



FOOTHILLS
FOREST PRODUCTS

FIRE PREPAREDNESS

AND

RESPONSE PLAN

2026 – 2027

REPORTING FIRES:

Alberta Forestry and Parks

310-FIRE

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CORPORATE COMMITMENT TO FIRE PREVENTION, PREPAREDNESS, AND RESPONSE

Dunkley Lumber Ltd. (Dunkley) is committed to fire prevention, preparedness, detection, and response. Dunkley takes an active role in ensuring all staff and are adequately trained to safely and effectively respond to wildfires, and to ensure regulatory requirements are achieved.

The Crown forests are a valuable resource, and Dunkley recognizes the importance of protecting this resource from fire. This is achieved by annually preparing a detailed Fire Preparedness and Response Plan which:

- defines the roles, responsibilities and actions to take in the event of a fire
- documents the persons or agencies to be contacted in the event of a fire
- lays out specific actions to be taken in response to a fire.

We are committed to undertaking periodic reviews of our Fire Preparedness and Response Plan, including fire drills performed by both woodlands staff and contractors. We have specific response times for these drills, which are well documented and are used to ensure the commitments made in this plan are achieved, and for continual improvement.

We will utilize weather stations and other sources in order to monitor the fire danger rating on a daily basis during fire season and will communicate these ratings to their staff and contractors, including if any special preparedness is required.

The Dunkley Fire Preparedness and Response Plan will be available at request on all active operations during fire season. It is the responsibility of the contractor to ensure that all requirements of this plan are satisfied and that they are equipped to respond to wildfires per the Plan.

Dyon Armstrong,
Vice President - Fibre and Sustainability, BC/AB/Sask

DUTY ROSTER

Responsible	Activity	Timing
Planning Forester	Prepare and submit Electronic Fire Control Plan.	Prior to the risk of fire starting and spreading. (April)
Planning Forester	Post the Duty Roster in the Woodlands office and distribute copies to security and reception. Foothills Staff to make reasonable efforts to provide availability during Fire Season. Weekly availability discussions.	Prior to the risk of fire starting and spreading. (April)
Coordinator	Maintaining a means of communication with security/switchboard for the assigned period of fire coordinator (phone, two-way radio, email etc.)	Assigned times as fire coordinator
Coordinator	Coordinate the reconnaissance and response to a fire reported on or near industrial activities.	Assigned times as fire coordinator

Fire Coordinator Contact List - Dunkley		
Coordinator	Phone	Mobile Phone
Graham Duckers	780-827-2225 ext 112	780-827-8348
Trent Johnson	780-827-2225 ext 109	780-227-5056
Skyler Lewis	780-827-2225 ext 108	780-827-6700
Victor Fobert	780-827-2225 ext 114	780-517-8109

Foothills Office: 1 780-827-2225

INITIAL FIRE RESPONSE

Responsible: All Company and Contractor Employees

Activity: The following is the course of action when you see a fire:

- Report the fire. Call Foothills Forestry Supervisors. Use the Initial Fire Report, at the back of the booklet, to report and record the fire situation.
- If there is equipment or manpower on the site or close to the site, utilize them to take action to contain the fire.
- If the fire is on your worksite or is within one (1) km of the worksite, it is your responsibility to use all the resources available on site to respond to the fire. You must coordinate the fire response until command is handed over to a Foothills Woodlands supervisor or Alberta Forestry and Parks (AFP) representative. The equipment and resources will aid, assist, and work under the direction and control of AFP.
- If you are the Company representative on a fire, you must remain on the fire to liaison with AFP staff and to direct contractor resources. You must stay until relief arrives or, if applicable, the person in charge gives you approval to leave. At all times a minimum of one Woodland staff member will act as a Company representative.
- Document the events that occur on the Initial Fire Report form. Document the ongoing firefighting activities. Record all equipment and man hours worked.

INITIAL FIRE RESPONSE

Responsible: Fire Coordinator

Activity: Actions when receiving a fire report

1. Document all information on reported fire and subsequent actions.
 - Confirm whereabouts of Company support staff.
 - Contact the following in listed order:
 - **AFP:** 310-FIRE (3473) on your cell
 - Report all available information as per the Initial Fire Report.
 - Ask for an email confirming that AFP authorizes the use of people and equipment under Foothills control.
 - **WOODLANDS STAFF**
 - Agree on support personnel and equipment needed for initial action.
 - **FOOTHILLS/CONTRACTOR SUPPORT PERSONNEL**
 - Contact support personnel and have them ready for further instructions.

TRAINING

Prior to May 31st each year, Foothills shall provide basic forest fire orientation training for all its woodlands employees, agents, or contractors if they are conducting active operations in the Fire Season. Training as part of Foothills general safety or emergency response training is acceptable.

Company supervisors will complete the online training provided by Hinton Training Centre and Alberta Forestry and Parks. All Foothills supervisors are required to complete the Wildfire Orientation Course (or higher-level training). Refresher every 5 years.

Company and contractor supervisors will be sent to appropriate specialized training when available (Dozer Boss, Incident Command System, online etc).

Company and Contractor staff will receive forest fire fighting training (S100A or equivalent) before commencing work on a two-year basis.

A record must be kept of the training and a copy of the training record must be submitted to the Company prior to starting work.

All companies operating under the Foothills EMS are expected to have employees that meet the forest fire fighting training qualifications.

FIRE SEASON REQUIREMENTS

PRE-WORK PROCEDURES FOR HIGH-RISK ACTIVITIES

When conducting any work during the fire season, the following plan must be prepared before starting work:

- Determine how you and your co-workers will suppress an accidental fire.
- Assign roles and responsibilities for the crew.
- Identify features such as water sources, firefighting equipment location and suppression system location.
- Set up and test the water delivery system.
- Test the communication system.
- Consider the type and location of high-risk activities conducted as the fire hazard increases. As an example, right of way logging without access to a fire suppression system should be restricted during extended high fire hazard.
- **Revise the plan as required as the location of the high-risk activities shifts during operations.**
- Revise the plan as required in response to changing weather conditions such as extended drought or dropping fire hazard.

GENERAL (requirements)

- Every engine must be equipped with both spark arrestors and mufflers in good working condition.
- All contractors are responsible to ensure that their operations, machines, and vehicles are adequately equipped with firefighting tools throughout the year, as outlines in the Forest and Prairie Protection Regulations.

Required Equipment	Men Employed at the Site of Operations									
	1	2	3	4	5	6 to 10	11 to 20	21 to 30	31 to 40	41+
Shovels	1	1	2	2	3	5	10	15	20	Same as 31-40 , unless increased by Minister
Back Pack c/w pump	0	0	1	2	3	5	10	15	20	
Axe or Pulaski	0	1	1	1	2	5	10	15	20	
Fire Pump	0	0	0	0	0	0	0	1	1	
Fire Hose (m)	0	0	0	0	0	0	0	450	450	
Power Saw	0	0	0	0	0	0	0	1	1	

HIGH RISK ACTIVITIES

High Risk Activities
Using a vehicle with metal tracks, chains or studs (except for road construction, gravelling, deactivation, maintenance or log loading)
Log forwarding (other than by logging truck on a road)
Log skidding
Tree processing, including de-limbing
Winching/Yarding logs using cable
Mechanical brushing
Clearing or maintaining right of ways, including grass mowing
Disk trenching
Using fire-or spark-producing tools, including cutting tools
Mechanical land clearing
Operating power-saw
Welding
Portable wood chipping, milling, processing or manufacturing
Mechanical tree falling
Woody debris piling

If a **“High Risk Activity”** is being conducted, you must have the following on-site, over and above the “general” mentioned above:

- **Water delivery system (as defined below).**
- **One person with knowledge on how to use.**
- **Two-way radio in equipment.**

The higher the fire danger, the more quickly you must be able to deploy your fire suppression system.

RESPONSE TIME

Danger Class	Time
Moderate	30 Min
High or greater	10 Min

WATER DELIVERY SYSTEM DEFINITION

Water Delivery System is defined as; a system consisting of a water supply, a water pump, or equivalent means of pressurizing water plus all the hoses, attachments, and tools necessary for the operation and maintenance of the system. The system must be able to pump water to any place on the worksite or burn area. One person with the knowledge on how to use the system is also required.

