



Grant for Assistance Application – Central Cariboo

Cariboo Regional District
File No. 1950-20 Central

SEP 3 2019

Referred To ... DCO

Organization Information Sheet

Name of Organization:	MCLEESE LAKE VOLUNTEER FIRE DEPARTMENT	
Mailing Address:	PO BOX 3313 MCLEESE LAKE BC V0L1P0	
Telephone (office):	250-302-2957	email: mcleesePd@mail.com
Purpose of Organization (From Constitution or Incorporation Documents):	SEE ATTACHED PAGE (FIRST PAGE OF OUR CONSTITUTION + BYLAWS)	
How long has the organization operated in the community?	6 YRS 8 MONTHS SINCE JANUARY 1/2013.	
BC Society Registration Number:	S-0060822	
Federal Charitable Registration Number: (if applicable)	N/A.	
Chairperson's name:	IAN HICKS	
Telephone:	[REDACTED]	email: [REDACTED]
Treasurer or Financial Officer's name:	LINDA BARD	
Telephone:	[REDACTED]	email: [REDACTED]

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

APR. 18 / 2019 SEE ACCOMPANYING DOCUMENTS.

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

NOTE: A Final Report for previous year's grant **MUST** be included with this submission, if not previously submitted. ALREADY SUBMITTED BUT ALSO ATTACHED.

Current Grant Requested from CRD \$ 4996.26



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?

WE HAVE 2 ANNUAL MARKETS (MOTHERS DAY + XMAS). WE HAVE AN ANNUAL FATHERS DAY PIG ROAST. WE HAVE ONGOING FIRST AID KIT-SALES + COOK BOOKS SALES. WE CONTINUE TO APPLY FOR OTHER GRANTS (RURAL DIVIDEND FUND, GAMING PAC BLUE CROSS ETC.)

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?

OUR GOALS + OBJECTIVES REMAIN THE SAME: TO PROVIDE THE BEST POSSIBLE EMERGENCY RESPONSE TO OUR COMMUNITY THROUGH OUR TRAINING PROGRAMS AND THE REGULAR ACQUISITION OF EQUIPMENT NECESSARY TO PROVIDE THIS SERVICE.

4. Who does your organization serve?

THE COMMUNITY OF MCLEESE LAKE + TRAVELLING PUBLIC ON HIGHWAY 97

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?

WE HAVE SIGNAGE AT ALL OUR EVENTS. WE ACKNOWLEDGE SUPPORT ON OUR FACEBOOK PAGE. WE MENTION THE CRD IN OUR NEWSLETTERS AND ALWAYS MAKE NOTE OF OUR PURCHASES MADE WITH CRD FUNDS, INCLUDING PICTURES OF OUR PURCHASES



Grant for Assistance Application – Central Cariboo

Project Summary Sheet

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

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

WE HAVE BEEN FORTUNATE WITH OTHER GRANTS IN RECEIVING FUNDS TO PURCHASE FIREFIGHTING + WILDLAND EQUIPMENT SO WE PLAN TO SPEND THIS FUNDING ON FIRST RESPONDER MEDICAL SUPPLIES.

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

WE ATTENDED 26 MEDICAL/ACCIDENT CALLS IN THE LAST FISCAL YEAR WITH 9 TO DATE SO FAR THIS YEAR. EMERGENCY FIRST RESPONSE IS REQUIRED IN ALL COMMUNITIES.

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. WE CURRENTLY DO NOT HAVE THE FUNDS FOR THIS EQUIP.

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

EVERY THING WE HAVE REQUESTED IS ESSENTIAL. WE HAVE ATTENDED 3 MAJOR TRAUMAS IN THE PAST TWO MONTHS REQUIRING SUCTION. THESE ARE ALL LIFESAVING ITEMS



Grant for Assistance Application – Central Cariboo

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6. Start date of the project: AS SOON AS FUNDING IS RECEIVED.
End date for the project: WITHIN 2 MONTHS OF RECEIVING FUNDS.
7. Please describe the key activities that will take place to complete the project and any associated timelines.

