

AUG 29 2019

Referred To DCD

## Grant for Assistance Application – Central Cariboo

### Organization Information Sheet

Name of Organization:	<u>HORSEFLY VOLUNTEER FIRE DEPARTMENT (HVFD)</u>	
Mailing Address:	<u>Box 17 HORSEFLY BC VOL 110</u>	
Telephone (office):	<u>250-620-3350</u>	email: <u>horseflyvfd@gmail.com</u>
Purpose of Organization (From Constitution or Incorporation Documents):	<u>NON-PROFIT FIRE DEPARTMENT + EMERGENCY RESPONSE</u>	
How long has the organization operated in the community?	<u>27 YEARS</u>	
BC Society Registration Number:	<u>S-28908</u>	
Federal Charitable Registration Number: (if applicable)	<u>13784 0641</u>	
Chairperson's name:	<u>JOHN HOLLAN</u>	
Telephone:	<u>[REDACTED]</u>	email: <u>[REDACTED]</u>
Treasurer or Financial Officer's name:	<u>LINDA BARRETT</u>	
Telephone:	<u>[REDACTED]</u>	email: <u>[REDACTED]</u>

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

FEB 8, 2019

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) \$ 5000.00

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

Current Grant Requested from CRD \$ 5000.00



**Grant for Assistance Application – Central Cariboo**

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?

ANNUAL FIRE LEVY \$100.00 PER PROPERTY	\$ 28,000.00
FATHERS DAY PANCAKE BREAKFAST	\$ 2900.00
BC GAMING GRANT	\$ 30,000.00

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

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

COAC FOR HURD IS TO CONTINUE MODERNIZING OUR EQUIPMENT. SPECIFICALLY IN 2020 TO UPGRADE OUR PUMPHOUSE WHERE WE FILL THE ENGINES. 2 NEW PUMPS ARE REQUIRED + A STAND PIPE TO ENABLE US TO QUICKLY OBTAIN WATER IN ALL WEATHER CONDITIONS.

4. Who does your organization serve?

EVERYONE IN HORSEFLY + SURROUNDING AREA

5. Does your organization receive a rental subsidy from the CRD? If so, how much?

NO

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much?

NO

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

NO

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

ADVERTISING IN OUR LOCAL NEWSPAPERS, ON OUR FACEBOOK PAGE + WE HAVE INSTALLED A SIGN INDICATING CRD SUPPORT.



## 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:

SEE ATTACHED

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

SEE ATTACHED

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

NO

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

NO

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5. Please describe the impact of this application being denied or approval of an amount less than requested.
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WOULD NOT BE ABLE TO COMPLETE ALL 4 SITES  
TO ACCESS WATER 12 MONTHS PER YEAR

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**Grant for Assistance Application – Central Cariboo**

6. Start date of the project: APRIL 2020

End date for the project: AUGUST 2020

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

SEE ATTACHED

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?

SEE ATTACHED

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

[Redacted Signature]

President/Chairperson

## HVFD Grant for Assistance Application

### Project Summary Sheet

**Brief Description of the Project:** to upgrade bulk water supply to fill fire engines and water tender. 4 locations will be upgraded. These locations are presently used but cannot be properly access in the winter. Location 1 (Pump House in Horsefly) will have new pumps installed to increase capacity, will HVAC the well to clear out sediment, and will dig a new water line with an all season, large capacity standpipe. Locations 2, 3 and 4 will have an all season standpipe installed, that can be accessed from the road so that deep snow does not prevent us from accessing the water. The locations are spaced out all around the area that is served by HVFD. A second significant benefit from these improvements is that the water will be accessed in a more environmentally friendly maner.

**Need for the service in the Community:** Quick access to bulk water always a challenge for rural fire departments that do not have fire hydrants. It takes only 5 minutes to empty a fire truck – it presently takes us 20 minutes to fill it up again. The plan is to have the water tender pumping into a water bladder at the fire scene and be able to fill up fast enough that the water bladder is never empty and there is a continuous supply of water to fight the fire. The need has been shown on more than one occasion while fire fighters watch a fire grow while they wait for more water on the scene.