“Portable pump unit”, must be capable of maintaining 145 psi and delivering 135 litres of water per minute. Must include the following equipment at a minimum:

1. 450 meters (14 lengths) of hose (diameter not less than 38mm unlined or 28mm lined)
2. Suction hose
3. Nozzle having 9mm opening
4. Tools necessary to operate and maintain the water pump and hoses

NOTE: If unreasonable to provide a water delivery system using a natural source, because of terrain, size of worksite or lack of water on site, a portable pump with water tank of 4,500 litres minimum may be substituted.

ACTIVITY SITE:

The activity site is the location where the high-risk activity is taking place. It includes both stationary activities and mobile activities.

- The activity site of a stationary, high-risk activity would be the area in the immediate proximity of the high-risk activity.
- Activity sites for mobile, high-risk activities may be assessed in terms of the specific location where the activity is taking place or where the activity has taken place on a given day. It is not intended to be the potential area where the activity could take place.

The key aspects of an activity site to consider are the risk of a fire starting, and the risk of a fire spreading.

EARLY SHIFT AND FIRE WATCH

- The early shift and fire watch provisions of the Wildfire Regulation must be followed.
- Contractors will monitor weather conditions and the Fire Danger Rating during the time that activities are occurring.

RESTRICTIONS ON HIGH-RISK ACTIVITIES

Fire Danger Rating (Fire Weather Index)	Restriction	Duration
MODERATE (Green)	After 3 consecutive days in Moderate or greater, maintain fire watch after work for a <u>minimum of 1 hour</u>	Until after the fire danger class falls below Low.
HIGH (Yellow) VERY HIGH (Red)	Maintain fire watch after work for a <u>minimum of 2 hours</u>	Until after the fire danger class falls below Moderate
	After 3 consecutive days of High, <u>cease activity between 1 p.m. and sunset each day</u>	Until after the fire danger class falls to Moderate for 2 consecutive days, or falls below Moderate
EXTREME (Purple)	<u>Cease activity between 1 p.m. and sunset each day and maintain fire watch after work for a minimum of 2 hours</u>	Until after the fire danger class falls below High for 2 or more consecutive days
	<u>After 3 consecutive days in DGR V (Extreme), cease activity all day</u>	Until after the danger class falls below Extreme for 3 or more consecutive days, or falls below DGR High

FIRE WATCH DUTIES

- a) the fire watch must start immediately after the high risk activity ends;
- b) the fire watcher must be able to see all sites of the high risk activity at all times and, if a single fire watcher is unable to do that, then there must be as many fire watchers as are necessary to achieve that;
- c) each fire watcher must be dedicated to patrolling and watching for smoke and fire on all areas of the site where the high risk activity occurred and not carrying out any other duties unrelated to being the fire watcher;
- d) each fire watcher must have access to a fire suppression system if one is required; and
- e) fire watchers must report any fire in accordance with the *Wildfire Act*, not just have the means to do so.

FOOTHILLS FOREST PRODUCTS RADIO FREQUENCY LIST

Radio Frequencies	
Yard	168.665
Sawmill	150.665
E8 South-Smoky	150.215
E8 North-Ghost	171.555
Truck To Truck	163.665
Ladd 1- FTR	154.100
Ladd 2	158.940
McNeil	162.210
Blackwater	153.125
Ladd 4	173.370

IMPORTANT PHONE NUMBERS

Alberta Forestry and Parks	
Edson Forest Area	780-723-8269
Information line	1-866-384-3473
Wildfire Management Branch	780-427-6807
FIRE DEPARTMENT	
Grande Cache	780-827-3362

CONTRACTOR PHONE NUMBERS

McNeil Construction	
Wally McNeil	780-827-6525
Ryan McNeil	780-827-1282
Tom Warford	780-827-8775
Jesse Jackson	780-827-8627
Iron Pine	
Peter Schmidt	780-841-4647
Herman Fehr	780-834-7619



INITIAL FIRE REPORT

REPORT A WILDFIRE 310-FIRE

REPORTED BY	DATE YY MM DD	TIME
GEOGRAPHIC LOCATION	PEOPLE OR EQUIPMENT IN THE AREA	
COLOUR OF SMOKE	SUSPECTED CAUSE <input type="checkbox"/> HUMAN <input type="checkbox"/> LIGHTNING	