MOST OF THE EQUIPMENT WILL BE PURCHASED VIA THE GOVERNMENT PURCHASING AUTHORITY - PDC
THE REMAINDER WILL BE PURCHASED LOCALLY AT UNLIMITED MEDICAL + WALMART.

8. Please provide a detailed financial budget for the project.
INCLUDED W/ ACCOMPANYING DOCUMENTS.
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?

ONE LIFE SAVED IS A SUCCESS. KNOWING WE HAVE ADEQUATE EQUIPMENT TO DO OUR JOBS GIVES OUR RESPONDERS PEACE OF MIND AND ADDITIONAL WORKPLACE CONFIDENCE.

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



President/Chairperson

**CONSTITUTION AND BYLAWS OF
MCLEESE LAKE VOLUNTEER FIRE DEPARTMENT SOCIETY**

CONSTITUTION

1. The name of the Society is McLeese Lake Volunteer Fire Department Society
2. The purposes of the Society are:
 - a. To provide fire protection for the community of McLeese Lake.
 - b. To provide emergency response services to the community of McLeese Lake.
 - c. To provide education and advice in emergency prevention to the community of McLeese Lake.
3. Upon the winding up or dissolution of the Society, the assets remaining after the payment of all legitimate debts and charges shall be distributed, in a manner determined by the members, to one or more organizations in the central Cariboo having a purpose similar to the purposes of the society and enjoying charitable status as defined in the *Income Tax Act* of Canada. This provision is unalterable.

BYLAWS

Part 1 – Definitions and Interpretation

1.1 In these Bylaws, unless the context otherwise requires:

“**directors**” means the directors of the Society for the time being;

“**Society Act**” means the *Society Act* of British Columbia from time to time in force and all amendments to it;

“**registered address**” of a member means the member’s address as recorded in the register of members.

- 1.2 The definition in the *Society Act* on the date these bylaws become effective apply to these bylaws.
- 1.3 Words importing the singular include the plural and vice versa, and words importing a male person include a female person.

Minutes for AGM for McLeese Lake Volunteer Fire Department – April 18 2019

Members present: Ian Hicks, Gord McArthur, Kathy Carter, Linda Bard, Dan Harrison, Kim Wogberg, Coral Atchison, Bruce Lennox, Barb Lennox, Torey Lee, Kathy Rourke, Kate Macalister, Brad McMillan, Cori Gosselin, Dan Willan.

Guest present: Steve Forseth, Cynthia Noble, Gord Kolcun.

Meeting called to order at 7:05 PM.

Minutes of the previous meeting were read by Ian, accepted by Kim, all in favour and passed.

Notes from President:

It was a busy winter, multiple car crashes, four in one day all the same place, five wild fire call outs, one grass fire this spring, twenty-three 911 calls for medical assistance or motor vehicle accidents, no serious injuries, sent supplies and a team for sandbagging to Nazko for flood relief; assisted our own community with flood relief, sandbagging and a pump, held fire safety info booths at farmers markets and forest fire safety & information through public markets, as well as informing about the blue bottle program.

The four mentioned car crashes related to cars hitting the existing crash scene, the work done by Ian for 12 hours to keep the area free from other incidents is in part what this work is about. Ian related the thanks from two sisters who were amongst those who crashed and who recognized the work and sacrifice involved. The reward is the knowledge that we are able to do good, this negates the sometimes negative feelings that can be generated by having a very high standard and feeling that it can't be met for reasons, among others, of the small numbers that are available for volunteering. It is recognizing that we have a lot.

This was a good year in the developing grant program due to the work of Torey and others, One of the donations came from a woman who had been upside down in her car and was rescued by our responders. She sent a thankyou card with a cheque for \$35,000, convinced that her life had been saved as a result of their efforts.

There are now many certificates representing the many areas of training that members have taken, what to do with them is the next question.

There have been many organizations and people who have benefited this volunteer service.

The building or the fire hall is now in progress, a work that will progress and benefit for years to come. The value of the building is that it represents identity, place, focus and the ability to house all that relates to the department, quote from Stan McArthy and Coralee Oakes.

The equipment that has been obtained this year is: for disaster relief preparedness; generators, power convertors and power boosters, chargers, cots for 25 people, emergency radios, GPS and spill kits, for traffic control; lighting, signage, cones, high visibility gear and new radios, office equipment; computer, projector screen and assorted supplies, Firefighting and gear; tidy tank for fuel, hoses, a new bladder, radios and rope, pike poles new jackets, gloves, boots and balaclavas, First Responder supplies; clamshell stretcher, extra oxygen and jump kits.

The training that happened this year was Occupational Health & Safety, Mental Health First Aid, Stress Management, Justice Institute's Emergency Management and Emergency Social Services and Incident Command courses, S100, Danger tree and Power Saw courses, commercial traffic control, air brakes,

livestock emergency response, pet first aid, stop the bleed instructor training, first responder train the trainer.

Income from last year: Mothers Day Market, Fathers Day Pig Roast, First Aid Kit Sales, Xmas Market.

Grants: CRD grant of \$5000, Pacific Blue Cross for mental health and well being grant of \$10,000.

Provincial Gaming Grant of \$75,000.

Donations: truck from Western Canadian Power Strokes, coveralls and helmets from Canadian Red Cross, compressor and reciprocating saw from United Church, pet masks from Project Breathe and Invisible Fence Company, Potato House \$400, Shirley Hopkins and Duncan Roberts \$200, Williams Lake Lions Club \$2500, admission to Kaufman's Fireworks \$3429, Williams Lake Truck Association rep spoke to Ian and said they would donate next year and pay for the fireworks. Bottle and can donations from the community approximately \$6000. In kind donations of members and volunteers in the community, which would be time, effort, lending of trucks, etc. totals over \$35,000 and contributes to the In-kind contributions for the Gaming Application.

Expenses and operating expenses was insurance for the trucks and ambulance. \$3-4000 of directors insurance, fees and dues, annual truck checks, truck repairs, fuel, radio licence.

Treasurers report read by Linda, all three accounts totalling \$155,598. Seconded by Cori. All in favour.

Nominations for the board:

Nominations for president: Bruce was nominated but declined. Ian was nominated, he let his name stand. Gord Rourke was nominated but he declined. Ian accepted as president.

Nominations for vice-president: Gord McArthur was nominated and let his name stand. Gord Rourke was nominated but he declined. Bruce was nominated but he declined. Gord McArthur was accepted as vice-president.

Nominations for secretary: Barb was nominated and declined. Kathy Carter was nominated and accepted as secretary.

Nominations for treasurer: Linda Bard was nominated and accepted as treasurer.

Nominations for Directors: Dan Harrison was nominated and accepted. Gord Rourke was nominated and declined. Torey Lee was nominated and accepted, Bruce and Barb Zlennox were nominated and accepted, Kim was nominated and accepted. Cynthia Noble was nominated and declined, Coral was nominated and accepted, Kathy Rourke was nominated and accepted.

Open Floor:

Steve Forseth, CRD, spoke on the progression of the fire community buildings for McLeese Lake and Tye Lake. He is hosting a meeting at the hall, May 15, with BCWS for community members to learn how to FireSmart their properties; the ground is very dry and cautioned that there is danger already and to be careful with regards to fire.

Meeting adjourned at 7:47 PM.

