

Community Emergency Preparedness Fund

Volunteer & Composite Fire Departments

Equipment & Training

2022 Application Form

Please complete and return the application form by **October 21, 2022**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP (for administrative use only)
Name of Primary Applicant: Langley City Fire Rescue Service	Date of Application: 2022-10-20
Contact Person*: Dean Colthorp	Position: Deputy Fire Chief
Phone: 604 514 2882	E-mail: dcolthorp@langleycity.ca

** Contact person must be an authorized representative of the applicant (i.e. an employee or elected official).*

SECTION 2: For <u>Regional Projects Only</u>
<p>1. Identification of Partnering Applicants. For all regional projects, please list all of the partnering applicants included in this application. Refer to Sections 2 and 3 in the <i>Program & Application Guide</i> for eligibility.</p> <p>Not applicable</p>
<p>2. Rationale for Regional Projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p> <p>Not applicable</p>

SECTION 3: Project Summary
<p>3. Project Information</p> <p>A. Project Title: "Langley City Fire Rescue Service Building Resiliency with the Training Standard"</p> <p>B. Proposed start and end dates. Start: January 1, 2023 End: December 31, 2023</p>

4. Project Cost & Grant Request:

- A. Total proposed project budget: \$100,000.00
- B. Total proposed grant request: \$25,356.00
- C. Have you applied for, or received funding for, this project from other sources? If yes, please indicate the source and the amount of funding received or applied for.
No

5. Project Summary. Provide a summary of your project in 150 words or less.

Langley City Fire Rescue Service is a composite fire department that works under with our Fire Service Bylaw under the direction of a Fire Chief through guidance from the Chief Administrative Officer, Mayor and Council. The Community Preparedness Fund allows our fire service to strengthen our "standards of cover" with training in areas of Live Fire, Fire and Life Safety, and Incident Command. This funding allows for our budget to be enhanced with the subjects listed and to further our initiatives set by the fire service and our declared level of service.

SECTION 4: Detailed Project Information

6. Requirement to be Volunteer or Composite Fire Department. Please list the name and location of each eligible fire department that is included in this application, describe the composition (volunteer or composite) of each department, and state the declared level of service of each department.

Langley City Fire Rescue Service 5785 203rd Street Langley BC V3A 9L9

Copies or extracts of the available evidence of declared level of service is required to be submitted with the application.

The BC Structure Firefighter Minimum Training Standards include the requirement for fire departments to declare their level of service. This applies to all local government, Treaty First Nation and society-run fire departments. The training standards are not automatically applicable on federal reserve lands and, for the purpose of CEPF funding, non-Treaty First Nations are not required to declare their level of service if they are not prepared to do so. This will not impact the review or scoring of applications.

7. Operating Budget(s).

- a. Please indicate the annual operating budgets of each fire department included in this application.

Annual Operating \$5,718,070.00, training budget for all members is \$60,000.00

- b. Describe the extent to which that budget enables each fire department to purchase essential equipment and/or obtain training.

The Langley City Fire Rescue Service budget works with the financial plan of the City, which provides detailed funding requirements for a five-year cycle which articulates financial priorities and issues. The Fire Chief's Office manages the day-

to-day operations by providing financial and policy information to the finance department, identifying resources available to provide services. Purchases of equipment and training subjects is based on the budget approval cycle and strategic plan dealing with the needs, requirements, and the declared service level of the Fire Rescue Service.

8. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Sections 4 and 6 of the *Program & Application Guide* for eligibility.

a. Purchase of equipment.

Live Fire Training Props

o Vehicle	\$ 3000.00
o Dumpster	\$ 1500.00
o Flammable Liquid	\$ 8000.00
o Gas Meter	\$ 1000.00
o Propane Tanks	\$ 2000.00
o Gas lines	\$ 5000.00
o Torch	\$ 500.00

\$21,000.00

b. Training. *Note: training is for fire department members only and not community members. All proposed training activities must include the name of course and the instructor and/or agency who will provide the training.*

Training Subjects

o ICS 100 JIBC Online	\$ 428.20
o Fire and Life Safety Program - JIBC Online	\$ 4927.80

\$ 5,356.00

9. Resiliency. Describe how the proposed project will build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies.

Individual resilience is an important factor in managing stress and reducing risk for negative outcomes. Resilience is commonly referred to as the ability to push through or recover from traumatic events. Fortunately, there are data-driven ways to promote and train for resilience among Fire Rescue Service members. One such aspect is to communicate with members to see what they require for training and operational requirements. The Fire Services completes this annually with a Standard Operating Guidelines for training requirements needs assessments with the requirements specifically with the Training Standards. A well-equipped and trained fire department promotes resiliency by increasing capacity and efficiency. The items listed in the funding application shows how we continue to work with the needs of all stakeholders.

