FRASER VALLEY REGIONAL DISTRICT

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING AGENDA

Thursday, May 9, 2024

1:30 pm

In person at FVRD Boardroom & by Zoom Conference Call

Pages

1. LAND ACKNOWLEDGEMENT

2. CALL TO ORDER

3. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING

4. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of May 9, 2024 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

5. DELEGATIONS AND PRESENTATIONS

5.1 Seasonal Outlook

- Staff presentation by Tarina Colledge, Manager of Emergency Management

6. MINUTES/MATTERS ARISING

6.1 Draft Electoral Area Services Committee Meeting Minutes - April 11, 2024 — 6 - 16

MOTION FOR CONSIDERATION

THAT the Minutes of the Electoral Area Services Committee Open Meeting held April 11, 2024 be adopted.

7. LEGISLATIVE SERVICES

7.1 Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024 17 - 22

- Corporate report dated May 9, 2024 by Jaime Van Nes, Director of Legislative Services
- Draft Bylaw No. 1724, 2024

MOTION FOR CONSIDERATION
THAT the Fraser Valley Regional District Board give three readings and adoption to the bylaw cited as Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024

8. FINANCE

8.1 2023 Electoral Area Annual Development Cost Charge Report 23 - 24

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Jaimie Howell, Accounting Clerk III

8.2 2024 Grant-in-Aid Request - Cultus Lake Fire Department Association, Electoral Area H 25 - 27

- Corporate report dated May 9, 2023 by Melanie Jones, Accountant
- Grant-in-Aid Application

MOTION FOR CONSIDERATION
THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $1,000 to the Cultus Lake Fire Department Association, funded from the 2024 Electoral Area H grant-in-aid budget to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

8.3 2024 Grant-in-Aid Request – Columbia Valley Fire Department Association, Electoral Area H 28 - 30

- Corporate report dated May 9, 2023 by Melanie Jones, Accountant
- Grant-in-Aid Application

MOTION FOR CONSIDERATION
THAT the Fraser Valley Regional District Board approve a grant-in-aid in the amount of $1,000 to the Columbia Valley Fire Department Association, funded from the 2024 Electoral Area H grant-in-aid budget to help offset the cost of membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Area C Official Community Plan and Associated Neighbourhood Plans – Process for 31 - 40

Bylaw Consideration

- Staff presentation by Katelyn Hipwell, Planner II
- Corporate report dated May 9, 2024 by Katelyn Hipwell, Planner II

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board direct staff to proceed with **Option 1 – Combined** for the combined consideration of the new Area C Official Community Plan, Harrison Mills Neighbourhood Plan, and Lake Errock Neighbourhood Plan bylaws.

9.2 Building Department Update 41 - 44

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Bill Ozeroff, Manager of Inspection Services

9.3 FVRD Active Transportation Network Plan Phase 3 – Round Two Engagement Summary 45 - 129

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Melissa Geddert, Planner I and Andrea Antifaeff, Planner I
- FVRD Active Transportation Network Plan Open House Boards and Network Maps
- FVRD Active Transportation Network Plan Round 2 Engagement - Community Meetings Presentation
- Round 2 Online Engagement Summary

10. ELECTORAL AREA EMERGENCY SERVICES

10.1 FIRE SERVICES

10.1.1 Fire Departments – 2023 Statistics 130 - 135

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Deanne Bozek, Protective Services Specialist & Trina Douglas, Manager of Protective Services

10.1.2 2024 Deployment of Fire Departments for Out-of-Region Wildfire Events 136 - 243

- Corporate report dated May 9, 2024 by Deanne Bozek, Protective Services Specialist and Trina Douglas, Manager of Protective Services

- BC Structure Firefighter Minimum Training Standards
- 2024 Wildland Urban Interface Fire Department Resource Availability Form
- Letter from BC Wildfire Service (January 15, 2024)
- Inter-Agency Agreement (April 6, 2023)

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board provide pre-approval for its Electoral Area fire departments to assist the Province as needed during the 2024 wildfire season, contingent on the assurance that adequate resources remain for coverage of local emergencies,

AND THAT approval be obtained at the time of the specific request by the Chief Administrative Officer, who will consult with the fire department's corresponding Electoral Area Director(s) when time permits.

10.2 EMERGENCY MANAGEMENT

10.2.1 Recovery Management Services – Kookipi Creek Wildfire 244 - 246

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Tarina Colledge, Manager of Emergency Management

10.2.2 2023 Wildfire Fuel Management Prescriptions 247 - 248

FOR INFORMATION ONLY

- Corporate report dated May 9, 2024 by Andrew Schellenberg, Emergency Management Coordinator

10.2.3 Community Emergency Preparedness Fund (CEPF) Evacuation Route Planning Grant 2024 Endorsement Request 249 - 250

- Corporate report dated May 9, 2024 by Jonathan Kohan, Emergency Management Specialist

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board endorse a grant application to the 2024 UBCM Community Emergency Preparedness Fund Evacuation Route Planning grant and confirm that FVRD will provide for the overall management of this grant should the grant application be approved.

11. ADDENDA ITEMS/LATE ITEMS

12. REPORTS BY STAFF

13. REPORTS BY ELECTORAL AREA DIRECTORS

14. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

IN PERSON PARTICIPATION

FVRD Board Room

ONLINE PARTICIPATION

Questions can be emailed to info@fvrd.ca before 1 pm, May 8, 2024. Alternatively, you may participate in public question period live on Zoom, by phone or computer using the Zoom information provided on the FVRD website.

15. ADJOURNMENT

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee Open Meeting of May 9, 2024 be adjourned.

FRASER VALLEY REGIONAL DISTRICT

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING MINUTES

Thursday, April 11, 2024
1:30 pm
In person at FVRD Boardroom & by Zoom Conference Call

Members Present:
Director Bill Dickey, Electoral Area D, Chair
Director Taryn Dixon, Electoral Area H, Vice Chair
Director Peter Adamo, Electoral Area B
Director Cory Cassel, Electoral Area G
Director Hugh Davidson, Electoral Area F *(Zoom)*
Director Diane Johnson, Electoral Area A
Alt. Director Jo-Ann Leon, Electoral Area C
Director Patti MacAhonic, Electoral Area E

Regrets:
Director Mel Waardenburg, Electoral Area C

Staff Present:
Jennifer Kinneman, Chief Administrative Officer
Jaime Van Nes, Director of Legislative Services/Corporate Officer
Kelly Lownsbrough, Director of Corporate Services/CFO
Graham Daneluz, Director of Planning & Development
Tareq Islam, Director of Engineering Services *(Zoom)*
Stacey Barker, Director of Regional Services
Lauren Olynick, Deputy Corporate Officer
David Urban, Deputy Director of Regional Services
Sam Piper, Manager of Communications
Sterling Chan, Deputy Director of Engineering
Dave Roblin, Manager of Operations *(Zoom)*
Beth Klein, Controller/Deputy CFO *(Zoom)*
Hasib Nadvi, Deputy Director of Planning
Bill Ozeroff, Manager of Inspection Services
Tarina Colledge, Manager of Emergency Management *(Zoom)*
Louise Hinton, Bylaw Compliance & Enforcement Officer
Lance Lilley, Manager of Environmental Services *(Zoom)*
Melanie Jones, Accountant *(Zoom)*
Kinga Williams, Accountant *(Zoom)*
David Bennett, Planner II *(Zoom)*
Tracey Heron, Planner I *(Zoom)*
Sebastian Mather, Planning Assistant *(Zoom)*
Katelyn Hipwell, Planner II *(Zoom)*

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Amy Hsieh, Planning Technician *(Zoom)*
Rafid Shadman, Planner I *(Zoom)*
Riley Smith, Planning Technician *(Zoom)*
Amanda Molloy, Administrative Manager *(Recording secretary)*
Matthew Fang, Network Analyst II

One member of the public was present online as of 2pm, none in person.

1. LAND ACKNOWLEDGEMENT

Chair Dickey provided introductory remarks recognizing the homeland of the 30 First Nations located within the Fraser Valley Regional District.

2. CALL TO ORDER

The Chair called the meeting to order at 1:30pm.

3. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING

Chair Dickey provided a brief report on the Regional and Corporate Services Committee meeting held earlier in the day.

4. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By JOHNSON
Seconded By CASSEL

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of April 11, 2024 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

CARRIED

5. SHOW CAUSE HEARING(S)

The Chair provided an opportunity for public comment with respect to Items 5.1 and 5.2 and no comments were offered.

5.1 Building Bylaw, and BC Building Code Contraventions at 3640 Vance Road, Electoral Area H

Moved By DIXON
Seconded By JOHNSON

DRAFT

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the Community Charter respecting contraventions of Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code at 3640 Vance Road, Electoral Area H, Fraser Valley Regional District, British Columbia, legally known as: PARCEL A SECTION 30 TOWNSHIP 25 NEW WESTMINSTER DISTRICT PLAN LMP8784, (PID: 018-103-103).

CARRIED

5.2 Bylaw Building Code Contraventions at 10979 Farms Road, Electoral Area F

Moved By DAVIDSON
Seconded By ADAMO

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the Community Charter respecting contraventions of *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code* at 10979 Farms Road, Electoral Area H, Fraser Valley Regional District, British Columbia, legally known as: LOT 1 SECTION 11 TOWNSHIP 18 NEW WESTMINSTER DISTRICT PLAN 4333 (PID: 006-898-254).

CARRIED

6. MINUTES/MATTERS ARISING

6.1 Draft Electoral Area Services Committee Meeting Minutes - March 14, 2024

Moved By MACAHONIC
Seconded By DIXON

THAT the Minutes of the Electoral Area Services Committee Open Meeting held March 14, 2024 be adopted.

CARRIED

7. LEGISLATIVE SERVICES

7.1 Assignment and Assumption Agreement for Sale of Rogers Telecommunication Tower located at 47100 Laurel Road, Hemlock Valley, Electoral Area C

Concerns were raised with respect to potential risks of assignment of the telecommunication tower to Redwood Infrastructure LP, resulting in the following motion:

Moved by DAVIDSON
Seconded by ADAMO

THAT the Fraser Valley Regional District Board refer Item 7.1 back to staff for further discussions with BC Hydro.

DEFEATED
All Directors except Director Davidson in Opposition

Moved By LEON
Seconded By CASSEL

THAT the Fraser Valley Regional District Board authorize its signatories to execute an agreement to assign the Rogers Licence Agreement for its telecommunication site located at 47100 Laurel Road, Hemlock Valley, Electoral Area C to Redwood Infrastructure LP for the remainder of the existing term to October 31, 2031.

CARRIED
Director Davidson Opposed

8. FINANCE

8.1 2023 Grant Financial Accountability Reporting

The corporate report dated April 11, 2024 by Kinga Williams and Melanie Jones, Accountants, was provided for information.

8.2 Financial Plan 2024-2028 Amendment: April

Moved By JOHNSON
Seconded By MACAHONIC

THAT the Fraser Valley Regional District Board direct Staff to prepare for the Board's consideration an amendment to the Fraser Valley Regional District 2024-2028 Financial Plan Bylaw No. 1726, 2024 to include five Electoral Area Service Amendments and thirteen Regional Services amendments.

CARRIED

8.3 2024 Grant-In-Aid Request – Cultus Lake Stewardship Society, Electoral Area H

Moved By DIXON
Seconded By ADAMO

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $2,500 to the Cultus Lake Stewardship Society (CLASS), funded from the 2024

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Electoral Area H grant-in-aid budget, to help cover expenses of the Smallmouth Bass mitigation work and the related public outreach materials and awareness events.

CARRIED

8.4 2024 Grant-in-Aid Request - Chilliwack Area Lions Clubs, Electoral Area H

Moved By DIXON
Seconded By CASSEL

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $2,500 to the Chilliwack Area Lions Clubs, funded from the 2024 Electoral Area H grant-in-aid budget to help offset the costs of the Cultus Lake Pike Minnow Fishing Derby.

CARRIED

8.5 2024 Grant-In-Aid Request – Cultus Lake Park Community Events and Engagement Committee, Electoral Area H

Moved By DIXON
Seconded By MACAHONIC

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $4,000 to the Cultus Lake Park Community Events and Engagement Committee, funded from the 2024 Electoral Area H grant-in-aid budget, to help offset the costs of the annual Cultus Lake Day event.

CARRIED

9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Development Permits Issued in 2023 by the Director of Planning & Development

The corporate report dated April 11, 2024 by Sebastian Mather, Planning Assistant, was provided for information.

9.2 FVRD Electoral Areas F and G Fireworks Regulation Bylaw No. 1739, 2024

Moved By CASSEL
Seconded By DAVIDSON

DRAFT

THAT the Fraser Valley Regional District Board give three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Areas F and G Fireworks Regulation Bylaw No. 1739, 2024.*

CARRIED

9.3 Temporary change to Liquor Licensing at Sasquatch Inn, Electoral Area C

Moved By LEON
Seconded By CASSEL

THAT the Fraser Valley Regional District Board endorse the application received March 14, 2024 for a temporary change to the liquor license for the Sasquatch Inn Ltd (46001 Lougheed Highway, Electoral Area C) with the following comments:
The Board has no objection to the planned event and requested change to the Liquor Licence, subject to the following items being addressed:

1. Temporary provisions for vehicular parking to ensure the requirements identified in the current *Zoning* for the property are being followed (one parking spot per three seats provided for patron use), as outlined in the *Zoning Bylaw No. 1638, 2021*.
2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant load pursuant to the Provincial Sewerage Regulation.
3. Special Events are only held in accordance with any Provincial Health Department Orders and Guidelines.

CARRIED

9.4 Crown Land Tenure Referral for South Anderson Mountain Resort, Electoral Area B

Moved By ADAMO
Seconded By JOHNSON

THAT the Fraser Valley Regional District respond to the Mountain Resorts Branch referral regarding the Expression of Interest for the proposed all-season South Anderson Mountain resort with the following comments:

1. The Province is asked to work with the Regional District to coordinate review and approval processes that involve the adoption of a new Official Community Plan and comprehensive zoning amendment before granting final approvals that enable the proposed resort to be developed;
2. The Province is asked to work with the Regional District to identify planning processes that align the Resort Master Planning with comprehensive planning

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for the creation of a new small city in a distant mountain environment. It should emphasize:

a. alignment with the vision and goals of an OCP and its 15-20 year growth timeline;
b. sustainable and safe delivery of local services; and,
c. comprehensive risk assessment and allocation of residual risk associated with servicing, governance and administration of a new mountain city;

3. The Province is asked to work with the Regional District to undertake a Governance and Land Tenure Study to consider a range of land tenure options including Indigenous self-governance and Indigenous land management, Addition to Reserve (ATR), creation of a resort municipality from the onset, and the creation of an unincorporated community with specific triggers for becoming a resort municipality;
4. The Province and the proponent should comprehensively address matters of aboriginal rights and title to the lands and shared territory through the Crown land tenure and all-season resort application process so as not to leave outstanding matters of First Nations consultation and aboriginal rights and title to the Regional District's OCP and zoning processes;
5. The Province is asked to provide capacity funding to support the significant body of work required of FVRD should the proposal proceed through the Resort Master Planning process; and,
6. The applicant should maintain ongoing communication with the FVRD and other interest groups through the provincial review process.

CARRIED

9.5 Options for Implementing Zoning Amendments required by the Housing Statutes (Residential Development) Act (Bill 44) and Application to the Minister of Housing to Extend the Deadline

Moved By DAVIDSON
Seconded By DIXON

THAT the Fraser Valley Regional District Board direct staff to prepare and submit an application to the Minister of Housing to extend the deadline for amendments to FVRD electoral area zoning bylaws to accommodate small-scale multi-unit housing requirements set out in the Housing Statutes (Residential Development) Amendment Act (Bill 44);

AND THAT the FVRD Board identify Option 2 in the staff report dated April 11, 2024, as its preferred implementation option subject to confirmation of costs and feasibility of conducting groundwater capacity assessments;

AND FINALLY THAT the FVRD Board direct staff to prepare a report on the estimated costs and feasibility of undertaking groundwater capacity assessments as a

component of implementing the Housing Statutes (Residential Development) Amendment Act (Bill 44).

CARRIED

9.6 Electoral Area Planning 2024-25 Work Plan Priorities

Discussion ensued regarding criteria staff use to determine department priorities such as existing files and official community plans, and the effects of newly introduced legislation.

9.7 Agricultural Land Commission Application – Non-Farm Use in the Agricultural Land Reserve at 8309 Thompson Road, Area G

Moved By CASSEL
Seconded By JOHNSON

THAT the Fraser Valley Regional District Board forward the Non-Farm Use, Placement of Fill application for 8309 Thompson Road, Electoral Area G, to the Agricultural Land Commission,

AND THAT the Agricultural Land Commission require a monitoring plan for the proposed fill placement and provide FVRD Board with each field report including the final report.

CARRIED

9.8 Special Event Permit – 2024 Run for Water Trail Race Event on Sumas Mountain

Moved By CASSEL
Seconded By ADAMO

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2024-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on June 1, 2024, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waives the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorizes FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2024-01.

CARRIED

DRAFT

10. OTHER MATTERS

10.1 Deroche Digital Community Sign Policy and Procedure

Moved By DIXON
Seconded By CASSEL

THAT the Fraser Valley Regional District Board adopt the Deroche Digital Community Sign Policy and Procedure.

CARRIED

11. ADDENDA ITEMS/LATE ITEMS

No items.

12. REPORTS BY STAFF

No items.

13. REPORTS BY ELECTORAL AREA DIRECTORS

Director Cassel noted attendance at roundtable meeting with Premier and Ministry of Agriculture, hosted by the Mission Chamber of Commerce to discuss business related issues, housing and the Province's plan to develop a strategy to improve and maintain dykes. Attended the Sasquatch Lions annual garage sale and Pancake breakfast hosed by North Fraser Fire department.

Director MacAhonic: Community meeting and AGM taking place on April 17. Chilliwack River Valley clean up day is taking place on April 20 at Thompson Regional Park. Working with FireSmart staff and fire chiefs to host a wildfire preparedness meeting. CBC interviews took place advocating for residents who were impacted by the Atmospheric River Event in 2021 and seeking resolution.

Director Dixon: FireSmart workshop took place in Cultus Lake. Climate Fair taking place this weekend at the Chilliwack Landing Leisure Centre. Attended quarterly meeting with Mrs. Kinneman and Cultus Lake Park Board Chair and CAO.

Alt. Director Leon: reported primary care medical centre construction has started. Ground breaking ceremony took place with Sts'ailes and Scowlitz.

Director Adamo: Hope resident formed a clean up society and has cleaned up the surrounding areas. Thank you to Emil Anderson, RCMP, Tri-West and Director Smith for attending and helping. Directors Adamo, Johnson and Smith have teamed up for Earth Day event which is taking place on April 20 from 9:30am-2pm. Sunshine Valley first townhall meeting took place and congratulations to Forager group for opening post office in Yale.

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Director Johnson: Attended a meeting on March 27 for a seasonal hazard update presented by Minister Ma, BC Minister of Forests, BC Wildfire Service, Minister of Municipal Affairs and the Minister of Water, Land and Resource Stewardship. April 4 attended 50th anniversary for UFV. April 16 will be attending celebration of start up work on 1926 Alexander Bridge rehabilitation project.

Director Davidson: Another article released on illegal fill in the Hatzic Valley. Reporter reached out to Minister Alexis for comments and Minister Alexis commited to review regulatory framework.

14. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

No questions were asked online or in person and no written correspondence was received.

15. RESOLUTION TO CLOSE MEETING

Moved By ADAMO
Seconded By DIXON

THAT the meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting minutes convened in accordance with Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(k) of the *Community Charter* negotiations and related discussions respecting the proposed provision of a regional service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public.

CARRIED

The open meeting recessed at 2:36pm.

16. RECONVENE OPEN MEETING

The open meeting reconvened at 3:51pm.

17. RISE AND REPORT OUT OF CLOSED MEETING

No items.

18. ADJOURNMENT

Moved By JOHNSON
Seconded By CASSEL

DRAFT

THAT the Electoral Area Services Committee Open Meeting of April 11, 2024 be adjourned.

CARRIED

The Fraser Valley Regional Electoral Area Services Committee meeting of April 11, 2024 adjourned at 3:51PM.

MINUTES CERTIFIED CORRECT:

…… ……..
Director Bill Dickey, Chair Corporate Officer/Deputy

DRAFT

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
Date: 2024-05-09
From: Jaime Van Nes, Director of Legislative Services
File No: 3920-20

Subject: Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024

RECOMMENDATION

THAT the Fraser Valley Regional District Board give three readings and adoption to the bylaw cited as Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024

BACKGROUND

In 2007, the FVRD Board adopted a Bylaw Offence Notice Enforcement Bylaw which enables bylaw enforcement officers to issue Bylaw Offence Notices for specified bylaw contraventions under various FVRD regulatory bylaws.

DISCUSSION

From time to time, amendments to the Bylaw Offence Notice Enforcement Bylaw are required for fines associated with various FVRD bylaws. The proposed amendments are highlighted below:

Fireworks Regulations Bylaw

In 2023, the FVRD Board directed staff to bring forward a Fireworks Regulation Bylaw for the Board's consideration. At the April 25, 2024 Board meeting, Fraser Valley Regional District Electoral Areas F and G Fireworks Regulation Bylaw No. 1739, 2024 was adopted by the Board. The FVRD's Bylaw Offence Notice Enforcement Bylaw must be amended to include Schedule A-13 for fines associated with the sale of fireworks within FVRD Electoral Areas F and G.

Electoral Area Open Fire Regulations Bylaw

At the February 29, 2024 Board meeting, the FVRD Electoral Area Open Fire Regulations Bylaw was repealed. Accordingly, the Bylaw Offence Notice Enforcement Bylaw must be amended to remove Schedule A-9, fines associated with this now repealed bylaw.

Designated Bylaw Enforcement Officers

Bylaw drafting best practices identified the need to designate bylaw enforcement officers best able to ticket under various FVRD regulatory bylaws, and to add the definition of Police Officer. The addition of Schedule E adds clarity by listing these FVRD designated bylaw enforcement officers.

COST

There are no costs associated by this amendment bylaw.

CONCLUSION

In 2007, the FVRD adopted a Bylaw Offence Notice Enforcement Bylaw, which enables bylaw enforcement officers to issue Bylaw Offence Notices for specified bylaw contraventions. From time to time, there are amendments required for fines associated with various FVRD regulatory bylaws. FVRD Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024 is being brought forward with required amendments for the Board's consideration.

COMMENTS BY:

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1724, 2024

A bylaw to amend the Bylaw Offence Notice Enforcement Bylaw

WHEREAS the Board of Directors of the Fraser Valley Regional District has deemed it advisable to amend *Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw No. 1415, 2017*.

THEREFORE the Board of Directors of the Fraser Valley Regional District, in open meeting assembled, enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024.*

2) ENACTMENTS

That Fraser Valley Regional District Bylaw No. 1415, 2017 be amended by:

a. Adding the Definition of Police Officers to Section 2 (Definitions) as follows:

"**Police Officer**" means an Officer as defined in Part 1 of the *Police Act RSBC 1996, Ch 367;*

b. deleting Section 10 (Bylaw Enforcement Officers) in its entirety and replacing it with the following:

"a) Persons holding the positions listed in Column E3 [Designated Officers] of Schedule E, as an employee or contracted service provider of the FVRD, are hereby designated as Bylaw Enforcement Officers for the purpose of enforcing the bylaws listed opposite in Column E-2, including by issuing bylaw notices under this bylaw.

b) Notwithstanding the designations in Colum E3 of Schedule E, Police Officers and RCMP Members are hereby designated as Bylaw Enforcement Officers for the purpose of enforcing all bylaws of this bylaw and *the Act*;"

c. in the bulleted list of Section 12 (Schedules):

   i. deleting "Schedule A-9 Burning Regulations" and replacing it with "Schedule A-9 Electoral Areas Fireworks Regulations";

d. Deleting Schedule A-9 (Electoral Area Open Fire Regulations) and replacing it with Schedule A-9 Electoral Areas Fireworks Regulations as attached to this bylaw;

e. adding Schedule E – Designated Bylaw Enforcement Officers as attached to this bylaw.

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3) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) READINGS AND ADOPTION

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

ADOPTED THIS

_____ _____

Chair/Vice-Chair Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1724, 2024* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

_____

Corporate Officer/Deputy

DRAFT

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1415, 2017

Schedule A-9

DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES
Electoral Areas Fireworks Regulations

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Electoral Areas F & G Fireworks Regulation Bylaw No. 1739, 2024	3	Sell Fireworks	$500	$490	$510	Yes

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FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1415, 2017

Schedule E

DESIGNATED BYLAW ENFORCEMENT OFFICERS

Schedule	E2 Bylaws	E3 Designated Bylaw Enforcement Officers
A-1	Building Bylaw	Bylaw Enforcement Officers Building Inspectors
A-2	Unsightly Premises and Unwholesome Matter	Bylaw Enforcement Officers
A-3	Animal Control Regulations	Animal Control Officers
A-4	Electoral Area Dangerous and Aggressive Dog Regulation	Animal Control Officers
A-5	Parks Regulations	Manager of Parks Parks Technicians
A-6	Special Events Bylaw	Bylaw Enforcement Officers
A-7	Tree Cutting	Bylaw Enforcement Officers
A-8	Noise and Disturbance	Bylaw Enforcement Officers
A-9	Fireworks Regulations	Bylaw Enforcement Officers
A-10	Water Conservation Regulation	Bylaw Enforcement Officers
A-11	Vedder River Campground Regulations	Manager of Parks Parks Technicians
A-12	Commercial Gravel Operations Bylaw	Bylaw Enforcement Officers
B	Land Use Bylaws	Bylaw Enforcement Officer
B-2	Official Community Plans	Bylaw Enforcement Officer

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Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
Date: 2024-05-09
From: Jaimie Howell, Accounting Clerk III
File No:

Subject: 2023 Electoral Area Annual Development Cost Charge Report

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the Annual Development Cost Charge Report. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

BACKGROUND

Section 569 of the Local Government Act (LGA) requires that before June 30th of each year, the Regional District must prepare and consider a report on Development Cost Charges (DCC). The report must include:

a) the amount of development cost charges received;
b) the expenditures from the development cost charge reserve funds;
c) the balance in the DCC reserve funds at the start and at the end of the applicable year;
d) any waivers and reductions.

