



# Halton Hills Fire and Public Safety Guide

Prevention. Preparedness. Protection.  
Keeping You and Your Family Safe in Halton Hills

# Halton Hills

## Fire and Public Safety Guide

The Town of Halton Hills is committed to helping residents stay safe through prevention, preparedness, and education.

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This guide provides an overview of:

- Fire safety at home
- Prevention tips for everyday life
- Emergency preparedness guidance
- Programs and services available to support residents

For more detailed information and resources, visit [HaltonHills.ca](https://www.haltonhills.ca)

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# Glossary

<b>Alert Ready</b>	Canada's emergency alert system used to send urgent notifications about serious threats to safety.
<b>Alternate Exit</b>	A secondary way out of a room or building used if the primary exit is blocked during a fire.
<b>Building Evacuation</b>	The process of safely leaving a building during an emergency.
<b>Carbon Monoxide (CO)</b>	A colourless, odourless gas produced by incomplete burning of fuels, which can be deadly in small amounts.
<b>Combustible Materials</b>	Items that can easily catch fire, such as paper, fabric, wood, or certain chemicals.
<b>Emergency Alert</b>	An official message issued to warn the public about immediate dangers such as fires, severe weather, or other hazards.
<b>Emergency Kit (72-Hour Kit)</b>	A collection of essential supplies (food, water, medications) to support individuals and families for at least 72 hours during an emergency.
<b>Emergency Preparedness</b>	Actions taken in advance to ensure safety during emergencies, including planning, training, and supply readiness.
<b>Escape Plan</b>	A pre-planned and practiced route for safely exiting a home or building during a fire.
<b>Evacuation</b>	The act of leaving a dangerous area or building to reach a safe location.
<b>Fire Hazard</b>	A condition or material that increases the likelihood of a fire starting or spreading.
<b>First Responders</b>	Emergency personnel such as firefighters, paramedics, and police who respond first to an incident.
<b>Hazard</b>	Anything that has the potential to cause harm, including fire, smoke, extreme weather, or power outages.
<b>Heat Source</b>	Any device or surface that produces heat, such as stoves, heaters, fireplaces, or candles.
<b>Meeting Place</b>	A predetermined safe outdoor location where everyone gathers after evacuating a building.
<b>PASS Method</b>	A four-step method for using a fire extinguisher: Pull, Aim, Squeeze, Sweep.
<b>Preparedness</b>	The state of being ready to respond effectively to emergencies through planning and training.
<b>Prevention</b>	Actions taken to stop emergencies, particularly fires, from occurring.
<b>Shelter-in-Place</b>	Staying inside a unit or room during a fire when it is safer than evacuating, while sealing doors to keep smoke out.
<b>Smoke Spread</b>	The movement of smoke through a building, often rising and spreading quickly, creating dangerous conditions.
<b>Ventilation</b>	The movement of air that helps reduce smoke or dangerous gas buildup during an emergency.
<b>Working Alarm</b>	A smoke or CO alarm that is properly installed, tested, and maintained.

## Fire Safety at Home

Fire safety starts at home. By taking simple steps and planning ahead, you can reduce the risk of fire and protect yourself and your family. Knowing what to do before, during, and after a fire can save lives.

### Apartment Fire Safety

Large buildings with many tenants can create challenges for emergency response. Stay safe by doing your part and having an emergency escape plan ready.


Be prepared by thinking ahead and deciding what you'll do in a fire. Ask yourself: will you stay and shelter in place, or leave the building? Know your plan in advance - don't leave it to chance.


#### If a fire happens:

1. Stay calm and leave immediately.
2. Take your key and close the door behind you.
3. Activate the nearest fire alarm (usually by the stairwell).
4. Exit using the stairs.

#### If the building fire alarm sounds:

- Go to your door and check for heat with the back of your hand.
  - ♦ If the door or handle is warm: do not open it.
  - ♦ Stay inside and call 9-1-1.
- If cool: open the door slightly and check for smoke.
  - ♦ If you see smoke: stay inside and call 9-1-1.
- If the hallway is clear:
  - ♦ Leave your unit and close the door behind you.
  - ♦ Use the nearest stairwell to exit.
  - ♦ If you find smoke in the stairwell, use another exit.

 Always check for heat and smoke before opening doors.

 Never use elevators when the alarm is sounding.