10. Mental Well-Being. Describe the extent to which proposed training will specifically address the mental wellbeing of eligible fire department staff and volunteers.

The Langley City Fire Rescue Service has several aspects of programs to build on our Mental Well-Being capacity including our use of our Employee Assistance Program and Critical Incident Stress Management Team to name a few. One other aspect is our commitment to the membership with training and professional development. Feeling hesitant about essential work skills is not only stressful, it's dangerous. Reinforcing existing skills and learning new ones are confidence boosters for both you as an individual and for your team. The introduction to the Fire and Life Safety program is part of our direction with Community Risk Reduction (CRR). The use of our members to help educate the public in fire and life safety initiatives strengthens our stakeholders but also helps with the well-being to show that the Fire Rescue Service is committed to support our diverse community in education. This overall direction is to help reduce fire incidents which also reduce stressful times for our members which supports their overall mental wellness with assisting with education of Fire Life Safety initiatives.

11. Transferability. Describe the extent to which the proposed project may offer transferable resources and supplies to other communities (e.g. trained staff and/or equipment that will be made available to other communities, training resources other communities will be invited to utilize, etc.).

Transferable resources and supplies is based on neighbouring fire departments abilities to use our props for their new learners with the introduction to the live fire requirements set out in the Training Standards. As well as ongoing skills maintenance for experienced learners who are required to maintain their efficiency with live fire requirements. The Fire and Life Safety program works as a best practice to apply for all fire services for which we will be able to support other fire departments with items such as

- Monthly Fire Life Safety program themes
- School Liaison Program
- Master of Disaster program
- Senior and Vulnerable Sector programs
- Theme Issues that address community concerns – E.G. Heat
- Smoke Alarm Campaigns
- Fire Prevention Week
- Emergency Management Week
- Workplace Safety
- Community Risk Reduction evidence-based programs

We will continue to establish these themes with the support of the Fire Life Safety training program.

Incident Command System (ICS 100) is a foundation program for incident management skills that is promoted when working with our surrounding fire departments to ensure that during mutual aid incident we can be supported with correct terms, applications, and functions on the fire ground.

12. Partnerships. Identify any other organizations or stakeholders you will collaborate with on the proposed project and specifically outline how you intend to work together.

The Fire Rescue Service will be partnering with Fortis BC to achieve live fire prop development with their expertise and our vision of the prop based on the training standard requirements. We will also be partnering with other departments who may have similar prop design for a best practice example for use, maintenance, and operations.

Education service providers will also be partners with the training subjects to ensure that value is supported with Community Emergency Preparedness Funds and the City of Langley budget contributions to ensure the budget reflects the economic values.

13. Additional Information. Please share any other information you think may help support your submission.

SECTION 5: Required Application Materials

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application.

All applicants are required to submit:

- ☒ Completed application form;
- ☒ Evidence of declared service level (e.g. bylaw, resolution); and
- ☒ Detailed project budget

Local government, First Nation, or improvement district applicants must submit:

- ☒ Council or Board resolution, Band Council Resolution or Treaty First Nation resolution, or improvement district Trustee resolution indicating support for the current proposed activities and willingness to provide overall grant management.

Legally incorporated society-run fire department applicants must submit:

- ☐ Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management.
- ☐ Current Certificate of Good Standing.

Regional project applicants are required to submit:

- ☐ Resolution or motion from each partnering applicant clearly stating their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

SECTION 6: Signature

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our jurisdiction (or appropriate approvals are in place).

Name: Dean Colthorp

Title: Deputy Fire Chief

Signature:



Date: 2022-10-15

An electronic or original signature is required.

** Signatory must be an authorized representative of the applicant (i.e. an employee or elected official)*

Submit applications to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca