

## INSPECTION ORDER

Made under section 21(1)(g) of the *Fire Protection and Prevention Act, 1997*

Hamilton Fire Department

Inspection Order Number: 3030

Hamilton Fire Department  
Fire Prevention Division  
55 King William Street  
Hamilton, ON L8R 1A2  
Phone: 905-546-2424 ext. 7772  
Email: [adriano.bartolotta@hamilton.ca](mailto:adriano.bartolotta@hamilton.ca)



**This Order is issued to:** CITY OF HAMILTON

On July 7th, 2025, I, A. Bartolotta, an Inspector under section 19(1) of the *Fire Protection and Prevention Act, 1997* inspected the following property Owned & Occupied by you:

**Property Location:** 57 Discovery Drive – Discovery Centre  
City Of Hamilton

Based on this inspection:

**Measures necessary to ensure fire safety at this property are ordered under section 21(1)(g) of the *Fire Protection and Prevention Act, 1997*.**

The reasons for this Order and the action required by this Order are set out on the following pages.

You must complete the action required by this Order by: **August 10th, 2025**

**The municipal building department should be contacted to determine if a building permit is required before starting any work. The work required under this Inspection Order does not legalize the use of the building, part of the building or property – Separate Building Permit may be required to establish the current use.** Under section 22(2) of the *Fire Protection and Prevention Act, 1997*, repairs, alterations or installations carried out in compliance with this Order, will be deemed not to contravene the Building Code established under the *Building Code Act, 1992*.

Other information, including information about the right to request a review of this Order by any person who considers themselves aggrieved by this Order, is also provided.

Signed,

A. Bartolotta, Fire Inspector

Inspector under section 19(1) of the *Fire Protection and Prevention Act, 1997*

A copy of this Order is provided to the Chief Building Official as required by section 22(3) of the *Fire Protection and Prevention Act, 1997*, for Orders requiring repairs, alterations or installations to a building, structure or premises.

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### PROPERTY DESCRIPTION:

This property contains a 1-storey building, occupied by a restaurant/assembly rental space with an occupant load of 370 persons, meeting rooms, a theatre, and offices, with a combined occupant load of 80 persons. This building is equipped with a Fire Alarm System, Portable Fire Extinguishers, a wet sprinkler system, and emergency lighting units.

### Reasons for Order and Action Required:

Item #	Reason and Action
1	<b>Fire Code Reference:</b> Division B 2.8.2.1.(1) A fire safety plan shall be prepared, approved, and implemented in buildings and premises to which this Section applies.
	<b>Reasons:</b> At the time of inspection, there was not a Fire Safety Plan approved for this building which contains an assembly occupancy. A Fire Safety Plan is required for this building.
	<b>Action Required:</b> Prepare and submit a Fire Safety acceptable to the Chief Fire Official in conformance with Subsection 2.8.2. of the Ontario Fire Code. To facilitate preparation of such a Plan, our Department encloses a copy of Section 2.8. of the Ontario Fire Code (Appendix Y2).

***If work is not completed on the date(s) specified requiring a further re-inspection(s), each additional re-inspection(s) would be subject to a fee in accordance with City of Hamilton By-law 02-284, "By-law to Establish Fees for Fire Prevention and Suppression Services". The cost of this re-inspection is subject to change. For details on current fees please contact Hamilton Fire Prevention at 905-546-2424 ext. 1380.***

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### COMPLIANCE WITH ORDER:

The owner and/or occupant named on page 1 of this Order is responsible for compliance with this Order.

Under section 30 of the *Fire Protection and Prevention Act, 1997*, a person who fails to comply with an Order is guilty of an offence and, on conviction, is subject to a fine of up to \$20,000 for each day during which the non-compliance continues. A conviction or payment of the fine does not relieve the person from complying with the Order.

Compliance with this Order does not relieve the owner and/or occupant from compliance with other Fire Code requirements not referenced in this Order or with other applicable law such as the *Building Code Act, 1992* or the *Planning Act*.