#### If you cannot leave:

1. Stay calm.
2. Keep your door closed, but unlock it.
3. Shelter in place. Seal the edges of the door with duct tape, and place a wet towel along the bottom to keep smoke out.
4. Call 9-1-1 and give your exact location. Tell them you cannot evacuate the building. The 9-1-1 communicator will give you instructions on what to do next.



## Babysitting Fire Safety

When babysitting, you are responsible for the safety of the children in your care. Be prepared and know what to do in case of a fire.

### Be Prepared

- Know the home address
- Keep emergency contacts nearby
- Review the fire escape plan
- Identify exits and the meeting place

### Avoid This

- Don't leave children unattended near heat
- Don't leave cooking unattended
- Don't allow indoor smoking

### Remember

- Your priority is to get everyone out safely, never go back inside.

### Stay Safe

- Keep matches and lighters out of reach
- Supervise children near cooking or heating
- Stay in the kitchen while cooking
- Keep anything that can burn away from heat sources

### If a Fire Happens

- Get everyone outside immediately
- Go to the meeting place and stay there
- Call 9-1-1
- Contact parents or guardians

## Barn Fire Prevention

Barn fires can spread quickly but are often preventable.

### Be Prepared

- Post the property address
- Ensure emergency vehicle access
- Have an evacuation plan for people and animals

### Reduce Risk

- Enforce a no-smoking policy
- Store flammables safely
- Maintain equipment regularly
- Install lightning protection if possible

### Remember

- Clean, well-maintained barns reduce fire risk.

### Stay Safe

- Keep fire extinguishers accessible
- Keep exits clear and marked
- Maintain electrical and heating systems
- Clean dust, cobwebs, and hay buildup
- Consider smoke alarms or detection systems

### If a Fire Happens

- Call 9-1-1 immediately
- Evacuate if safe
- Use extinguishers for small fires only



## Fire Escape Planning

Each minute, a fire can double in size. That is why having a home fire escape plan is one of the most important things you can do for your family. Plan your escape before an emergency happens.

- Draw a simple map of your home, showing all rooms, doors, and windows.
- Plan two ways out of every room where possible.
- Make sure doors and windows open easily.
- If there's smoke, use your alternate route.
- If you must go through smoke, stay low to the ground.
- Choose a safe meeting place outside and make sure everyone knows it.
- Practice your plan twice a year, during the day and at night.
- Once you get out, stay out - never go back inside.
- Call 9-1-1 from outside.



Develop a fire escape plan today using this [Family Fire Escape Plan guide](#).

### The Do's and Don'ts of Fire Escape Planning

#### Do:

- ✓ Stay calm and head to the nearest stairwell.
- ✓ Leave the building as soon as the alarm sounds. Move to a safe place outside.
- ✓ If you can't leave, stay in your unit, shelter in place and call 9-1-1.
- ✓ Plan your escape before an emergency happens.
- ✓ Know your building's fire safety plan. Fire safety plans should be posted. Contact your building manager, landlord or the fire department if you have questions.

#### Don't:

- ✗ Panic or break windows.
- ✗ Go to the roof. Wait before leaving.
- ✗ Remember: smoke and heat rise
- ✗ Gather in the lobby or hallways.
- ✗ Wait for the elevator.
- ✗ During a fire, elevators will be out of service on ground level and not available for public use

#### Additional Resources:

- [Halton Region - Preparing for Emergencies](#)
- [Get Prepared – Government of Canada](#)

## Carbon Monoxide (CO) Alarms

Working CO alarms protect you from carbon monoxide, a dangerous gas you can't see, smell, or taste.

### ✔ What You Need to Know

- CO is produced when fuels like gas, wood, or propane don't burn completely
- Even small amounts can be deadly within minutes
- CO alarms are required in homes with fuel-burning appliances or attached garages

### 📍 Where to Install

- Near every sleeping area
- On every level of the home (even without bedrooms)

### 🔧 Maintenance & Safety

- Have fuel-burning appliances inspected yearly
- Keep vents and exhausts clear
- Never use BBQs or fuel-burning equipment indoors
- Keep space heaters clear of objects



## 🚨 When the Alarm Sounds

### If no one has symptoms:

- Reset the alarm
- If it sounds again, call the non-emergency fire number

### If anyone feels unwell

#### (headache, dizziness, nausea):

- Get outside immediately
- Call 9-1-1

### Always:

- Leave the home right away
- Call for help from outside
- Do not re-enter until it is safe



### ⚠ Remember

CO alarms provide early warning - install and maintain them properly to stay safe.

