



CITY OF LACOMBE FIRE SERVICE LEVEL POLICY

Policy Number:	23.210.01 2025PO
Policy Review:	Every 5 Years or upon Legislative Change
Policy Owner (Dept.):	City of Lacombe Fire Department
Reference(s):	Paid-on-Call Fire Services Training Directive 23/210.02 2025AD City of Lacombe Service Level Agreement/Scope of Practice LFD -100.4 (January 26, 2017). NFPA 1720: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, 2020 Edition. Alberta Occupational Health and Safety Code, Alta Reg 191/2021, Part 2 – Hazard Assessment, Elimination and Control (as amended by Alta Reg 202/2024, March 31, 2025).

1. PURPOSE OF POLICY

- 1.1. This policy outlines the Fire Service Levels for the City of Lacombe Fire Department's response to emergency dispatched events within the City of Lacombe and the Emergency Response District within Lacombe County.

2. POLICY STATEMENT

- 2.1. The City of Lacombe Council shall authorize the types of emergency services and service levels the City of Lacombe Fire Department shall provide.

3. APPLICABILITY

- 3.1. This policy applies to all services provided by the City of Lacombe Fire Department within the City of Lacombe corporate boundaries and the Emergency Response District within Lacombe County.

4. DEFINITIONS AND ABBREVIATIONS

- 4.1. **Mutual Aid** - A prearranged agreement between jurisdictions to assist one another on request by providing personnel, equipment, or expertise.
- 4.2. **Chief Officer** - A person whose responsibility is above that of a company officer, automatically responding or dispatched beyond initial company assignments.
- 4.3. **Emergency Medical Care/Basic Life Support (BLS)** - Medical care delivered on-scene prior to hospital, including CPR, AED, and first-responder/BLS-level interventions.
- 4.4. **Company Officer** - A supervisor of a crew/company of personnel.

4.5. **NFPA** - National Fire Protection Association.

4.6. **Cold Response** - Non-emergency dispatch with no lights or sirens, low urgency.

5. ROLES AND RESPONSIBILITIES

5.1. Council

5.1.1. Approving the Service Levels and Scope of Practice within this policy.

5.1.2. Approved funding for the City of Lacombe Fire Department through annual operating and capital budgeting.

5.2. Chief Administrative Officer

5.2.1. In consultation with the City Fire Chief, recommend service levels and appropriate operating and capital funding needed to achieve Fire Service Levels.

5.3. Fire Chief

5.3.1. In consultation with the City of Lacombe Fire Department paid-on-call membership, make recommendations regarding service levels within the community and ensure staffing and training are suitable for the approved service levels within the City of Lacombe and Lacombe County.

6. POLICY DETAILS

6.1. Standards

6.1.1. Emergency services levels are requirements defined within the National Fire Protection Association (NFPA) Standard 1720 and the Occupational Health and Safety (OH&S) regulations. All members of the City of Lacombe Fire Department (LFD) shall know what emergency response services and service levels the Fire Department is authorized to provide.

6.2. Training

6.2.1. Educational instruction and training shall be delivered following applicable NFPA Professional Qualification Standards, matched to the duties and functions required of each position, to ensure personnel are proficient and aligned with the City of Lacombe Fire Service Level Policy.

6.3. Minimum Staffing Response

6.3.1. The minimum number of personnel required for any initial emergency response within the City of Lacombe and the Lacombe County Emergency Response District shall be six personnel, including the Company Officer. If insufficient personnel have not responded to the Fire Station for the emergency response, the Chief Officer on Call shall notify Fire

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Dispatch and request mutual aid from an appropriate fire department with adequate resources and personnel.