DISCUSSION

DCC's represent amounts received from developers that are restricted for capital infrastructure expenditures required as a result of their development projects.

At December 31, 2023, the Fraser Valley Regional District had two (2) DCC Bylaws that require annual reporting to the Board. These are:

1) Bylaw 1074, 1992 West Popkum Storm Drainage
2) Bylaw 1096, 2011 Electoral Area D Integrated Water System

The balance at December 31, 2023 of DCC funds is $536,978 (2022 $441,737) and there were no waivers or reductions for the 2023 fiscal year. In accordance with Division 19, Section 569, the summary of transactions that occurred in 2023 are as follows:

	Opening Balance	Contributions	Interest Income	Expenses	Closing Balance
Bylaw 1074, Drainage	$ 267,605	$ -	$ 14,726	$ -	$ 282,331
Bylaw 1096, Area D Water	$ 174,132	$ 67,233	$ 13,282	$ -	$ 254,647
	$ 441,737	**$ 67,233**	**$ 28,008**	**$ -**	**$ 536,978**

COST

There are no costs associated with this report.

CONCLUSION

The report summarizes the DCC activities for the Fraser Valley Regional District in 2023 and meets the requirements of Section 569 of the Local Government Act.

COMMENTS BY:

Beth Klein, Controller/Deputy CFO: Reviewed & Supported.

Tareq Islam, Director of Engineering & Utilities: Reviewed & Supported.

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and Supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
From: Melanie Jones, Accountant

Date: 2024-05-09
File No: 1850-20

Subject: 2024 Grant-in-Aid Request - Cultus Lake Fire Department Association, Electoral Area H

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $1,000 to the Cultus Lake Fire Department Association, funded from the 2024 Electoral Area H grant-in-aid budget to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

BACKGROUND

The FVRD Electoral Area Grant-in-Aid program is available to non-profit community groups or individuals who provide a service or benefit to their Electoral Area community. Funding is available year-round to all applicants who meet the criteria and eligibility requirements as outlined in the Electoral Area Grant-in-Aid Policy & Application Form.

The Electoral Areas have an annual Grant-in-Aid budget, which is set through the budget process. This budget considers the expected aspirations of the communities and must not exceed the calculated maximum value based on the net taxable values of the area.

All funding requests must be supported by the Electoral Area Director and approved by the Board.

DISCUSSION

The Cultus Lake Fire Department provides fire/rescue services in Cultus Lake Park, neighbouring Electoral Area H residential areas, and Soowahlie First Nation. The department's operational costs are supported through the FVRD and Cultus Lake Park's Financial Plan, which is funded by the properties benefiting from these services. In addition, the fire service has a member association whose main purpose is to support their membership outside of the regular firefighting duties.

The grant-in-aid requested would be used to support the recognition of the volunteer firefighters in their respective areas for the work and the dedication the members provide to their community. These funds would not be used towards the fire services operations. There are no application restrictions noted with this request and these costs are not the responsibility of senior levels of government.

This request for funding is eligible under the Electoral Area grant-in-aid policy under the "promotion of volunteer participation and citizen involvement" option.

Director Dixon is in support to provide $1,000.

COST

The $1,000 cost will be funded from the 2024 Electoral Area H grant-in-aid budget, which has sufficient funds to support this request.

CONCLUSION

The Cultus Lake Fire Department Association has requested a Grant-in-Aid in order to provide membership recognition activities in appreciation of the volunteer work and dedication that members provide to their communities.

COMMENTS BY:

Beth Klein, Controller/Deputy CFO: Reviewed and Supported.

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and Supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

ELECTORAL AREA GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: Cultus Lake Fire Department

Mailing Address: 4165 Columbia Valley Road
Cultus Lake BC, V2R 5B5

Email Address: warren.mazuren@cultuslake.bc.ca

Contact:

Warren Mazuren
Name

[redacted]
Telephone/Fax Number

Statement as to eligibility to apply for Electoral Area Grant-In-Aid Funds (Please attach a separate sheet if required):

A grant in aid in appreciation of the time and dedication of the Cultus Lake Fire Fighters.

APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

Any activity/items intended to show appreciation or thanks to members of CLFD for serving their community or for enhancing service to their community.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

Showing appreciation builds morale and helps to develop positive attitudes. It may encourage others to join the department. It will also continue to help build positive relationships with all those connected with the Area H Fire Departments.

Amount of Grant Requested: $1000.00

**Please note: grants over $4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Signature of Authorized Signatory and Title
FVRD Director Area H
March 28, 2024

Amount Approved:

Date:

Signature of Electoral Area Director

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: info.finance@fvrd.ca; or to your Electoral Area Director.

SCANNER ODYSSEY APPS

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
Date: 2024-05-09
From: Melanie Jones, Accountant
File No: 1850-20

Subject: 2024 Grant-in-Aid Request – Columbia Valley Fire Department Association, Electoral Area H

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve a grant-in-aid in the amount of $1,000 to the Columbia Valley Fire Department Association, funded from the 2024 Electoral Area H grant-in-aid budget to help offset the cost of membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

BACKGROUND

The FVRD Electoral Area Grant-in-Aid program is available to non-profit community groups or individuals who provide a service or benefit to their Electoral Area community. Funding is available year-round to all applicants who meet the criteria and eligibility requirements as outlined in the Electoral Area Grant-in-Aid Policy & Application Form.

The Electoral Areas have an annual Grant-in-Aid budget, which is set through the budget process. This budget considers the expected aspirations of the communities and must not exceed the calculated maximum value based on the net taxable values of the area.

All funding requests must be supported by the Electoral Area Director and approved by the Board.

DISCUSSION

The Columbia Valley Fire Department provides fire/rescue services for all areas south of Cultus Lake, through Columbia Valley. The department's operational costs are supported through the FVRD's Financial Plan, which is funded by the properties benefiting from these services. In addition, the fire service has a member association whose main purpose is to support their membership outside of the regular firefighting duties.

The grant-in-aid requested would be used to support a variety of initiatives to recognize the volunteer firefighters in their respective areas for the work and the dedication the members provide to their community. These funds would not be used towards the fire services operations. There are no application restrictions noted with this request and these costs are not the responsibility of senior levels of government.

This request for funding is eligible under the Electoral Area grant-in-aid policy under the "promotion of volunteer participation and citizen involvement" option.

Director Dixon is in support to provide $1,000.

COST

The $1,000 cost will be funded from the 2024 Electoral Area H grant-in-aid budget, which has sufficient funds to support this request.

CONCLUSION

The Columbia Valley Fire Department Association has requested a grant-in-aid to provide support being used towards membership recognition activities in appreciation of the volunteer work and dedication that members provide their communities.

COMMENTS BY:

Beth Klein, Controller/Deputy CFO: Reviewed and Supported.

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and Supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

ELECTORAL AREA GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: Columbia Valley Fire Department

Mailing Address: 1202 Kosikar Road
Lindell Beach, BC V2R 5B8

Email Address: [redacted]

Contact:

Mike Soth [redacted]
Name Telephone/Fax Number

Statement as to eligibility to apply for Electoral Area Grant-In-Aid Funds (Please attach a separate sheet if required):

A grant in aid in appreciation of the time and dedication of the Columbia Valley Fire Fighters.

APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

Any activity/items intended to show appreciation or thanks to members of CVFD for serving their community or for enhancing service to their community.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

Showing appreciation builds morale and helps to develop positive attitudes. It may encourage others to join the department. It will also continue to help build positive relationships with all those connected with the Area H Fire Departments.

Amount of Grant Requested: $1000.00

**Please note: grants over $4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Area H Director
Signature of Authorized Signatory and Title

March 28, 2024

Amount Approved:

Date:

Signature of Electoral Area Director

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: info.finance@fvrd.ca; or to your Electoral Area Director.

SCANNER ODYSSEY APPS

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
Date: 2024-05-09
From: Katelyn Hipwell, Planner II
File No: 3920-20-20912

Subject: Area C Official Community Plan and Associated Neighbourhood Plans – Process for Bylaw Consideration

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RECOMMENDATION

THAT the Fraser Valley Regional District Board direct staff to proceed with **Option 1 – Combined** for the combined consideration of the new Area C Official Community Plan, Harrison Mills Neighbourhood Plan, and Lake Errock Neighbourhood Plan bylaws.

BACKGROUND

FVRD staff are currently undertaking three (3) simultaneous Official Community Plan amendment processes in Electoral Area C. These projects include the following:

1. Harrison Mills Neighbourhood Plan
2. Area C Official Community Plan Review and Update
3. Lake Errock Gravel Pit Redevelopment Proposal

HARRISON MILLS NEIGHBOURHOOD PLAN

FVRD began working on the Harrison Mills Neighbourhood Plan in the Fall of 2021. The Neighbourhood Plan was initiated for several reasons, primarily due to significant development interests in the area. Proposals for development in Harrison Mills involved significant increases in commercial, tourist accommodation, residential and civic uses. The scale of the proposed development concepts necessitated the development of a neighbourhood plan and local servicing plan for the Harrison Mills neighbourhood to ensure comprehensive and sustainable community planning.

FVRD entered into a funding agreement with the developer, Keltic Development, to advance the undertaking of a Neighbourhood Plan process sooner than could otherwise be accommodated by FVRD work plans and project budgeting. Developer funding allowed the FVRD to engage an independent consultant to assist with planning and engineering consulting services to supplement FVRD resources.

Since the Fall of 2021, the FVRD has undertook significant public consultation including seven (7) public meetings and early agency referrals. Feedback and comments received from residents throughout the process, combined with analysis from numerous technical reports and ongoing consultation with Indigenous communities, have culminated in the creation of the Harrison Mills Neighbourhood Plan.

The draft Plan is being prepared and early iterations of plan policies and concepts were presented to the community on April 24, 2024, for review and feedback. The draft Plan will be ready for consideration of first reading by the Regional Board in the coming months.

AREA C OFFICIAL COMMUNITY PLAN

In September 2022, the Regional Board endorsed the Area C OCP Update Engagement Strategy, which saw the commencement of the Area C OCP update project. The Area C OCP update was identified as a priority project in the Electoral Area Planning work plan due to increasing development interest in Area C and an outdated existing OCP, whose policies had largely been realised.

Consultation for the Plan update has so far consisted of four (4) public meetings, ranging from informational meetings to focused policy workshops. In addition, staff have undertaken ongoing discussions with Indigenous communities within the Plan area, through in-person meetings and written communications, as well as early agency referrals.

The draft Plan is almost complete and early iterations of plan policies and concepts were presented to the community on April 22 & 24, 2024, for review and feedback. Staff are preparing the draft Plan for consideration of first reading by the Regional Board in the coming months.

HARRISON RISE AND LAKE ERROCK NEIGHBOURHOOD PLAN

In 2022, the FVRD received an application for a major OCP and zoning amendment to facilitate the redevelopment of the existing Lake Errock Gravel Pit. The proposed mixed-use development, with residential and commercial uses, has been called Harrison Rise by the developer.

Developments of this scope and scale are usually preceded by neighbourhood plans that resolve design, servicing, neighbourhood integration, transportation, environmental impacts, safety and a variety of other issues at both policy and practical levels.

In pre-application communications with the developer, planning staff recommended that a neighbourhood plan and servicing strategy be completed before development applications. Staff outlined the challenges of proceeding with applications in the absence of a neighbourhood plan.
Nevertheless, the developer chose to proceed with an application-led process and it is their right to have applications considered by the FVRD Board.

In the summer of 2023, the FVRD entered into a Developer Contribution Agreement with GWEB Holdings Inc. to provide capacity funding to facilitate FVRD review of the development application in tandem with undertaking the necessary planning and engineering consulting services to supplement FVRD resources.

Since the Fall of 2021, the FVRD has undertaken public consultation for the development proposal which has included public meetings, an online project webpage, and additional meetings with Indigenous communities and various government partners. Feedback and comments received from residents throughout the process, combined with analysis from numerous technical reports and ongoing consultation with Indigenous communities, have culminated in the creation of the Lake Errock Neighbourhood Plan. The Neighbourhood Plan addresses the needs of the major development application while simultaneously addressing the integration of the existing community, resulting in a comprehensive review and analysis of the broad implications of the development proposal.

The draft Plan is being prepared and early iterations of plan policies and concepts were presented to the community on April 22, 2024, for review and feedback. The draft Plan will be ready for consideration of first reading by the Regional Board in the coming months.

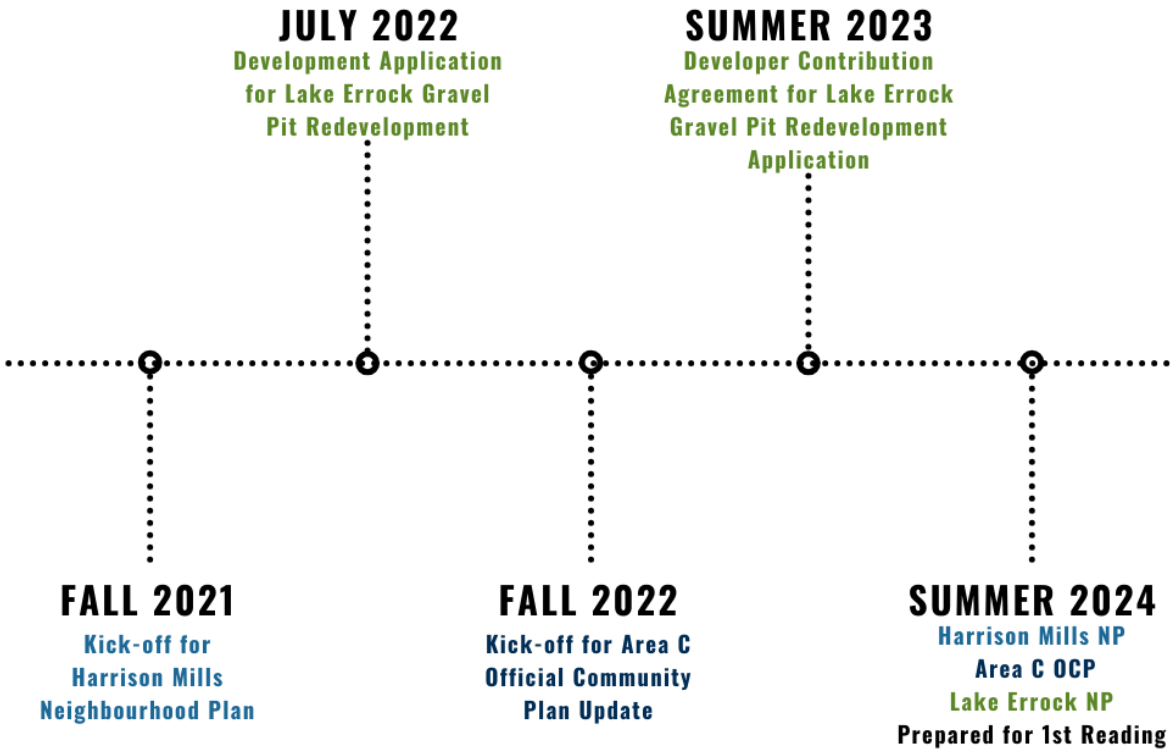

Image 1: Timeline of three Area C Projects

DISCUSSION

PROJECT MANAGEMENT AND PROCESS

To date, each project being undertaken by staff in Area C has been done independently of the other. Each project has followed a distinct and independent timeline, going in front of the community at various times. Staff have continually highlighted the interconnected nature of the three projects while ensuring that consultation for each project has included the following distinct actions:

- Separate HaveYourSay project webpages
- Separate public meetings and associated mail-outs (prior to April 2024)
- Identified as distinct projects in consultation meetings with various parties

This approach was taken from the beginning of each project given the timelines have been incongruous. Due to regular work plan priorities and staggered timing of development interests, each project began at separate times over the last 2.5 years and has been at a different stage of its individual project timeline since.

Now, each project is nearing the first draft stage and each will be ready for consideration of first reading by the Regional Board simultaneously. Despite the distinctions made thus far for each project's process and timeline, they must be treated equally at this stage, as they will ultimately form a single OCP bylaw.

KEY PRIORITIES

In reviewing the potential paths for the bylaw consideration process, staff identified a number of key priorities:

1. *Procedural Fairness*

   The Harrison Mills Neighbourhood Plan is an FVRD-initiated process. Conversely, the Lake Errock Neighbourhood Plan is the result of a development application for an Official Community Plan and zoning amendment to facilitate a development proposal. Ultimately, both Neighbourhood Plans form part of the Area C OCP and must be considered part of the OCP Bylaw. However, the Harrison Rise developers asked for their OCP amendment to be considered as a development application. The Regional District determines the process by which an application is considered, which must be consistent with the *Fraser Valley Regional District Development Procedures Bylaw No, 1377, 2016.*

   The Local Government Act and Development Procedures Bylaw requires the Board to consider an OCP amendment application for first reading. It is the Regional Board's decision whether to give any readings to a bylaw. The Regional Board has the authority to decide whether the application is considered as part of the current Official Community Plan or as part of an updated Official Community Plan. Should the Regional Board wish to not give readings to the

Lake Errock Neighbourhood Plan, triggered by the proposed Harrison Rise development, the new OCP Bylaw can be updated to exclude the neighbourhood plan.

2. *Developer Contribution Agreement Adherence*
   For the Neighbourhood plans triggered by development interest, the FVRD has entered into Developer Contribution Agreements to fund planning and engineering services necessary to develop a neighbourhood plan and evaluate the technical feasibility of a significant development application. The process moving forward must not be contrary to the contribution agreements. The contribution agreements do not specify the process by which the application must be considered or guarantee any particular outcome. Rather, the agreement specifies the works required to undertake the Neighbourhood Plan and technical studies to adequately assess the development application.

3. *Clarity and Transparency for the Public*
   Each project has been presented to the public as a distinct process up to the current stage. It is important to maintain that the Area C OCP update and Harrison Mills Neighbourhood Plan are FVRD-initiated projects in contrast to the development application being captured under the Lake Errock Neighbourhood Plan. Communication materials must continue to distinguish the FVRD-initiated process versus the development application-initiated process regardless of the path taken for bylaw consideration moving forward.

4. *Process and Timeline Efficiency*
   Each project requires consideration by the Regional Board, involving numerous readings, as well as referrals to external agencies, continued community consultation, and a public hearing. It is critical to ensure the process avoids unnecessary delays or duplicated processes and meets both the applicant's and the community's expectations for development review and project completion timelines.

OPTIONS FOR CONSIDERATION

Planning staff have identified several potential paths to facilitate the Regional Board's consideration of the three projects. The options are as follows:

Option 1: Combined

Area C OCP + Harrison Mills Neighbourhood Plan + Lake Errock Neighbourhood Plan (including necessary amendments for the Harrison Rise application) as a single bylaw to repeal and replace former OCP Bylaw No. 0020, 1998.

PROS:

- Most expedited timeline
- The lowest risk option procedurally

- Consider all projects concurrently in a single bylaw version
- Provides the clearest presentation of the overall growth management for Area C
- One (1) public hearing allows residents to show up and speak to all projects at once or individual projects if preferred
- Streamlined referral process with government agencies and Indigenous Nations

CONS:

- Development application consideration is tied to FVRD-initiated OCP and NP
- Should the Board choose to not give readings to the Harrison Rise development, it will briefly delay the Area C OCP and the Harrison Mills Neighbourhood Plan process to separate the Lake Errock Neighbourhood Plan

Option 2: Concurrent

1. *New* Area C OCP + Harrison Mills Neighbourhood Plan as a single bylaw to repeal and replace *existing* OCP Bylaw No. 0020, 1998
2. Processing the Harrison Rise Application (including supplementary Lake Errock Neighbourhood Plan) as a separate amending bylaw to the *existing* OCP.

PROS:

- Moderately expedited timeline
- Considers all projects concurrently while keeping development application distinct
- First public hearing considers the application independently

CONS:

- Difficult to manage procedurally
- Considerable staff time required to draft two versions of the OCP – one that acknowledges the Lake Errock Neighbourhood Plan and one that does not. Consequently, upon adoption of the new Area C OCP + Harrison Mills Neighbourhood Plan, staff will have to make the necessary revisions to add the Lake Errock Neighbourhood Plan
- Two public hearings required which could be lead to confusion about the relevancy of public comments at a particular hearing
- Delayed provincial and Indigenous referral until the processes have been combined

Option 3: Sequential

1. *New* Area C OCP + Harrison Mills Neighbourhood Plan as a single bylaw to repeal and replace the *existing* OCP Bylaw No. 0020, 1998.
2. After the adoption of the *new* Area C OCP, the Harrison Rise application (including supplementary Lake Errock Neighbourhood Plan) as a separate amending bylaw to the *new* Area C OCP.

PROS:

- Keeps the development application distinct
- Should the Board not give readings to the Harrison Rise development applications at any stage, the new Area C OCP and the Harrison Mills Neighbourhood Plan are unaffected

CONS:

- Least expedited timeline
- Difficult to manage procedurally
- Two public hearings required which could be lead to confusion about the relevancy of public comments at a particular hearing
- Considerable staff time required to make the necessary revisions to add the Lake Errock Neighbourhood Plan to the new Area C OCP+ Harrison Mills NP
- Two formal referral processes to Provincial agencies and Indigenous Nations

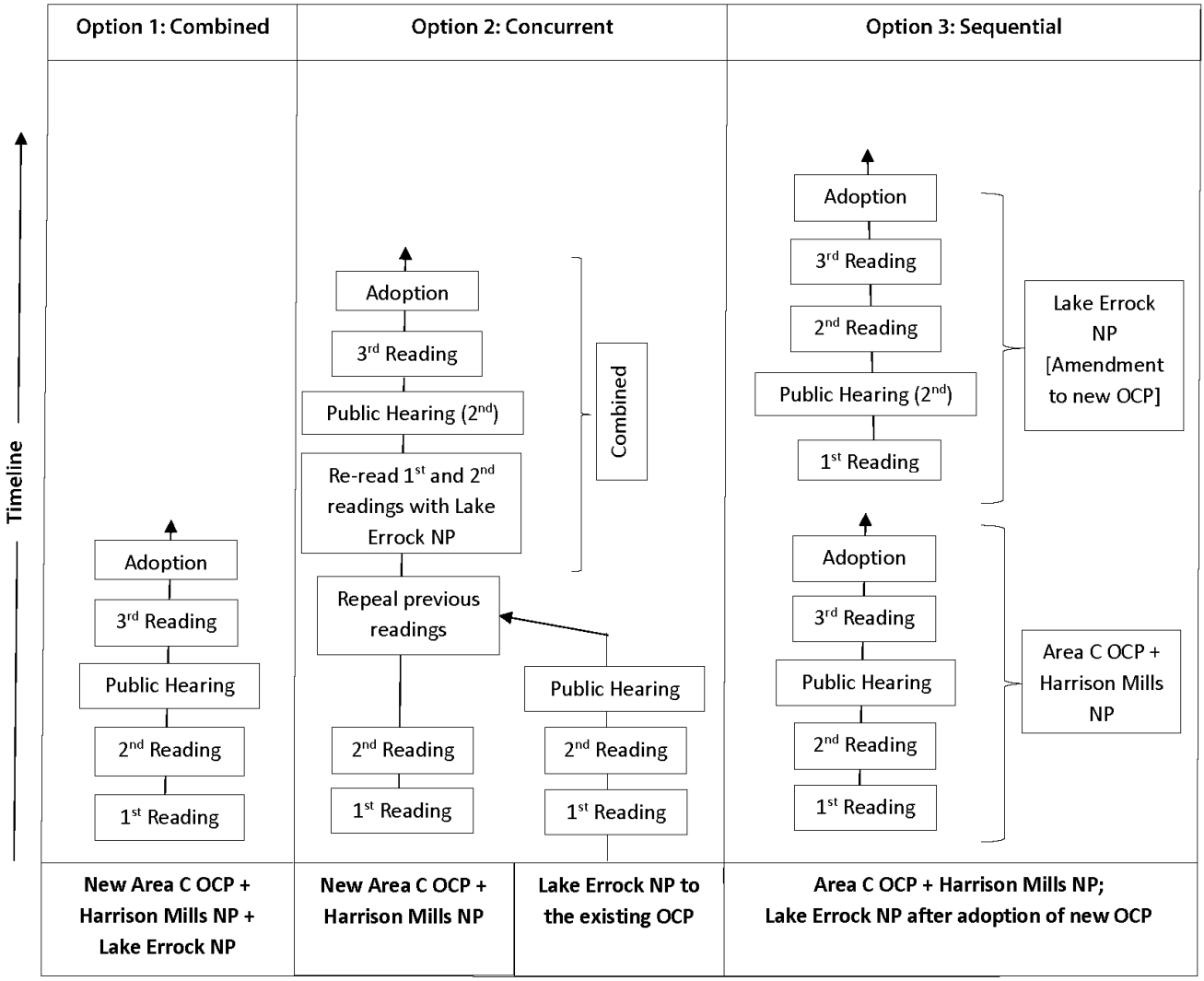

Image 2: Timeline for Bylaw Consideration Options Area C Projects

RECOMMENDED OPTION

Staff recommend ***Option 1: Combined***, which involves the combined consideration of the Area C OCP + Harrison Mills Neighbourhood Plan + Lake Errock Neighbourhood Plan including the proposed Harrison Rise development application. As discussed, ***Option 1: Combined*** provides the most expedited timeline, avoids duplication of staff effort to run the existing and the new OCP, and provides the clearest path for residents and affected parties to provide comments during the public hearing. The most expedited timeline will also result in bringing the subsequent zoning amendment bylaw for the proposed Harrison Rise development earlier. Additionally, combining the projects is consistent with expressing the overall growth management vision of the Area C OCP through the rural village areas of Harrison Mills and Lake Errock.