### Need More Information?

For questions about CO alarm requirements or carbon monoxide safety, please contact Halton Hills Fire Department.

## Smoke Alarms

Working smoke alarms provide early warning and time to escape, especially at night when most fatal fires occur.

### ✔ What You Need to Know

- Install smoke alarms on every level of your home and outside sleeping areas
- Smoke alarms must be replaced every 10 years
- Check the date on the side or back of the alarm

### 📍 Where to Install

- On the ceiling, or high on a wall
- Outside all sleeping areas
- For best protection, install alarms inside bedrooms

### 🔧 Maintenance & Safety

- Test alarms monthly
- Change batteries at least once a year
- Clean regularly to remove dust
- Replace alarms if they don't work properly

### 🔊 When the Alarm Sounds

- Get out immediately
- Go to your meeting place outside
- Call 9-1-1
- Never re-enter the building

### ⚠ Remember

Working smoke alarms save lives - test them regularly.



## Simple Ways to Help Prevent Fires

- Stay in the kitchen when cooking - never leave the stove unattended.
- Turn off the stove before leaving, even briefly.
- Keep flammable items (towels, packaging) away from the stovetop.
- Keep a lid nearby to smother small cooking fires - don't move the pot.
- Don't cook if you are tired, drinking, or on medication that causes drowsiness.
- Smoke outside only - never in bed or on balconies.
- Use proper ashtrays - never use plant pots or throw cigarettes off balconies.
- Blow out candles before leaving, or use battery-powered ones.
- Keep anything that can burn at least 1 metre (3 feet) from heaters.
- Don't overload outlets or power bars.

## Fire Extinguishers

Portable fire extinguishers can help control small fires, but they are not meant for large or spreading fires.

### What You Need to Know

- ✓ Fire extinguishers are for small, contained fires only
- ✓ Your first priority is always to leave and stay safe
- ✓ Make sure you have the right type of extinguisher for your home

### Know When to Leave

- Only use an extinguisher if:
  - You know how to use it
  - The fire is small and not spreading
  - Everyone else has left and 9-1-1 has been called
  - You have a clear escape route
- 👉 If these conditions are not met, leave immediately

## Choosing the Right Extinguisher

- 👉 Choose an extinguisher rated for the type of fire
- 👉 Keep it easy to access
- 👉 Make sure it is fully charged and in good condition
- 👉 Only use it if you are trained



### Common types:

- 🔥 Dry Chemical (ABC Extinguisher)
  - ◆ The most common type for homes. It can be used on:
    - Ordinary materials (wood, paper, fabric)
    - Grease and liquid fires
    - Electrical equipment
  - 👉 Best all-purpose choice for home use
- 🔥 Carbon Dioxide (CO2 Extinguisher)
  - ◆ Designed for electrical and liquid fires.
  - ◆ Safe to use on electronics (computers, appliances)
  - ◆ Leaves no residue (won't damage equipment)
  - 👉 Good for kitchens or areas with electronics
- 🔥 Water Extinguisher
  - ◆ Used only for ordinary materials like:
    - Wood, Paper, Fabric
  - ◆ Do NOT use on:
    - Grease fires (can spread flames)
    - Electrical fires (risk of shock)
  - 👉 Limited use in homes



**How to Use (PASS)**

- P – Pull the pin
- A – Aim at the base of the fire
- S – Squeeze the handle
- S – Sweep side to side

**Avoid This**

- ✗ Don't use on large or spreading fires
- ✗ Don't use the wrong type for the fire
- ✗ Don't block your escape route

⚠ Remember: Fire extinguishers are helpful, but your safety comes first, get out if the fire grows.

# USING A FIRE EXTINGUISHER



## Prevention Tips



### Cooking Safety

Unattended cooking is by far the leading cause of residential structure fires.