COORDINATES	ELEVATION M/FT
LAT LONG	

SIZE	FIRE RANK	FUELS
<input type="checkbox"/> 1. Single tree <input type="checkbox"/> 2. Spot _____m X _____m <input type="checkbox"/> 3. 0.1 – 0.2 <input type="checkbox"/> 4. 0.3 – 0.5 <input type="checkbox"/> 5. 0.6 – 1.0 <input type="checkbox"/> 6. 1.1 – 2.0 <input type="checkbox"/> 7. 2.1 – 4.0 <input type="checkbox"/> 8. 4.1 – 8.0 <input type="checkbox"/> 9. Other _____ha	<input type="checkbox"/> Rank 1, Smoldering ground fire <input type="checkbox"/> Rank 2, Open flame, no spread <input type="checkbox"/> Rank 3, Vigorous surface fire, moderate spread, may see candling <input type="checkbox"/> Rank 4, Moderate to fast spread, short aerial bursts, spotting <input type="checkbox"/> Rank 5, Continuous crown fire, spotting, dist _____m <input type="checkbox"/> Rank 6, Continuous crown, blow-up	<input type="checkbox"/> 1. Grass <input type="checkbox"/> 2. Brush <input type="checkbox"/> 3. Deciduous <input type="checkbox"/> 4. Slash <input type="checkbox"/> 5. Reproduction <input type="checkbox"/> 6. Open Timber <input type="checkbox"/> 7. Heavy Timber <input type="checkbox"/> 8. Other _____ <input type="checkbox"/> 9. FBP Type _____

VALUES AT RISK (Immediately Threatened)	WIND
<input type="checkbox"/> 1. Life/Property _____ <input type="checkbox"/> 2. Timber _____ <input type="checkbox"/> 3. Other Special Values (Watersheds, Parks) _____ <input type="checkbox"/> 4. Distance _____m. N S E W of the fire	<input type="checkbox"/> 1. Calm <input type="checkbox"/> 2. Speed ___kph <input type="checkbox"/> 3. Direction N S E W

ADJACENT FUELS	SLOPE	ASPECT
<input type="checkbox"/> 1. Grass <input type="checkbox"/> 2. Brush <input type="checkbox"/> 3. Deciduous <input type="checkbox"/> 4. Slash <input type="checkbox"/> 5. Reproduction <input type="checkbox"/> 6. Open Timber <input type="checkbox"/> 7. Heavy Timber <input type="checkbox"/> 8. Other _____ <input type="checkbox"/> 9. FBP Type _____	<input type="checkbox"/> 1. Flat/Rolling <input type="checkbox"/> 2. Moderate < 30% <input type="checkbox"/> 3. Steep >30% <60 % <input type="checkbox"/> 4. Extreme >60%	<input type="checkbox"/> 1. North <input type="checkbox"/> 2. South <input type="checkbox"/> 3. East <input type="checkbox"/> 4. West

SLOPE POSITION	ACCESS	AVAILABLE WATER
<input type="checkbox"/> 1. Bottom <input type="checkbox"/> 2. Lower Third <input type="checkbox"/> 3. Middle Third <input type="checkbox"/> 4. Upper Third <input type="checkbox"/> 5. Top	<input type="checkbox"/> 1. Road _____m <input type="checkbox"/> 2. Helispot _____m <input type="checkbox"/> 3. Hover Exit _____m <input type="checkbox"/> 4. Other _____m <input type="checkbox"/> 5. N S E W of the fire	<input type="checkbox"/> 1. None <input type="checkbox"/> 2. Adjacent <input type="checkbox"/> 3. _____m. N S E W of the fire

ACTION PLAN



FIRE DRILL EVALUATION FORM

CONDUCTED BY		DATE	YY	MM	DD	CONTRACTOR
GEOGRAPHIC LOCATION			CREW PRESENT			
FIRE DANGER CLASS	REQUIRED RESPONSE TIME		ACTUAL RESPONSE TIME			

SCENARIO

	YES	NO
REQUIRED EQUIPMENT ON SITE	<input type="checkbox"/>	<input type="checkbox"/>
CREW WAS ABLE TO USE EQUIPMENT	<input type="checkbox"/>	<input type="checkbox"/>
RESPONSE ACTION FOLLOWED PROCEDURE	<input type="checkbox"/>	<input type="checkbox"/>
CREW KNEW HOW TO ACCESS ADDITIONAL RESOURCES	<input type="checkbox"/>	<input type="checkbox"/>

OPPORTUNITY FOR IMPROVEMENT AND REQUIRED FOLLOW UP