**Time Lines & Key Activities:** 1<sup>st</sup> activity is to work with FLNRO to get permission to build these sites. This process has been started and initial approval given. 2<sup>nd</sup> step, once funds have been finalized, is to get construction dates based on “fish windows” in the 4 locations. Construction will begin based on those dates and will be completed by late fall of 2020. Key activity on all sites is digging the water line into the water source and installing the all-weather standpipe. Second Key activity on Location 1 is to install two new pumps and HVAC the well to increase pumping capacity.

**Measure and evaluate project:** Location 1 is the most important and will be completed and evaluated first. Second location at Millar Road will be second priority as it also serves are large portion of the population. Location 3 on Beaver Valley Road and Location 4 on Black Creek Road will be complete as funds allow. The success of the project will be HVFD’s ability to quickly access bulk water to fight fire in the service area.

**Detailed financial budget:** See quote from Highlands Irrigation. This is for materials only and this is what the grant money will be spent on. All labour and digging costs will be obtained from our 2020 operating budget. HVFD is fortunate to have volunteers with equipment and skills to make this project work!

**SALES ORDER**

**HIGHLANDS IRRIGATION LIMITED**

31527

1105 SOUTH LAKESIDE DRIVE WILLIAMS LAKE, B.C. V2G 3A7  
 TEL: 250-392-2321 FAX: 250-392-2377  
 TOLL FREE 1-800-665-5909  
 E-mail: info@thewaterpeople.com Website: www.thewaterpeople.com

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*NORSEPLY VOLUNTEER FIRE DEPARTMENT*

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DATE <i>6th August 2019</i>	PURCHASE ORDER NO.	F.O.B.	<input type="checkbox"/> COLLECT <input type="checkbox"/> PREPAID	TERMS
DEPARTMENT	SALESPERSON <i>COLIN.</i>	DATE SHIPPED	SHIPPED VIA	

ORDER	SHIPPED	B/O	UOM	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
					<i>Pumps:</i>		
<i>1</i>			<i>EA</i>	<i>6SGS20</i>	<i>SUBMERSIBLE WET END 2HP 7STAGE</i>		<i>824 49</i>
<i>1</i>			<i>EA</i>	<i>M20412</i>	<i>SUBMERSIBLE MOTOR 2HP 230V 1FAASE</i>		<i>703 12</i>
<i>1</i>			<i>EA</i>	<i>CB20412CR</i>	<i>2HP CONTROL BOX</i>		<i>224 40</i>
					<i>INCOMING FREIGHT EXTRA.</i>		
				<i>ESTIMATED</i>	<i>ALLOWANCE FOR INSTALLATION FITTINGS ETC:</i>		<i>150 00.</i>
<i>1</i>			<i>EA</i>	<i>GT30</i>	<i>3HP 230V JET Pump - (for Pump House)</i>		<i>1304 40.</i>
				<i>ESTIMATED</i>	<i>ALLOWANCE FOR INSTALLATION FITTINGS ETC -</i>		<i>150 00</i>
					<i>SUB TOTAL.</i>		<i>3356 41</i>
						<i>Gst 5%</i>	<i>167 82</i>
						<i>Pst 7%</i>	<i>234 95</i>

SIGNATURE

TOTAL

*\$3759.18*

# HIGHLANDS IRRIGATION LIMITED

31521

1105 SOUTH LAKESIDE DRIVE WILLIAMS LAKE, B.C. V2G 3A7  
 TEL: 250-392-2321 FAX: 250-392-2377  
 TOLL FREE 1-800-665-5909

E-mail: info@thewaterpeople.com Website: www.thewaterpeople.com

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DEPARTMENT	SALESPERSON <i>COLIN</i>	DATE SHIPPED	<input type="checkbox"/> PREPAID	
SHIPPED VIA				

