

# Community Emergency Preparedness Fund Volunteer and Composite Fire Departments Equipment and Training 2023 Application Form

Please complete and return the application form by **October 20, 2023**.

Applicants will be advised of the status of their application within 90 days of the application deadline.

Please complete and return the application form in advance of the deadline. All questions must be answered by typing directly in this form. **As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank.**

If you have any questions, contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca) or (604) 270-8226 ext. 220.

<b>SECTION 1: Applicant Information</b>	_____ (for administrative use only)
Name of Applicant (Local Government, First Nation or Fire Department): Langley City Fire Rescue Service	Date of Application: 2023-10-20
Primary Contact Person*: Dean Colthorp Phone: 604 514 2882	Position: Deputy Fire Chief E-mail: dcolthorp@langleycity.ca
Secondary Contact Person*: Scott Kennedy Phone: 604 514 7050	Position: Fire Chief E-mail: sakennedy@langleycity.ca

\* Contact persons must be an authorized representative of the applicant (i.e. staff member or elected official)

<b>SECTION 2: For <u>Regional Projects Only</u></b>
<p><b>1. Identification of Partnering Applicants.</b> For all regional projects, please list all of the partnering applicants included in this application. Refer to Sections 2 and 4 in the <i>Program and Application Guide</i> for eligibility.</p> <p>Not applicable</p>
<p><b>2. Rationale for Regional Projects.</b> Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p>

Not applicable

### SECTION 3: Project Summary

#### 3. Project Information

- a. Project Title: Community Risk Reduction through Public Education and Wildfire Training.
- b. Proposed start and end dates. Start: December 1, 2023 End: November 30, 2024

#### 4. Project Cost and Grant Request:

- a. Total proposed project budget: \$125,000.00
- b. Total proposed grant request: \$25,927.80
- 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.  
N/A

#### 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 Wildfire, Fire and Life Safety, and Ventilation. 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. For each eligible fire department that is included in this application

- a. Name of each fire department: Langley City Fire Rescue Service
- b. Membership (volunteer or composite) of each department: Composite
- c. Declared level of service of each department: Full Service

*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.

\$6,734,360.00

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

The City of Langley Fire Rescue Service budget works within the Financial Plan of the City of Langley. Budgets work with a five-year cycle which addresses priorities and issues as per the Operational and Capital requirements.

**8. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Sections 4, 5 and 6 of the *Program and Application Guide* for eligibility.

- a. Purchase of equipment.

“Palmer Dollhouse” will allow for our members to appreciate fire behaviour and ventilation flow paths which addresses an appreciation for better fire ground safety.

- b. Training. *Note: training is for fire department members only and not community members. All proposed training activities must include the name of course.*

The grant money will align with the Fire Rescue Service budget submission with the training specifics with the Fire and Life Safety Educator program. We believe that this subject is key to the success with our Community Risk Reduction program with educating the public we serve in key prevention activities. The wildfire training with the S-100 Fire Suppression with the basic knowledge of wildfire behaviour and the S-185 Fire Entrapment Avoidance & Safety will help with the wildfire size ups and evaluation of potential risk environments during wildfire responses. Both programs are in addition to our planned training with the BC FireSmart programs which includes Wildfire Risk Reduction, Local FireSmart Representative and FireSmart 101.

**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 by

educating the public and training our members for hazards. Concerns with climate has the Langley City Fire Rescue Service addressing our wildfire concerns with member's education and handson training.

**10. Physical and 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 Health and Wellness program, 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 supporting our diverse community in education and prevention activities. This overall direction with Community Risk Reduction is to help reduce fire incidents which also reduce stressful times for our members which supports their overall mental wellness.

**11. Partnerships and Transferability.** Describe the extent to which the proposed project will provide partnerships, transferability or mutual aid to neighbouring jurisdictions.

Transferable resources with our community stakeholders in social economic concerns and our application with Community Risk Reduction is designed to benefit our vulnerable population with fire and life safety education. 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. We have partnered with the Langley School District to have fire department school liaisons for each school and have re established our youth fire academy.

FireSmart education will help our community with thoughts and direction for wildfire mitigation. The City of Langley recognizes that the need address the threat of wildfire help our community neighbourhood groups, city staff and other neighbouring fire departments to limit wildfires in the community.

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

N/A

### 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:

- Evidence of declared service level (e.g. bylaw, resolution).
- Detailed budget that indicates the proposed expenditures from CEPF and aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.

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

- Band Council resolution, Treaty First Nation resolution, local government Council or Board 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 that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf. Resolutions or motions from partnering applicants must include this language.

<b>SECTION 6: Signature</b>	
I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.	
Name: Dean Colthorp	Title: Deputy Fire Chief
Signature: <i>An electronic or original signature is required.</i>	Date: 2023-10-05

*\* 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](mailto:cepf@ubcm.ca)