubberzed ashphalt undercoating
Nowet wonder foam
Dap drydex
CGC white mud
Citgo gasolines, all grades
Propane
Butyl
Irwin chalk
Armourplast classic
Aemourplast granular
Touchflex



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Aquabarrier tg
Armourtred
Armourbridge
Fast-n-weld
Armourvent base
Armourcool granular tp
Henry hi-tac adhesive
Mapei Planitop x
Henry bakor quick dry primer

Ortho insecticide
Scotts outdoor cleaner
T.S.P.
Wd40
Winterinse floor cleaner
Luster II floor finish
Polylock ultra floor finish

Pool room
Odor sorb odor control pellets
Javex bleach
Bioguard lo 'n slo
Bioguard sparkle up
Bioguard balance pak 300
Bioguard balance pak 100
Butchers look NA msds #F-00562001D
Tabex pool secure
Tabex clear it
Tabex algysolve 2250
Tabex ultra pool secure
Natural chemistry cover free
Calypso klear
Calypsospa hyper active 13
Natural chemistry scale free
Tabex calcium hardness increaser
Calypso correct 60
Bioguard power chlor
Calypso 600 liquid algacide concentrate
Atlantic 12 bleach
Bioguard oxysheen



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Tabex chlorinating pucks
Tabex lectra clean cell cleansing solution
Tabex ph down
Tabex shock'n swim
Clypso eco fast chlorine free shock treatment
Tabex total alkalinity up

Mr sticky's underwater epoxy glue
Tileworks grout re-whitener
Sterling colors llc touch up paint

Elevators (if applicable):

<input type="checkbox"/> Firefighter (FF) Elevator (red helmet designation) <input type="checkbox"/> Firefighter Service (yellow helmet designation)	
Automatic Recall:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Manual Recall:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Manual Recall Switch(es):	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Location:	Main Floor
Total Number of Elevators:	Two
FF Elevator Location:	Both
Floors Served by FF Elevator:	Upper Parking to Seventh Floor
Number of FF Elevators:	Two
Location of recall/operating keys:	Fire Safety Plan Box
Operating Instructions:	To recall elevators insert fire key and turn to "ON"



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PART 7:

BUILDING MAINTENANCE PROGRAM



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Jurisdictions of Authority periodically inspect buildings to ensure that the required checks, inspections and tests are being carried out.

In accordance with the fire code guidelines, specific requirements for checking, inspecting and testing of fire safety equipment in existing buildings are to be followed. There are also requirements for the maintaining of records. Whenever a defect or deficiency is discovered in any fire safety device, the property owner or his agent must take immediate corrective action.

The daily, weekly, monthly, semi-annual and annual requirements for various types of equipment are outlined. This includes general life safety systems, exits and exit fixtures, fire separations, emergency lighting systems, portable fire extinguishers, commercial cooking equipment, cooking equipment exhaust systems, fixed extinguishing systems, standpipe systems, wet and dry sprinkler systems,

In addition equipment such as the emergency power systems, fire alarm systems, integrated and non-integrated voice communication systems, electromagnetic locking devices, elevators, smoke shafts and venting equipment, smoke control measures, smoke alarms, carbon monoxide detectors, fire pumps, hydrants and water tanks.

In accordance with the fire code guidelines, records of all tests and corrective measures are required to be retained for a minimum of 2 years. If time intervals between tests exceed two years, the records shall be retained for the period of the test interval plus one year.

The records are to be made available upon request by the Jurisdictions of Authority.

Check means a visual observation, to ensure the device or system is in place and is not obviously damaged or obstructed

Inspect means a physical examination, to determine that the device or system will apparently perform in accordance with its intended function.

Test means the operation of a device or system to ensure that it will perform in accordance with its intended operation or function.



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7.1 General Fire Protection Systems / Equipment

General

Responsibility

Doors in fire separations shall be checked as frequently as necessary to ensure that they remain closed.	Superintendent
Exit signs shall be clearly visible and maintained in a clean and legible condition.	Superintendent
Internally illuminated exit signs shall be kept clearly illuminated at all times, when the building is occupied.	Superintendent

Weekly

When subject to accumulation of combustible deposits, hoods, filters and ducts shall be checked weekly and be cleaned when such deposits create an undue fire hazard.	Superintendent
--	-----------------------

Monthly

Doors in fire separations shall be inspected monthly for proper operation.	Superintendent
---	-----------------------

Yearly

Fire dampers and fire-stop flaps shall be inspected annually, or based on a schedule via contractor acceptable to the Fire Prevention and Life Safety Division.	N/A
Every chimney, flue and flue pipe shall be inspected annually and cleaned as often as necessary to keep them free from accumulations of combustible deposits.	N/A
Disconnect switches for mechanical air-conditioning and ventilating systems shall be inspected annually to establish that the system can be shut down.	N/A
Spark arresters shall be cleaned annually or more frequently where accumulations of debris will adversely affect operations. Burnt-out arresters shall be repaired or replaced.	Certified Contractor



