

FIRE PREVENTION REQUIREMENTS FOR EVENTS AT THE EXPOCITÉ SITE

1 National Building Code (NBC) and fire prevention (NFC) requirements

- 1.1 The requirements listed in this document are summarized from the codes and regulations applicable in Quebec City. The NBC and NFC requirements are also fully applicable during fairs and exhibitions.

2 Exhibition Installation

- 2.1 Exits and access to exits must be kept free and operational at all times.

Tolerance: *None*

Ref.: R.V.Q 1207, Article 9 and NFC 1995, Article 2.7.1.6

- 2.2 Signs indicating the way out (exits) must be visible at all times.

Tolerance: *None*

Ref.: NFC 1995, Article 2.7.3.1, paragraphs 1, 2, and 3

- 2.3 Access to firefighting equipment (fire extinguishers, connectors, cabinets) must remain free at all times.

Tolerance: *None*

Ref.: NFC 1995, Article 6.4.1.1, NFPA 14, Articles 5–6.9 and NFC 1995, Article 6.2.1.1

- 2.4 Entrance halls must be free of obstructions at all times.

Tolerance: *An archway may be allowed but it must be at least the same size as the door and never obstruct the aisle.*

Ref.: R.V.Q 1207, Article 9 and NFC 1995, Article 2.7.1.6

- 2.5 Between the booths and exhibits, 2.75 m (9 ft.) wide aisles must be kept free. For exhibitions that are only open to merchants, the aisles must be 2.4 m (8 ft.) wide.

Tolerance: *Exhibitions that provide supply carts (i.e. shopping carts) or strollers must provide temporary parking areas.*

Ref.: R.V.Q 1207, Article 8

- 2.6 Each exit door must be accessible by an aisle that provides access to at least one other exit.

Tolerance: *No tolerance (no dead-end corridors)*

Ref.: NFC 1995, Article 2.7.1.2.2

- 2.7 At any point, the aisle must have access to two exits in opposite directions.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 2.7.1.2.2

- 2.8 The distance to an exit door must be no more than 45 m (150 ft.) down each aisle.

Tolerance: *No tolerance*

Ref.: NBC 1995, Article 3.4.2.5.1

- 2.9 Regardless of the number of occupants, the number of seats may not exceed 16. When the number of non-permanent seats exceeds 200, the seats must be attached in groups of no more than 16 seats between each aisle such that the required spaces remain compliant with the NFC.

Tolerance: *No tolerance*

Ref.: NFC 1995, Articles 2-7-1-5

- 2.10 When the number of occupants at an assembly or inside a closed booth exceeds 60 people, two means of evacuation must be provided.

Tolerance: *No tolerance*

Ref.: NBC 1995, Article 3-3-1-5

- 2.11 Booths may not be used for storage, except for the storage of exhibition or promotional material occupying a maximum of 10% of the booth's total area and a maximum height of one metre.

Tolerance: *For example, for a 10 m² booth, an area of 1 m² on the ground with a maximum height of 1 m may be used.*

Ref.: R.V.Q 1207, Article 8

- 2.12 Boxes, crates and other combustible materials must be stored in a room provided for that purpose which the public cannot access.

Tolerance: *No tolerance*

Ref.: R.V.Q. 1207, Article 8

- 2.13 No storage will be tolerated behind or between booths.

Tolerance: *Storage behind booths shall be tolerated on a reasonable basis, but a clearance of one metre is required around any electrical installation*

Ref.: R.V.Q. 1207, Article 8

- 2.14 The use of pyrotechnic devices requires the SPCI's written permission.

Tolerance: *No tolerance*

Ref.: R.V.Q. 1207, Articles 45 and 48

3 Booth Construction

- 3.1 Decorations and booths must be made from incombustible or fireproof material. One-quarter-inch thick plywood and wood may be used without fireproofing. To test the material: hold a sample of the material in an upright position and apply flame to the bottom for a minimum of 12 seconds. To pass the test, the material must stop burning by itself within two seconds after the flame is removed.

Tolerance: None

Ref.: NFC 1995, Article 2.3.2.1. and NFC 1995, Article 2.3.2.2

- 3.2 Prohibited materials: aspenite, 1/8-inch-thick prefinished wood, jute, any paper or cardboard, polystyrene, artificial grass mats, artificial trees or flowers (natural, healthy trees and flowers are accepted if they are potted in wet soil).

Tolerance: *None. For more information, contact a prevention inspector.*

Ref.: [NFC 1995, Article 2.3.2.1.](#)

- 3.3 Closed booths must be equipped with an emergency lighting system and a portable fire extinguisher.

Tolerance: *There must be at least one person inside the booth at all times with a functional flashlight.*

Ref.: [NFC 1995, Article 2.7.3.1](#) and [NFC 1995, Article 6.2.3.2.](#)

- 3.4 Tents, buildings or booths over 55.8 m² (600 ft²) with ceilings must be protected by automatic sprinklers. This includes, for example, enclosed trailers, sheds, houses, etc.

One sprinkler nozzle is required per room (a room means a space that can be physically entered. A closet is not considered a room). A patio is considered as an “addition” and is not counted as living space. This section refers to enclosed spaces.