#### Stay Safe

- Use a timer so you don't forget food
- Keep stovetops and ovens clean
- Keep flammable items away from heat
- Turn pot handles inward
- Keep children and pets away from cooking areas
- Keep a fire extinguisher nearby and know how to use it

#### Avoid This

- Don't leave pots or pans unattended
- Don't move a burning pot
- Don't throw water on a grease fire
- Don't place items on the stovetop when not in use

#### If a Fire Starts

Stovetop Fire:

- Slide a lid over the pan to smother the flames
- Turn off the heat (if safe to do so)
- Leave the home and call 9-1-1
- Use a fire extinguisher only if you know how

Oven or Microwave Fire:

- Keep the door closed
- Turn off the appliance
- Leave the home and call 9-1-1

#### Remember

If a fire starts: Get out, stay out, and call 9-1-1.



## Candle Safety

Candles are a common cause of home fires - especially in bedrooms and during holidays.

### Stay Safe

- Blow out candles before leaving the room
- Use sturdy, non-flammable candle holders
- Place candles on stable, uncluttered surfaces
- Keep candles at least 1 foot (30 cm) from anything that can burn
- Trim wicks to about ¼ inch
- Keep hair, clothing, children, and pets away from flames

### Power Outages

- Use flashlights or battery-powered lighting
- Keep extra batteries in a known location

### Remember

Always blow out candles before you go out or go to sleep

### Avoid This

- Don't overload outlets or power bars
- Don't use damaged cords or appliances
- Don't ignore signs of overheating or burning smells
- Don't use electrical equipment near water or wet areas



## Electrical Safety


Electricity is part of everyday life - but improper use can lead to fires, shock, or serious injury.

### Stay Safe

- Use only one high-wattage appliance per outlet
- Have electrical work done by a qualified electrician
- Replace damaged cords and faulty appliances
- Unplug anything that feels hot or smells like burning
- Keep electrical items away from water

### During Flooding

- Turn off power at the main switch, if safe to do so
- Move electrical items to higher levels if flooding is expected
- Stay away from water near outlets or electrical equipment
- Do not use or turn on anything that has been exposed to water until checked by a professional
- Use flashlights or battery-powered lighting

 Remember: Water and electricity don't mix - stay away and stay safe.



## Heating, Fireplace & Woodstove Safety

Heating equipment is a leading cause of home fires - especially in winter months.

### Stay Safe

- Have fireplaces, chimneys, and woodstoves inspected yearly by a certified technician
- Only burn dry, seasoned wood - never garbage or paper
- Keep anything that can burn at least 1 metre (3 feet) away
- Use approved (CSA/ULC) heating equipment
- Turn off and unplug space heaters when leaving the room or going to bed
- Choose heaters with an automatic shut-off

### Avoid This

- Don't use fireplaces or stoves that haven't been inspected
- Don't plug space heaters into extension cords
- Don't use heaters with damaged cords
- Don't refuel fuel-burning heaters indoors
- Don't overload electrical circuits with heaters

### Space Heater Safety

- Keep heaters away from bedding, curtains, and furniture
- Plug heaters directly into wall outlets
- Make sure the area is well ventilated (for fuel-burning heaters)



### **Remember**

Keep heating equipment clean, clear, and well-maintained to prevent fires and carbon monoxide risks.

## Smoking Safety

Careless smoking is a leading cause of fire deaths in Canada.


### Stay Safe

- Smoke outside whenever possible
- Use deep, sturdy ashtrays that won't tip over
- Fully extinguish cigarettes using water or sand
- Empty ashes into a metal container and store it outside

### Avoid This

- Don't smoke in bed or when drowsy
- Don't throw cigarette butts off balconies
- Don't use plant pots as ashtrays
- Don't put ashes directly in the garbage



 Remember: Make sure cigarettes are fully out before you throw them away.

## Barbeque Safety

Grilling is a great way to cook outdoors - but BBQs can quickly cause fires if not used safely.

### Stay Safe

- Clean your grill regularly to remove grease buildup
- Check propane tanks and gas lines for leaks
- Keep BBQs well away from buildings, railings, and overhangs
- Open the lid before lighting
- Stay with the grill while cooking
- Use long-handled tools and heat-resistant mitts
- Keep a garden hose or water nearby

### Avoid This

- Don't leave a lit grill unattended
- Don't place BBQs too close to your home or structures
- Don't use damaged propane tanks or hoses

### Balcony Use

- Check your building rules before using a BBQ
- Many balconies are not safe or permitted for grilling
- Keep BBQs clear of walls, railings, and openings
- Be aware that smoke can affect others and trigger alarms

### **Remember**

Always keep BBQs clean, clear, and supervised while in use.



