

**Grant for Assistance Application – Central Cariboo**



Cariboo Regional District

File No. ....

**NOV 23 2018**

Referred To .....

**Organization Information Sheet**

Name of Organization:	<b>McLeese Lake Volunteer Fire Department</b>
Mailing Address:	<b>PO Box 3313 McLeese Lake BC V0L 1P0</b>
Telephone (office):	email: [REDACTED]
Purpose of Organization (From Constitution or Incorporation Documents): <b>To provide emergency services to the community of McLeese Lake</b>	
How long has the organization operated in the community? <b>6 years</b>	
BC Society Registration Number:	<b>S0060822</b>
Federal Charitable Registration Number: (if applicable)	
Chairperson's name:	<b>Ian Hicks</b>
Telephone:	email: [REDACTED]
Treasurer or Financial Officer's name:	<b>Linda Bard</b>
Telephone:	email: [REDACTED]

Date of last Annual General Meeting (Attach minutes and current list of Directors):

**April 23 2018**

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Previous Year Grant from CRD (if applicable) \$ **4961.64**

NOTE: A Final Report for previous year's grant MUST be included with this submission, if not previously submitted.

Current Grant Requested from CRD \$ **4974.31**



## Grant for Assistance Application – Central Cariboo

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Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?

We have regular fundraising events including Mother's Day & Xmas Markets as well as at the local Farmers Market. This year we have done a First Aid Kit Fundraiser. We have a very successful bottle donation program that nets us about \$5000 per year. We apply regularly for a Provincial Gaming Grant for operating costs as well as special purchases. We have applied for a Pacific Blue Cross Mental Health/Preventative Health Grant for 2019 to go towards training. We have applied for a WL Community Forest Grant for 2019 to go towards training programs as well as a youth bursary program. We will continue to apply for new grants as they become available.

2. If your organization charges user fees/memberships/admission, attach your current fee structure: N/A

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

We continue to work towards obtaining property and building our Fire Hall. We continue to upgrade training for all members, including training above and beyond the regular Exterior Ops or First Responder Training. We continue to acquire equipment and supplies necessary for a Fire/First Response Department to operate.

4. Who does your organization serve?

The community of McLeese Lake and the traveling public on Highway 97

5. Does your organization receive a rental subsidy from the City and/or CRD? If so, how much?  
No

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much? (information available from City Tax Department)

No

7. Does your organization use City or CRD owned facilities? If so, which ones?

No

8. How will you indicate that the CRD is contributing to your organization?

We have a sign made up acknowledging the contribution of the CRD to our Department. We have a newsletter that details the equipment we acquire through these funds.



## Grant for Assistance Application – Central Cariboo

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### Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

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Attached letter of application

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2. How do you know there is a need for this service/project in our community?

There is always a need in every community for Fire and First Response Services. We are at least 30 minutes from available Ambulance Service and the few extra minutes that we can provide in care can mean the difference between life and death.

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3. Is your agency applying for funds from other levels of government or other sources for this project?

We apply to the Provincial Gaming Commission but not for these stated purposes.

4. Would you still be able to complete the project if you do not receive the other funds applied for?

Yes. We have no doubt that we will continue to find funding for this worthy project.

5. Please describe the impact of this application being denied or approval of an amount less than requested.

We would have to put these purchases on the back burner until we were able to secure funding elsewhere.

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## Grant for Assistance Application – Central Cariboo

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6. Start date of the project: March 2019

End date for the project: July 2019

7. Please describe the key activities that will take place to complete the project and any associated timelines.

~~As all of these are purchases that can be completed as soon as funds are available.~~

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8. Please provide a detailed financial budget for the project.

9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?

This has been detailed in the attached letter of application. The success of the project is partly measured in the safety of our members, so a lack of injuries would indicate success. The purchase of a computer will consolidate all of our training, financial and membership information and should decrease volunteer time with organizing info between members.

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**THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

Ian Hicks

President/Chairperson

## **Application to the Cariboo Regional District for Financial Assistance**

The McLeese Lake Fire Department is most appreciative of all the funding we have received from the CRD over the past several years. We are requesting additional support this year (2019) in the sum of \$4974.31.

Attached is a budget with our hoped for expenditures this year.

For the past several years we have all been using our home computers for MLVFD business, whether it be bookkeeping, training, grant writing, record keeping, etc. etc. We would like to purchase a computer to have at the hall so that all of this information can be centralized and be of access to all pertinent members at all times. We would also like to purchase supporting equipment & software including MS Office operating program and a projector with a video screen for training and presentation purposes.

As we are situated on Highway 97, traffic control is a major concern for us and we want to make sure all of our members are as safe as can be, particularly while attending a scene on a public road system. So we are planning to spend some of this grant on Personal Protective Equipment for our members.

Our First Responders require additional equipment as listed. Oxygen is one of our most important tools when dealing with a medical emergency.

Fire Equipment needs include a battery booster which is very important for us, when we have to leave vehicle lights operating at scenes, especially in winter temperatures. Air horns are necessary for safety, particularly in wildfire situations, when you may need assistance or to be called back to the muster point. A fire weather station will help keep our members safe while working in extreme conditions.