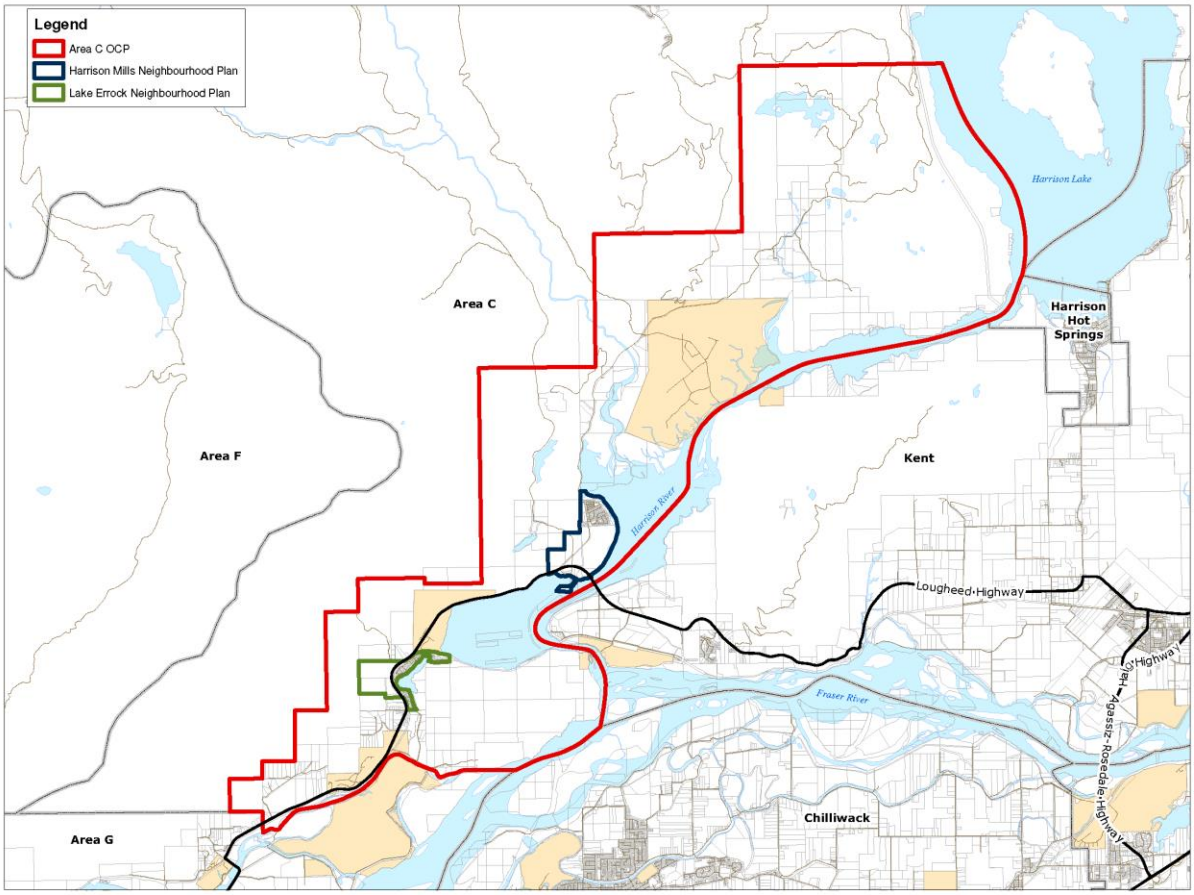

Image 3: Area C OCP Plan Area and draft Neighbourhood Plan Boundaries

PUBLIC COMMUNICATION MATERIALS

While the recommendation from staff is for all three (3) projects to be combined as part of a single bylaw consideration process, public communication materials and representations will be clear that the Harrison Mills Neighbourhood Plan is an FVRD-initiated process. Whereas, the Lake Errock

Neighbourhood Plan resulted from a development application, the proposed Harrison Rise development. Lake Errock Neighbourhood Plan policies will stipulate requirements for the Harrison Rise development that are based on public feedback, technical analyses, Indigenous engagement, provincial guidelines, and best practices.

This distinction will be made on all public facing communications and for agency referrals.

MEASURES TO ENSURE PROCEDURAL INTEGRITY

REGIONAL BOARD ENDORSEMENT

Staff recognizes the difficulty in considering three simultaneous Official Community Plan amendment processes for both the Regional Board and the public. The three options presented in this report are legally acceptable and procedurally sound. However, ***Option 1: Combined*** is identified as the lowest risk and clearest presentation of the three projects. ***Option 1: Combined*** is not contrary to the two Developer Contribution Agreements entered into by the FVRD for Area C Projects; it is consistent with the *Fraser Valley Regional District Development Procedures Bylaw No, 1377, 2016;* and it supports a singular bylaw process moving forward.

Before proceeding to the consideration of the Area C OCP and two Neighbourhood Plans, Planning staff are requesting that the Regional Board endorse staff's recommendation to proceed with the process summarized as ***Option 1: Combined***.

DEVELOPER AWARENESS OF PROCESS

The neighbourhood plans associated with the Area C OCP update are funded through Developer Contribution Agreements. The agreements enable the Regional District to obtain planning and engineering services to facilitate the development of a neighbourhood plan and conduct the necessary review and analysis of a development application. The agreements provide no assurances to the developers about the outcomes of the work to be performed by consultants on behalf of the Regional District, nor the outcome of the application process. Despite this, Planning staff have brought the issue to the developers to discuss the merits and difficulties associated with each available option. Both developers have been advised of staff's preferred approach of bringing all Area C projects to the Regional Board for consideration as a single bylaw.

COST

The Area C Official Community Plan update has been identified as a multi-year priority project for the 2023/2024 Electoral Area Planning Section work plan. Costs associated with this update are covered through the Electoral Area Planning Services budget.

Costs for consulting services associated with the development of the Harrison Mills Neighbourhood Plan are covered through capacity funding secured through the Developer Contribution Agreement between the FVRD and Keltic Development.

Costs associated with consulting services for the review of the proposed Harrison Rise development are covered through capacity funding secured through the Developer Contribution Agreement between the FVRD and GWEB Holdings Inc.

CONCLUSION

The staff recommendation is to proceed with **Option 1: Combined** and for the Regional Board to consider the Area C OCP + Harrison Mills Neighbourhood Plan + Lake Errock Neighbourhood Plan (including necessary amendments for the Harrison Rise application) as a single bylaw to repeal and replace the existing OCP Bylaw No. 0020, 1998. This will enable planning staff to bring a single draft bylaw encompassing all three Area C projects in front of the Regional Board for their consideration and ensure an efficient and procedurally fair process.

COMMENTS BY:

Hasib Nadvi, Deputy Director of Planning & Development: reviewed and supported

Graham Daneluz, Director of Planning & Development: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee

Date: 2024-04-24

From: Bill Ozeroff, Manager of Inspection Services

File No:

Subject: Building Department Update

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the new 2024 BC Building Code, the Digital Permitting Process and an update regarding S.A.Y. Lands Building Permit Processing. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the items further.

BACKGROUND

Information and processes are constantly evolving in the construction industry throughout BC.
A summary of several key changes affecting the building community and the FVRD building inspection service is provided in this report for information purposes.

DISCUSSION

New 2024 British Columbia Building Code

The B.C. Building Code is updated on a regular cycle approximately every six years. The new 2024 BC Building and Plumbing Codes came into effect as of March 8, 2024.

The previous 2018 BC Building Code will only remain applicable to in-stream applications and active building permits. All building permit applications submitted after March 8, 2024, are required to be designed and constructed under the new 2024 BC Building Code requirements.

Although the 2024 BC Building Code includes most of the 2020 National Building Code requirements, some BC-specific code changes include:

- Requiring 100% adaptable dwelling units in large condominium and apartment buildings and some first-floor dwelling units in new small apartments and condominiums with shared entrances and common corridors (effective March 2025). Adaptable housing is designed and built so that accessibility features can

be added more easily and inexpensively after construction. This will benefit anyone whose mobility is limited due to age, disability, or illness, making it easier for them to function more independently in their own home.

- Reinforcement of bathroom walls to allow future installation of grab bars (effective March 2025)
- Early adoption of national provisions to improve earthquake design changes for housing and small buildings with high seismic hazard values (effective March 2025);
- More complete and specific language for constructing extended rough-ins for radon subfloor depressurization systems (March 2024);
- Adopting cooling requirements to provide one living space that does not exceed 26 degrees (March 2024);
- Retaining existing ventilation requirements for systems serving single dwelling units;
- Requirements for the BC Energy Step Code, which was adopted by the Province on May 1, 2023, have been included in the 2024 BC Building Code.

Digital Permitting Process

In 2023, the Building Department started with the implementation of a digital permitting system to improve efficiencies in permit applications and processing. The purpose is to enable the submission of building permits totally online. This will improve the convenience and efficiency of the process for our customers.

The goal is to receive and review all information digitally. Time savings to the customer and FVRD staff will be a significant benefit. Costs of printing and re-printing drawings and documents will also be a significant factor.

It is expected that a test of the system will be available in the summer of 2024. As part of the implementation, the Building department will work with selected applicants to work through the processes and make adjustments as required.

Province of BC 'Sprint' System

The Province is working with local governments to develop a tool that will assist with a digital permitting process. It is an online system called "Sprint" which would work with FVRD's digital permitting system.

The Province sees the Sprint system as a way to advance a unified set of standards applicable to all local government jurisdictions about a standardized set of information required for building permit applications. The goal is to provide minimum requirements which would be recognized by all building departments in BC. The 'Sprint' system will be a portal which applicants can use to ensure all documents are provided for a complete application. Integration with local governments' data management systems is part of the program. Sprint is not intended to bypass a local government's

permit processes but rather assist applicants to ensure a complete application is provided. Webinars have been available to provide updates and feedback as the system is being developed.

The Sprint system is currently being tested by the local governments selected in the pilot project consultation. Other local governments may choose to use the system at any time. It is expected the system will be available to all jurisdictions early this summer once testing is complete. The applicant who uses the system will upload the permit documents and receive confirmation that all documents have been received for a complete application. This will reduce time spent at the front counter benefitting the applicant and staff at the FVRD.

The use of the Sprint system is optional. It is recommended by the Province that if local governments choose to use the system as part of their process that the requirement be added to their Building Bylaw. Once the system is available to use, the Building Department staff will evaluate whether it adds value for customers and how it fits with the online permitting system being developed.

S.A.Y. Lands Building Permit Update

In 2023 a review of a previous agreement established with S.A.Y. Lands (Skowkale, Aitchelitz, Yakweakwioose) for services for Building Permitting and Inspections was initiated. In reviewing fees provided for services to S.A.Y. Lands it was recognized that the fees did not cover the costs of the service.

Discussions with S.A.Y. Lands proposed an increase in fees as prescribed in the FVRD Building Bylaw. This proposal would ensure that fees collected would be equitable to all. However, FVRD was notified by S.A.Y. Lands that they have hired a building official to administer their permitting and inspections. As a result, the services of the FVRD would no longer be required.

A strategy was developed to assist in the transfer of all permits, including FVRD staff assisting with documentation and inspections to complete active files. FVRD staff have maintained a great working relationship with the S.A.Y. Lands community through the transition. It is expected that all files will be complete in July of this year.

COST

The revenue from S.A.Y. Lands was approximately $18,479.00 or 4.2% of Building Department revenue for 2023.

Under a separate workplan item, Staff will bring forward a bylaw amendment to address building permit fees in the coming months to increase the overall share of service costs covered by fees and reduce the pressure on tax requisition. It is anticipated that this amendment will also address the loss of revenue attributable to the change in the agreement with S.A.Y. lands.

CONCLUSION

Changes to the new 2024 B.C. Building code have been minimal overall. Provisions for adaptable dwelling units in multi-family buildings will provide more housing options for the aging population. Radon rough-in provisions are now required in residential buildings. Provisions for cooling requirements are now addressed in the building code.

The FVRD Building Department, working with the IT Department, are implementing an online system for accepting permit applications. It is expected that a trial period will start this summer. In addition, the Province has created an online portal which will aid applicants by ensuring all documents required for a building permit application are complete. This will ensure all jurisdictions will be uniform in general requirements.

An agreement between S.A.Y. Lands and the FVRD for building permit processing is coming to and end. Overall the revenue lost will be a small portion of the overall budget in the building department.

COMMENTS BY:

Graham Daneluz, Director of Planning & Development: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee | Date: 2024-05-09

From: Melissa Geddert, Planner 1 and Andrea Antifaeff, Planner 1 | File No: 8330-20-17938

Subject: FVRD Active Transportation Network Plan Phase 3 – Round Two Engagement Summary

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INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the Fraser Valley Regional District Active Transportation Network Plan's second round of public engagement. Staff is not looking for a recommendation and has forwarded this information should members want more clarification or to discuss the item further.

BACKGROUND

In February 2023, the Fraser Valley Regional District (FVRD) secured funding through the Ministry of Transportation and Infrastructure's BC Active Transportation Infrastructure Grants Program to develop the FVRD Active Transportation Network Plan (ATNP). This initiative aligns with the FVRD's Strategic Plan and Regional Growth Strategy goals to integrate transportation and land use, promote health, and mitigate climate change impacts. The plan focuses on electoral area communities, incorporating existing and planned networks to connect communities and key destinations. The project is now in phase four – plan development. Phase one focused on the project launch, phase two involved background research and round one engagement, phase three included setting plan priorities and round two engagement. The draft plan will be presented to the FVRD Board and completion of this project is expected in the third quarter of 2024.

Community input forms the foundation of the FVRD ATNP. The initial round of engagement for the plan took place in November 2023, and the information received provided valuable insight from the communities, setting the base for the ATNP's network priorities, strategies, and actions. The information received revealed the importance of active transportation (AT) to community members in promoting exercise, facilitating the enjoyment of the outdoors, and enhancing overall health. The first round of engagement identified the desire for effective connectivity, street lighting and traffic calming mechanisms, dedicated active transportation facilities, and safer connections to bus and school bus stops. The integration of dikes and undedicated roads into the network was also highlighted, as these would enhance connections within communities, member municipalities and Indigenous communities. This feedback was incorporated into the plan's guiding principles and proposed network routes and brought back to the public in a second round of engagement to determine the communities' level of support and ensure the proposed recommendations reflected the initial feedback.

DISCUSSION

Strategies and actions to improve active transportation in the FVRD have been developed based on the feedback received during the first round of engagement, which took place in the fall of 2023. The second round of community engagement focused on presenting the initial policy direction and the proposed active transportation network. The aim was to gather community input on these recommendations, ensuring that the interests and priorities voiced in the initial engagement were accurately reflected.

During round two of public engagement, members of the public, including those living in Indigenous communities and community interest groups, were invited to participate by visiting the online project page Have Your Say FVRD – ATNP and by attending community meetings held in four locations throughout the electoral areas. The engagement period took place between February 26 and April 10, 2024.

The following outreach methods were used to promote the ATNP project and engagement opportunities:

- FVRD website and social media posts (Facebook and Instagram)
- Paid social media ad campaign to boost awareness and promote the project to the larger FVRD geographical region
- Featured newspaper article in the Chilliwack Progress (print and online version)
- Electoral area directors' outreach (inclusion in community newsletters and re-sharing information on social media platforms)
- Information posters distributed throughout the electoral areas at central locations and on community notice boards
- Community newsletter issued to registered users through Have Your Say FVRD (400+ recipients)
- Informational email to resident associations, ratepayer groups, and diking authorities

<u>Online Engagement</u>

The following is a summary of the online engagement from round two taking place from February 26 to April 10, 2024:

- 714 visits to the Have Your Say FVRD - ATNP project page
    - 675 aware visits – aware participants visited at least one page on the project website
    - 395 informed visits – informed participants interacted with the project website by downloading a document or visiting one of the project pages (eg. key dates page and/or FAQ page)
    - 54 engaged visits - participants engaged in the project by filling out the online survey, placing a pin and comment on the interactive webmap, adding a comment on the forum, and/or asking a question.

- Interactive tools: 39 survey responses received, 8 pins placed on the interactive webmap
    - 80% of survey respondents lived in an electoral area
    - Electoral Areas G and H had the highest representation of survey responses

Participation in the second round of online engagement was lower compared to the first round of public engagement. Across both phases of public engagement, there was a total of 1,814 views on the project page. During the second round of engagement, there was a 21% decrease in visits to the project page. Of those visitors, only 5% completed the online survey. Whereas during round one engagement, there was a 14% survey response rate from the 1,100 project page visits. A detailed account of round two online engagement and survey response analysis is attached as an appendix: *FVRD Active Transportation Network Plan: Round Two Online Engagement Summary*.

Online survey responses and public feedback from the community meetings highlighted the importance of providing a separate space for people to safely and comfortably walk and cycle throughout their electoral area, especially in areas with high traffic volumes and communities that interface with Highways 1, 7 and 9. Community members, particularly those living in an Indigenous community, often walk and cycle along these highway corridors. Safety is a paramount concern, and the need for safe, delineated pathways was clearly expressed.

In Electoral Area H, residents expressed concerns about the safety of active transportation users and advocated for better integration with the City of Chilliwack. They emphasized the need for a multi-use pathway along Columbia Valley Highway to the City of Chilliwack boundary, especially during peak tourism season when heavy recreational vehicle and gravel truck traffic, coupled with narrow road shoulders, pose safety risks to users.

Similarly, in Areas C, F, and G, the Lougheed Highway serves as the primary transportation route, and concerns were raised about its suitability for active transportation due to high traffic volumes, speed, and large trucks. Public feedback indicated varying degrees of community support for utilizing alternative routes, such as undedicated roadways and sections of the Dewdney and Nicomen Dikes, for walking and cycling. These separate paths would redirect pedestrians and cyclists away from the highway, enhancing safety, local connectivity and community accessibility. While community support exists across the electoral areas for incorporating undedicated roads and dike sections into the Active Transportation Network Plan, some residents expressed opposition to these initiatives. The majority of community members who opposed the incorporation of the dikes into the ATNP reside in Electoral Area G.

<u>Community Meetings</u>

FVRD staff and Urban Systems staff collaborated to host four community meetings, aiming to keep community members informed about the progress of the ATNP. These meetings provided the opportunity for staff to present the results of the analysis of current conditions and previous community input. Staff provided an update on the plan's progress and introduced the proposed guiding principles, strategies, actions, and draft active transportation networks. Community members were encouraged to interact with staff through a question and answer session at the meeting, ranking

their level of support for the proposed strategies on display boards and providing comments on the proposed network maps. The open house presentation and display boards are attached as appendices.

Community meetings were held as follows:

- Electoral Area C, F & G – Deroche Community Hall, February 26, 2024
- Electoral Area E & H – Cultus Lake Community School, February 27, 2024
- Electoral Area D, Rosedale Community School, March 5, 2024
- Electoral Area A & B, Yale Community Centre, March 7, 2024

Overall, staff counted approximately 84 attendees across all community meetings combined.

The display boards at the community meetings provided the opportunity for the public to provide their level of support. Below is a summary of the feedback received on each display board.

Recommendation	Support	Somewhat Support	Neutral	Somewhat do not support	Do Not Support
Proposed Network & Projects	7	4	0	1	0
Guiding Principles	9	0	0	0	0
Decision-Making Process	9	1	0	0	0
Strategy 1: Create Community Active Transportation Connections	19	0	0	0	1
Strategy 2: Build a regional active transportation network	13	1	0	0	0
Strategy 3: Enhance active transportation connections to transit and school buses	16	0	0	0	0
Strategy 4: Improve safety for active transportation users	18	0	0	0	0
Strategy 5: Maintain the active transportation network	18	2	0	0	0
Strategy 6: Improve awareness of active transportation	14	0	0	0	0
Strategy 7: Enhance capacity and coordination to implement the active transportation plan	19	2	0	0	0

*Not all attendees provided feedback on the display boards and instead had conversations with staff at the community meetings.

Comments received at the community open houses are summarized in the table below:

ACTIVE TRANSPORTATION PROMOTION & INFRASTRUCTURE	• Focus on community-centric networks over regional ones • Promote the use of undedicated roadways for transportation • Address narrow sidewalks, especially for school children's safety • Develop bike trails and routes connecting neighbouring communities with traffic barriers • Implement pedestrian overpasses and support new AT development with development cost charges (DCCs) • Provide safe bike storage at transit connections and schools • Preserve the old Dewdney Bridge for an active transportation route connection • Request active transportation infrastructure to be included on both sides of the new Dewdney Bridge (MOTI) • Expand the Lakeside trail in Electoral Area H • Advocate for safe active transportation infrastructure on the Agassiz-Rosedale Bridge • Collaborate with the City of Chilliwack on cycling vision plans and cross-jurisdictional active transportation, particularly in connection with Area E and H
MAINTENANCE	• Maintain clean and safe bike lanes, including gravel removal • Implement a monthly garbage cleanup program on the AT network involving school children • Adopt a highway program for the AT network
SAFETY & EMERGENCY PREPAREDNESS	• Enhance monitoring of commercial vehicles and gravel trucks • Prioritize creating an alternate route from Area H to City of Chilliwack • Address concerns regarding wildfire risks and access to community areas • Ensure safe crossings on bridges and prioritize practical connections in Chilliwack • Enhance street lighting in areas close to Indigenous Communities along Highway 1 and 7 • Enforce speed limits, particularly in areas like Dogwood Valley and Yale • Consider speed reduction where Highway 1 intersects with community areas throughout the Canyon
DATA & AWARENESS	• Introduce cycling programs for both school children and adults • Promote active transportation initiatives • Include recreation and tourism data in road volume and speed analyses • Raise awareness of road maintenance mechanisms through utility bills and community groups • Consider direct mailouts for community meeting notification

<u>Nicomen Island Dike</u>

Many community members from Electoral Area G participated in the February 26, 2024 community meeting. The meeting presented information and proposed network routes specific to communities in

Electoral Areas C, F and G. A lively discussion ensued as community members provided input on the ATNP project and proposed networks. Participants expressed both support and opposition regarding the consideration of including portions of the Dewdney and Nicomen Island Dike within the FVRD active transportation network.

A focal point of the discussion revolved around concerns raised by those whose properties and/or agricultural operations directly intersect with the Nicomen Island Dike. Nicomen Island has a mixed ownership structure, including Nicomen Island Improvement District (NIID), private ownership, First Nation Reserve, and Crown land. A petition opposing the utilization of the dike for active transportation was circulated during the meeting and was endorsed with 35 signatures. The addresses of the signatories were not included in the petition. Concerns highlighted in both the petition and during the meeting regarding the integration of the Nicomen Island Dike in the FVRD Active Transportation Network are outlined below:

- Agriculture disruption - Portions of the dike serve as a corridor for farmers to access their fields for farm operations including planting, harvesting and livestock management. Concerns were raised that active transportation use and farming interface may disrupt farm operations when farmers need to move large equipment along sections of the dike to access their fields and encounter people walking and cycling.
- Safety and liability – Potential risks associated with the interface between active transportation users, farm machinery, and livestock were raised. Some community members were concerned about the complexities of navigating the dike as a shared space and the potential safety and liability implications to all users.
- Economic considerations - Community members outlined potential economic impacts that may be required if farming operations need to adapt to the dike opening to the public for active transportation. These concerns included costs associated with installing fencing and gates to safeguard farm assets and farm operations.
- Privacy and security – Concerns were raised regarding the potential consequences of granting public access to segments of the dike adjacent to private properties. These included worries about trespassing and vandalism and prompted a discussion on safeguarding landowners' privacy rights and property security. Participants highlighted existing enforcement challenges with trespassing, squatting, theft and other deviant behaviours. There was sentiment expressed that opening the dike for public use could exacerbate these challenges.

<u>Dewdney Dike</u>

Much of the February 26th community meeting discussion focused on the Nicomen Island Dike. The Dewdney Dike was identified as a route that may be feasible to include as part of the FVRD active transportation network and there was community interest in piloting this section of the dike for active transportation. The Dewney Dike is owned and maintained by the Dewdney Area Improvement District (DAID), collaboration with DAID and property owners whose properties interface with the dike would be required before a pilot project would be considered.

The community meeting provided an opportunity for FVRD staff to gather feedback regarding potential areas suitable for being included in the active transportation network. While there was both support and opposition to including the dikes in the network, more comprehensive data and community consultation are required to assess what areas of the dike could be integrated into the FVRD active transportation network and what areas may not be suitable. The discussion highlighted the complex considerations involved in integrating active transportation infrastructure with agricultural landscapes. Navigating these concerns requires a collaborative approach that balances the promotion of sustainable active transportation options with the preservation of agricultural sustainability to enhance community well-being. Staff will continue working with community members and other stakeholders to finalize the proposed active transportation network for the Dewdney and Nicomen dikes.

Next Steps

Building upon the input gathered in both phases of community engagement, the next steps in the ATNP project involve integrating the information received from public engagement, Electoral Area Directors, Indigenous communities, the Ministry of Transportation and Infrastructure and other government agencies, community user groups and the technical data analysis to develop the draft FVRD Active Transportation Network plan. Staff will also collaborate with FVRD municipalities to ensure alignment between the FVRD ATNP and municipal active transportation plans, establishing a cohesive regional network.

The FVRD ATNP will establish a vision for active transportation applicable to the FVRD and electoral area communities, integrating both existing and new policy recommendations to support pedestrian and cycling initiatives. It will identify specific infrastructure projects and locations where active transportation infrastructure is needed, addressing concerns such as safety and accessibility. Additionally, the plan will create avenues for accessing grant funding to implement the recommendations so that the proposed improvements can be effectively realized. The draft plan will be presented to the FVRD Board and then posted to the Have Your Say FVRD – ATNP project page for community feedback. Completion of this project is expected in the third quarter of 2024.

COST

The total cost of the FVRD ATNP project is $92,421. The project is funded through the Ministry of Transportation and Infrastructure's 2022 Infrastructure Grants Program, Destination BC's Targeted Regional Tourism Development Initiative, and Experience the Fraser grant funding.

CONCLUSION

Through engagement for the FVRD Active Transportation Network Plan, staff have received valuable insights. These insights will serve as the basis for finalizing the network priorities, plan recommendations, and ATNP vision, which will ultimately create the final plan. Through detailed discussions around community priorities and feedback, key takeaways from the engagement highlight the significance of active transportation to community members. The identified community priorities, which include upgrading road infrastructure, integrating appropriate dikes and undedicated

roads into the network, and improving connections with member municipalities, Indigenous communities, and neighbouring electoral communities, offer a clear direction for the plan's development.

