



building communities together

2020 Business Plan Forest Grove Fire Protection (1319)

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Working in partnership with communities large and small to offer local, sub-regional, and regional services to ensure that the Cariboo Chilcotin is a socially, economically, and environmentally desirable region.

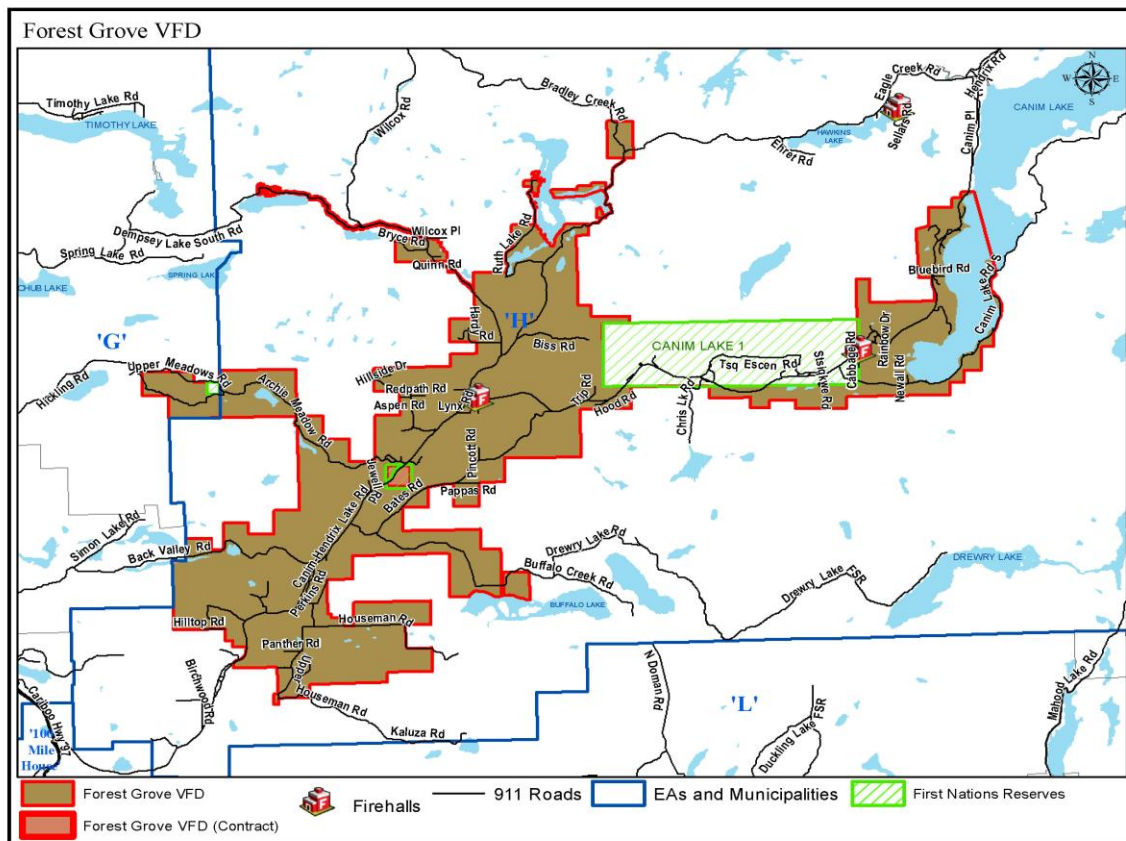
Department/Function Services



The Forest Grove Fire Protection service was established as a function of the Cariboo Regional District, by Bylaw No. 2438, in 1990. This service underwent a significant expansion in 2008, authorized by Bylaws No. 4397 and Bylaw No. 4459. It is funded by a combination of a taxation rate applied against the assessed value of improvements only, and a flat parcel tax fee of \$30 applied against every legal piece of property within the local service area. The maximum taxation rate that can be collected is the greater of \$165,000 or \$1.1317/\$1,000 of assessed value of land and improvements.

The expansion amalgamated the Forest Grove and previously independent Canim Lake Fire Protection Society into one large fire protection area with two fire halls – a main and satellite hall. The Forest Grove Volunteer Fire Department provides fire protection and first responder services within their specified area.

The Directors for Electoral Areas G and H are responsible for the governance of this service.



Business Plan Goals, Rationale & Strategies

2020 Regional Goals

1. **Goal:** Facility Asset Management Review
Rationale: Hire a consultant to assess aging CRD owned facilities region wide and develop a replacement or repairs needed strategy to be incorporated into future budget planning.
Strategy: Use CRD administrative funds
2. **Goal:** VFD Operational Audit
Rationale: Hire a consultant to assess and report on current operational practices to ensure compliance with regulatory bodies and legislation.
Strategy: Use operational funds - \$5,000 estimate/VFD
3. **Goal:** Implementation of updated CRD Fire Department Operational Guidelines
Rationale: Staff will work with all fire departments to ensure that the new operational guidelines are set in place and adhered to and will meet all mandated legislation and policy guidelines.
Strategy: Staff to develop a proper guideline and monitoring mechanism

4. **Goal:** Records Information Management System (RIMS)
Rationale: Staff will work with VFD personnel to implement and maintain records management for all fire department documents as per mandated requirements.
Strategy: Staff to develop a strategy for all records to be submitted to the RIMS at the main CRD office, and to ensure proper records are being updated and maintained.