Thank You for your consideration in our application for funding.

McLeese Lake Volunteer Fire Department



[illegible]



## McLeese Lake Volunteer Fire Department

*Fiscal Year: May 1st, 2017- April 30th, 2018*

### Financial Statement Revenue and Expense Statement

	General Fund	Gaming Fund	Building Fund	
<b>Opening Balance</b>	\$ 15,116.43	\$ 12,626.11	\$ 22,227.91	

  

	General Fund	Gaming Fund	Building Fund	Total
<b>Revenues</b>				
Fundraising	\$5,425.89			\$5,425.89
Donations	\$18,067.01		\$15,605.50	\$33,672.51
Community Gaming Grant		\$16,500.00		\$16,500.00
Rural Dividend Fund Grant	\$9,958.00			
Cariboo Reginal Disctrict Grant	\$4,961.64			\$4,961.64
BCWS Firefighting Revenue	\$34,460.10			
Transfer from General Account - as restricted funds			\$44,000.00	
Other				\$0.00
<b>Sub Total</b>	<b>\$72,872.64</b>	<b>\$16,500.00</b>	<b>\$59,605.50</b>	<b>\$148,978.14</b>

  

	General Fund	Gaming Fund	Building Fund	Total
<b>Expenses</b>				
First Responder & Traffic Control	\$0.00	\$5,429.84	\$0.00	\$5,429.84
Equipment & Supplies - Operations	\$13,684.00	\$19,072.60	\$0.00	\$32,756.60
R/M - Fire Trucks & Equipment	\$2,809.82	\$500.00	\$0.00	\$3,309.82
Insurance & Inspections	\$3,006.00	\$3,025.00	\$0.00	\$6,031.00
Fundraising	\$5,377.53	\$0.00	\$0.00	\$5,377.53
Training	\$8,190.00	\$325.00	\$0.00	\$8,515.00
Proffesional Services	\$900.00	\$0.00	\$2,602.88	\$900.00
Miscellaneous	\$0.00	\$218.26	\$0.00	\$218.26
Bank Fees	\$18.83	\$21.15	\$6.13	\$46.11
Transfer to Building Account - as restricted funds	\$44,000.00	\$0.00	\$0.00	\$44,000.00
Fire Hall Property	\$0.00	\$0.00	\$0.00	\$0.00
Fire Hall - as restricted funds	\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$77,986.18</b>	<b>\$28,591.85</b>	<b>\$2,609.01</b>	<b>\$106,578.03</b>

  

<b>Excess of Revenues (A) over Expenses (B)</b>	<b>-\$5,113.54</b>	<b>-\$12,091.85</b>	<b>\$56,996.49</b>	<b>\$42,400.11</b>
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<b>Closing Balances</b>	<b>\$10,002.89</b>	<b>\$534.26</b>	<b>\$79,224.30</b>	
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## 2018/2019 Executive & Directors

**President:**

Ian Hicks

**Vice President:**

Gord McArthur

**Secretary:**

Vicky Ortiz

**Treasurer:**

Linda Bard

**Directors:**

Cori Gosselin

Dan Willan

Coral Atchison

Jacquie Wallace

Kate Macalister

Andrea Rourke

Kim Wogberg

Gord Rourke

Torey Lee

Kathy Rourke

Bruce Lennox

Barb Lennox

Dan Harrison

Mike Valenius



## AGM April 23, 2018

Called to order @ 7:33 pm

### ATTENDEES:

Ian Hicks	Matthew Watson
Dan Harrison	Torey Lee
Gord Rourke	Andrea Rourke
Gordon McArthur	Gordon Kolcun
Rhoda Kolcun	Vicky Ortiz
Steve Forseth	Marc Gosselin
Cori Gosselin	Coral Atchison
Deb Burton	Kim Wogberg
Jacquie Wallace	Bruce Lennox
Barb Lennox	Kate Macalister
Dan Willan	Kathy Rourke

Ian reviewed the memorable moments of 2017

- The MLVFD manned a supply centre at the Hall,
- We purchased a new fire truck from 150 Mile VFD
- we responded to 22 First responder calls; 15 MVI's, 9 medical calls and 2 false alarms
- the Fire Commissioner presented the group with a plaque in gratitude for our service
- Our members participated in Thousands of hours of continuing education and training
- we're making progress with the ALR application for the Fire Hall land
- we held numerous successful fundraisers over the year; Mother's Day, Father's Day Quad Ride, Christmas Market and many Farmer's Markets

### READING OF OLD MINUTES

no corrections, no omissions, and no deletions

- adopted by Cori G, 2nded by Gord M

### TREASURER'S REPORT

General Operating Acct	\$ 58, 114. 32
Gaming Acct.	14, 529. 95
Building Acct.	35, 224. 30
Petty Cash	508. 05
Float	100. 00

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Total	\$ 108, 476. 63
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### DIRECTOR NOMINATIONS

President : Vicky nominated Ian Hicks for President; Ian is elected as President

Vice President: Ian nominated Gord McArthur. Bruce Lennox nominated Gord Rourke. Gord R declined. Gord M is elected Vice President.