6.4. Emergency Response Level of Service

Table 1: Emergency Service Response

Emergency Service	Minimum Number of Personnel	Training Level of Personnel	Available Response Resources and or Capability
Fire Suppression - Structural	Urban – 15	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban Fire Engine. Ladder Truck. Fire Rescue Apparatus. Fire Tender (Location Specific Response). Chief Officer on Call (Mandatory Response).
Fire Suppression - Structural	Rural - 10	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Rural Fire Engine. Fire Tender. Fire Rescue Apparatus. Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response).
Fire Suppression - Class B	Urban – 15 Rural - 10	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban or Rural Fire Engine. Fire Tender (Location Specific for Urban Responses). Fire Rescue Apparatus. Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response).
Wildland Fire Response	Urban – 15 Rural – 10	NFPA 1021/1002/1072/1001 Level 1 or Level 2. Trained but not necessarily certified to NFPA 1140.	Primary Urban or Rural Fire Engine. Fire Tender. Wildland Brush Truck. Wildland Equipped Side-by-Side. Chief Officer on Call (Call Dependent Response).

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Table 1: Emergency Service Response, Continued

Emergency Service	Minimum Number of Personnel	Training Level of Personnel	Available Response Resources and or Capability
Emergency Medical Response	Urban – 6 Rural – 6	Standard First Aid Basic Life Support (BLS) CPR' C' and AED.	Auto Dispatch for all EMS Echo Medical Dispatches. Chief Officer on Call (Mandatory Response to all Echo Dispatches). A 15-minute Delay for Ambulance Arrival shall warrant a Fire Department Response to all other Medical Dispatches.
Motor Vehicle Collisions with Extrication	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or 2. Trained but not necessarily certified to NFPA 1006.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender. Utility Support Vehicle. Chief Officer on Call (Mandatory Response).
Motor Vehicle Collisions - No Extrication	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or 2. Trained but may not necessarily be certified to NFPA 1006.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender. Utility Support Vehicle. Chief Officer on Call (Call Dependent Response).
Aircraft Emergencies	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or 2. Trained but not necessarily certified to NFPA 1006.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender. Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response).
Powerline Emergencies	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or 2.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender (Incident Specific Response). Chief Officer on Call (Call Dependent Response).
Residential Alarms	Urban – 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban Fire Engine. Ladder Truck. Fire Rescue Apparatus. Chief Officer on Call (Call Dependent Response).

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Table 1: Emergency Service Response, Continued

Emergency Service	Minimum Number of Personnel	Training Level of Personnel	Available Response Resources and or Capability
Residential Alarms	Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Rural Fire Engine. Fire Tender. Ladder Truck (Incident Specific Response). Fire Rescue Apparatus. Chief Officer on Call (Call Dependent Response).
Commercial/ Industrial Alarms	Urban – 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban Fire Engine. Ladder Truck. Fire Rescue Apparatus. Fire Tender (Location Specific Response). Chief Officer on Call (Mandatory Response).
Commercial/ Industrial Alarms	Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Rural Fire Engine. Fire Tender. Fire Rescue Apparatus. Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response).
Carbon Monoxide Alarms Response - Residential - Commercial - Industrial	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender (Location Specific Response). Ladder Truck (Incident Specific Response). Chief Officer on Call (Call Dependent Response).



Table 2: Technical Operational Response

Technical Operations	Minimum Number of Personnel	Training Level of Personnel	Available Response Resources and or Capability
Water and Ice Rescue Operations	Urban – 6 Rural - 6	NFPA 1021/1002/1001 Level 1 or Level 2. Trained but not necessarily certified to NFPA 1006.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Chief Officer on Call (Mandatory Response). Limited to Still Water, Surface, and Shore-Based Rescue Operations.
Confined Space Rescue	Urban – 6 Rural – 6	NFPA 1021/1002/1001 Level 1 or 2. Trained but not necessarily certified to NFPA 1006.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Chief Officer on Call (Mandatory Response). Limited to Support Capacity Only.
Hazardous Materials Response - Environmental - Dangerous Goods	Urban – 6 Rural – 6	NFPA 1021/1002/1072/1001 Level 1 or Level 2.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender (Location Specific Response). Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response). Limited to Secure and Isolate. Support Capacity for Large Dispatched Response. No Specialized Equipment dedicated to Hazmat Operations.

