

Community Emergency Preparedness Fund

Volunteer and Composite Fire Departments

Equipment and Training

2024 Application Worksheet

Please complete and return the worksheet with all required attachments by **October 18, 2024**. Applicants will be advised of the status of their application within 90 days of the application 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 or (604) 270-8226 ext. 220.

SECTION 1: Primary Applicant Information	
First Nation, Local Government or Fire Department Name: Regional District of East Kootenay	File Number*: LGPS-11347.

**Refer to the LGPS Online Application Form submission confirmation email*

SECTION 2: Eligibility Requirements
<p>1. Location of Proposed Activities. For the purpose of CEPF funding, fire halls must be a First Nation owned building or publicly owned building or owned by the primary applicant or a sub-applicant:</p> <p><input type="checkbox"/> Fire hall is a First Nations owned building (buildings owned by a Treaty First Nation or a First Nation band).</p> <p><input checked="" type="checkbox"/> Fire hall is a publicly owned building (buildings owned by a local government or public institution, such as health authority or school district).</p> <p><input type="checkbox"/> Fire hall is owned by the primary applicant or sub-applicant.</p>
<p>2. Requirement to be Volunteer or Composite Fire Department. For each eligible fire department that is included in this application:</p> <p>a) Name of each fire department: Jaffray, Baynes Lake, Hosmer, Elko, Windermere, Edgewater, Fairmont and Panorama Volunteer Fire Departments</p> <p>b) Membership (volunteer or composite) of each department: The 8 RDEK Firehalls are divided into two areas - Elk Valley/South Country and the Columbia Valley. Each area operates with three full-time Chiefs (Chief, Deputy, and Assistant) overseeing four fire halls and upwards of 70 Volunteer/Paid on-call Firefighter members.</p>

c) Declared level of service of each department: All interior operations with the exceptions of Edgewater and Hosmer, which are both exterior

Copies or extracts of the available evidence of declared level of service are 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.

3. FIRES Incident Reporting. Compliance with fire incident reporting is a requirement for eligible applicants. Please confirm below that each fire department included in this application has met this requirement. *Note: this is not applicable to First Nations on federal reserves.*

I confirm that all eight of our fire departments are compliant with the fire incident reporting requirement as defined by the Office of the Fire Commissioner.

SECTION 3: Detailed Project Information

4. Operating Budget(s).

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

Jaffray - 2024 Annual Operating Budget \$ 456,000, training budget is \$ 10,000, and Equipment and maintenance budget is \$ 55,000

Baynes Lake - 2024 Annual Operating Budget \$ 255,000, training budget is \$ 10,000, and Equipment and maintenance budget is \$ 10,000

Hosmer - 2024 Annual Operating Budget \$ 176,000, training budget is \$ 7,000, and Equipment and maintenance budget is \$ 10,000

Elko - 2024 Annual Operating Budget \$ 284,000, training budget is \$ 10,000, and Equipment and maintenance budget is \$ 10,000

Edgewater - 2022 Annual Operating Budget \$179,325.00; training budget is \$7,700.00 and *Equipment Maintenance is \$11,000.00.

Fairmont - 2022 Annual Operating Budget \$296,591.00; training budget is \$8,500.00 and *Equipment Maintenance is \$25,380.00

Panorama - 2022 Annual Operating Budget \$348,057.00; training budget is \$13,000.00 and *Equipment Maintenance is \$40,000.00.

Windermere - 2022 Annual Operating Budget \$437,633.00; training budget is \$11,000.00 and *Equipment Maintenance is \$27,000.00

Non-Capital essential equipment purchases typically use the Equipment Maintenance line item. This line item also covers normal equipment purchases and all equipment maintenance expenses.

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

Operational budgets have insufficient funds to purchase additional equipment or props after the basic training and equipment needs are met. This chance to obtain more advanced equipment and training props for paid on-call firefighters through this grant would be a massive step towards improving paid-on-call firefighter safety and response capabilities

5. 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, including installation of and training for eligible equipment.

Equipment purchases to support volunteer firefighters response to incidents, as well as upgrades to existing equipment

- b) Training. Please list specific courses.

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

FPA 1033 Fire Investigation training

NFPA - 1002 Driver/Operator

NFPA 1021 Fire Officer Level 2 training

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

Both the CV and EVSC Rural Fire and Rescue Services will be better equipped to respond to incidents, and the paid-on-call firefighters will have better PPE and equipment to make their response safer while protecting and preventing emergencies within the fire protection area of the Regional District of East Kootenay.

7. 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.

No proposed training is being asked for in this application. Currently, the CV falls are going through a Firefighter mental health program, with no other proposed training at this time.

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

This project will provide much-needed equipment, apparatus upgrades, and training props to equip our paid-on-call firefighters better to respond to mutual aid calls.

EVSC Fire departments have mutual aid agreements with Fernie Fire Rescue and Sparwood Fire Department and conduct training for Yaqit ?a·knuqhi ‘it (Tobacco Plains Fire Department)

CVRFRS has mutual aid agreements with the District of Invermere, Radium Hot Springs, and Canal Flats. This project will provide much-needed equipment, apparatus upgrades, and training props to equip our paid-on-call firefighters better to respond to mutual aid calls. This Equipment also assists in supporting incidents in the two surrounding First Nations communities (Shuswap & Akisqnuk)

All of our RDEK fire halls will collaborate to complete this project on time and within budget, with the support of the Wildfire Resiliency Supervisor.

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

With the limited budgets for training and equipment associated with the RDEK fire halls, this project will allow our halls and paid-on-call firefighters to be better equipped to respond to incidents and respond safely.

SECTION 4: Required Attachments

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 this application worksheet. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified. Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).

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

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO or CFO for applications that request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

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:

- Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and,
- Band Council, Treaty First Nation, or local government resolution from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions from sub-applicants must include this language.

SECTION 5: Signature This worksheet is required to be signed by an authorized representative of the applicant (i.e., staff member or elected official). Please note all application materials will be shared with the Province of BC.

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: Christina Carbrey

Title: Protective Services Manager

Signature*: *CCarbrey, #750*

Date: October 17 2024

**A certified digital or original signature is required.*

**Documents should be submitted as Word, Excel, or PDF files.
Total file size for email attachments cannot exceed 20 MB.**

**All documents should be submitted to Local Government Program Services,
Union of BC Municipalities by email: cepf@ubcm.ca**

Please note "2024 Volunteer Fire Departments" in the subject line.