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7.2 Portable Fire Extinguishers

General

Responsibility

Each portable extinguisher shall have a tag securely attached to it showing the maintenance or recharge date, the servicing agency and the signature of the person who performed the service.	Superintendent
A permanent record containing the maintenance date, the examiner's name and a description of any work or hydrostatic testing carried out shall be prepared and maintained for each portable extinguisher.	Superintendent
All extinguishers shall be recharged after use or as indicated by an inspection or when performing maintenance. When recharging is performed, the recommendations of the manufacturer shall be followed.	Superintendent

Monthly

Portable extinguishers shall be inspected monthly for: pin in place, gauge reading, location and mounted, tagged	Superintendent
---	-----------------------

Yearly

Extinguishers shall be subject to maintenance not more than one year apart or when specifically indicated by an inspection. (Qualified Fire Extinguisher Service Company)	Certified Contractor
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5 Years

Every five years, pressurized water and carbon dioxide fire extinguishers shall be hydrostatically tested .	Certified Contractor
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6 Years

Every six years, stored pressure extinguishers that require a 12 year hydrostatic test shall be emptied and subjected to the applicable maintenance procedures.	Certified Contractor
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7.3 Fire Alarms

General

Responsibility

Fire alarm shall be kept unobstructed.	Superintendent
Fire alarm system power supply disconnect switches shall be locked on in an approved manner.	Superintendent

Daily

The following daily checks shall be conducted if a fault is established, appropriate corrective action shall be taken. a) Check the principle and remote trouble lights for trouble indication; b) Inspection of the AC power-on light shall be done to ensure its normal operation.	Superintendent
--	-----------------------

Monthly

Every month the following tests shall be conducted under battery back-up power and if a fault is established, appropriate corrective action shall be taken: a) one manual fire alarm initiating device shall be operated, on a rotating basis, and shall initiate an alarm condition b) function of all signal devices shall be ensured c) the annunciator panel shall be checked to ensure correct annunciation d) intended function of the audible and visual trouble signals shall be ensured e) fire alarm batteries shall be checked to ensure that: I. terminals are clean and lubricated where necessary; II. terminal clamps are clean and tight; III. electrolyte level and specific gravity, where applicable, meet manufacturer's specifications	Superintendent
--	-----------------------



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Yearly

Responsibility

Yearly tests conducted by a certified alarm contractor as required by The National Fire Code, Division B Section 6.3.1.2.(1) Tests shall be in conformance with CAN/ULC S536, "Inspection and Testing of Fire Alarm Systems".	Certified Contractor
A copy of the annual inspection report shall be sent to the Fire Prevention and Life Safety Division within thirty (30) days of the inspection.	Certified Contractor

7.4 Smoke Alarms

General

Responsibility

Ensure dwelling unit smoke alarms are maintained in operating condition.	Superintendent
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Monthly

Test all in unit smoke alarms by pressing the test button.	Superintendent
--	-----------------------

Yearly

Clean smoke alarm by opening the cover and vacuuming the interior. Note: Alarm may sound during cleaning.	Tenant
Replace batteries in all in unit smoke alarms.	



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7.5 Standpipe Systems

Monthly

Responsibility

Hose cabinets shall be inspected monthly to ensure that the hose and equipment are in the proper position and appear to be operable.	Superintendent
---	-----------------------

Yearly

Plugs or caps on Fire Department connections shall be removed annually and the threads inspected for wear, rust or obstruction. Re-secure plugs or caps, wrench tight.	Certified Contractor
If plugs or caps are missing, examine the Fire Department connections for obstructions, back flush if necessary, and replace plugs or caps.	Certified Contractor
Hose valves shall be inspected annually to ensure that they are tight and that there is no water leakage into the hose.	Certified Contractor
Standpipe hose shall be removed and re-racked annually and after use. Any worn gaskets in the couplings, at the hose valve and at the nozzle shall be replaced.	Certified Contractor
A copy of the annual inspection report shall be sent to the Fire Prevention and Life Safety Division within thirty (30) days of the inspection.	Certified Contractor

7.6 Sprinkler Systems (WET)

General

Responsibility

Auxiliary drains shall be inspected as required to prevent freezing.	Superintendent
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Weekly

Except for electrically supervised valves, all valves controlling water supplies to sprinklers and alarm connections shall be checked weekly to ensure that they are sealed or locked in the open position.	Superintendent
Water supply pressure and system air or water pressure shall be checked weekly by using gauges to ensure that the system is maintained at the required operating pressure.	Superintendent

Monthly

On all sprinkler systems, an alarm test , using the alarm test connection located at the sprinkler valve, shall be performed monthly.	Superintendent
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Quarterly

All transmitters and water flow devices shall be tested at quarterly intervals.	Superintendent
Fire Department connections	Superintendent

Six Months

Gate-valve supervisory switches and other sprinkler system supervisory devices shall be tested at six month intervals.	Certified Contractor
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Yearly