COMMENTS BY:

Graham Daneluz, Director of Planning and Development: reviewed and supported

Stacey Barker, Director of Regional Services: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

WELCOME

The Fraser Valley Regional District (FVRD) is developing an Active Transportation Network Plan to **improve walking, cycling, and rolling connections across the FVRD** and **make active transportation a more comfortable and convenient option** for people of all ages and abilities.

This project is focused on the communities in the FVRD electoral areas, identifying opportunities for improved network connections and creating routes that are safe and accessible for everyone. Connections to neighbouring municipalities and major trail networks will also be considered.

The Plan will identify new policies, programs, and infrastructure recommendations to improve access to active transportation options for everyone.

We collected your suggestions on improving active transportation in the FVRD and have developed draft guiding principles, policy direction, and a proposed network plan.

We are now looking for your feedback on the draft elements of the Plan!

Scan the QR Code using the camera on your phone or visit HAVEYOURSAY.FVRD.CA/ATNP

PURPOSE OF TODAY

- Provide an update on the project and work completed so far.
- Present what we heard during the first round of engagement.
- Gather community input to gauge support and refine the draft recommendations to inform the final Plan.

NEXT STEPS

After this round of engagement, the project team will review the results and provide a summary of input received online and in-person.

We will take the input received and develop the final Active Transportation Network Plan to be completed in spring 2024.

GUIDING PRINCIPLES

The following principles will be used to guide active transportation decisions in the FVRD:

COLLABORATIVE

Incorporate working together with residents and community and agency partners to ensure the success and implementation of the plan.

ADAPTIVE

Reflect the unique communities of the FVRD that span across jurisdictional, cultural, and/or geographical boundaries.

EQUITABLE

Provide safe, accessible, and affordable access to active transportation for people regardless of age, ability, and income.

RECONCILIATION

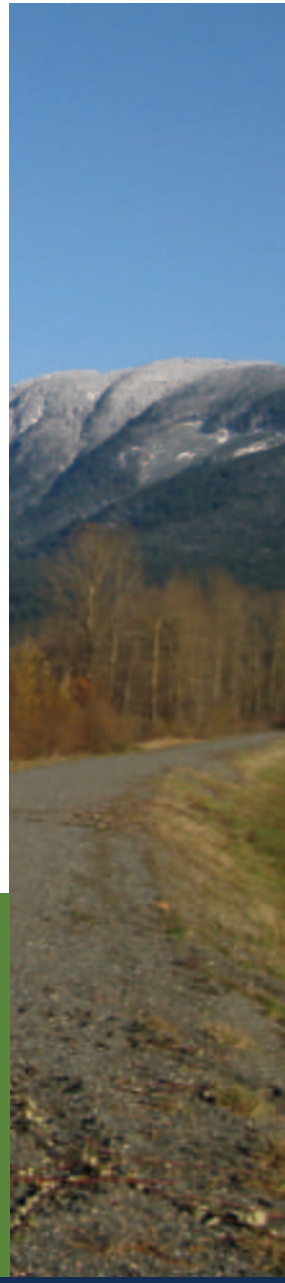
Strengthen and sustain relationships through continued conversations and active transportation connections.

CLIMATE ACTION

Encourage modal shift to active travel (walking, cycling, and taking transit) to help reduce greenhouse gas emissions.

IMPLEMENTABLE

Develop a realistic and implementable plan that can be achieved through phases and cost-share funding opportunities.



Do you support these guiding principles? Place a dot sticker next to your answer below.

SUPPORT	SOMEWHAT SUPPORT	NEUTRAL	SOMEWHAT DO NOT SUPPORT	DO NOT SUPPORT

DECISION MAKING PROCESS

A series of criteria was developed to guide the prioritization of proposed active transportation infrastructure improvements in the FVRD, the results of which are presented today.

The prioritization criteria includes:

- Road volumes and speeds
- Proximity to transit bus stops
- Proximity to school bus stops
- Proximity to community destinations (parks, schools, community centres, recreation centres, etc.)
- Future residential and commercial development areas
- Connections between electoral areas, Indigenous communities, and member municipalities
- Network connectivity (fills pedestrian and bicycle network gaps)
- Population density (number of people served/impacted)

Do you support the approach to prioritizing active transportation infrastructure improvements?

Place a dot sticker next to your answer below.

SUPPORT	SOMEWHAT SUPPORT	NEUTRAL	SOMEWHAT DO NOT SUPPORT	DO NOT SUPPORT

STRATEGIES

Based on what we heard from the first round of engagement and a review of existing plans and policy documents we have developed seven strategies for the FVRD active transportation network plan. Under each strategy there is a series of actions that can be implemented to make it easier to walk and bicycle within the FVRD electoral areas.

Strategy 1: Create Community Active Transportation Connections

Strategy 2: Build a Regional Active Transportation Network

Strategy 3: Enhance Active Transportation Connections to Transit and School Bus Stops

Strategy 4: Improve Safety for Active Transportation Users

Strategy 5: Maintain the Active Transportation Network

Strategy 6: Improve Awareness of Active Transportation

Strategy 7: Enhance Capacity and Coordination to Implement the Active Transportation Plan

We are seeking your input on these policy directions. The following boards will provide more detail on each of the strategies and their supporting actions.

STRATEGY 1: CREATE COMMUNITY ACTIVE TRANSPORTATION CONNECTIONS

This strategy focuses on creating active transportation connections for rural communities in the electoral areas. This includes providing walking and cycling routes where people live in the electoral areas that connect to local destinations and can also be used for recreation.

SUGGESTED ACTIONS:

- Create active transportation routes that connect to local destinations and recreational areas.
- Created multi-use trails for recreational use.
- Formalize routes that are already being used for active transportation.
- Consider opportunities to utilize undedicated roadways for active transportation.
- Consider piloting dikes for public access to use for active transportation.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 2: BUILD A REGIONAL ACTIVE TRANSPORTATION NETWORK

This strategy focuses on building a regional active transportation network that provides seamless connections within, to, and from the FVRD. This includes providing and enhancing regional connections between neighbouring jurisdictions such as electoral areas, Indigenous communities, and member municipalities.

SUGGESTED ACTIONS:

- Provide safe and comfortable active transportation routes on roads to connect people to neighbouring communities and destinations.
- Support the Experience the Fraser initiative.
- Utilize utility and rail corridors and other right-of-way agreements to expand the trail network.
- Enhance infrastructure for active transportation users on bridges.
- Pursue opportunities to provide new active transportation routes and facilities in conjunction with projects, plans, and developments within the FVRD.
- Support opportunities to integrate active transportation in the FVRD through collaboration with community and agency partners.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 3: ENHANCE ACTIVE TRANSPORTATION CONNECTIONS TO TRANSIT AND SCHOOL BUSES

This strategy focuses on enhancing the integration of active transportation to other modes such as transit and school buses.

SUGGESTED ACTIONS:

- Improve connections to transit.
- Provide safe and direct pedestrian connections to school bus pick-up and drop-off locations.
- Support School District 33, 75, and 78 with exploring ways to encourage more biking to school or to school bus stops.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 4: IMPROVE SAFETY FOR ACTIVE TRANSPORTATION USERS

This strategy focuses on making it safer to get around by addressing safety-related barriers to active transportation.

SUGGESTED ACTIONS:

- Provide active transportation infrastructure types that are appropriate to the conditions of the roads within the FVRD.
- Support the Ministry of Transportation and Infrastructure to evaluate speed limits in transition zones that approach rural communities.
- Advocate for safe crossings in communities that straddle numbered highways and major roads.
- Address parked motor vehicles on paved shoulders impeding active transportation access.
- Improve visibility through pedestrian-scale lighting where appropriate.
- Monitor the use of active transportation infrastructure and consider the impact of new mobility technologies.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 5: MAINTAIN THE ACTIVE TRANSPORTATION NETWORK

This strategy focuses on improving maintenance to make sure that active transportation can be used year-round.

SUGGESTED ACTIONS:

- Work with community and agency partners to advocate for improved maintenance to address gravel, debris, and overgrown vegetation on roads.
- Design active transportation infrastructure to provide adequate drainage, gravel and sand removal, and snow storage and removal.
- Raise awareness among community members regarding the mechanisms available to request maintenance on roads.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 6: IMPROVE AWARENESS OF ACTIVE TRANSPORTATION

This strategy focuses on how to increase awareness about active transportation in the FVRD to existing and future active transportation users.

SUGGESTED ACTIONS:

- Collaborate with community and agency partners to develop a FVRD Cycling Guide to include maps showing common cycling routes and active transportation infrastructure in the FVRD.
- Collaborate with community and agency partners to develop a wayfinding and signage approach for consistency of signage across the FVRD.
- Educate community members and decision makers on the benefits of active transportation.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

STRATEGY 7: ENHANCE CAPACITY AND COORDINATION TO IMPLEMENT THE ACTIVE TRANSPORTATION PLAN

This strategy focuses on building capacity and coordination at the FVRD to implement the active transportation network plan.

SUGGESTED ACTIONS:

- Consider dedicating additional funds for active transportation infrastructure and maintenance.
- Pursue opportunities to leverage additional funding sources to develop active transportation infrastructure.

Place a sticky note if there is anything missing.

What is your level of support for this strategy?

Place a dot sticker next to your answer below.

SUPPORT	
SOMEWHAT SUPPORT	
NEUTRAL	
SOMEWHAT DO NOT SUPPORT	
DO NOT SUPPORT	

PROPOSED NETWORK AND PROJECTS

FVRD DRAFT ACTIVE TRANSPORTATION NETWORK

The draft concept for the long-term active transportation network establishes a long-term vision for active transportation infrastructure in the FVRD. It provides walking and cycling connections within, to, and from the FVRD.

Regional routes provide connections between and within electoral areas and member municipalities. Regional trails such as the Trans Canada Trail and the Experience the Fraser concept are also a part of the draft concept regional active transportation network.

What is your level of support with the draft regional active transportation network?

Place a dot sticker next to your answer below.

SUPPORT	SOMEWHAT SUPPORT	NEUTRAL	SOMEWHAT DO NOT SUPPORT	DO NOT SUPPORT

Place a sticky note with any additional comments here.

ROUTE TYPES

Route types within the long-term active transportation network have been identified as the following:

COMMUNITY ROUTES

Provide local active transportation routes to access key community destinations (schools, community halls, recreation facilities, transit and school bus stops) as well as routes for recreational purposes close to where people are living.

UNDEDICATED ROAD

An undedicated road right-of-way is space that has been dedicated for a road where the road has not been constructed. Some of these locations could be used to provide active transportation connections.

REGIONAL ROUTES

Provides connections between electoral areas, member municipalities, and Indigenous communities. Regional routes generally follow a highway, but do not need to be directly adjacent to or on the highway.

CONCEPTUAL DIKE PILOT

Sections of an existing dike that have been identified as a conceptual pilot location to allow public access for active transportation.

PRIORITY ROUTES

Priority routes were selected from the long-term network and fill important network gaps and connect key destinations. Not all priority routes will be implemented in the short-term and some may be challenging to implement.

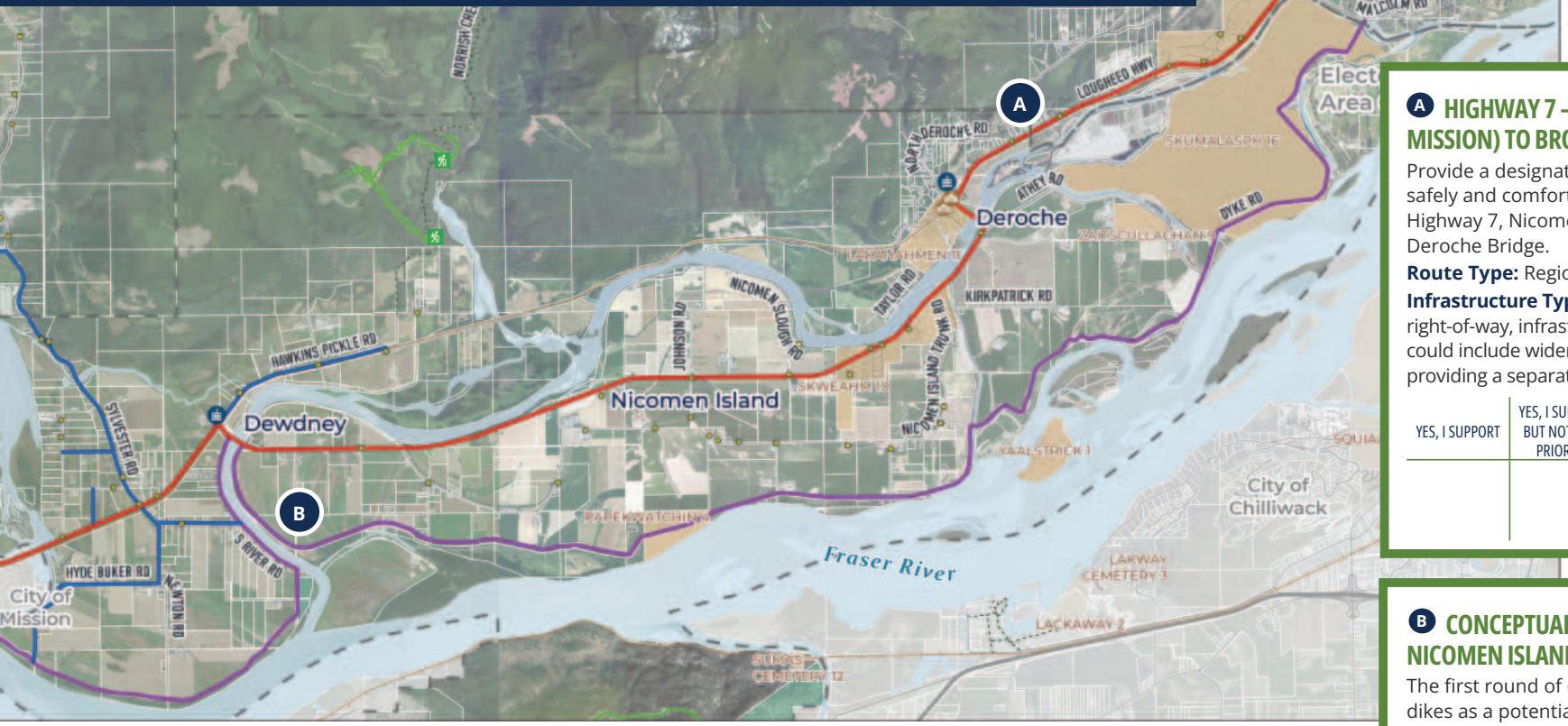
Community Route: Off-street Trail, Morris Valley Road

Regional Route: Paved Shoulders, Highway 7

Conceptual Dike Pilot: Elbow Creek Dike

The following boards identify priority projects for the FVRD's active transportation within the electoral areas.

ELECTORAL AREA G: DEWDNEY, NICOMEN ISLAND, DEROCHE



- Priority Route
- Long-Term Active Transportation Network
- Dike
- Community Hall
- School
- School Bus Stop
- Trailhead
- Railway
- Trail
- Resource / Service Road
- First Nation Community
- Regional Park
- Electoral Area Jurisdiction Boundaries

A HIGHWAY 7 – SHOOK AVENUE (CITY OF MISSION) TO BROOKS ROAD (EA C)

Provide a designated space for people to safely and comfortably walk and cycle along Highway 7, Nicomen Slough Bridge, and Deroche Bridge.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B CONCEPTUAL DEWDNEY AND NICOMEN ISLAND DIKE PILOT

The first round of engagement identified the dikes as a potential ATNP route to permit people walking and cycling. Consultation and approval from private landowners, Dewdney Area and Nicomen Island Improvement Districts and Indigenous communities would be required prior to any pilot.

Route Type: Conceptual dike pilot

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA F: MCCONNELL CREEK, HATZIC PRAIRIE, HATZIC, DEWDNEY

- Priority Route
- Long-Term Active Transportation Network
- Dike
- Community Hall
- School
- School Bus Stop
- Trailhead
- Railway
- Trail
- Resource / Service Road
- First Nation Community
- Regional Park
- Electoral Area Jurisdiction Boundaries

C HATZIC PRAIRIE COMMUNITY ROUTE

Provide a pathway connection parallel to Farms Road providing an alternative off-street community active transportation route along an undedicated roadway.

Route Type: Undedicated road

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

A HIGHWAY 7 – SHOOK AVENUE (CITY OF MISSION) TO BROOKS ROAD (EA C)

Provide a designated space for people to safely and comfortably walk and cycle along Highway 7 and Nicomen Slough Bridge.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

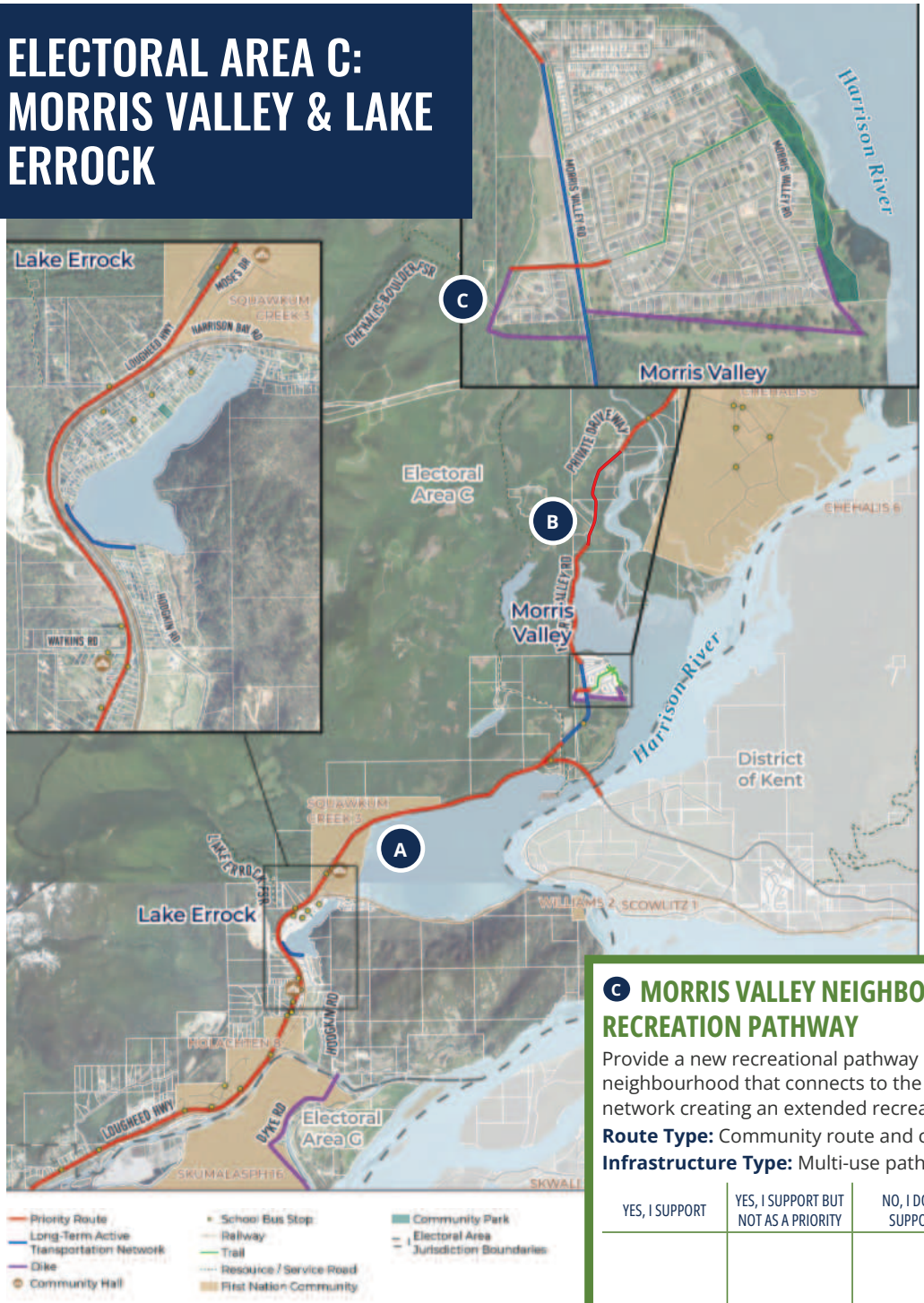
B CONCEPTUAL DEWDNEY AND NICOMEN ISLAND DIKE PILOT

The first round of engagement identified the dikes as a potential ATNP route to permit people walking and cycling. Consultation and approval from private landowners, Dewdney Area and Nicomen Island Improvement Districts and Indigenous communities would be required prior to any pilot.

Route Type: Conceptual dike pilot

Infrastructure Type: Multi-use pathway

ELECTORAL AREA C: MORRIS VALLEY & LAKE ERROCK



C MORRIS VALLEY NEIGHBOURHOOD RECREATION PATHWAY

Provide a new recreational pathway in the Morris Valley neighbourhood that connects to the existing pathway network creating an extended recreational loop route.

Route Type: Community route and conceptual dike pilot

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

A HIGHWAY 7 – BROOKS ROAD TO DISTRICT OF KENT

Provide a designated space for people to safely and comfortably walk and bicycle along Highway 7 and on the Harrison Mills Bridge.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B MORRIS VALLEY ROAD – MORRIS VALLEY NEIGHBOURHOOD TO HEMLOCK VALLEY ROAD

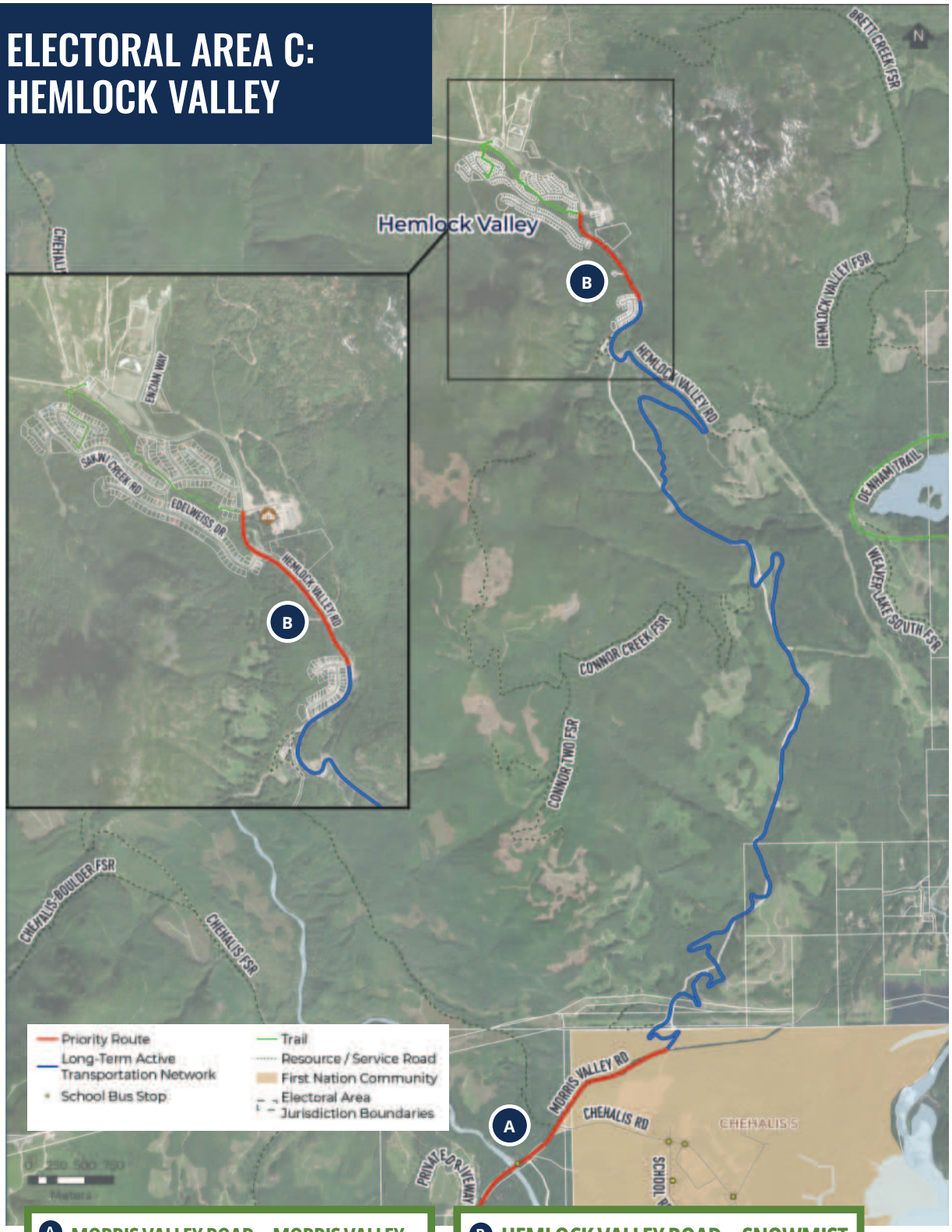
Provide a designated space for people to safely and comfortably walk and bicycle along Morris Valley Road.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA C: HEMLOCK VALLEY



A MORRIS VALLEY ROAD – MORRIS VALLEY NEIGHBOURHOOD TO HEMLOCK VALLEY ROAD

Provide a designated space for people to safely and comfortably walk and cycle along Morris Valley Road.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

B HEMLOCK VALLEY ROAD – SNOWMIST DRIVE TO LAUREL PLACE

Provide a community active transportation route adjacent to Hemlock Valley Road that connects to the existing Village Loop Trail within the community.

Route Type: Community route

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA E: BAKER TRAILS, BELL ACRES

Priority Route
Long-Term Active Transportation Network
Dike
Community Hall
School Bus Stop
Trail
Trans Canada Trail
Resource / Service Road
First Nation Community
Provincial Park
Regional Park
Electoral Area Jurisdiction Boundaries

A CONCEPTUAL WILSON ROAD DIKE PILOT

The first round of engagement identified the dike as a potential ATNP route. Consultation and approval from private landowners would be required prior to any pilot.

Route Type: Conceptual dike pilot

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B CHILLIWACK LAKE ROAD - SOOWAHLIE FIRST NATION TO TAMIHI FOREST LIUMCHEN SERVICE ROAD

Address parked vehicles encroaching on the paved shoulder by providing designated parking locations and widen shoulders for people walking and cycling.