Tolerance: *No tolerance*

- 3.5 Recreational vehicles, trailers and boats with over 9.3 m² (100 ft²) of ceiling must be equipped with smoke detectors and a fire extinguisher (according to the manufacturer’s standards).

Tolerance: *No tolerance*

4 Flammable Liquids and Gases

- 4.1 The Régie du bâtiment du Québec must approve the use of propane. Unused containers must be stored in accordance with item 4.4.

Tolerance: *No tolerance*

- 4.2 With the exception of point 4.1, containers of flammable liquids and gases may not be used, stored or exposed in places where the public gathers.

Tolerance: *No tolerance*

Ref.: [NFC 1995, Article 2.12.1.7](#)

4.3 New explosive, flammable or corrosive liquid or gas containers that have never been filled may be exposed. (Dummies)

4.4 Flammable liquids and gases must be stored outside the building or in a room designed for this purpose.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 3.2.8.2.1.

4.5 Compressed gas cylinders used to inflate balloons must be protected against mechanical damage and be placed on stands or held firmly in place by approved devices.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 3.1.2.4.1. and 3.1.2.4.2.

4.6 Compressed gas cylinder valves must be equipped with protection.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 3.1.2.4.2.

4.7 Compressed gas cylinders must not be placed in exits, outside under stairwells or within one metre of an exit.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 3.1.2.4.4.

5 Cooking Appliances

5.1 Cooking appliances must be kept 0.6 m (2 ft.) away from visitors and any combustible material and must rest on an incombustible surface.

Tolerance: *Cooking appliances must be kept 0.3 m (1 ft.) away from visitors and must prevent cooking splashes using plexiglass.*

Ref.: R.V.Q 1207, Article 8.

- 5.2 All cooking appliances must be certified by a recognized organization.

Tolerance: *No tolerance*

Ref.: R.V.Q. 1207, Article 8

- 5.3 A fire extinguisher with an extinguishing capacity of at least 2A20BC must be provided near each cooking appliance and a type K extinguisher must be kept near a fryer.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 6.2.3.6 and NFPA 10

- 5.4 Any cooking surface with a total capacity of up to 8 kW for electrical cooking equipment or up to 14 kW for gas cooking equipment, must be equipped with a ventilation hood that is connected to an air exhaust system. This must be installed in accordance with the NFPA 96 standards.

Tolerance: *Frying or cooking that releases fats must be done under a commercial hood.*

A maximum of two cooking devices (hotplate, stove, burner, etc.) without a hood per booth and up to a total capacity of 8 kW for all cooking appliances is permitted.

The Régie du bâtiment regulates indoor air quality. The City of Québec does not apply these regulations. Therefore, during visits from the Régie du bâtiment, this regulation takes precedence over regulations from the City of Québec.

Ref.: NFC 1995, Article 2.6.1.9 2.

6 Open flame

- 6.1 With the exception of approved cooking appliances, all devices that use open flames must be securely mounted on incombustible materials and must be positioned or protected so that the flame does not accidentally come into contact with combustible material.

Tolerance: *No tolerance*

- 6.2 Displaying lit candles or any other open flame is prohibited in tents.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 2.9.3.3.

- 6.3 When candles are displayed in a building, a maximum of four candles may be lit at any time, subject to the following conditions: the circumference of the flame must be completely protected by glass, children must not be able to access the candle, the booth must be supervised at all times when the candles are lit, at least one 2A20BC type fire extinguisher must be near the booth.

Tolerance: *No tolerance*

Ref.: NFC 1995, Article 2.4.3.4.

7 Vehicles and Other Combustion Engines

- 7.1 Fuel tank caps must be locked or inaccessible to the public unless the tank has never contained fuel.

Ref.: NFC 1995, Article 2.12.1.8.

- 7.2 The caps of fuel tanks that have safety valves or vents must not be wrapped in such a way that prevents the valve or vent from functioning properly.

- 7.3 Tanks must not be filled completely or nearly empty, but filled approximately to three quarters (3/4) of their capacity.

- 7.4 Combustion engines must not be started during an exhibition.

Tolerance: *Only with the approval of a fire inspector*

Ref.: R.V.Q 1207, Article 8.

8 Other

- 8.1 The use of a heater that burns solid, liquid or gas fuel is prohibited.

Tolerance: *Booths with a heater or more complex installation must submit a plan of their booth for approval.*

Ref.: NFC 1995, Article 2.6.1.1 and NBC 1995, Article 6.2.5.1.

- 8.2 Animals: hay, straw, wood shavings or other similar combustible materials, except those used for feeding and the daily maintenance of the animals are prohibited. These materials must be stored outside or in a room that can resist fire for one hour. A type 2A fire extinguisher must be kept nearby.

Tolerance: *Wood chips are the only authorized combustible material, provided the chips are watered at least twice per day*

Ref.: R.V.Q. 1207, Article 8.

9 Infractions and Penalties

- 9.1 The owner of any building where a show or exhibition takes place, the event promoter and the exhibitor that violate or fail to comply with the SPCIQ's minimum requirements for fairs and exhibitions, commit an offence under the law and are liable to be served a ticket without notice, have their installations dismantled or have the show or current exhibition closed.

Ref.: R.V.Q. 1207, Article 81.

10 Information

- 10.1 For further information or details about the requirements and regulations concerning fairs and exhibitions mentioned in this document, please contact the event coordinator.