ORDER	SHIPPED	B/O	UOM	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT	
BEAVER VALLEY ROAD FILL SITE:								
60'			EA		4" SCHED 40 PVC PIPE	3 38	202 80	
2			EA	406-040	4" SCHED 40 PVC 90° ELBOW SLIPxSLIP	15 01	30 02	
1			EA	436-040	4" MALE ADAPTOR SLIP x MIPT	8 14	8 14	
1			EA	9-40-1 4"	4" ADAPTOR FIPT x FLY FOR SCREEN.	51 94	51 94	
1			EA	9-40-18	18" SCREEN (TRAVIS)	174 76	174 76	
1			EA	436-342	MALE ADAPTOR REDUCING 3x4 PVC	10 78	10 78	
1			EA	417-040	4" PVC ELBOW 45° SLIPxSLIP.	19 55	19 55	
1			EA	G65D-300	3" CAMLOCK FEMALE x FIPT	29 90	29 90	
1			EA	G65DP 300	3" CAMLOCK PLUG	8 70	8 70	
							536 59	
							Gst 5%	26 83
							Pst 7%	37 56
SIGNATURE							TOTAL	600.98

SALES ORDER

HIGHLANDS IRRIGATION LIMITED

31522

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• HORSEFLY VOLUNTEER FIRE DEPARTMENT.

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DATE 6th August 2019	PURCHASE ORDER NO.	F.O.B.	<input type="checkbox"/> COLLECT <input type="checkbox"/> PREPAID	TERMS
DEPARTMENT	SALESPERSON COLIN.	DATE SHIPPED	SHIPPED VIA	

ORDER	SHIPPED	B/O	UOM	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
				MILLER ROAD	FILL SITE.		
80'			Ft.		4" SCHED 40 PVC PIPE	3 38	270 40
2			EA	406-040	4" SCHED 40 PVC ELBOW 90° SLIPxSLIP.	15 01	30 02
1			EA	436-040	4" MALE ADAPTOR SLIP x MIPT	8 14	8 14
1			EA	9-40-1 4"	4" ADAPTOR FIPT x file for SCREEN	51 94	51 94
1			EA	9-40-18	18" SCREEN (TRAVIS)	174 76	174 76
1			EA	436-342	MALE ADAPTOR REDUCING 3"x4" PVC	10 78	10 78
1			EA	417-040	4" PVC ELBOW 45° SLIP x SLIP	19 55	19 55
1			EA	G65D-300	3" CAMLOCK FEMALE x FIPT	29 90	29 90
1			EA	G65DP300	3" CAMLOCK DUST PLUG	8 70	8 70
					SUB TOTAL.		604 19
1			EA	CEM-705-016	1/2 PINT PVC <del>CEMENT</del> CEMENT		21 02
1			EA	CEM P70C008	1/2 PINT PVC <del>CEMENT</del> PRIMER		12 08
					GST 5%		31 86
					PST 7%		44 61

SIGNATURE

TOTAL

\$ 713.76

# HIGHLANDS IRRIGATION LIMITED

31523

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DATE <b>6th August 2019</b>	PURCHASE ORDER NO.	F.O.B.	<input type="checkbox"/> COLLECT <input type="checkbox"/> PREPAID	TERMS
DEPARTMENT	SALESPERSON <b>COLIN</b>	DATE SHIPPED	SHIPPED VIA	<b>BLACK CREEK ROAD FILL SITE.</b>

ORDER	SHIPPED	B/O	UOM	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
80'			ft.		4" SCHED 40 PVC PIPE.	3 38	270 40
2			EA	406-040	4" SCHED 40 PVC 90° ELBOW 21PKSLIP.	15 01	30 02
2			EA	436-342	MALE ADAPTOR REDUCING 3" X 4" PVC	10 78	21 56
1			EA	G65D-300	3" CAMLOCK FEMALE x FIPT	29 90	29 90
1			EA	G65A-300	3" CAMLOCK MALE x FIPT.	9 80	9 80
							361 68
					ASSUMING: BUILD PLATFORM BY CULVERT IN LAKE		
					CONNECT PUMP DISCHARGE TO MALE CAMLOCK ON		
					PVC PIPE.		
						GST 5%	18 08
						PST 7%	25 32

