

# 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): Whistler Fire Rescue Services	Date of Application: September 8, 2023
Primary Contact Person*: Thomas Doherty	Position: Fire Chief
Phone: 604-935-8261	E-mail: <a href="mailto:tdoherty@whistler.ca">tdoherty@whistler.ca</a>
Secondary Contact Person*: Mitch Hunter	Position: Deputy Fire Chief
Phone: 604-935-8263	E-mail: <a href="mailto:mhunter@whistler.ca">mhunter@whistler.ca</a>

\* 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><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>

### SECTION 3: Project Summary

#### 3. Project Information

- a. Project Title: Fire Officer Training
- b. Proposed start and end dates. Start: March 2024 End: December 2024

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

- a. Total proposed project budget: \$30,000.00
- b. Total proposed grant request: \$30,000.00
- 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.  
Applied for this funding in the amount of \$30,000 in the 2022 application but unsuccessful.

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

To provide Fire Officer training to our members to ensure the department meets the requirements of the Structure Firefighter Minimum Training Standards for a full service fire department.

### 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: Whistler Fire Rescue Services
- 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.

5M Overall Department Operating Budget. Training Budget for 85 members is \$63,250



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

The budget enables annual skill maintenance training to maintain playbook requirements, mandatory Health and Safety Training and new recruit class training. Much of the training budget is utilized for recruit class training to ensure rosters and firefighting resources are maintained. The budget is limited in providing initial officer training to meet playbook 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.

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

Fire Officer 1 - Fire Service Instructor I, Fire Leadership I and Emergency Scene Management I.

Fire Officer 2 - ICS 300, Emergency Scene Management II, Fire Service Administration II, Frontline Leadership in the Fire Service II, Fire Cause & Origin

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

The proposed training will build resiliency within our composite fire department by ensuring members meet the BC Structural Firefighter Minimum Training Standards for our declared level of service. The project will provide the opportunity for our members to complete the necessary fire officer training in accordance with the playbook and provide our members the knowledge, skills and ability to safely and effectively deliver services. This training will also be valuable for wildfire deployments if required to support the Province in a time of need. The training will provide the members the self wellbeing of having the required training tools needed to safely respond to emergencies.

**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 proposed training will provide mental well being for the composite members by providing the required training and skills needed for the role filled as fire officer, so they can competently and safely deliver the services to the community in accordance to Provincial training standards.

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

The project training will provide the transferable resources to other communities where staff may be deployed in fire officer roles, or deployed as a structure protection crews to assist during emergencies. The benefits to other communities will be recognized by having an increase number of qualified members (resources) trained in accordance to BC Structural Firefighter Training Standard.



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

Whistler Fire Rescue Services is a composite fire department in the Resort Municipality of Whistler. A world class recreational destination with a high density tourist population year round, with a high risk of wildland interface fires and risk to critical infrastructure. Operating a composite model we require all our members to be certified to the same level in accordance to the declared level of service in order to provide the needed fire protection across the community. As with many composite and volunteer fire departments, the challenges of staff turn over require constant fire officer training to ensure we maintain qualified well trained members to protect our community and assist in protecting those communities around us.

## **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.

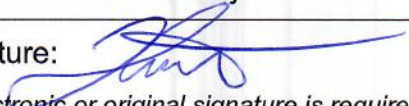
## **SECTION 6: Signature**

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: Thomas Doherty

Title: Fire Chief

Signature:

  
An electronic or original signature is required.

Date: *SEPT 8, 2023*

*\* 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)