Route Type: Regional route

Infrastructure Type: Widen shoulders and formalize parking.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA E: PAULSEN ROAD

Priority Route
Long-Term Active Transportation Network
Trail
Trans Canada Trail
Resource / Service Road
Provincial Park
Electoral Area Jurisdiction Boundaries

A PAULSEN ROAD COMMUNITY CONNECTION

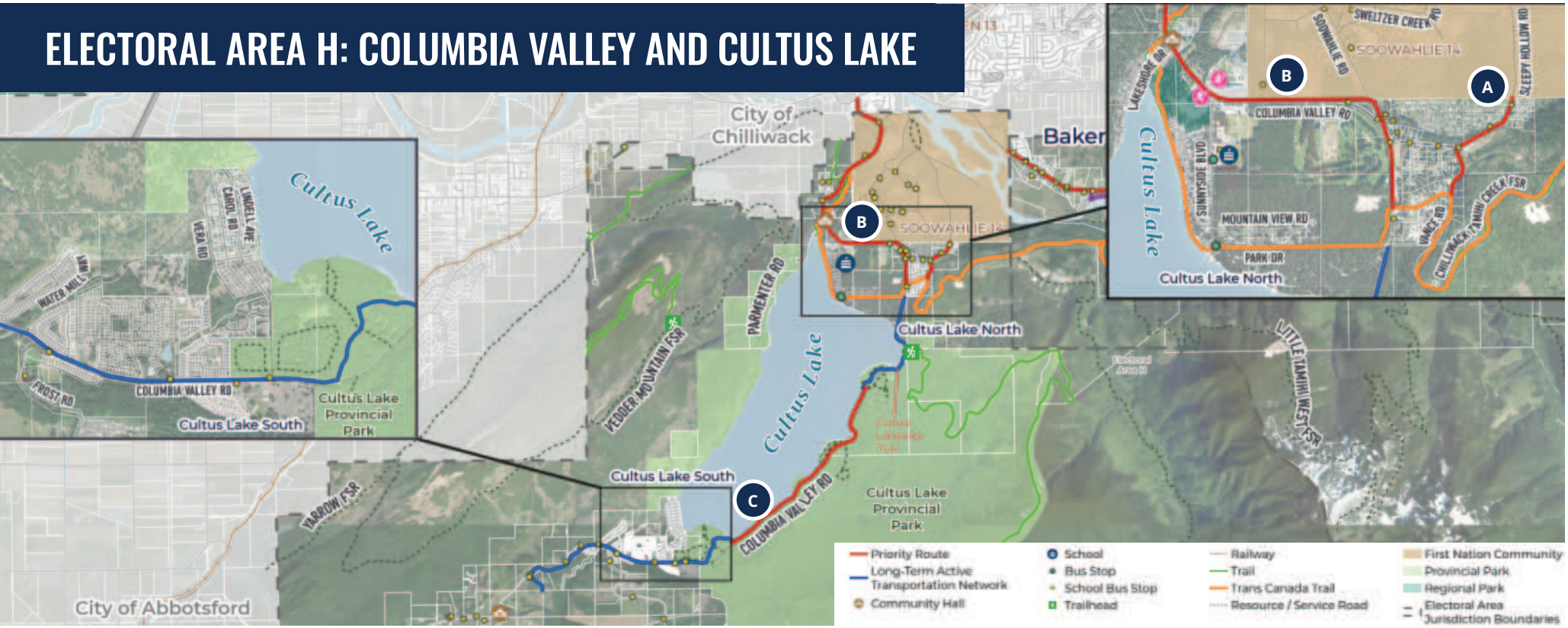
Provide a pathway connection between Chilliwack Lake Road to Paulsen Road along an undedicated roadway.

Route Type: Undedicated road

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA H: COLUMBIA VALLEY AND CULTUS LAKE



A SLEEPY HOLLOW ROAD CONNECTION

Provide a community active transportation connection between Vance Road to Soowahlie First Nation.

Route Type: Community route

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B COLUMBIA VALLEY ROAD - PARMENTER ROAD TO RACHAEL PLACE

In partnership with the Cultus Lake Park Board, provide an active transportation route along this section of the roadway.

Route Type: Community route

Infrastructure Type: Widen shoulders with barrier separation or provide an off-street pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

C CULTUS LAKESIDE TRAIL EXPANSION

Complete the Cultus Lakeside Trail between Cultus Lake South and Cultus Lake North filling in the gap in the existing trail route.

Route Type: Community route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA D: POPKUM, BRIDAL FALLS

A HIGHWAY 9 – AGASSIZ ROSEDALE BRIDGE TO HIGHWAY 9 AND YALE ROAD ROUNDABOUT

Provide a designated space for people to safely and comfortably walk and bicycle along the Agassiz-Rosedale Bridge and Highway 9.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B POPKUM COMMUNITY ROUTE – YALE ROAD, POPKUM ROAD NORTH, ELGEY ROAD

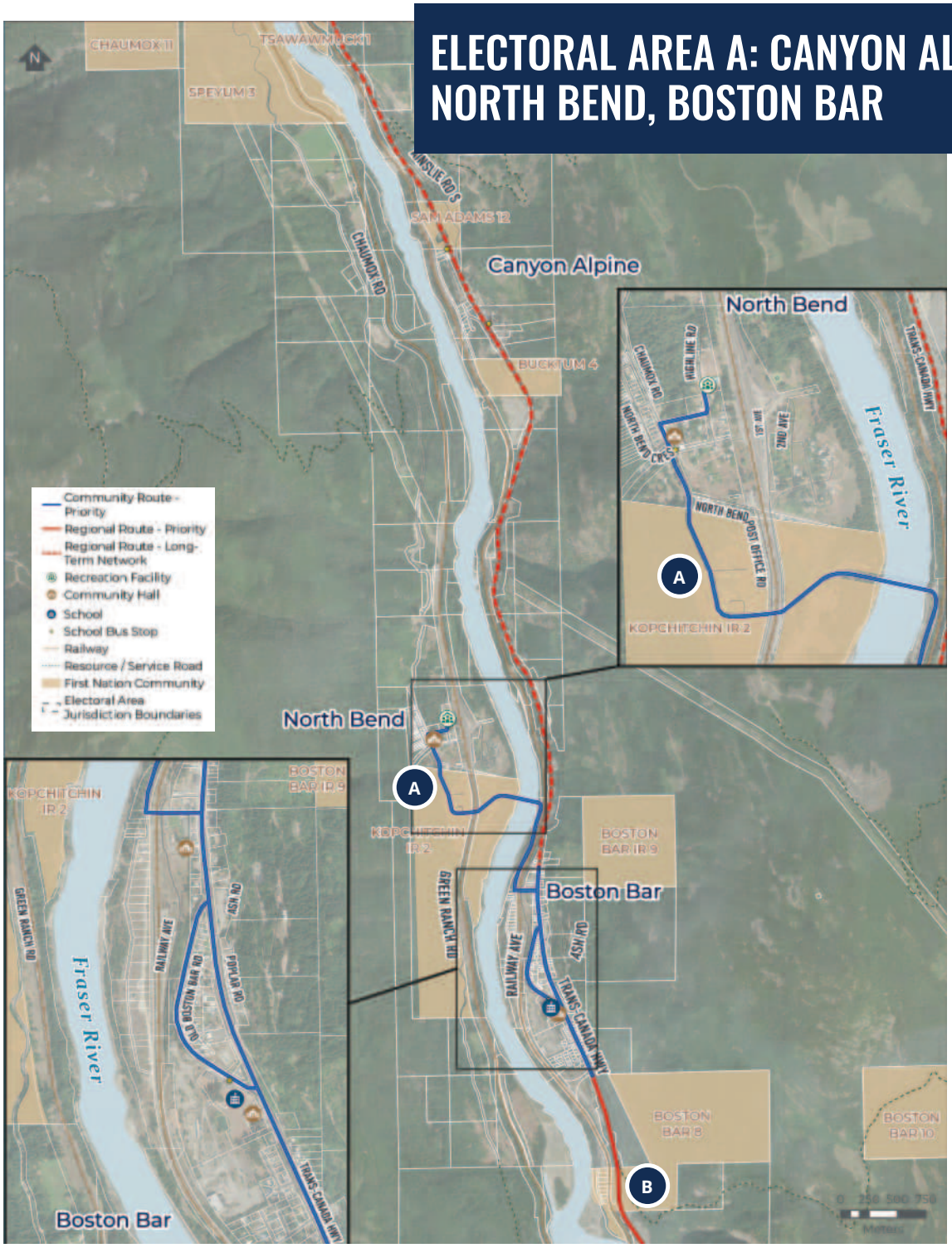
Provide a connection for people to safely walk and cycle in Popkum along Yale Road and access the Popkum Community Trail and Cheam Lake Wetlands Regional Park.

Route Type: Community route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include enhancing the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA A: CANYON ALPINE, NORTH BEND, BOSTON BAR



A NORTH BEND TO BOSTON BAR COMMUNITY CONNECTION

Provide a connection for people to safely and comfortably walk and cycle between North Bend and Boston Bar along Chaumox Road, Cog Harrington Bridge, Boston Bar Station Road, Highway 1, and Old Boston Bar Road

Route Type: Community route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include providing a separated pathway as shoulders or a multi-use pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B HIGHWAY 1 – BOSTON BAR TO TUCKKWIOWHUM

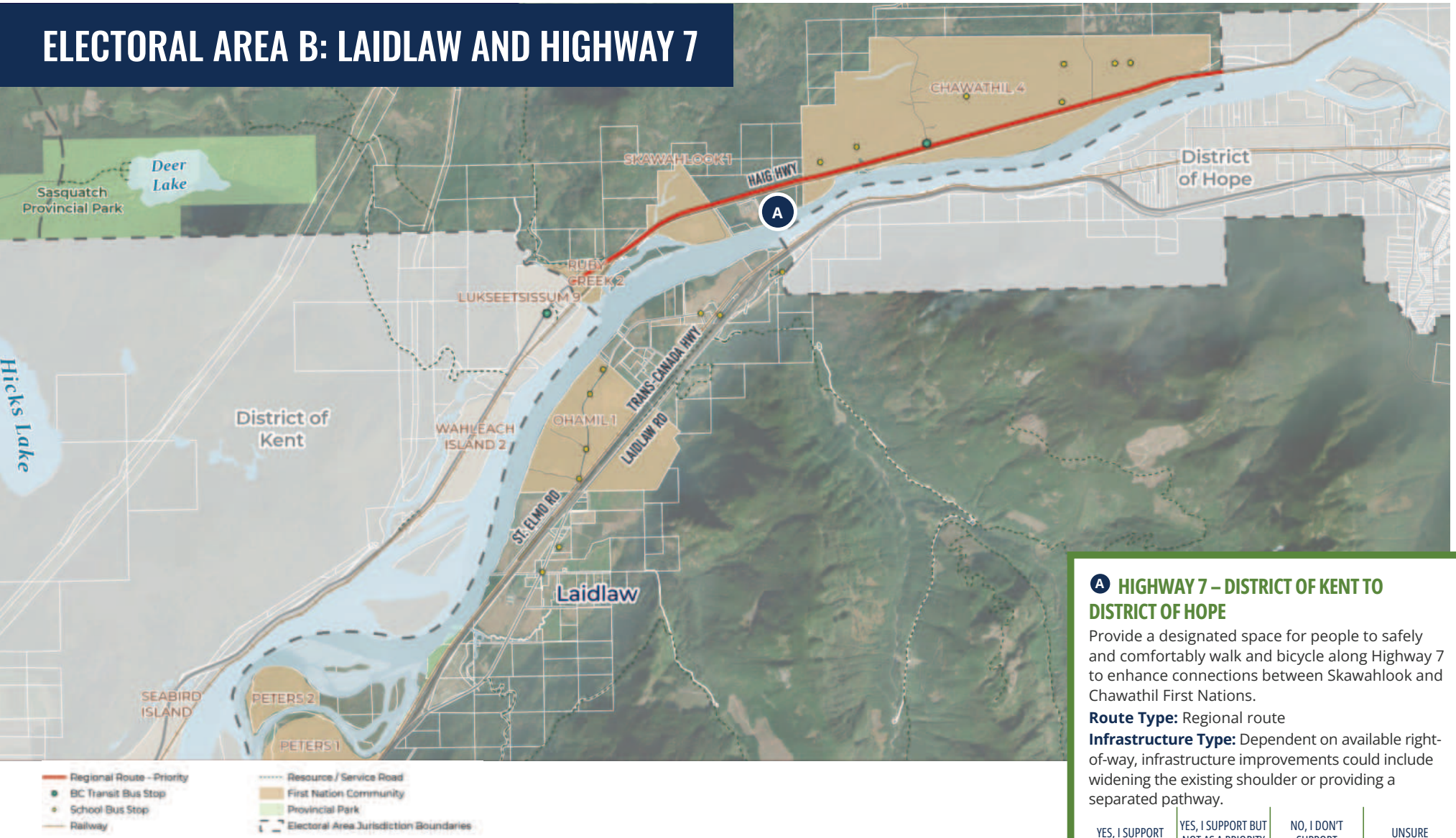
Provide a designated space for people to safely and comfortably walk and bicycle along Highway 1 from Boston Bar to Tuckkwiowhum

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA B: LAIDLAW AND HIGHWAY 7



A HIGHWAY 7 – DISTRICT OF KENT TO DISTRICT OF HOPE

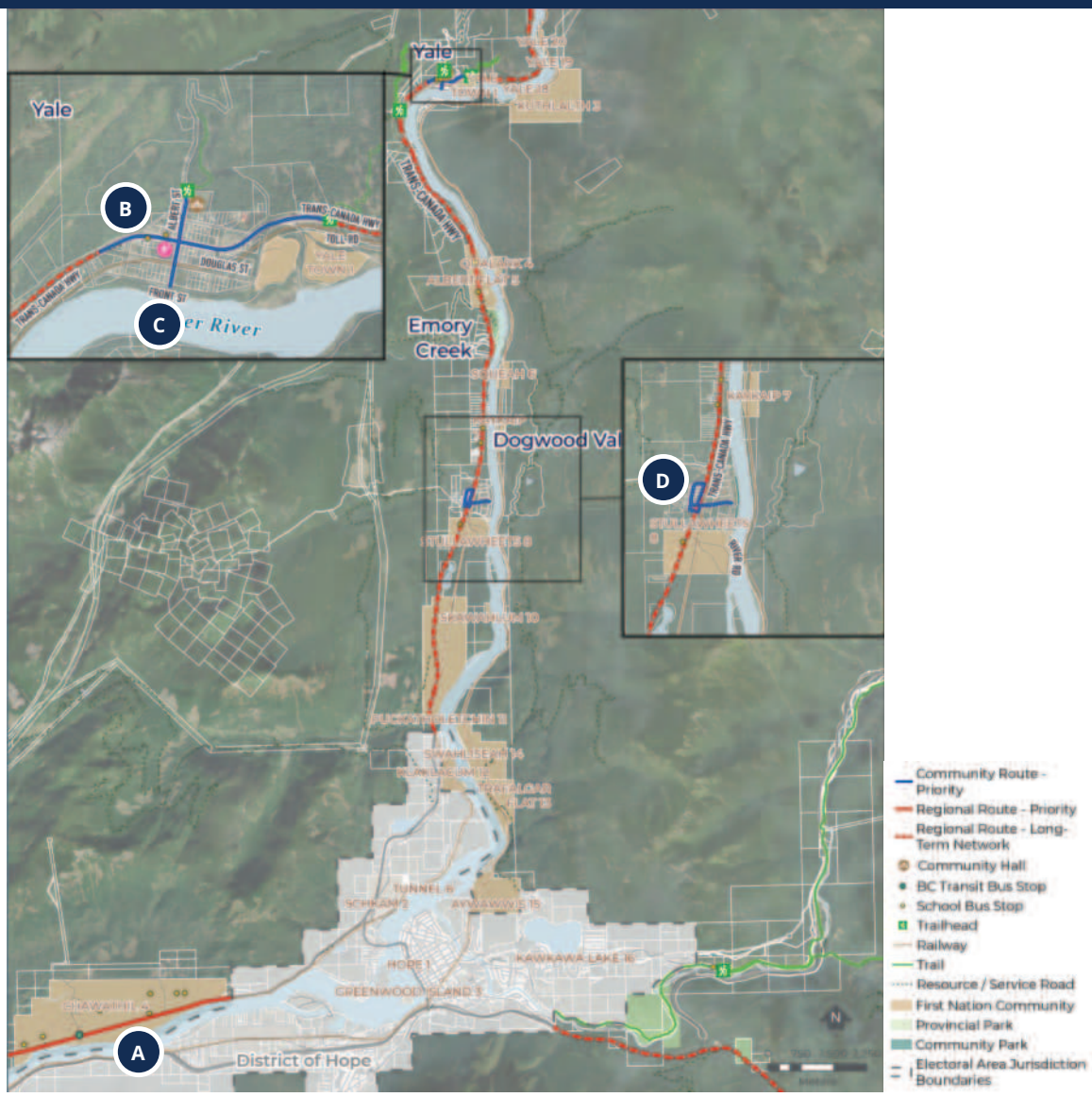
Provide a designated space for people to safely and comfortably walk and bicycle along Highway 7 to enhance connections between Skawahlook and Chawathil First Nations.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA B: YALE, EMORY CREEK, DOGWOOD VALLEY



A HIGHWAY 7 – DISTRICT OF KENT TO DISTRICT OF HOPE

Provide a designated space for people to safely and comfortably walk and bicycle along Highway 7 to enhance connections between Skawahlook and Chawathil First Nations.

Route Type: Regional route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

C ALBERT STREET – FRONT STREET TO YALE LIBRARY

Provide a designated space for people to safely and comfortably walk and bicycle along Highway 1 throughout Yale

Route Type: Community route

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

B HIGHWAY 1 – YALE

Provide a designated space for people to safely and comfortably walk and bicycle along Highway 1 throughout Yale

Route Type: Community route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include widening the existing shoulder or providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

D DOGWOOD VALLEY CONNECTOR

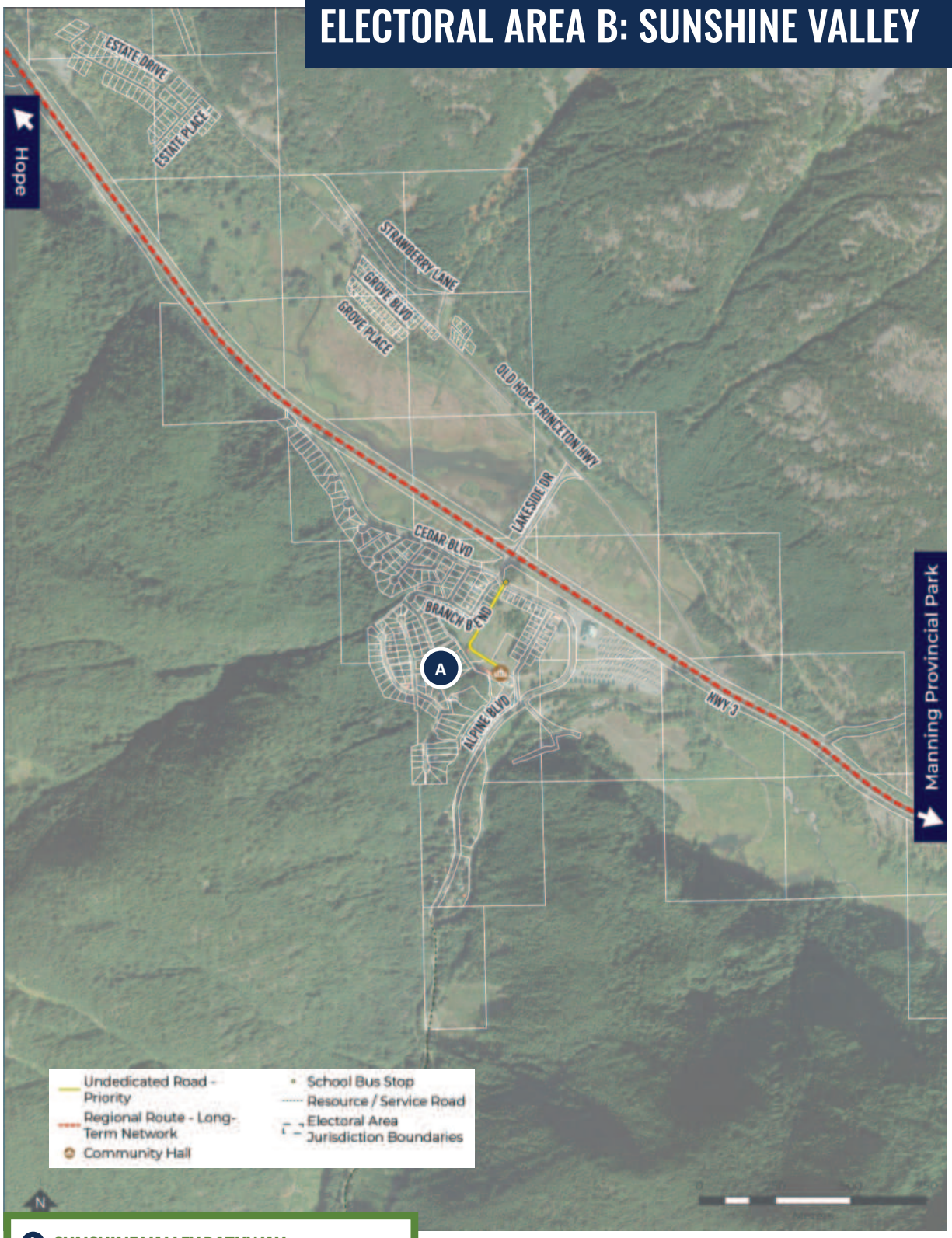
Provide a designated space for people to safely and comfortably walk and bicycle along Reynolds Road, Nickel Mine Road, and Park Lane Drive.

Route Type: Community route

Infrastructure Type: Dependent on available right-of-way, infrastructure improvements could include providing a separated pathway.

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

ELECTORAL AREA B: SUNSHINE VALLEY



A SUNSHINE VALLEY PATHWAY

Formalize the pathway to access Sunshine Valley Community Center

Route Type: Undedicated road

Infrastructure Type: Multi-use pathway

YES, I SUPPORT	YES, I SUPPORT BUT NOT AS A PRIORITY	NO, I DON'T SUPPORT	UNSURE

FVRD ACTIVE TRANSPORTATION NETWORK PLAN

Open House
February & March 2024

Fraser Valley Regional District

WELCOME & INTRODUCTIONS

Fraser Valley Regional District

- Melissa Geddert
- David Urban
- Andrea Antifaeff

Urban Systems Ltd.

- Sarah Freigang

LAND ACKNOWLEDGEMENT

The Fraser Valley Regional District is located on the traditional, ancestral and unceded territory of the Stó:lō, St’át’imc, Sts'ailes, and Nlaka’pamux Peoples. Indigenous Peoples have lived in the region since time immemorial.

We are committed to conducting this project in a manner that is true and contributes to lasting reconciliation with the Indigenous peoples of this region.

The ATNP will support expanding and enhancing Indigenous communities' active transportation connections within the FVRD while also promoting opportunities to enhance connections with land and culture.

PURPOSE

Provide an update on the project planning process

Share findings from the existing condition analysis and community input

Present the preliminary plan, policy direction and proposed network

Collect your input and confirm plan direction

AGENDA

1. Presentation
   a. ATNP Project Overview
   b. Existing Conditions and Context
   c. Draft Policy Direction and Proposed Network
2. Open House

ATNP PROJECT OVERVIEW

WHAT IS ACTIVE TRANSPORTATION

Any form of human-powered transportation

It includes people walking, biking, skateboarding, and using mobility devices such as walkers, strollers, and wheelchairs

New and emerging transportation modes such as e-scooters and e-bikes also fit in this category and may use the same trails and pathways

WHAT IS THE FVRD ATNP?

A planning document that aims to create a comprehensive and connected network for active transportation

Focus is on the FVRD's eight electoral areas

Roadways within the FVRD's electoral areas are under the Ministry of Transportation and Infrastructure jurisdiction

Collaboration and partnerships is key to the success of the ATNP

THE PLAN WILL ...

- Establish a **vision** for active transportation
- Integrate and identify existing and new **policy** recommendations to support active transportation
- Identify **infrastructure** projects and locations for active transportation infrastructure
- Create opportunities to access grant **funding** to implement the plan's recommendations

WORKPLAN AND METHODOLOGY

Phase 1
Project Launch
Fall 2023

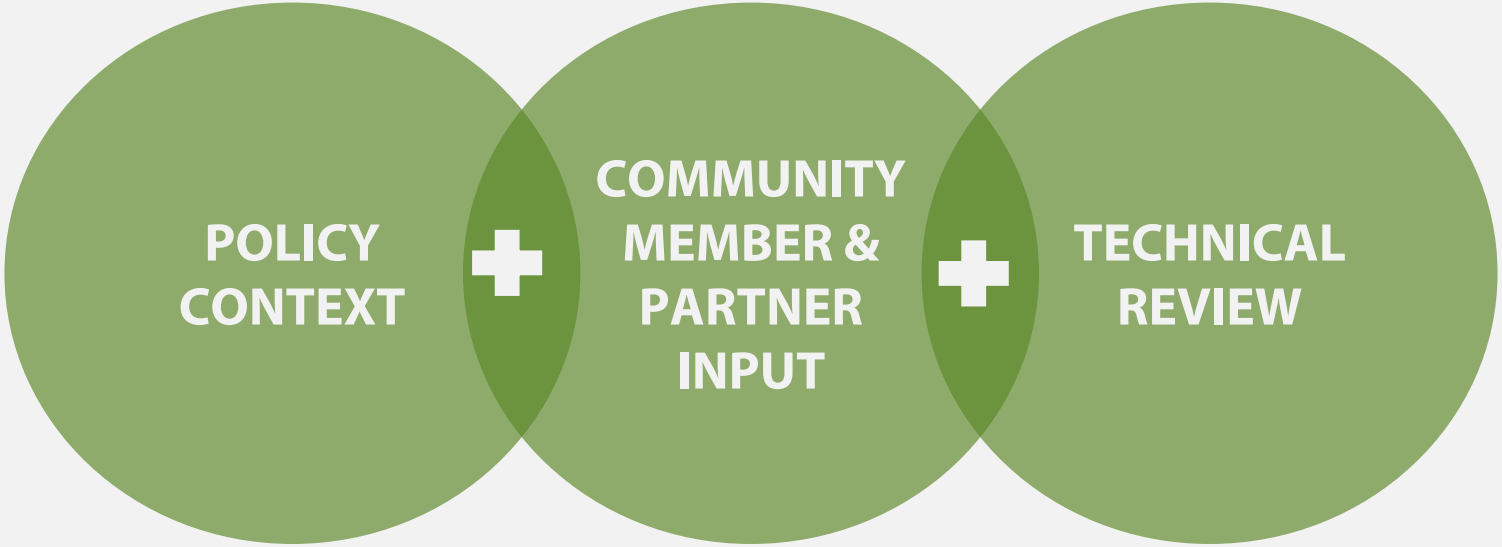
Phase 2
Background Research + Round 1 Engagement
Fall 2023 – Winter 2024

Phase 3
Setting Future Direction + Round 2 Engagement
Winter 2024

Phase 4
Implementation + Reporting
Spring 2024

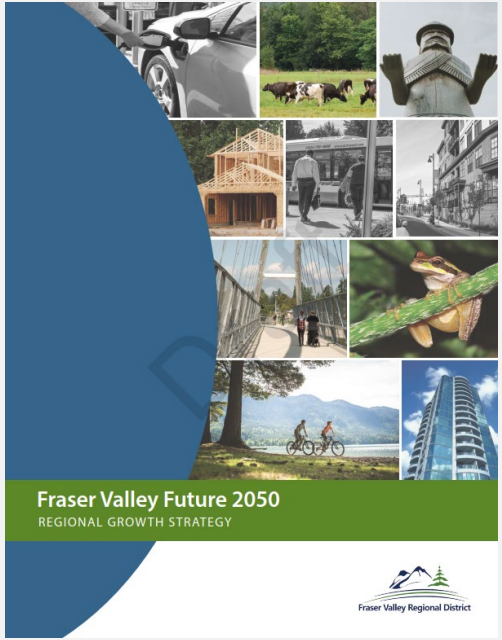
EXISTING CONDITIONS AND CONTEXT

HOW THE PLAN WILL BE DEVELOPED



POLICY CONTEXT

- Regional Growth Strategy (Draft)
- Electoral Area Official Community Plans
- Regional Parks Strategic Plan
- 2023-2026 Strategic Plan
- Regional Trail Projects
- Member municipality transportation and active transportation plans



COMMUNITY AND STAKEHOLDER ENGAGEMENT

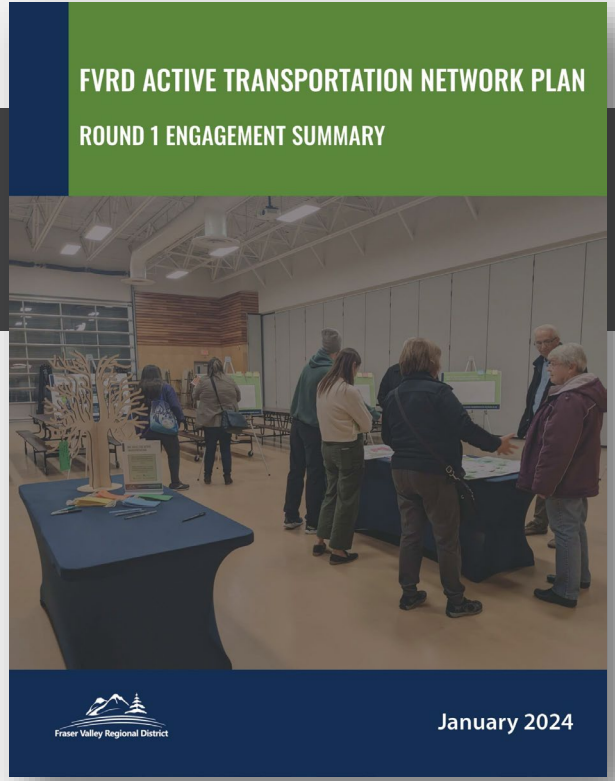
ROUND 1

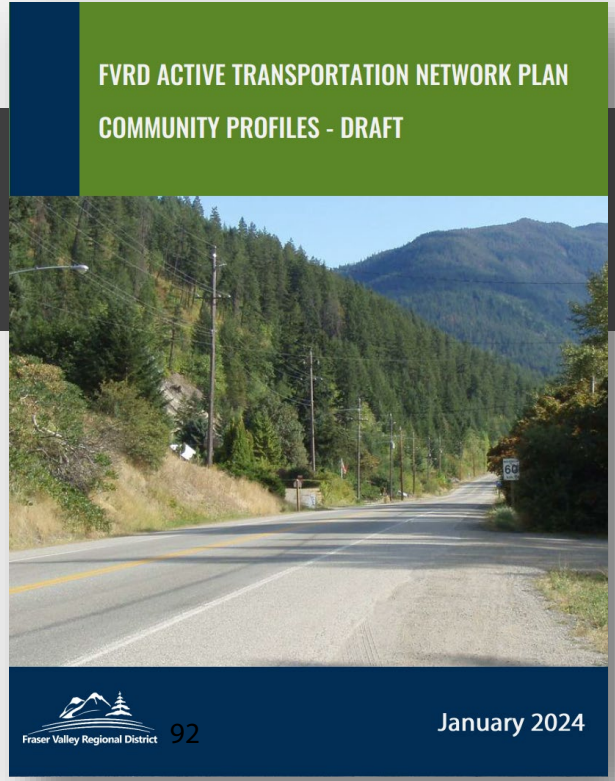
- Identify **issues and opportunities**, understand **priorities**
  - **Community Survey #1 –** 155 responses
  - **Interactive Map –** 85 pins
  - **Open Houses** – 90 attendees
  - **Community and Agency Partner Meeting –** 21 attendees

ROUND 2

- **Present themes, strategies, actions and draft network** and seek input
- Gather input through:
  - **Open Houses** – underway! February – March 2024
  - **Community Survey #2** March 7 – 29, 2024
  - **Community and Agency Partner Meeting** April 29, 2024
- The results will be used to finalize the ATNP and to develop the implementation and phasing strategy

ENGAGEMENT SUMMARY AND COMMUNITY PROFILE





TRAVEL PATTERNS

TOP REASONS FOR WALKING

Enjoy Nature, Parks, and Trails

Exercise

Enjoyment

TOP REASONS FOR CYCLING

Exercise

Enjoyment

Enjoy Nature, Parks, and Trails

(Source: ATNP Community Survey #1, 2023)

BARRIERS

TOP BARRIERS TO WALKING

Lack of Sidewalks

Lack of Trails

Lack of Paved Shoulders

TOP BARRIERS TO CYCLING

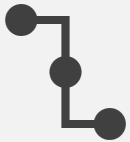
Too Many Large Vehicles and Trucks Near Sidewalks and Trails

Lack of On-street Bicycle Routes Including Painted Bicycle Lanes and Paved Shoulders

Lack of Trails

(Source: ATNP Community Survey #1, 2023)

ROUND 1:
EMERGING THEMES FROM WHAT WE LEARNED



Enhance Connections

Formalize What Is Already Being Used

Improve Safety

Create a Better Experience

Enhance Multi-Modal Integration

DRAFT POLICY DIRECTION AND PROPOSED NETWORK

GUIDING PRINCIPLES

COLLABORATIVE

ADAPTIVE

EQUITABLE

RECONCILIATION

CLIMATE ACTION

IMPLEMENTABLE

POLICY DIRECTION

Strategy 1	Create Community Active Transportation Connections
Strategy 2	Build a Regional Active Transportation Network
Strategy 3	Enhance Active Transportation Connections to Transit and School Bus Stops
Strategy 4	Improve Safety for Active Transportation Users
Strategy 5	Maintain the Active Transportation Network
Strategy 6	Improve Awareness of Active Transportation
Strategy 7	Enhance Capacity and Coordination to Implement the Active Transportation Plan

DECISION MAKING PROCESS

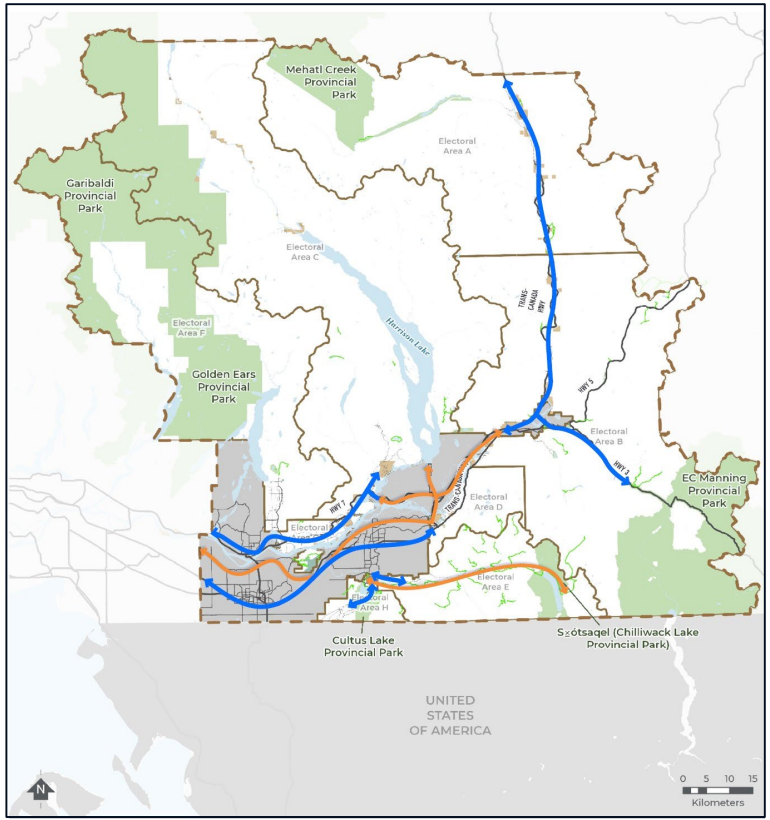
NETWORK PRIORITIZATION CRITERIA

- Road volumes and speeds
- Proximity to transit bus stops
- Proximity to school bus stops
- Proximity to community destinations (parks, schools, community centres, recreation centres, etc.)
- Future residential and commercial development areas
- Connections between electoral areas, Indigenous communities, and member municipalities
- Network connectivity (fills pedestrian and bicycle network gaps)
- Population density (number of people served/impacted)

PROPOSED NETWORK

A REGIONAL ACTIVE TRANSPORTATION NETWORK

- Draft concept for the long-term vision for active transportation infrastructure in the FVRD
- Composed of:
  - Regional routes (connections between and within electoral areas and member municipalities)
  - Regional trails (Trans Canada Trail and Experience the Fraser)



Regional Route
Regional Trails (Trans Canada Trail, Experience the Fraser)
Trail
Provincial Park
Regional Park
First Nation Community
Jurisdiction Boundry
Fraser Valley Regional District Boundry

PROPOSED NETWORK

TYPES OF ROUTES

- Community routes
- Undedicated road
- Regional routes
- Conceptual dike pilot
- Priority routes

Regional Route: Paved Shoulders, Highway 7

Community Route: Off-street Trail, Morris Valley Road

Conceptual Dike Pilot: Elbow Creek Dike

OPEN HOUSE

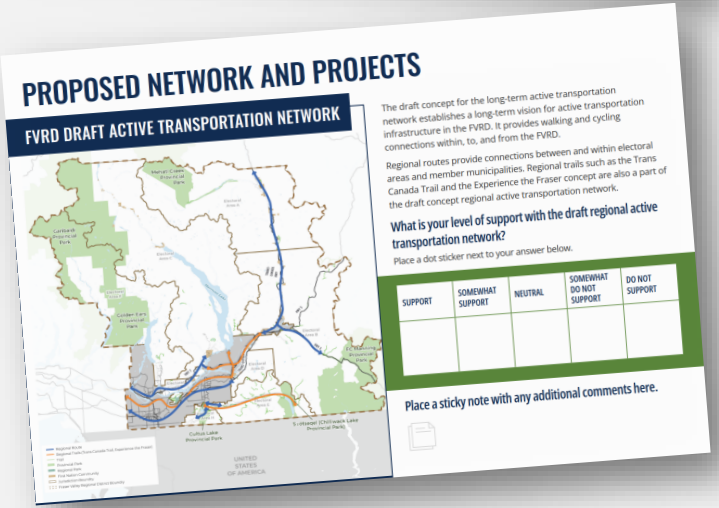
OPEN HOUSE FORMAT

We have boards around the room!

They provide a more detailed overview on the different draft components of the plan.

Let us know your level of support on the:

- Guiding principles
- Approach to prioritizing active transportation infrastructure improvements
- Proposed strategies
- Identified priority projects



NEXT STEPS

- **Round 2 Engagement**
  - Upcoming Open Houses (February/March 2024)

    Electoral Areas C, F, and G
    February 26

    Electoral Areas E, H
    February 27

    Electoral Areas D
    March 5

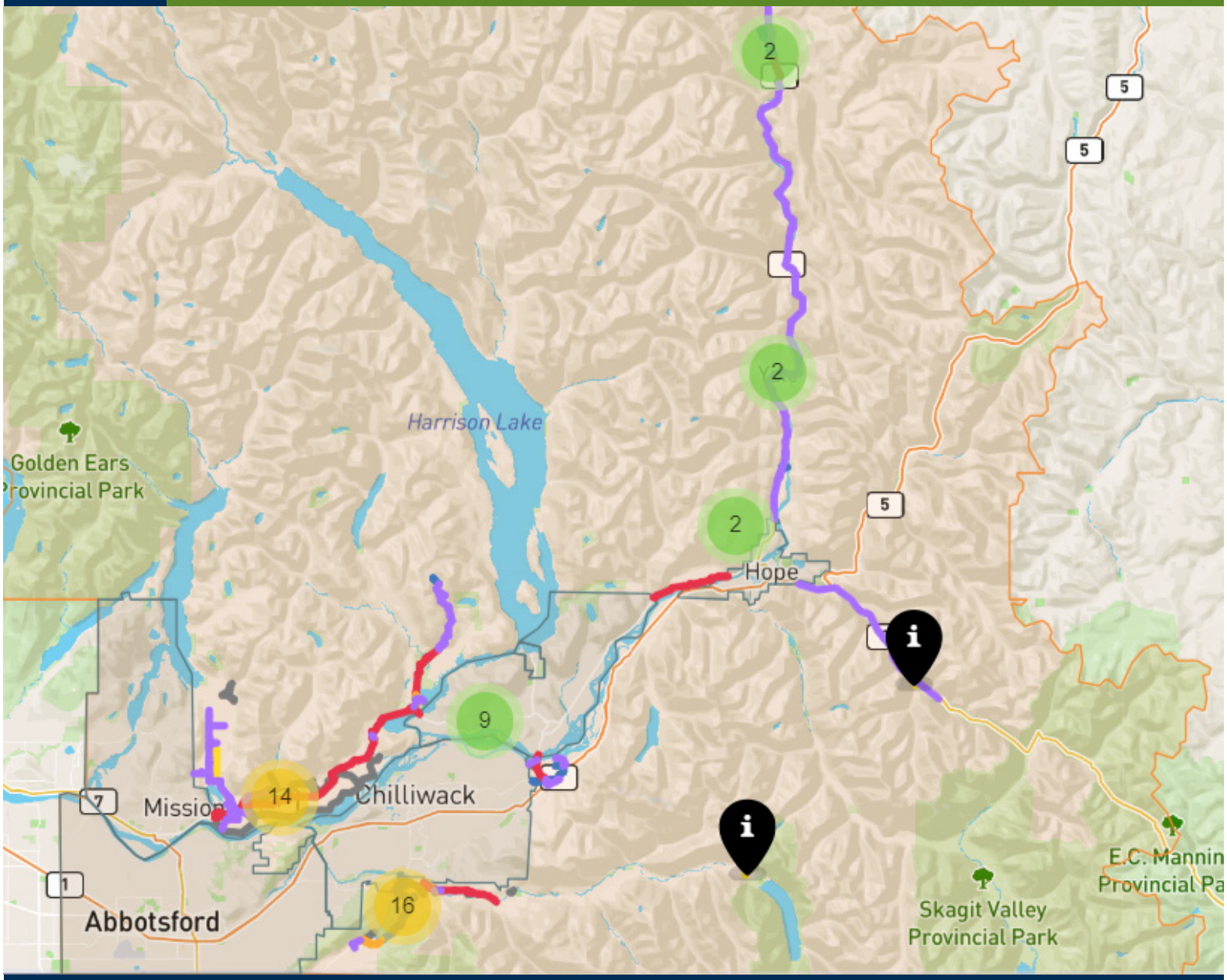
    Electoral Area A, B
    March 7

  - Community survey #2 (March 7-29, 2024)
  - Next Community Partners Meeting (April 29, 2024)
- **Final Active Transportation Network Plan**
- **Board Presentation**

THANK YOU!

FVRD ACTIVE TRANSPORTATION NETWORK PLAN

ROUND 2 ONLINE ENGAGEMENT SUMMARY



Fraser Valley Regional District

April 2024

INTRODUCTION

The Fraser Valley Regional District (FVRD) is developing a comprehensive Active Transportation Network Plan (ATNP). The focus of the ATNP will be within communities in the electoral areas, to improve active transportation infrastructure, connectivity, and safety for residents. The ATNP will incorporate existing and planned inter-regional trail networks and connect key community and regional destinations. The active transportation routes will integrate with municipal active transportation plans, especially at jurisdictional boundaries, to create a strong and collaborative network that enhances long-distance commuting and recreational trips across the region.

DISCUSSION

The foundation of the FVRD ATNP is built on information received during the community engagement, ensuring the plan aligns with the needs and travel patterns of electoral area communities in present day and for the future. The initial round of public engagement took place in November 2023 and provided invaluable insights, setting the groundwork for the plan's network priorities, strategies, and actions. The feedback received highlighted the significance of active transportation (AT) in promoting physical activity, enhancing outdoor recreation, and fostering overall well-being. Key themes emerged from the initial engagement, including the need for enhanced connectivity, improved on-street maintenance, street lighting and traffic calming measures, dedicated AT facilities, and safer links to transit nodes and school bus stops. The integration of dikes and undedicated roads emerged as opportunities to create safe, delineated pathways to improve community connections.

The communities' input shaped the plan's guiding principles and proposed network routes. The second round of engagement focused on gaining community feedback on these principles and the proposed AT network, ensuring alignment with initial input and community needs. The second round of community engagement took place between February 26 and April 10, 2024, and present the initial policy direction and proposed network, seeking further input to determine alignment with community interests and priorities.

During the second phase of engagement, electoral area community members, residents from Indigenous communities, electoral area directors and community interest groups were invited to participate via the online platform "Have Your Say FVRD – ATNP" and through community meetings hosted across four electoral areas. Various outreach channels were used to promote the ATNP project and engagement opportunities, ensuring broad community representation and participation. This summary focuses on the information received through the FVRD's online engagement platform and provides an the results of the online survey.

Outreach

A variety of tools used to raise awareness for the ATNP and associated engagement opportunities are outlined as follows:

- FVRD project website – the dedicated project website Have Your Say FVRD – ATNP is the primary online platform used to share information on the project, opportunities for engagement, frequently asked questions, and related documents such as staff reports, replications of the open house display boards, and the community meeting presentation.
- Social media posts – engagement opportunities were promoted through the FVRD social media accounts, including the FVRD Facebook and Instagram pages. Five different posts during the engagement period were issued to raised awareness, inviting community members to complete the online survey, place a pin and comment on the interactive web map, and/or attend a community meeting.
- Social media ad campaign – further to the social media posts, a paid eight day ad campaign was used to boost awareness and promote the project to the larger FVRD geographical region.
- Media – The Chilliwack Progress featured a newspaper article in the print and online versions of its newspaper on February 26 and March 1, highlighting the project and promoting the engagement opportunities taking place in Electoral Areas D and H.

- Direct outreach – an informational email was sent to all Electoral Area Directors, resident associations, ratepayer groups, and diking authorities to help promote engagement opportunities. Many included the information in their community newsletters and re-shared it on their social media platforms. An invitational letter went out to all Indigenous communities whose unceded territories overlap with the FVRD, inviting representatives from each Nation to further collaborate on the plan development.
- Information posters – 51 posters were distributed throughout the electoral areas at central locations, within Indigenous communities, and on community notice boards.
- Community newsletter – A newsletter was issued to registered users through Have Your Say FVRD and to those who signed up to stay informed on the ATNP project during the initial round of engagement (400+ recipients). In addition to the community newsletters sent by the FVRD, Tourism Chilliwack helped promote the ATNP engagement opportunities by including the project in their February ENewsletter.

Social media is a valuable tool that helped raise awareness of the project. Each social media post reached an average of 1,230 people, and led people to visit the ATNP project page. During the engagement period there were 714 visits to the Have Your Say FVRD - ATNP project page. The following is a breakdown of how visitors interacted with the project page:

- 675 aware visits – aware participants visited at least one page on the project website
- 395 informed visits – informed participants interacted with the project website by downloading a document or visiting one of the project pages (eg. key dates page and/or FAQ page)
- 54 engaged visits - participants engaged in the project by filling out the online survey, placing a pin and comment on the interactive web map, adding a comment on the forum, and/or asking a question
- Interactive tools: 39 survey responses were received and 8 pins placed on the interactive web map.

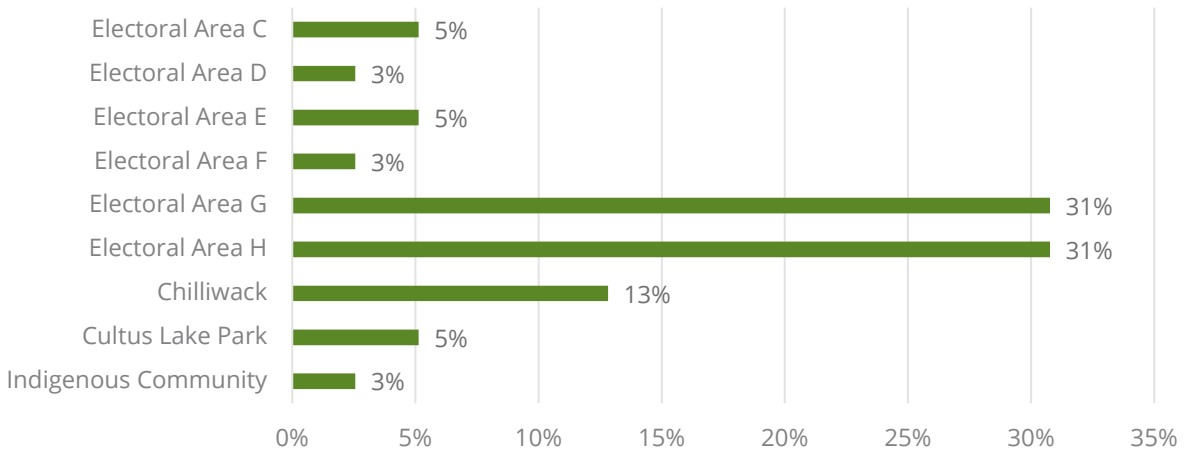
Participation in the second round of online engagement was lower compared to the first round of public engagement. Across both phases of public engagement, there was a total of 1,814 views on the project page. During the second round of engagement, there was a 21% decrease in visits to the project page. Of those visitors, only 5% completed the online survey. Whereas during round one engagement, there was a 14% survey response rate from the 1,100 project page visits.

WHAT WE HEARD - COMMUNITY SURVEY RESULTS

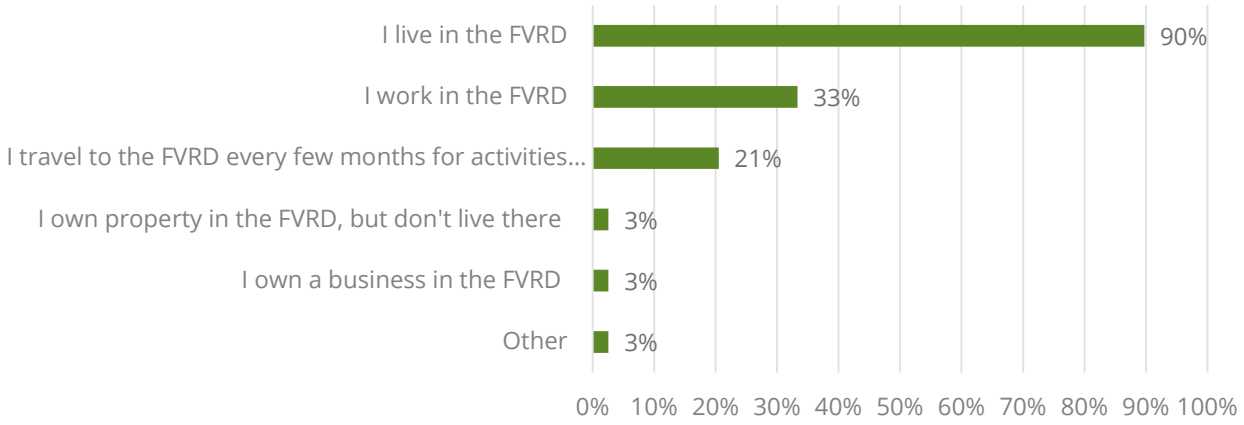
An online survey was available on the project website from February 26 – April 10. In total 39 people completed the survey. Electoral Areas G and H had the highest representation of survey responses, and 80% of survey respondents lived in an electoral area compared to 59% of respondents during the first round of engagement living in an electoral area.

Connection to the FVRD

If you live in the FVRD, which area do you live in?

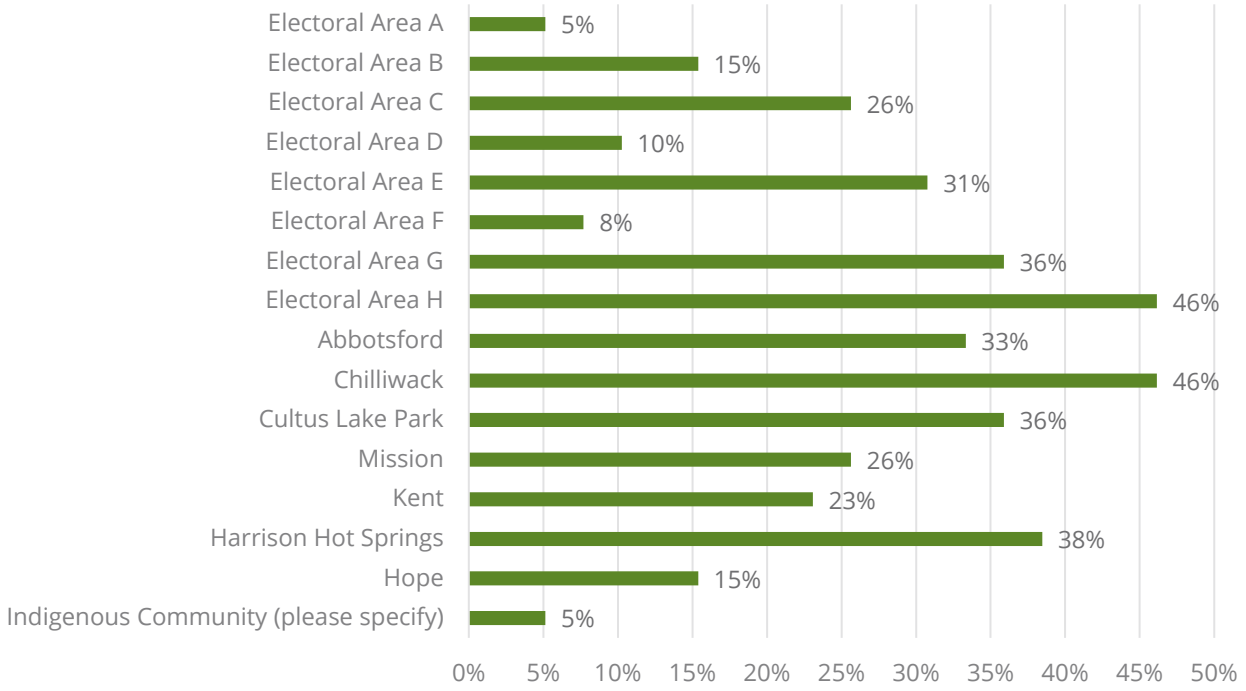


What is your connection to the FVRD? (Select all that apply)

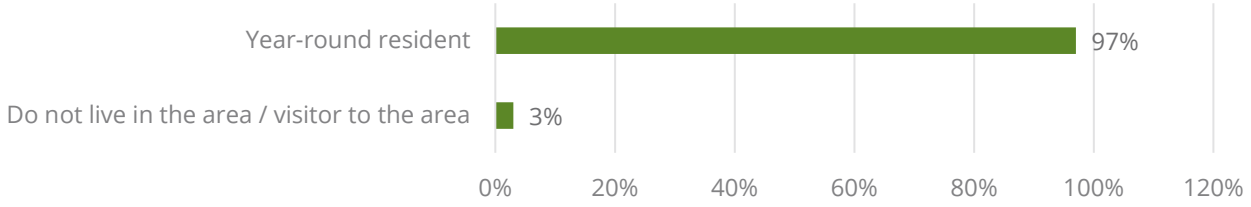


Which area of the FVRD do you work or recreate in? Select all that apply.

Understanding where people are spending time in the region will help us attribute their responses and suggestions to the relevant area.



Which best describes your residence in the FVRD?



Key Themes

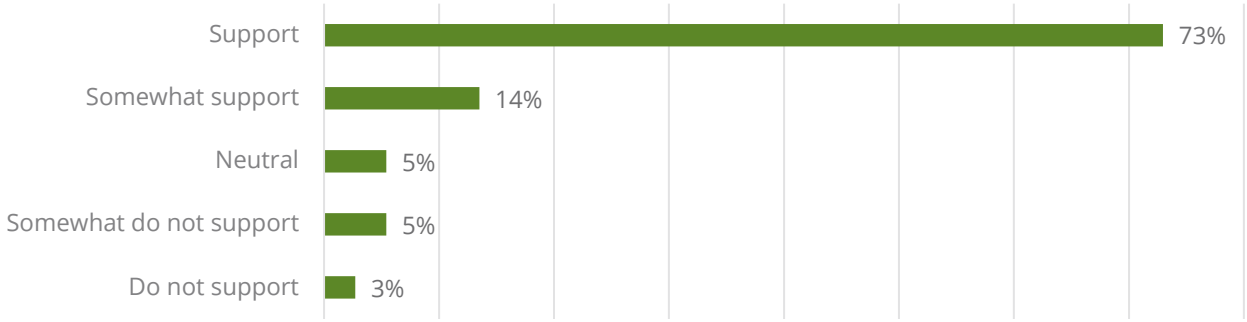
Based on what we heard in the first round of engagement, six principles that will guide active transportation in the FVRD emerged:

1) Collaborative: Incorporate working together with residents and community and agency partners to ensure the success and implementation of the plan.
2) Adaptive: Reflect the unique communities of the FVRD that span across jurisdictional, cultural, and/or geographical boundaries.

3) Equitable: Provide safe, accessible, and affordable access to active transportation for people regardless of age, ability, and income.
4) Reconciliation: Strengthen and sustain relationships through continued conversations and active transportation connections.
5) Climate Action: Encourage modal shift to active travel (walking, cycling, and taking transit) to help reduce greenhouse gas emissions.
6) Implementable: Develop a realistic and implementable plan that can be achieved through phases and cost-share funding opportunities.

On a scale of 1 – 5 (one being not important, 5 being of critical importance), participants were asked to rate how important they thought each of these actions would be for improving connections in the FVRD.

Do you support these guiding principles?



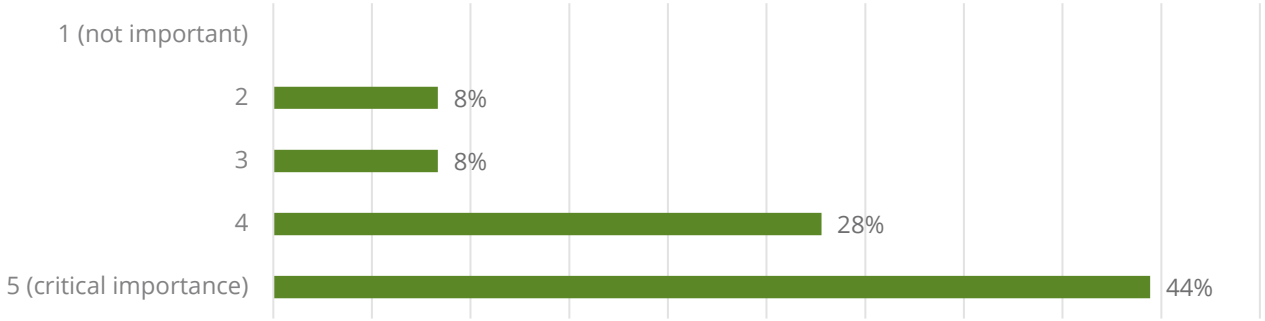
Strategies and Actions

Based on feedback from the first round of community and stakeholder engagement, seven key strategies emerged. With each strategy a series of action have been developed to support improving active transportation in the region. It is important to note that to implement these actions, the FVRD will work closely with other agencies and community partners.

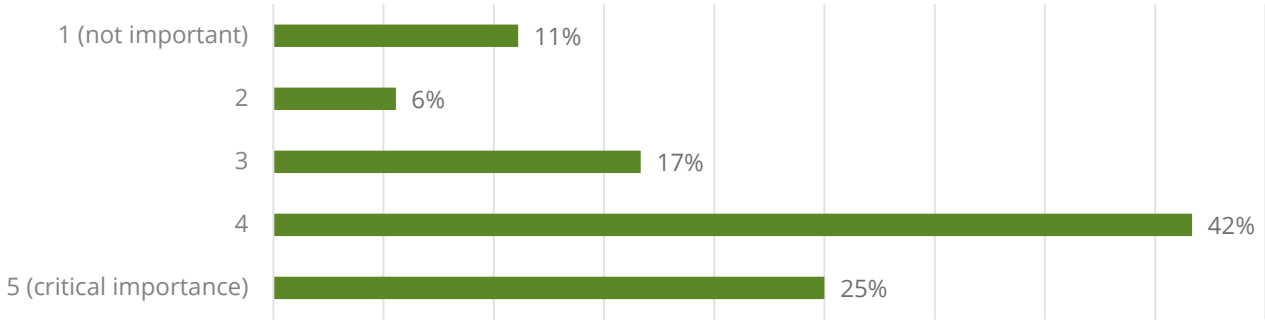
STRATEGY 1: CREATE COMMUNITY ACTIVE TRANSPORTATION CONNECTIONS

This strategy focuses on creating active transportation connections for communities in the electoral areas. This includes providing walking and cycling routes where people live in the electoral areas that connect to local destinations and can also be used for recreation.

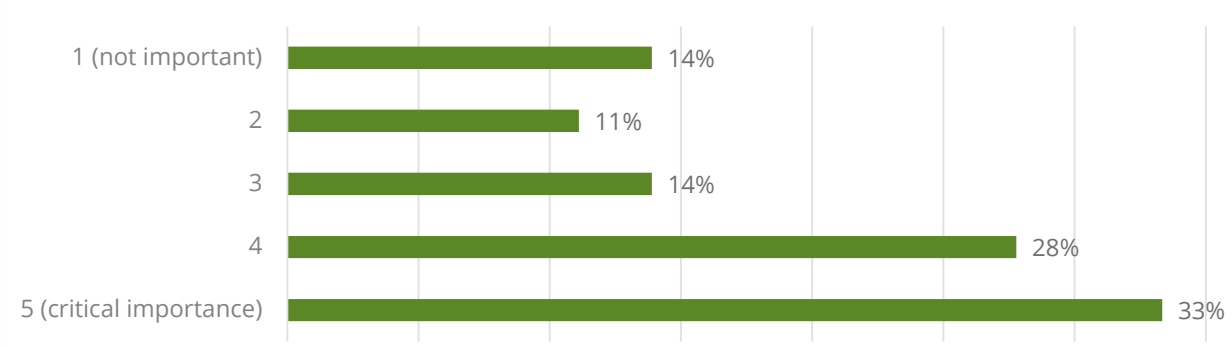
1) Create active transportation routes that connect to local destinations and recreational areas.
   This includes building routes that provide connections to access local destinations such as community halls, recreation facilities, and schools as well as routes for recreational purposes close to where people are living.



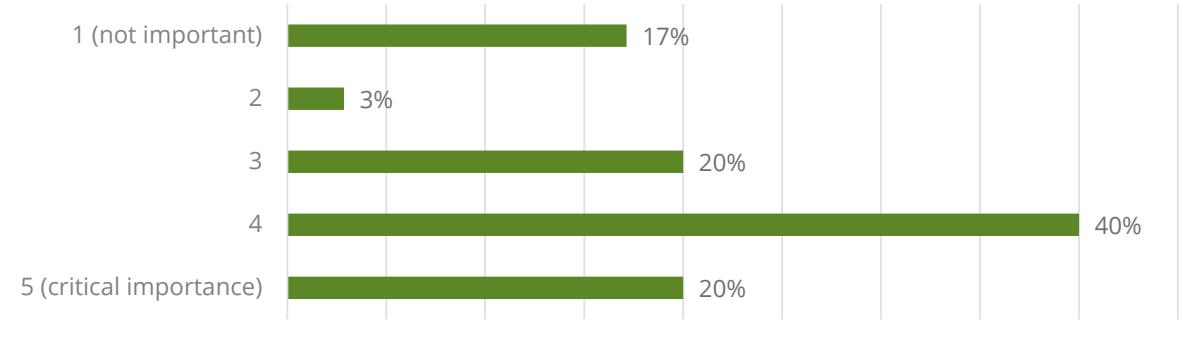
2) Formalize routes that are already being used for active transportation.
   This includes exploring the use of resource roads for active transportation connections.



3) Consider opportunities to utilize undedicated roadways for active transportation.
   This includes using undedicated roadways (space that has been dedicated for a road that has not been constructed) to provide more active transportation routes.



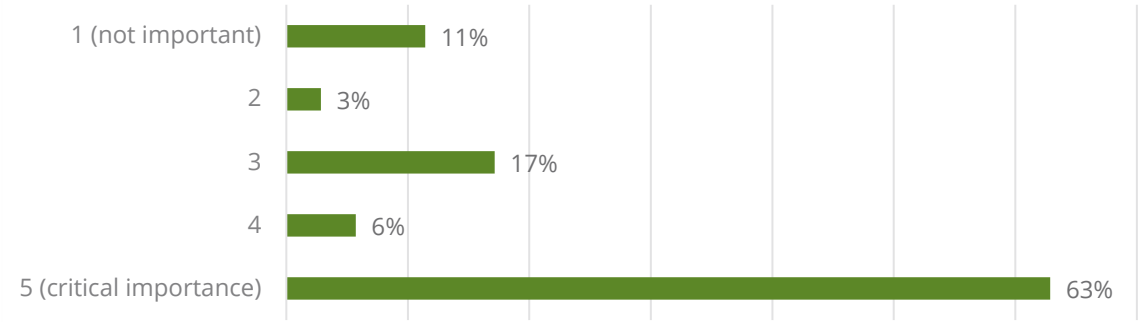
4) Consider piloting dikes for public access to use for active transportation in locations that are appropriate.
Community engagement with residents, community partners such as Improvement Districts, and property owners would be required to determine the feasibility of any dike pilot project.



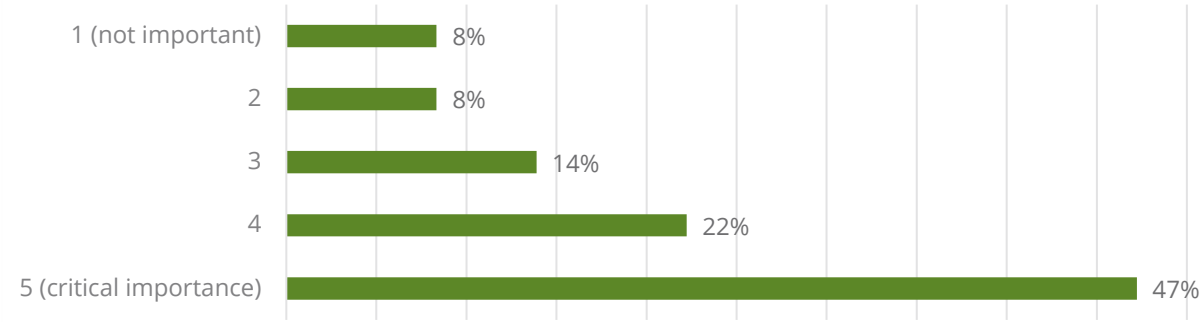
STRATEGY 2: BUILD A REGIONAL ACTIVE TRANSPORTATION NETWORK

This strategy focuses on building a regional active transportation network that provides seamless connections within, to, and from the FVRD. This includes providing and enhancing regional connections between neighbouring jurisdictions such as electoral areas, Indigenous communities, and member municipalities. Many of the actions in this section will require working with community and agency partners to implement.

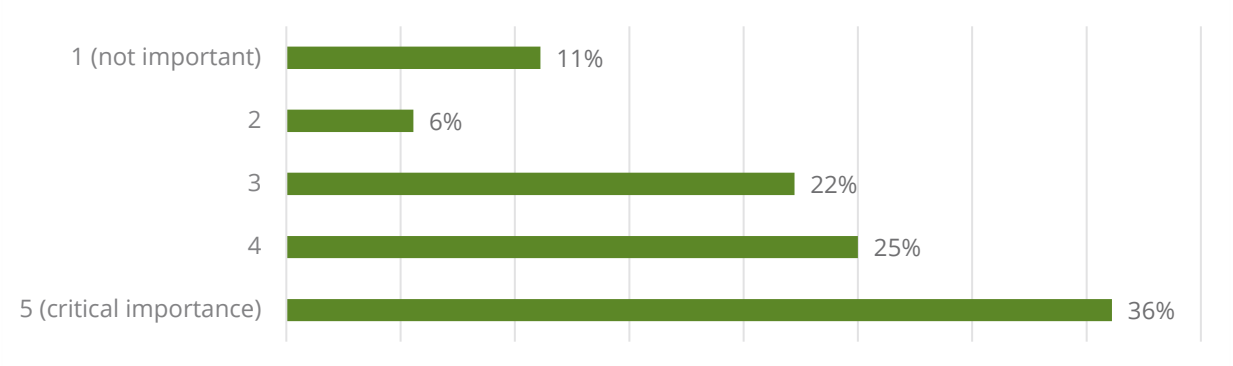
1) Provide safe and comfortable active transportation routes on roads to connect people to neighbouring communities and destinations.
This includes providing connections to key destinations within the FVRD and neighbouring municipalities and Indigenous communities.



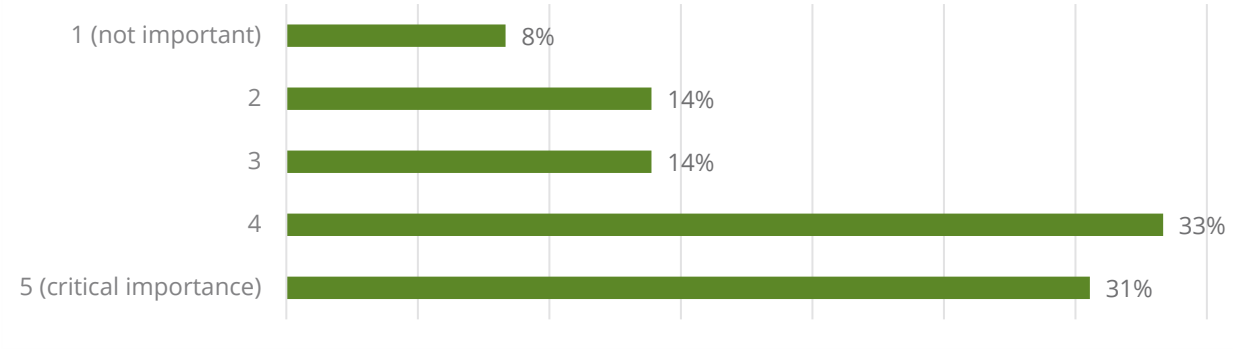
2) Support opportunities to integrate active transportation in the FVRD through collaboration with member municipalities, Indigenous communities, the Province, park boards, and other community and agency partners.
This includes working together with community and agency partners to identify opportunities to collaborate through existing and future plans and projects.



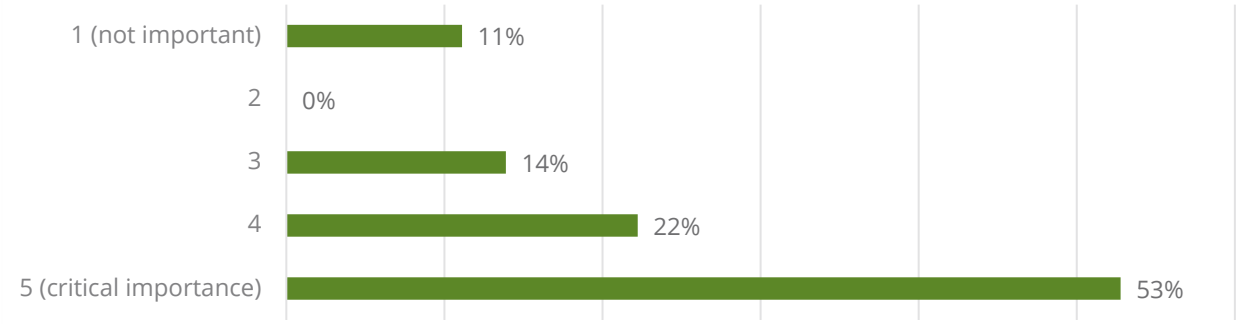
3) Support the Experience the Fraser initiative.
This includes collaborating with community and agency partners during the Experience the Fraser planning and implementation process. This will include working together to determine the trail and pathway alignment and continuing to collaborate on ways to enhance the experience through wayfinding and signage.



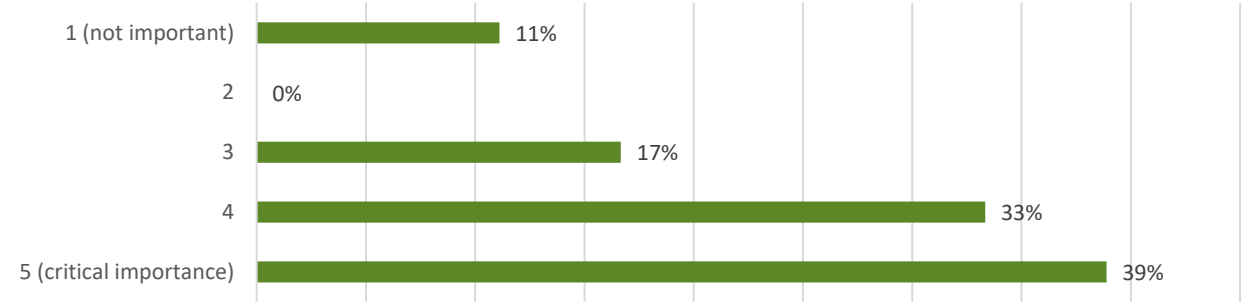
4) Utilize utility and rail corridors and other right-of-way agreements to expand the trail network.
This includes identifying utility and rail corridors that could be incorporated into the active transportation network.



5) Enhance infrastructure for active transportation users on bridges.
This includes identifying bridges in the FVRD that need improvements to make it safer to use active transportation.



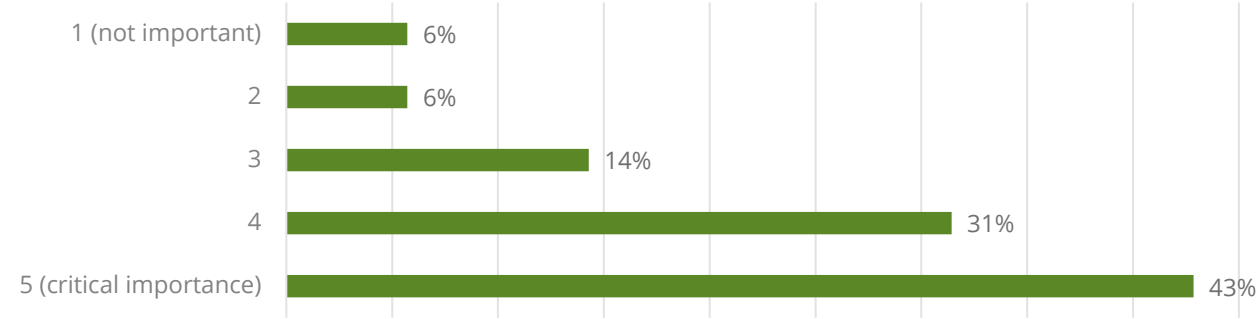
6) Pursue opportunities to provide new active transportation routes in conjunction with projects, plans, and developments within the FVRD.
This includes ensuring active transportation best practices are integrated into the Official Community Plans, Subdivision and Development Servicing Bylaw and Zoning Bylaws, advocating for appropriate active transportation facilities as part of any development project.



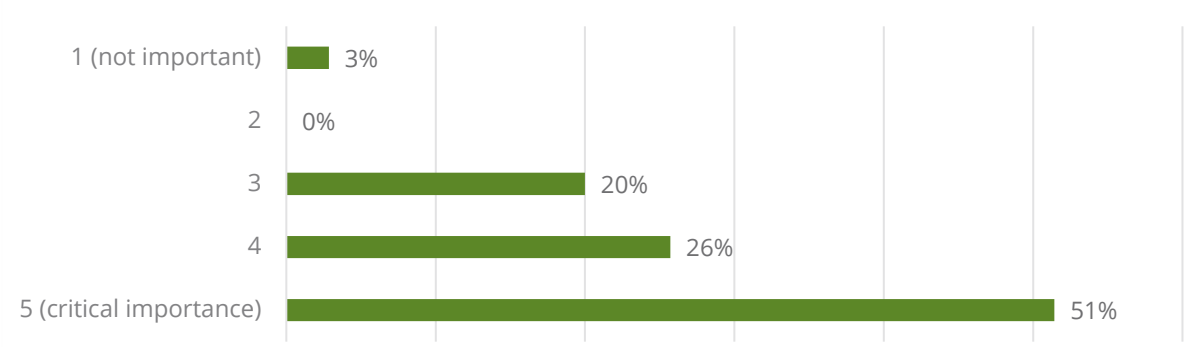
STRATEGY 3: IMPROVE ACTIVE TRANSPORTATION CONNECTIONS TO TRANSIT AND SCHOOL BUS STOPS

This strategy focuses on enhancing the integration of active transportation to other modes such as transit and school bus stops.

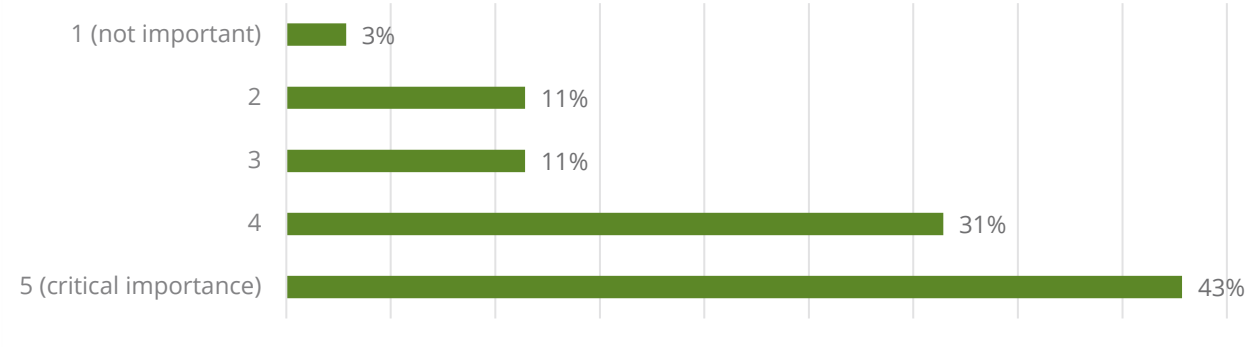
1) Improve connections to transit.
This includes working with the agency partners to provide direct, safe, and comfortable pedestrian connections and crossing enhancements to bus stops as well as bicycle parking.