SIGNATURE

TOTAL

405.08

# Horsefly Volunteer Fire Department

## Minutes: Annual General Meeting February 8, 2019

**Attendance:** Marc Caron, Abby Wilson, Kevin Wilson, Reiner Nikolai, Judy Hillaby, Tracy Janzen, Linda Bartsch, Julie Caron, Andrew Schoenle, Victor Khong, John Hollan, Ben Morhart, Cecil Morhart, Kyle Kershaw

Approval of minutes from 2018 AGM: **Motion:** Marc      Seconded: Victor      Carried

Treasurers Report: Budget for 2020 presented.

**Motion to accept:** Tracy      Seconded: Abby      Carried

Correspondence: Letter from United Church  
Letter from Auditor

**Election of Officers:** Each position is a 2 year term

Deputy Chief: Linda Bartsch – Nominated by Marc, seconded by Victor - elected

Fire Captain: Reiner Nikolai – Nominated by Linda, seconded by Abby – elected

Secretary Treasurer: Tracy Janzen – Nominated by Julie, seconded by Judy - elected

Remaining in for second year of their 2 year term: Chief – Marc Caron, Captain – Julie Caron,  
Chairman – John Hollan, Director at Large – Debra Peters

### Strategic Goals for 2019

**Training:** Exterior Fire Fighter: Playbook and Fire Fighter 1 and FR 3 and EMR training

**Finish Training Building** – will be done by members on work bees

**Finish exhaust System in Fire Hall** – Andrew & Beat

**Pump Septic** – by June 2019 – diarized for May – suggested to add concrete ring with manhole lid. Cut hole in tank 2' x 2' Hire Kyle to do the digging.

**Complete Inventory** insert supplies on hand, and minimum amount of supplies needed so we know when to order more.

**Complete Standard Operating Practices** – will be done by officers & captains. Linda to obtain WCB requirments specific for fire departments

**Insulate well and septic covers**

**Shock well** by July 31, 2019 – John Hollan

**General Maintenance nights:** Feb. 21 March 21 April 18 May 16

Many things to do around the fire hall this year – lots of hands needed!

**Fitness at HVFD** Gym is set up. Members encouraged to use it.

**Traffic Control equipment from BC Hydro** – Marc is taking over this file.

**Lottery Grants for 2019**

Regular grant: Water treatment system for well \$10,000  
Volume pump for pump house \$5000  
Need other ideas for \$35,000

Capital Project grant:

Apply for a capital grant to improve our bulk water situation. Pending meeting with TRU Consulting, maybe switch our focus to the pump house and possibly standpipes at Horsefly River and Horsefly Lake Linda to research water act to see about access for fire departments.

**Miocene Area**

Linda heard back from CRD – they said all we need to do is send them the new addresses – completed Feb. 6, 2019 at 9:00 sent to Stephanie Masun, Cody Braaten & Arnold Jenner

Marc & Kevin visited all residents in the area – very good response – vast majority want it to happen Linda contacted PG dispatch – all they require is new maps from CRD – CRD will send now

HVFD was approached by concerned citizens in Miocene area that live beyond the boundaries of Miocene Fire Hall. Wanted to know if we would respond to 911 calls there. We contacted CRD and found out the boundaries of that. There are 10 residences on Jessica Lake Road and 22 residents on Horsefly Road – total residences are 32. We can access the area in approx. 15 minutes. Have maps of the area of concern. As it stands right now, if they call 911 no one comes to fight a fire and they have to wait 30 – 60 minutes (sometimes longer) for an ambulance. We calculated that this would be a 7% increase in our coverage area. Good discussion occurred.

