



building communities together

2020 Business Plan West Fraser Fire Protection (1331)

Kathy Ferguson, Regional Fire Services Supervisor

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.

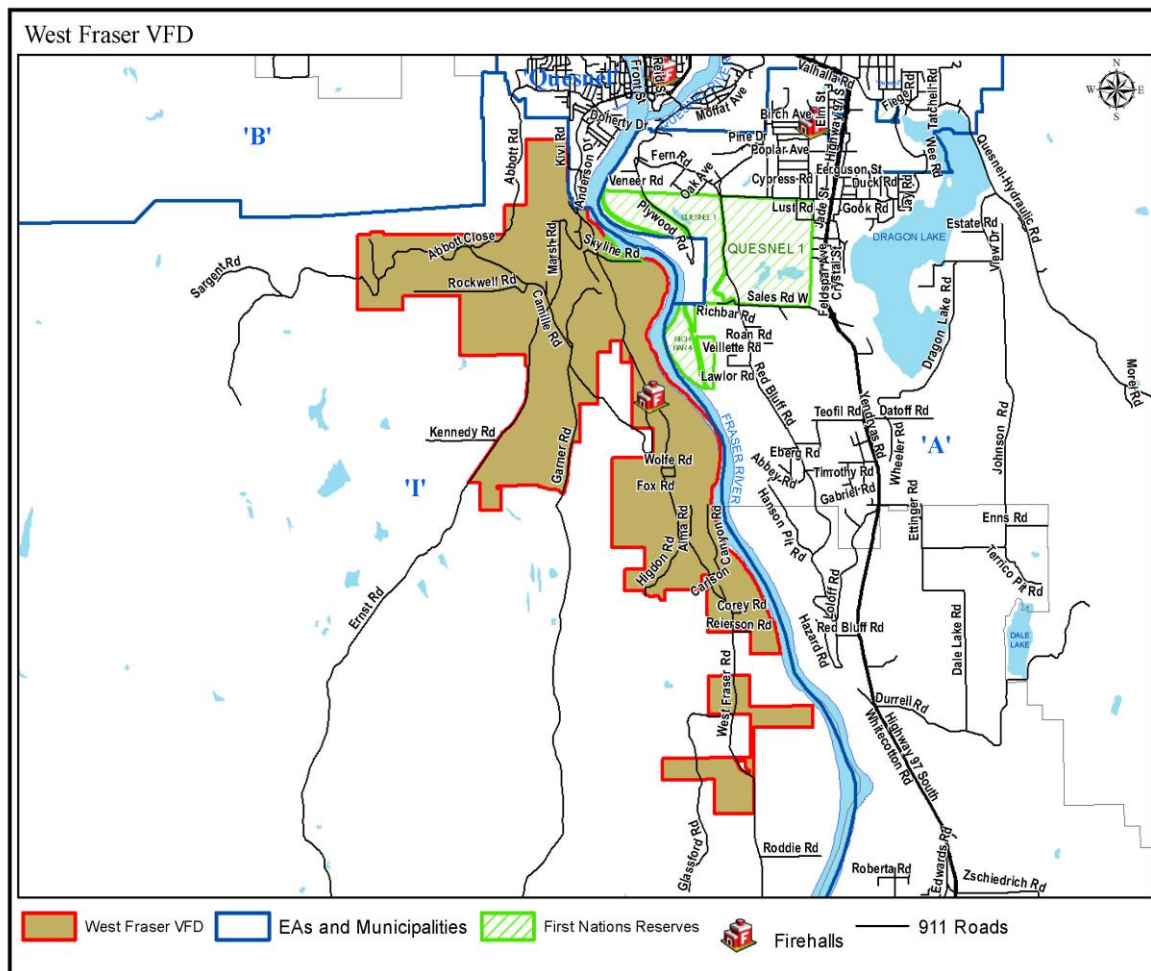
Department/Function Services



The West Fraser Volunteer Fire Department, authorized by Bylaw No. 2500 (1991), was established as a function of the Cariboo Regional District in 1990 by means of a referendum assented to by the property owners within the local service area. West Fraser Fire Protection was amended in 2008 by Bylaw No. 4458. West Fraser Fire Protection is funded by a taxation rate applied against the assessed value of land and improvements within the local service area. The maximum taxation rate that can be collected is the greater of \$38,500 or \$2.84/\$1,000 of assessed value.

The West Fraser Volunteer Fire Department provides fire protection and suppression services only, within their specified area. They also have a blanket mutual aid agreement with all of the other CRD and municipal fire departments in the North Cariboo.

As the Director for Electoral Area I is the only stakeholder, and the *Local Government Act* requires more than one vote, the entire Board is responsible for the governance of this service.



Business Plan Goals, Rationale & Strategies

2020 Regional Goals

- 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
- 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 West Fraser VFD Specific Goals

5. **Goal:** Order new engine for delivery in 2021
Rationale: Staff and fire department members will meet early in 2020 to start working with Fort Garry to order a new engine, which will be delivered in early 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
6. **Goal:** Increase training opportunities for VFD members
Rationale: Due to newly appointed officers and a new Chief, members will need to receive additional training for their roles, adding additional costs for travel and instruction.
Strategy: Increase training budget to \$9,000
7. **Goal:** Purchase two to four sets of turnout gear
Rationale: Continue to purchase turnout gear each year to meet the NFPA requirement of a ten-year lifespan for all PPE.
Strategy: Use operational funds to purchase coat/pant sets (Approx. \$2,500/set)

2021 Goals

1. **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.
2. **Goal:** Enlarge apparatus bay and renovations to bathrooms
Rationale: May be part of recommendations that come out of 2020 CRD Asset Management Review of facilities. Department would like to keep tender that is up for replacement in 2024 in order to meet FUS compliance, and would need a new

bay with possible extra room for storage/tool maintenance. Old tender would then become a secondary apparatus for water and manpower transportation. Bathroom renovations may be required in order to meet WorkSafe and FUS requirements.

Strategy: Use capital and operational funds depending on cost

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.