Secretary: Gord Rourke nominates Bruce Lennox, Bruce declined. Cori nominates Vicky, Vicky Accepts

Treasurer: Bruce nominates Kathy Rourke, Kathy declined. Rhonda Kolcun nominates Cori G, Cori declined. Ian nominates Linda Bard, Linda B accepts by proxy.

List of current Directors is read out to either Accept for another year, or Decline

Kim Wogberg - accepts  
Gord Rourke - accepts  
Torey Lee - accepts  
Kathy Rourke - accepts  
Bruce Lennox - accepts  
Barb Lennox - accepts  
Marc Gosselin - declines  
Linda Bard - accepts (by proxy)  
Dan Harrison - accepts  
Mike Valenius – accepts (by proxy)

New Director Nominated and Accepted:

Cori Gosselin  
Dan Willan  
Coral Atchison  
Jacquie Wallace  
Kate Macalister  
Andrea Rourke

Meeting Adjourned @ 8:11pm

OPEN FLOOR:

Steve Forseth thanked the MLVFD members for their dedication to the community, as well as the work done during the 2017 Wildfires

Deb Burton presented the MLVFD a plaque in recognition of our dedication and volunteer hours to our community on behalf of Coralee Oakes.

## **Report on 2018 CRD Grant**

The McLeese Lake Volunteer Fire Department would like to express their gratitude to the Cariboo Regional District for the Grant Funding we received this year.

This Grant allowed us to purchase more First Responder equipment including Jump Kits (w/contents) for members, ensuring we have lifesaving equipment with us at all times. We were able to purchase an AED Trainer that is compatible with our AED so we can become more familiar with its use. A basket stretcher completed the required medical equipment for us to be able to work with BCWS on wildfires.

We were able to add to our firefighting equipment with some much needed parts.

Due to a large savings on the basket stretcher we had over \$500 left which the CRD was kind enough to allow us to make partial payment on T-shirts for our members. This was an important purchase for us as the T-shirts will help to instill pride in our department as well as making us visible and identifiable at events.

Attached is a spreadsheet itemizing our purchases.

Thank You from our entire Department for all of the support we have received over the last 5 years.



Budget Spent 2018 CRD Grant	Cost	#	Total Cost	Tax	Total w Tax	Actual Cost	Total	Tax	Total Spent
			\$ -	\$ -	\$ -				
<b>Fire Fighting Equipment</b>			\$ -	\$ -	\$ -				
Plain Cast Nozzles	\$ 81.20	2	\$ 162.40	\$ 19.49	\$ 181.89		\$ -	\$ -	\$ -
Hydrant Wrenches	\$ 76.80	2	\$ 153.60	\$ 18.43	\$ 172.03		\$ -	\$ -	\$ -
Total for Above Parts						\$ 360.50	\$ 360.50	\$ 39.07	\$ 399.57
Member Shirts - Part Payment						\$ 538.93			\$ 538.93
			\$ -	\$ -	\$ -				
<b>First Responder Equipment</b>			\$ -	\$ -	\$ -				
AED Lifepak 1000 Trainer	\$ 1,035.00	1	\$ 1,035.00	\$ 124.20	\$ 1,159.20	\$ 1,035.00	\$ 1,035.00	\$ 124.20	\$ 1,159.20
Basket Stretcher	\$ 1,675.00	1	\$ 1,675.00	\$ 201.00	\$ 1,876.00	\$ 1,122.90	\$ 1,122.90	\$ 134.75	\$ 1,257.65
Shipping for Basket Stretcher						\$ 80.00	\$ 80.00	\$ 4.00	\$ 84.00
First Responder Jump Kits	\$ 155.93	3	\$ 467.79	\$ 56.13	\$ 523.92	\$ 155.93	\$ 467.79	\$ 56.13	\$ 523.92
Level 2 First Aid Kit	\$ 87.36	1	\$ 87.36	\$ 10.48	\$ 97.84	\$ 87.36	\$ 87.36	\$ 4.37	\$ 91.73
Bag Valve Masks	\$ 16.50	5	\$ 82.50	\$ 9.90	\$ 92.40	\$ 18.49	\$ 92.45	\$ 4.62	\$ 97.07
Velcro Wrap Straps	\$ 12.99	5	\$ 64.95	\$ 7.79	\$ 72.74	\$ 12.99	\$ 64.95	\$ 7.79	\$ 72.74
Pulse Oximeter	\$ 175.36	4	\$ 701.44	\$ 84.17	\$ 785.61	\$ 164.47	\$ 657.88	\$ 78.95	\$ 736.83
		<b>Total</b>	<b>\$3,663.65</b>	<b>\$ 439.64</b>	<b>\$ 4,961.64</b>		<b>\$ 3,968.83</b>	<b>\$ 453.88</b>	<b>\$ 4,961.64</b>