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Table 2: Technical Operational Response, Continued

Technical Operations	Minimum Number of Personnel	Training Level of Personnel	Available Response Resources and or Capability
Hazardous Materials Response <ul style="list-style-type: none"> - Chemical - Radioactive - Nuclear - Biological - Explosive 	Urban – 6 Rural - 6	NFPA 1021/1002/1072/1001 Level 1 or 2.	Primary Urban or Rural Fire Engine. Fire Rescue Apparatus. Fire Tender (Location Specific Response). Ladder Truck (Incident Specific Response). Chief Officer on Call (Mandatory Response). Support Capacity only to outside Specialized Agencies. No Specialized Equipment dedicated to Hazmat Operations.

Table 3: City of Lacombe Fire Department Fire Safety Code Services

Fire Safety Codes Services	Training Level of Personnel	QMP Administration & Regulatory Framework
Fire Investigations	NFPA 1033 Standard Professional Qualification for Fire Investigator and Alberta Safety Codes Fire Group C Level 1 and 2.	Per the established Quality Management Plan (QMP) and the Alberta Safety Codes Act.
Fire Inspections	NFPA 1031 Standard for Professional Qualifications for Fire Inspector and Plan Examiner and Alberta Safety Codes Fire Group A and/or B Level I and/or Level II.	Per the established Quality Management Plan (QMP) and the Alberta Safety Codes Act.

6.5 Response Times

- 6.5.1 Response Chute time from the City of Lacombe Fire Station – 11.5 minutes for the first staffed apparatus to provide initial response within urban response limits.
- 6.5.2 Response Chute times from the City of Lacombe Fire Station to the Emergency Response District within Lacombe County may vary due to incident locations and driving distance.

6.6 Protracted Operations

- 6.6.1 The City of Lacombe Fire Department can maintain minimum personnel coverage for up to twenty-four hours. The department can also sustain minimum coverage for up to three days when work shifts are limited to twelve hours or less per day.

6.7 Incident Pre-planning

- 6.7.1 The City of Lacombe Fire Department is not resourced to initiate and maintain specific incident pre-plans.

6.8 Inspections and Investigations

- 6.8.1 Inspection and investigation competencies and capabilities are outlined in the Alberta Safety Codes Act and the established Quality Management Plan in the fire discipline.

6.9 Automated Alarm Response

- 6.9.1 The City of Lacombe Fire Department's response to automated residential, commercial, and industrial alarms in urban and rural areas will involve a complete emergency response (Reference 6.4 Emergency Response Level of Service Table 1).
- 6.9.2 If conditions require, forced entry may be used only if the Chief Officer on Call is present.
- 6.9.3 Upon investigation, and if the incident is deemed safe and stable, the City of Lacombe Fire Department shall wait 15 minutes for the key holder to arrive. If a key holder fails to arrive on site within 15 minutes, the City of Lacombe Fire Department may return to the fire station.

6.10 Stand Down Requests

- 6.10.1 All automated alarm dispatches, residential, commercial, or industrial, which are cancelled by the monitoring company, must be verified through Fire Dispatch and responded to by a City of Lacombe Fire Department apparatus operating in a cold response mode. This same verification and attendance protocol applies to all Fire Dispatch-requested stand-downs.

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6.11 Fees

6.11.1 All fees for repeated alarm responses are listed in the City of Lacombe Fire Bylaw 389 Schedule 'A'.

7. END OF POLICY

Original Signed

Signature of Mayor

Original Signed

Signature of CAO

Approved by Council August 25, 2025

Date

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Date

POLICY RECORD

Approval and Amendment History

Date of Council Meeting	Council Motion Number	Description
August 25, 2025		

Review History

Date of Policy Owner's Review	Description/Action Taken or Required
August 25, 2025	Revision and Addition to Policy References. Addition of 4: Definitions and Abbreviations. Addition and Revision to all Policy Sections and Subsections. Addition and Revision to Section 6.4 Emergency Service Level of Service. Addition and Revision to Section 6.4 Emergency Service Level of Service Table 1: Emergency Service Response. Addition and Revision to Section 6.4 Emergency Service Level of Service Table 2: Technical Operational Response. Addition and Revision to Section 6.4 Emergency Service Level of Service Table 3: City of Lacombe Fire Department Fire Safety Code Services. Addition and Revision to 6.9. Automated Alarm Responses. Addition of 6.10 Stand Down Requests. Addition of 6.11 Fees for Repeat Alarm Responses.