**Motion** by Victor, Seconded by Marc to include the presently un-serviced area into HVFD response area. Carried. Fire levies being sent out to those residents by Tracy

**Business Meeting Dates for 2019:**

May 7, 2019            August 13, 2019            November 5, 2019            January 7, 2020

Annual General Meeting Date: February 4, 2020

Meeting adjourned at: 8:00 pm    **Motion** to adjourn: Linda    seconded: Kyle

Meeting Feb. 11 at 1:00 at the fire hall with Dan Colgate re bulk water

Horsefly Volunteer Fire Dept.

July, 19, 2019

First Responder Call-out Roster

P.O. Box 17 Horsefly BC VOL 1L0

Air: air brake endorsement		Level 3FR: BCCEMA training	Lvl 1 w TR: OHS Level 1 first aid w Transportation		
Name	Number	Position	Position	Training	
Bartsch	Linda #44	FF ext.	Deputy	Level 3FR	Air
Beamman	Heather #57	training			
Caron	Julie #49	FF ext.	Captain	Level 3 FR	Lvl 1 w TR
Caron	Marc #47	FF ext.	Chief	Level 3 FR, Lvl 1 w TR	Air
Frank	Evan #59	training			
Hillaby	Judy #25	FF ext.		Level 3 FR	Air
Hollan	John #40	FF ext.	Chairman	Level 3 FR	Lvl 1 w TR
Isaac	Gary #62	training		Class 1	Air
Janzen	Tracy #33	FF ext.	Treasurer	Level 3 FR	
Kershaw	Kyle #29	FF ext.			Lvl 1 w TR
Khong	Victor #39	FF ext.			Air
Morhart	Cecil #16	NFPA FF1			Lvl 1 w TP
Morhart	Ben #20	NFPA FF1			Lvl 1 w TR
Morhart	Joe #21	training			Air
Nikolai	Reiner #19	NFPA FF2	Captain &	Level 3 FR	Air, Class 1
O'Toole	Paul #5	FF ext.	Trainer		Air, Class 1
Peters	Debra #27	FF ext.	Director	Level 3 FR	Air
Schoenle	Andrew #24	NFPA FF1		Level 3 FR	
Yahnke	Hannah #54	FF ext.		Level 3 FR	
Yahnke	Josh	training			
Wilson	Abby #81	FF ext.		Level 3 FR	
Wilson	Kevin #78	training			Air, Class 1

# **Horsefly Volunteer Fire Department**

## **Financial Statement**

**December 31, 2018**

**Note: No remuneration paid to Directors**

**Horsefly Volunteer Fire Department  
Balance Sheet as at December. 31, 2018**

<b>Capital Assets</b>	<b>General Fund</b>	<b>Gaming Fund</b>	<b>Total</b>
Property & Buildings (10% depreciation)	390,000.00		390,000.00
Cash in operating account	30,338.11		
Cash in gaming account		6805.39	
Cash in contingency fund	10,059.19		
<b>Total Cash</b>	<b>40,397.30</b>	<b>6805.39</b>	<b>47,202.69</b>
<b>Other Assets</b>			
2000 Ford F 550 Rapid Attack	55,000.00		
1996 Pierce Arrow Pumper	28,778.00		
1998 Ford F 350 ETV	10,125.00		
International Water Tender	11,340.00		
<b>Equipment</b>			
Emergency Medical Equip.	18,300.00		
Fire Protection Equipment	160,880.00		
Communications Equipment	14,000.00		
SCBA Equipment	60,000.00		
<b>Total Other Assets</b>	<b>358,423.00</b>		<b>358,423.00</b>
<b>Total Assets</b>			<b>795,625.69</b>
<b>Total Liabilities</b>			
Held for Special Projects (contingency Fund)	10,059.19		
<b>Equity</b>	<b>785,566.50</b>		
<b>Total Liabilities &amp; Fund Balances</b>	<b>795,625.69</b>		<b>795,625.69</b>