2020 Forest Grove VFD Specific Goals

5. **Goal:** Purchase PPE, air cylinders
Rationale: In order to meet industry regulations, turnout gear and PPE must be within ten years of age. Most of the current PPE is past the life span. Over the next several years the department will have to order multiple sets of turnout gear, to bring all members up to regulation. Six air cylinders need to be replaced.
Strategy: Order six sets of turn out gear in 2020, six more in 2021, nine helmets in 2020 and ten helmets in 2021. Use operational funds (\$30,000 approximately)
6. **Goal:** Order new Tender for delivery in 2021 (accelerated replacement from 2022)
Rationale: This apparatus was not due for replacement until 2022, however the current Tender 11 tank is compromised, the cost of repairs/replacement of tank is expensive. Staff and fire department members will meet early in 2020 to start working with Fort Garry to order a new Tender for delivery in 2021. New apparatus purchase is necessary to maintain Fire Underwriters Survey compliance for home owner's fire insurance reductions.
Strategy: Use capital and lease funds
7. **Goal:** Ownership of Hall #1 - Resurface parking lot at Hall #1 and bay entry at Hall #2
Rationale: Maintenance is needed to both hall parking lots. Installation of cement apron (\$7,000) is to be considered for each hall for longevity. However, the ownership of Hall #1 is currently with the Forest Grove Fire Department Society. Until the ownership is transferred to the CRD, there will be no capital or excessive operational expenditures made on Hall #1.
Strategy: Staff will be working towards obtaining ownership of Hall #1. When this is accomplished, operational funds from Building and Maintenance may be utilized for paving works at that hall.
8. **Goal:** Increase training budget
Rationale: The department has a major change in membership. All members and new officers need training in order to meet Provincial and industry compliance. Additional funds are required to meet these extra training needs.
Strategy: Use operational funds – to \$15,000
9. **Goal:** Implement Paid on Call rates for members for practice and callouts
Rationale: To support membership recruitment and retention. \$10/practice, \$15/callout.

Strategy: Use operational funds

10. Goal: Purchase SCBA and masks

Rationale: To ensure the department meets NFPA breathing apparatus equipment compliance, the department will budget funds to cover the purchase of new SCBA and spare bottles each year. Want to order six SCBA packs for 2020, and four SCBA masks.

Strategy: Use operational funds to purchase six new SCBA for 2020 (\$60,000), four SCBA masks (\$2,000)

11. Goal: Various operational expenditures

Rationale: A variety of operational expenses were identified for 2020, including replacing three toilets, forestry boots, load of gravel for Hall 2, hardy board for practice shed, light bar replacement, filter for compressor, test kit for SCBA compressor, etc.

Strategy: Ensure operational funds are available for extra items above from normal operating expenses (\$15,000)

2020 - 2021 Goals

1. Goal: Purchase a used Fast Attack Response Vehicle

Rationale: Many driveways and access roads located within FPA are not accessible for fire apparatus. A smaller 4x4 crew cab fast attack vehicle would enable members to gain closer access for faster emergency response.

Strategy: Use operational funds

2. Goal: Renovate Hall #2 to accommodate new apparatus and fast attack vehicle

Rationale: The current size of Hall #2 is too small for necessary apparatus. Hall will also need to meet WorkSafe, Fire Underwriters Survey for compliance. This will be identified in the CRD Asset Audit scheduled in 2020.

Strategy: Use operational and capital reserves

3. Goal: Purchase industrial washing machine

Rationale: Meet WorkSafe and NFPA/ULC turnout gear cleaning requirements for the safety of responders by reducing exposure to harmful contaminants.

Strategy: Use funds set aside from 2020, and operational funds from 2021.

Significant Issues & Trends

Issues: Recruitment and Retention; Proper Monitoring for Compliance; and Building Capital Reserves

The sustainability of small volunteer departments is being challenged not only by rapidly increasing legislative requirements and related costs but all the increasing administrative

demands which accompany these requirements. The proposed 2020 audit of the internal operations of the VFD will allow staff and the Board to review the findings and prepare a strategy to ensure the department has the tools and support necessary to provide this service for the community in the safest and cost-effective manner while adhering to all mandated regulations and policies.

- **Recruitment:** The CRD will be working on administering a regional recruitment campaign in 2020 to educate the residents in all CRD fire protection areas on what is required of a volunteer fire department, the financial impacts of not having this service, the money saved in reduction of fire insurance for residences.
- **Proper Monitoring of Fire Departments:** Fire departments to be monitored to ensure compliance of WorkSafe, NFPA/ULC, CRD policies and Operational Guidelines. By having an internal audit of all CRD VFDs, staff and the Board will be able to develop a strategy on how to bring all departments up to industry standards and to keep our members safe. With this, there will be recommendations on how to ensure proper staffing levels to ensure support and the ability to monitor the departments.
- **Build Capital Reserves:** With the continual strain on current budgets, all CRD VFDs are struggling to maintain acceptable capital reserves. Staff must investigate options and ensure capital reserve yearly contributions are being maintained.