### Service Information:

Served by: A.Bartolotta

Signature:



This Order is served to each owner and/or occupant named on page 1 of this Order.

#### Service to Owner and/or Occupant Named in Order:

City of Hamilton

Date: July 3rd, 2025

☒ Owner ☐ Occupant

Manner of service: 71 Main St W, PO Box 2040 STN LCD 1, Hamilton ON L8N 0A3

☐ Personal ☒ Regular letter mail ☐ Email ☐ Fax ☐ Other [  ]

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## ADDITIONAL PERSONS SERVED:

A copy of this Order may be served to additional persons.

<b>Service to:</b> Public Works – Facilities Division <input type="checkbox"/> Director/Officer of Corporation <input checked="" type="checkbox"/> Other    Facilities Division Manner of service: HFacilities@hamilton.ca <input type="checkbox"/> Personal <input type="checkbox"/> Regular letter mail <input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Other    [ ]		Date: July 3rd, 2025
<b>Service to:</b> City Clerk <input checked="" type="checkbox"/> Director/Officer of Corporation <input type="checkbox"/> Other    [ ] Manner of service: 71 Main Street West, 1st Floor, Hamilton, ON L8P 4Y5 <input type="checkbox"/> Personal <input checked="" type="checkbox"/> Regular letter mail <input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Other    [ ]		Date: July 3rd, 2025
<b>Service to:</b> Brad Skingley <input type="checkbox"/> Director/Officer of Corporation <input checked="" type="checkbox"/> Other    Supervisor, Facilities Manner of service: Brad.Skingley@hamilton.ca <input type="checkbox"/> Personal <input type="checkbox"/> Regular letter mail <input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Other    [ ]		Date: July 3rd, 2025
<b>Service to:</b> Mike Saffran <input type="checkbox"/> Director/Officer of Corporation <input checked="" type="checkbox"/> Other    Property Management Officer Manner of service: mike.saffran@hamilton.ca <input type="checkbox"/> Personal <input type="checkbox"/> Regular letter mail <input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Other    [ ]		Date: July 3rd, 2025

## RIGHT TO REQUEST A REVIEW OF THIS ORDER:

Any person who is aggrieved by this Order may make a request to the Fire Marshal for a review of the Order. For more information, see Part VI of the *Fire Protection and Prevention Act, 1997*.

### Important Information:

- A request to the Fire Marshal for a review of this Order must be made in writing and received by the Fire Marshal within **15 calendar days** after the Order is served.
- If you miss this deadline or if you need more time to make this request, you may apply to the Fire Marshal for an extension. Your application for an extension must be received by the Fire Marshal within **30 calendar days** after the Order is served. You must provide reasons why you need more time to request a review of this Order.
- You are not required to comply with this Order while it is under review by the Fire Marshal until a decision is issued, however, there may be exceptions where necessary for public safety.
- Following a review of this Order, the Fire Marshal may confirm, amend or rescind the Order, or may make a new Order. The Fire Marshal may also refuse to consider your request and refer the

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matter directly to the Fire Safety Commission. The Fire Marshal is not required to hold a hearing when conducting a review.

### Instructions:

- A request to the Fire Marshal for a review of an Order, or an application to extend the time for requesting a review, may be made online at:  
[www.ontario.ca/firemarshal](http://www.ontario.ca/firemarshal)
  - Select 'Orders / Fire Marshal Reviews'.
  - Complete the online application form and upload a copy of the Order as an attachment.
- Alternatively, these requests may be made by either email, fax, or mail at:
  - Email: [OFMEMReviews@ontario.ca](mailto:OFMEMReviews@ontario.ca)
  - Fax: 416-628-3739
  - Mail: Fire Marshal – REVIEWS  
Office of the Fire Marshal and Emergency Management  
25 Morton Shulman Avenue, 2nd Floor, Toronto, ON M3M 0B1
- Contact the Office of the Fire Marshal and Emergency Management at 647-329-1100 to obtain a copy of the "Application for a Fire Marshal Review of an Order" form.
- Complete and submit the form together with a full copy of the Order.