MLVFD Board Executive and Directors 2019

President: Ian Hicks

Vice-president: Gord McArthur

Secretary: Kathy Carter

Treasurer: Linda Bard

Directors:

Kathy Rourke

Torey Lee

Dan Harrison

Kim Wogberg

Coral Atchison

Bruce Lennox

Barb Lennox



**MCLEESE LAKE VOLUNTEER FIRE DEPARTMENT
AUGUST 22 2019**

To the Cariboo Regional District,

We would like to express our appreciation to the CRD for your continued support for our Volunteer Fire Department. As an independent Department, funding can sometimes be difficult to source, so this grant offered by the CRD is extremely important for us. We acknowledge this support on our MLVFD Facebook page, in our newsletters and with signage at our events.

This past year we purchased all of the items we requested assistance for on our grant application for 2019. This included Traffic Control Equipment, First Responder Equipment, Wildland Safety, a Booster Pack, a Computer and AV equipment for Training Sessions. All of this, contributing to making our lives easier and safer while we are in service to our community. Nothing is more important to us than keeping our members safe.

Attached is a budget sheet detailing our expenditures from this grant.

Sincerely

Torey Lee
Director
MLVFD



McLeese Lake Fire Department

Fiscal Year: May 1st, 2018- April 30th, 2019

**Financial Statement
Revenue and Expense Statement**

	General Fund	Gaming Fund	Building Fund*	
Opening Balance	\$ 10,002.89	\$ 534.26	\$ 79,224.30	
	General Fund	Gaming Fund	Building Fund	Total
Revenues				
Fundraising	\$9,473.95			\$9,473.95
Donations	\$41,238.38			\$41,238.38
Community Gaming Grant		\$75,000.00		\$75,000.00
Red Cross Funding	\$3,140.26			
Pacific Blue Cross Grant	\$10,000.00			\$10,000.00
Cariboo Regional District Grants	\$6,000.00			\$6,000.00
BCWS Firefighting Revenue	\$1,625.00			
Transfer from General Account - as restricted funds	\$0.00		\$15,000.00	\$15,000.00
Miscellaneous	\$4.00			
Deposit to cover Bank Fees		\$49.41		\$49.41
Sub Total	\$71,481.59	\$75,049.41	\$15,000.00	\$161,531.00
Expenses				
First Responder & Traffic Control	\$3,817.08	\$17,032.81	\$0.00	\$20,849.89
Equipment & Supplies - Operations	\$21,047.33	\$46,949.57	\$0.00	\$67,996.90
R/M - Fire Trucks & Equipment	\$3,555.02	\$3,711.46	\$0.00	\$7,266.48
Insurance & Inspections	\$3,036.00	\$7,797.00	\$0.00	\$10,833.00
Fundraising	\$2,101.46	\$0.00	\$0.00	\$2,101.46
Training	\$14,329.27	\$0.00	\$0.00	\$14,329.27
Professional Services	\$2,195.70	\$0.00	\$1,000.00	\$3,195.70
Miscellaneous	\$49.41	\$0.00	\$0.00	\$49.41
Bank Fees	\$69.50	\$59.65	\$0.00	\$129.15
Transfer to Building Account - as restricted funds	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Fire Hall Property	\$0.00	\$0.00	\$0.00	\$0.00
Fire Hall - as restricted funds	\$0.00	\$0.00	\$0.00	\$0.00
Sub Total	\$65,200.77	\$75,550.49	\$1,000.00	\$141,751.26
Excess of Revenues (A) over Expenses (B)	\$6,280.82	-\$501.08	\$14,000.00	\$19,779.74
Closing Balances	\$16,283.71	\$33.18	\$93,224.30	
Building Fund* = Restricted Access				