Approved by: \_\_\_\_\_

Director

\_\_\_\_\_

Director

**Horsefly Volunteer Fire Department  
Financial Statement 2018**

<b>Income</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
Levies	38,380	29716	27,820.00	26,657.00	26,805.00
Bottles	5074	1191.87	2527.61	2008.24	3190.58
Contracts	500	500	500	13,631.68	5700
GST return	9845	1777.66	3528.77	3592.91	12,307.50
Gaming Grant	63,800	48000		42,500	
Community Grant	5000	5000	50,400		2570.71
Donations	6156	10637.85	3351.73	16,657.19	9089.08
Fire centre	2800	58782.97	1750		
Sold 79 International	5000				
ATV & Pan. Breakf.	2870	2450	9658.92		
SAWS hydro	2266	2040.91			
o/s cheques	965	144.71			
Red Cross Donations from savings	22,000	15,000.00			
<b>Total Income:</b>	<b>164,656</b>	<b>175241.97</b>	<b>100,816.31</b>	<b>105,047.02</b>	<b>59,662.87</b>
<b>Expenses:</b>					
Hydro	5189	4937.55	4212.46	3593.49	4269.83
Office Exp.	6122	3545.3	3331.92	3287.61	2760.17
Propane	4772	3399.17	3182.78	1863.18	2704.95
Fees & bank chrgs	1403	3082.02	2369.51	1719.33	1731.46
ICBC	4856	<b>5338</b>	7447.07	4787	4157
Bldg & Liability Ins.	5112	5122	5112	4862	5433
24/7 insurance	5046	6177	5411	4653	4479
Fuel	1655	2914.26	831.67	437.52	403.83
Training	5684	2527.31	4083.39	5432.99	1736.76
Complex Upkeep	11,252	14083.83	25716.55	7726.4	599.03
Misc. expenses	1018	327.41	575	3193.59	1724.57
Training building	36,320				
GST	9845	6283.93	2857.85	3592.91	1936.94
Equipment purchase	53,129	75966.67	14622.01	60,300.63	9800.71
Equipment repair	11,900				
Bulk Water study	3115				
1st resp. exp	3120	786.07	1394.68		
vehicle expenses	55,290	16715.98			
Radio Expenses	3,166	2800			
<b>Total Expenses:</b>	<b>227994</b>	<b>154006.5</b>	<b>81,147.89</b>	<b>120,449.65</b>	<b>41,737.25</b>
<b>Total Net Income</b>	<b>-63,338</b>	<b>21,235.47</b>	<b>4579.92</b>	<b>-15,402.63</b>	<b>17,925.62</b>

**BUDGET            2020**  
**Horsefly Volunteer Fire Department**  
**Projected Revenues and Expenses for the year ending:**  
**December. 31, 2020**

	General Fund	Gaming Fund	Total
<b>Revenues</b>			
Gaming Grant		45,000	45,000.00
Levies	35,000.00		35,000.00
Donations & Fund Raising	20,000		20,000
Bottle Depot	4500		4500
Contracts & Fires	9000		9000
Community Grants	5000		5000
<b>Total Revenues</b>	<b>73500</b>	<b>45000</b>	<b>118500</b>
<b>Expenses</b>			
Training	4000	5,000	9,000
Personal Protective Equip.	8000		8000
Insurance	15,000	5,000.00	20,000.00
fees, licences, bank charges	3000	80	3080
Equipment Purchase	7000	34,920	41,920
Heat, power, phone	16,000		16,000
Fuel & vehicle maintenance	11000		11000
Complex Maintenance	2000		2000
Radios & Batteries	4000		4000
Fund Raising Expenses	1000		1000
Admin & planning	2000		2000
<b>Total Expenses</b>	<b>73000</b>	<b>45000</b>	<b>118000</b>
<b>Total Net Income</b>	<b>0</b>	<b>0</b>	<b>500</b>