Responsibility

Exposed sprinkler piping hangers shall be checked yearly to ensure that they are kept in good repair.	Certified Contractor
Sprinkler heads shall be checked at least once per year to ensure that they are kept in good repair.	Certified Contractor



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Sprinkler heads shall be checked at least once per year to ensure that they are free from damage, corrosion, grease, dust, paint, or whitewash. They shall be replaced where necessary as a result of such conditions.	Certified Contractor
On wet sprinkler systems, water-flow alarm test using the most hydraulically remote test connection, shall be performed annually.	Certified Contractor
Sprinkler system water pressure shall be tested annually or after any sprinkler system control valve has been operated, with the main drain valve fully open, to ensure that there are no obstructions or deterioration of the main water supply.	Certified Contractor
Plugs or caps on Fire Department connections shall be removed annually and the threads inspected of wear, rust or obstruction. Re-secure plugs or caps, wrench tight. If plugs or caps are missing, examine the Fire Department connection for obstructions, back flush if necessary and replace plugs or caps.	Certified Contractor
A copy of the annual inspection report shall be sent to the Fire Prevention and Life Safety Division within thirty (30) days of the inspection.	Certified Contractor

5 Years

An investigation of piping and branch line conditions shall be conducted every five years in conformance with NFPA 25, Sections 6.1.5, 7.1.3, and Annex E	Certified Contractor
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7.7 Smoke Shafts and Venting Equipment

General

Responsibility

Access to windows and panels required for venting floor areas and vents to vestibules permitted to be manually opened shall be kept free of obstructions, opened without keys and operable at all times.	Superintendent
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6 Months

All elevators in an elevator shaft, which is intended for use as a smoke shaft, are to be inspected semi-annually to ensure that on activation of the fire alarm system, the elevators will return to the street floor and remain inoperative.	Superintendent
---	-----------------------

Yearly

A closure in an opening to the outdoors at the top of a smoke shaft, shall be inspected annually to ensure that it will open: a) manually, outside from the building b) on a signal from the smoke/heat actuated device in the smoke shaft, and; c) when a closure in an opening between a floor area and the smoke shaft opens	Certified Contractor
Controls for air-handling systems for venting in the event of a fire, shall be inspected annually to ensure that air is exhausted from each floor area to the outdoors.	N/A

5 Years

Closures in vent openings into smoke shafts from each floor shall be inspected sequentially over a period not to exceed 5 years	Certified Contractor
--	-----------------------------

7.8 Smoke Control Measures

General

Responsibility

Where smoke control measures contained in the supplement to the National Building Code of Canada 2005, Chapter 3, "Measures for Fire Safety in High Buildings" are used, the inspections and tests shall be as outlined in Section 7.3 of the National Fire Code of Canada.	Certified Contractor
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7.9 Emergency Lighting System

Daily

Responsibility

Check pilot lights for indication of proper operation.	Superintendent
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Monthly

Batteries shall be inspected monthly and maintained as per manufacturer's specifications.	Superintendent
Ensure that battery surface is clean and dry.	Superintendent
Ensure that terminal connections are clean, free of corrosion and lubricated.	Superintendent
Ensure that the terminal clamps are clean and tight as per manufacturer's specifications.	Superintendent
Emergency lighting equipment shall be tested monthly to ensure that the emergency lighting will function upon failure of the primary power supply.	Superintendent

Yearly

Emergency lighting equipment shall be tested annually to ensure that the units will provide emergency lighting for a duration equal to the design criteria under simulated power failure conditions.	Certified Contractor
After completion, the charging conditions for voltage and current and the recovery period will be tested annually to ensure that the charging system is in accordance with the manufacturer's specifications.	Certified Contractor
A copy of the annual inspection report shall be sent to the Fire Prevention and Life Safety Division within thirty (30) days of the inspection.	Certified Contractor



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7.10 Emergency Power System

General

Responsibility

Emergency power systems shall be inspected, tested and maintained in conformance with CSA C282, "Emergency Electrical Power Supply for Buildings".	Superintendent
To ensure continues reliable operation, the emergency power supply equipment shall be operated and maintained in accordance with manufacturer's instructions.	Superintendent
At least two copies of the instruction manual shall be maintained.	Superintendent

Monthly

The emergency electrical power shall be completely tested monthly as follows: a) Simulate a failure of the normal power supply. b) Arrange so that: i) An engine generator set operates under at least 30% of the rated load for 60 minutes and; ii) All automatic transfer switches are operated under load. c) Include an inspection for correct function of all auxiliary equipment such as radiator shutter control, coolant pumps, fuel transfer pumps, oil coolers and engine room ventilation controls d) Record all instrument readings associated with the prime mover and generator and verification that they are normal. e) Log and report as further prescribed in the manual of instruction for operation and maintenance. f) Check fuel supply for sufficient quantity.	Superintendent
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Annually

Test the generator, control panel, and transfer switch in conformance with CSA C282, "Emergency Electrical Power Supply for Buildings".	Certified Contractor
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