Approved By

Director

08/29/19
mm dd yr

Director

08/29/19
mm dd yr



McLeese Lake Volunteer Department

Fiscal Year: May 1st, 2018 - April 30th, 2019

Program Financial Statements and Budgets

Revenues	Program Actual 2018-2019	Program Budget 2019-2020	Program Budget 2020-2021
Fundraising	\$9,473.95	\$15,000.00	\$10,000.00
Donations (Cash)	\$41,238.38	\$60,000.00	\$100,000.00
Community Gaming Grant	\$75,000.00	\$42,989.00	\$35,000.00
Capital Grants (for Firehall Building)	\$0.00	\$0.00	\$300,000.00
Cariboo Reginal District Grant	\$6,000.00	\$5,000.00	\$5,000.00
BCWS Firefighting Revenue	\$1,625.00	\$0.00	\$0.00
Pacific Blue Cross Grant	\$10,000.00	\$0.00	\$0.00
Rural Dividend Fund Grant	\$0.00	\$10,000.00	\$0.00
Red Cross Funding	\$3,140.26	\$0.00	\$0.00
Miscellaneous	\$53.41	\$0.00	\$0.00
Sub Total	\$146,531.00	\$132,989.00	\$450,000.00

In-Kind Income			
Labour	\$52,580.00	\$35,000.00	\$35,000.00
Materials	\$23,684.00	\$20,000.00	\$20,000.00
Sub Total	\$76,264.00	\$55,000.00	\$55,000.00
Total (A)	\$222,795.00	\$187,989.00	\$505,000.00

Expenses			
Equipment & Supplies - Operations	\$88,846.79	\$20,000.00	\$20,000.00
R/M - Fire Trucks & Equipment	\$7,266.48	\$3,500.00	\$4,000.00
Insurance & Inspections	\$10,833.00	\$10,000.00	\$8,000.00
Fundraising	\$2,101.46	\$2,000.00	\$3,500.00
Training	\$14,329.27	\$12,000.00	\$10,000.00
Prof Services & Membership Fees	\$3,195.70	\$4,000.00	\$1,000.00
Miscellaneous	\$49.41	\$1,000.00	\$1,000.00
Bank Fees	\$129.15	\$200.00	\$200.00
Fire Hall Building	\$0.00	\$80,000.00	\$400,000.00
Fire Hall - as restricted funds	\$15,000.00	\$0.00	\$0.00
Sub Total	\$141,751.26	\$132,700.00	\$447,700.00

In-Kind Expenses			
Labour	\$52,580.00	\$36,000.00	\$38,000.00
Materials	\$23,684.00	\$16,000.00	\$18,000.00
Sub Total	\$76,264.00	\$52,000.00	\$56,000.00
Total (B)	\$218,015.26	\$184,700.00	\$503,700.00

Excess of Revenues (A) over Expenses (B)	\$4,779.74	\$3,289.00	\$1,300.00
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Approved By:

Director

08 / 30 / 19
mm dd yr

Director

08 / 30 / 19
mm dd yr



McLeese Lake Volunteer Fire Department

Fiscal Year: May 1st, 2018 - April 30th, 2019

Balance Sheet

Current Assests	General Fund	Gaming Fund	Building Fund	Total
Cash on Hand	\$608.00	\$0.00		\$0.00
Cash in Bank	\$16,397.62	\$33.18	\$93,224.30	\$109,655.10
Prepaid Expenses				\$0.00
Short term Investments	\$0.00			\$0.00
Sub Total:	\$17,005.62	\$33.18	\$93,224.30	\$110,263.10
Capital Assests				
Equipment	\$36,000.00	\$0.00		\$36,000.00
Total Assets:	\$53,005.62	\$33.18	\$93,224.30	\$146,263.10
Current Liabilities				
Accounts Payable and Accruals	\$0.00	\$0.00	\$0.00	\$0.00
Fund Balances				
Externally Restricted	\$0.00	\$0.00	\$93,224.30	\$93,224.30
Internally Restricted	\$0.00	\$0.00	\$0.00	\$0.00
Unrestricted	\$16,397.62	\$33.18	\$0.00	\$16,430.80
Sub Total:	\$16,397.62	\$33.18	\$93,224.30	\$109,655.10
Total Assests, Liabilities and Fund Balances	\$53,005.62	\$33.18	\$93,224.30	

Approved By: _____

Director

08/28/19

mm dd yr

Director

08/29/19

mm dd yr