## Emergency Preparedness

Emergencies can happen at any time. While you can't predict them, you can be prepared to protect yourself, your family, and your community.



### Three Steps to Prepare

# 1

#### Know the Risks

- ◆ Learn what hazards can affect your area and how they may impact you and your family.

# 2

#### Make a Plan

- ◆ Create a simple emergency plan so everyone knows what to do.
- ◆ Your plan should include:
  - How to contact each other
  - Where to meet if separated
  - What to do in different situations

# 3







#### Build a Kit

- ◆ Prepare an emergency kit with supplies to last at least 72 hours.
  - Include food, water, medications, and essentials
  - Check and refresh your kit twice a year

#### Remember



Be informed, have a plan, and keep supplies ready.

#### In Halton Hills, some emergencies include:

-  Extreme heat
-  Flooding
-  Power outages
-  Thunderstorms and lightning
-  Tornadoes and high winds
-  Winter storms

#### Emergency Alerts

Stay informed through:

-  Alert Ready emergency notifications
-  Local updates from the Town

## Fire & Emergency Services

Access all services online at:

[HaltonHills.ca/Fire-EmergencyServices](https://HaltonHills.ca/Fire-EmergencyServices)

### The Halton Hills Fire Department provides:

- Fire suppression and emergency response
- Rescue services and emergency medical support
- Fire prevention and public education

### Specialty Services

- Fire Services has specialized capabilities such as:
- Technical rescue response
- Rural fire response systems
- Emergency coordination with other agencies

### Rural Services

- Rural protection includes systems such as:
- Water tanker shuttle operations
- Fire response coordination in non-urban areas

### District One Station

21 Churchill Road South, Acton, ON, L7J 2J5

T: 905-877-1133

F: 519-853-3767

### District Two Station

53 Maple Avenue, Georgetown, ON, L7G 1X8

T: 905-877-1133

F: 905-877-1317

### District Three Station



14007 10 Sideroad, Halton Hills, ON, L7G 4S5

T: 905-877-1133



F: 905-877-1317

## Requests & Permits



### [Incident Report](#)

-  Report on a fire-related incident online
-  Submit at [haltonhills.ca](https://haltonhills.ca)



### [Fire Inspection Request](#)

-  Request a property safety inspection
-  Book online

### [Lawyer Letters](#)

-  Request official documentation
-  Access service

### [Open Air Burning Permit](#)

-  Apply for outdoor burning
-  Apply online




## Programs

### Community Connect

Community Connect allows residents to share important information with emergency services to support faster and more informed responses.

### Home Safe Home Program

Seniors living alone or people with disabilities or limited mobility can request a Home Safe Home visit for help with fire safety. The visit may include:

-  A home safety inspection to identify fire hazards
-  Help changing batteries in smoke and CO alarms
-  Replacement of alarms, if needed

To learn more or check eligibility:

Call (905) 877-6001 ext. 2115 or contact Captain Mark Burger by email.

### Safety Education Programs

Programs are available for:

- Children and youth
- Families and caregivers
- Residents with specific safety needs



## Additional Resources

### Emergency Preparedness

- [Government of Canada emergency preparedness](#)
- [Halton Region preparedness resources](#)
- [Ontario Association of Fire Chiefs Fire Escape Plans](#)
- [How to Prepare for Each of Ontario's Hazard Emergencies](#)

### Fire Prevention & General Safety

- [NFPA Home Fire Safety](#)
- [Ontario Encouraging Fire Safety for Barn Owners](#)
- [Candle Safety Tip Sheet](#)
- [In the Event of Flooding, Water Ingress or Damage](#)
- [Heating Safety Tip Sheet](#)
- [Thinking of Quitting Smoking?](#)

### Specialized Resources from the Ontario Ministry of Emergency Preparedness and Response

- [Emergency Preparedness Guide for People with Disabilities](#)
- [Canadian Hearing Services](#)

### Pet emergency preparedness

- [Don't forget your pet!](#)

### Seniors (older adults)

- [How to Be Prepared for an Emergency 2024](#)

### Youth Babysitting Courses

- [St. John Ambulance Babysitting course](#)