2) Provide safe and direct pedestrian connections to school bus pick-up and drop-off locations.
This includes working to provide pedestrian infrastructure to school bus stops such as pathways, crossings, weather protection, and seating.



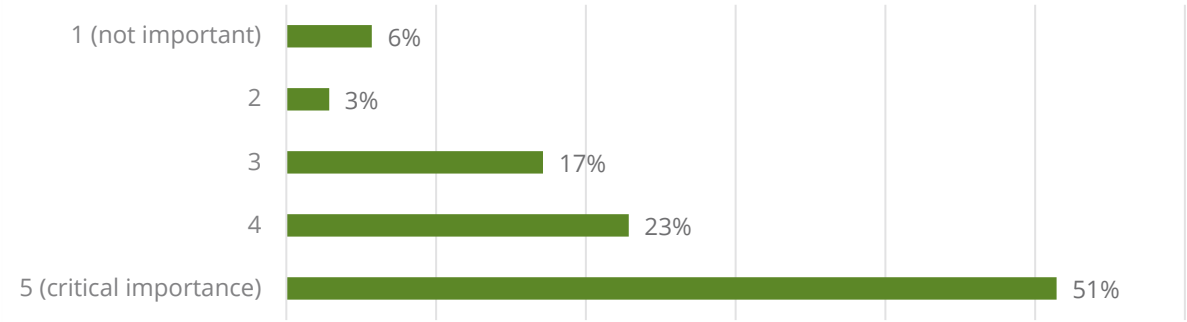
3) Support School District 33, 75, and 78 with exploring ways to encourage more biking to school or school bus stops.
This includes collaborating with the Chilliwack, Mission, and Fraser-Canyon School Districts to provide bicycle parking at school bus stops and explore dedicated active transportation storage on school sites.



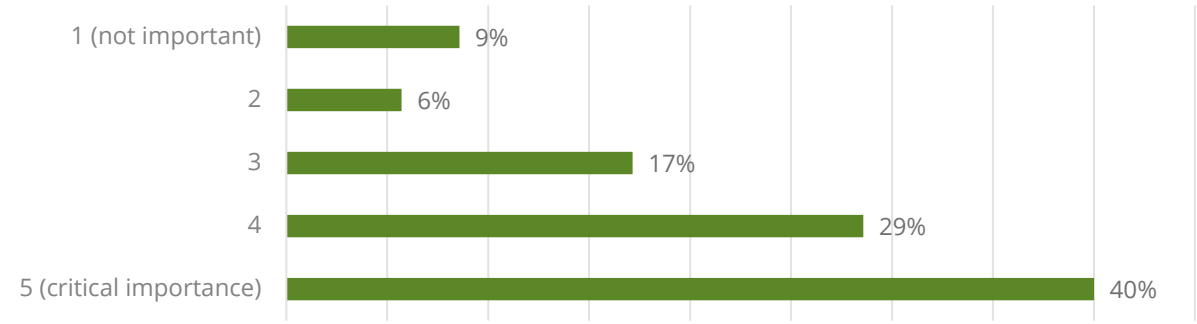
STRATEGY 4: IMPROVE SAFETY FOR ACTIVE TRANSPORTATION USERS

This strategy focuses on making it safer to get around by addressing safety-related barriers to active transportation. Most of the actions in this section will require working with the Ministry of Transportation and Infrastructure (MOTI) and other agencies.

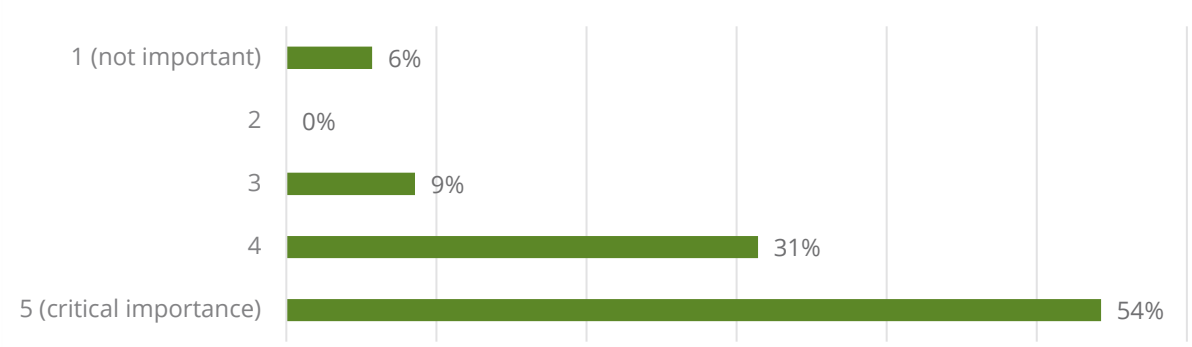
1) Provide active transportation infrastructure types that are appropriate to the conditions of the roads within the FVRD.
This includes ensuring that the active transportation infrastructure are appropriate for the speed and volume of motor vehicle traffic using the roadway.



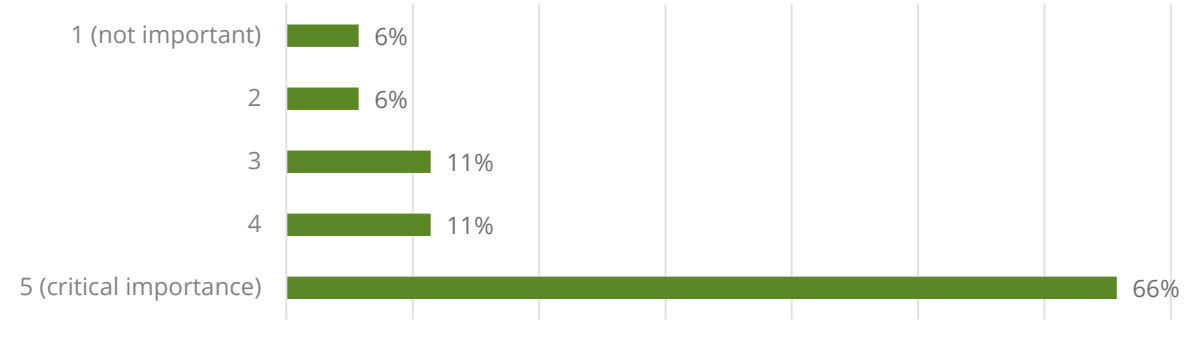
2) Support the Ministry of Transportation and Infrastructure to evaluate speed limits in transition zones that approach rural communities.
This includes identifying corridors to reduce speed limits to address speeding concerns.



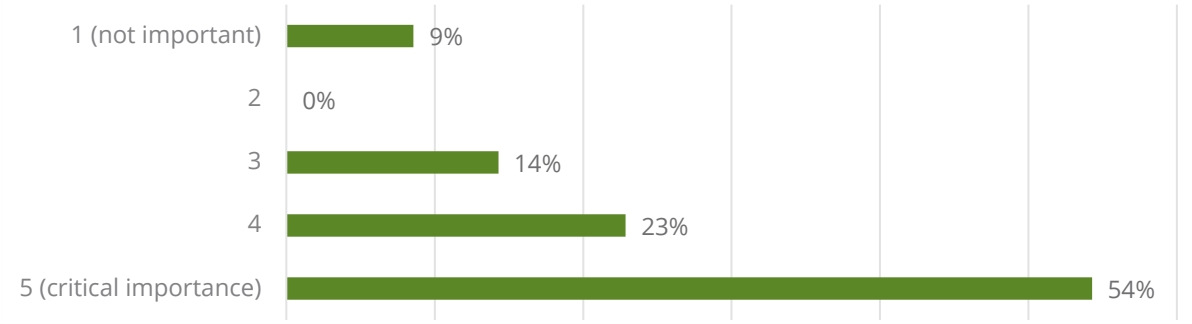
3) Advocate for safe crossings in communities that straddle numbered highways and major roads.
This includes identifying locations where there is a desire for new or enhanced crossings to address safety concerns.



4) Address parked motor vehicles on paved shoulders impeding active transportation access.
This includes providing alternative parking locations and widening shoulders to reduce the impact of parked vehicles encroaching onto paved shoulders and bicycle lanes.

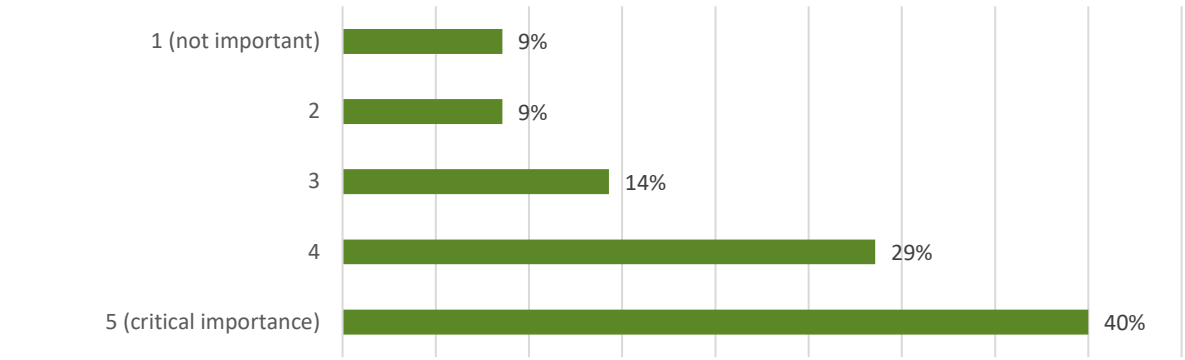


5) Improve visibility through pedestrian-scale lighting where appropriate.
This includes identifying areas where providing more lighting would improve safety and comfort for active transportation users.



6) Monitor the use of active transportation infrastructure and consider the impact of new mobility technologies.

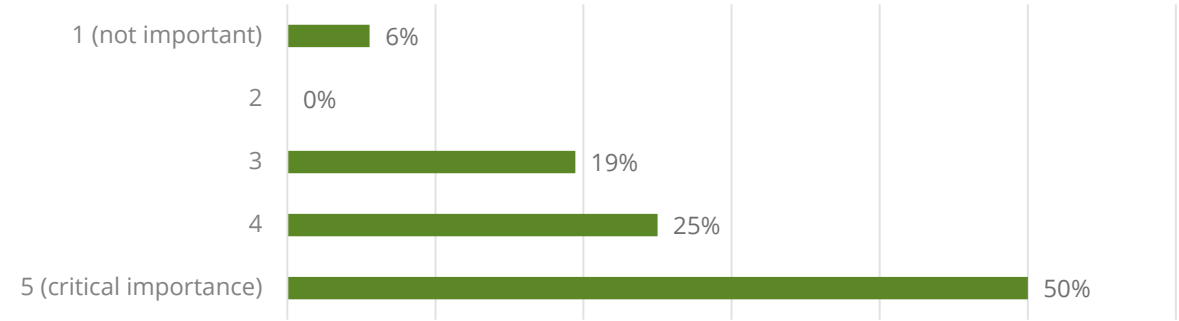
This includes reviewing how new mobility technologies such as e-bikes and e-scooters are interacting with other active transportation.



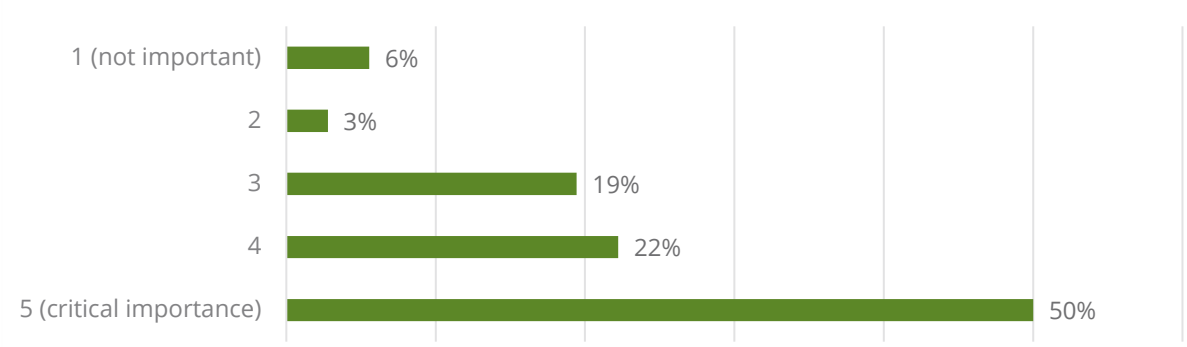
STRATEGY 5: MAINTAIN THE ACTIVE TRANSPORTATION NETWORK

This strategy focuses on improving maintenance to make sure that active transportation can be used year-round. All of the actions in this section will require working with MOTI and other agencies.

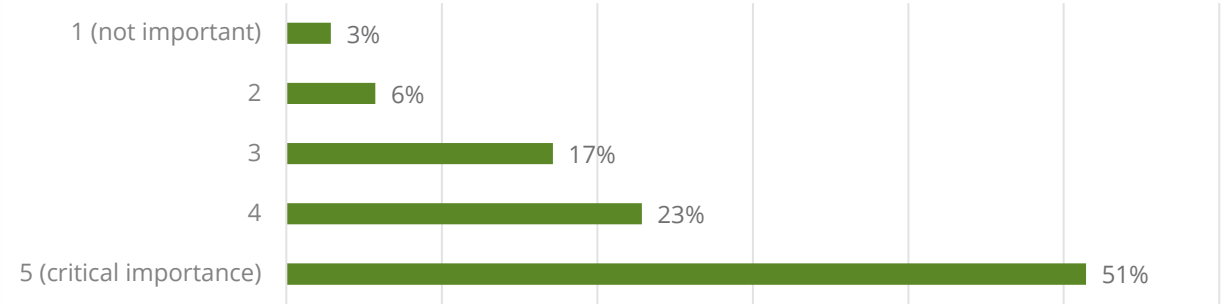
1) Work with community and agency partners to advocate for improved maintenance to address gravel and sand removal, and snow storage and removal.
   This includes identifying priority areas where additional maintenance on active transportation routes are recommended.



2) Design active transportation infrastructure to provide adequate drainage, gravel and sand removal, and snow storage and removal.
   This includes working together with MOTI and other agencies to design active transportation infrastructure to be used in all seasons and be easier to maintain.



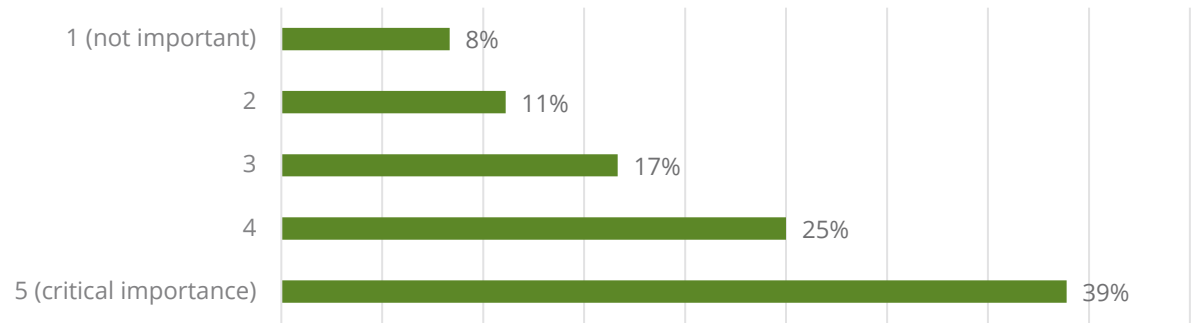
3) Raise awareness among community members regarding the mechanisms available to request maintenance on roads.
This includes creating materials and resources to raise awareness about how to request maintenance for roads by directly contacting the maintenance operator.



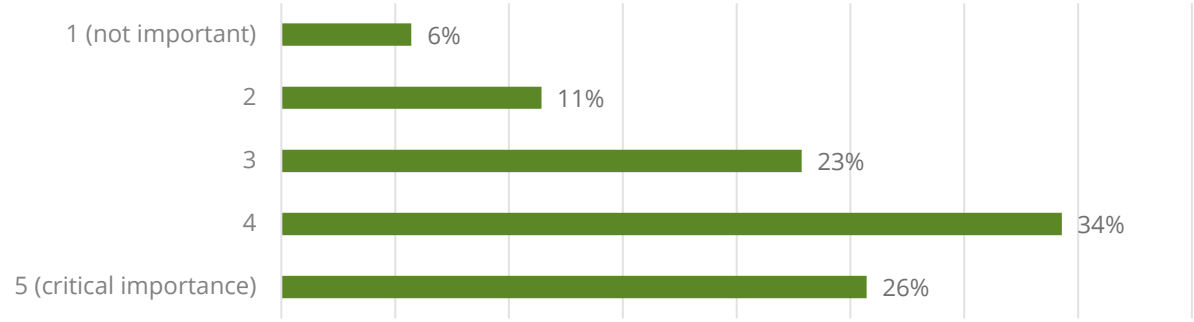
STRATEGY 6: IMPROVE AWARENESS OF ACTIVE TRANSPORTATION

This strategy focuses on how to increase awareness about active transportation in the FVRD to existing and future active transportation users.

1) Collaborate with community and agency partners to develop a FVRD Cycling Guide to include maps showing common cycling routes and active transportation infrastructure in the FVRD.



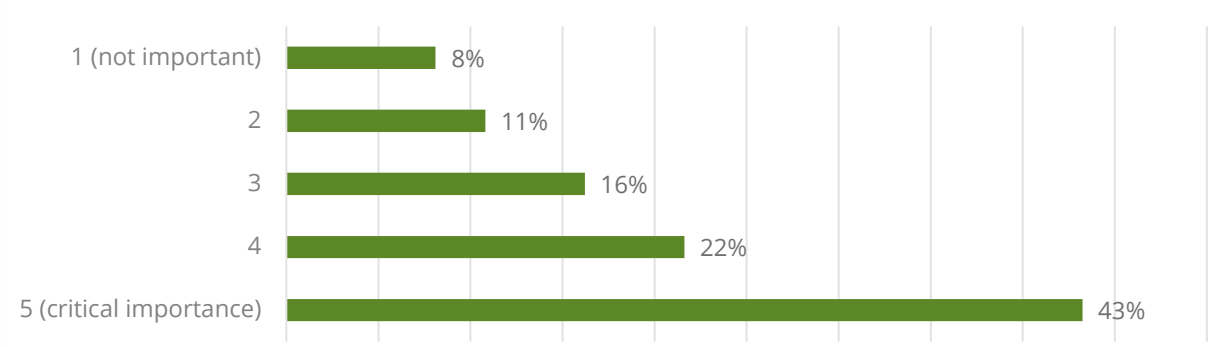
2) Educate community members and decision-makers on the benefits of active transportation.



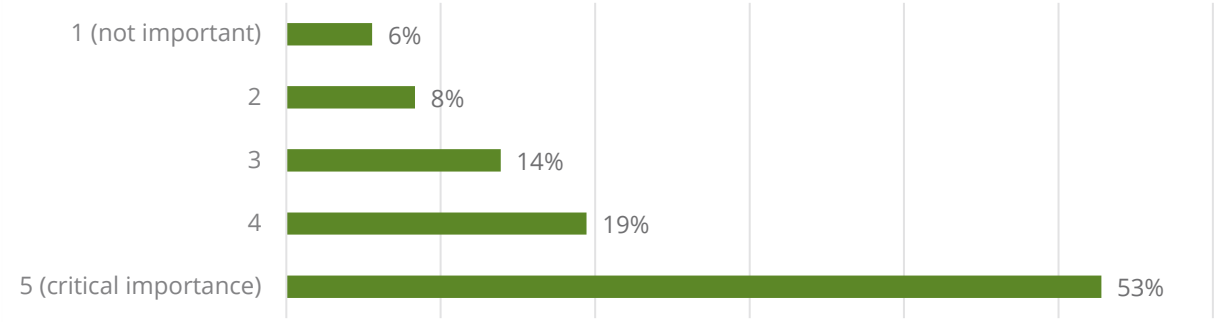
STRATEGY 7: ENHANCE CAPACITY AND COORDINATION TO IMPLEMENT THE ACTIVE TRANSPORTATION PLAN

This strategy focuses on building capacity and coordination at the FVRD to implement the active transportation network plan.

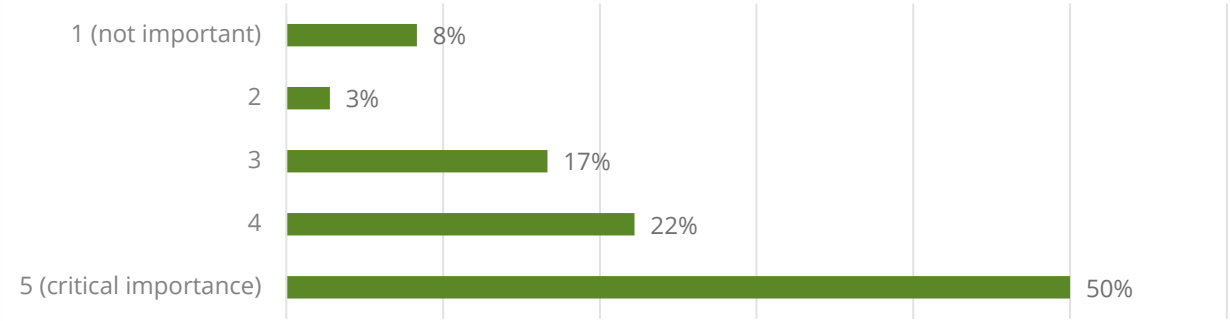
1) Consider dedicating additional funds for active transportation infrastructure and maintenance.
   This includes enhancing funding sources to build out the active transportation network in the FVRD.



2) Pursue opportunities to leverage additional funding sources to develop active transportation infrastructure.
This includes applying for grant opportunities and community partnerships.

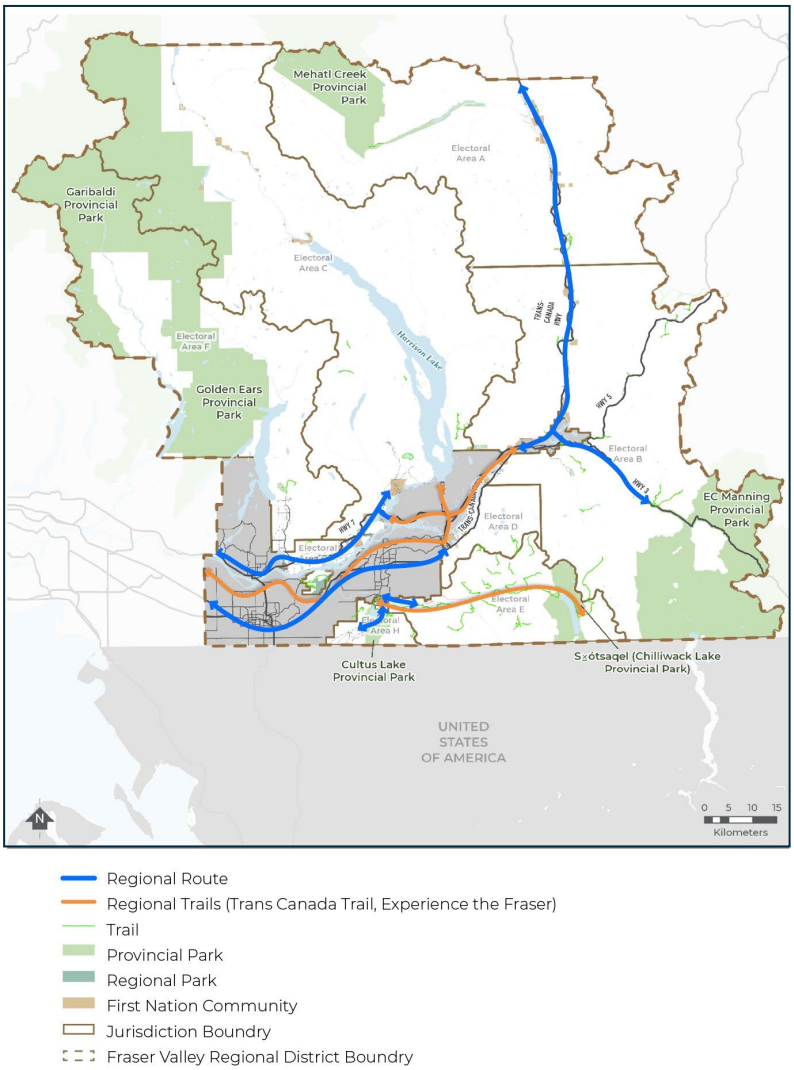


3) Continue to build capacity within the organization to enhance active transportation within the FVRD.
This includes enhancing regional coordination, grant writing, and updating the existing routing to further implement the active transportation network.



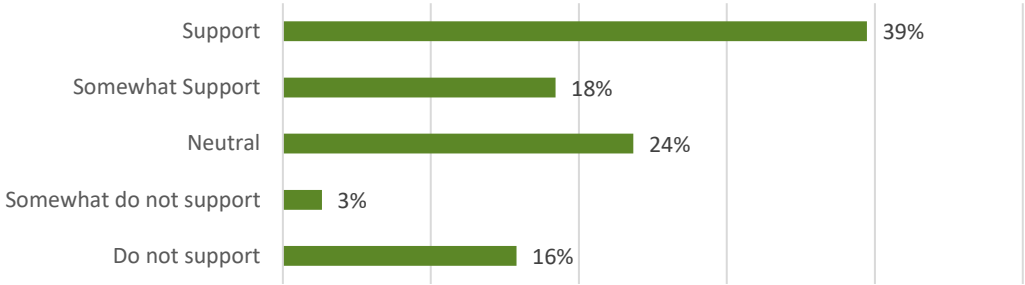
PROPOSED NETWORK

The draft concept for the long-term active transportation network establishes a long-term vision for active transportation in the FVRD. It provides connections within, to, and from the FVRD.



- Regional Route
- Regional Trails (Trans Canada Trail, Experience the Fraser)
- Trail
- Provincial Park
- Regional Park
- First Nation Community
- Jurisdiction Boundry
- Fraser Valley Regional District Boundry

What is your level of support for the draft concept of the regional active transportation network?

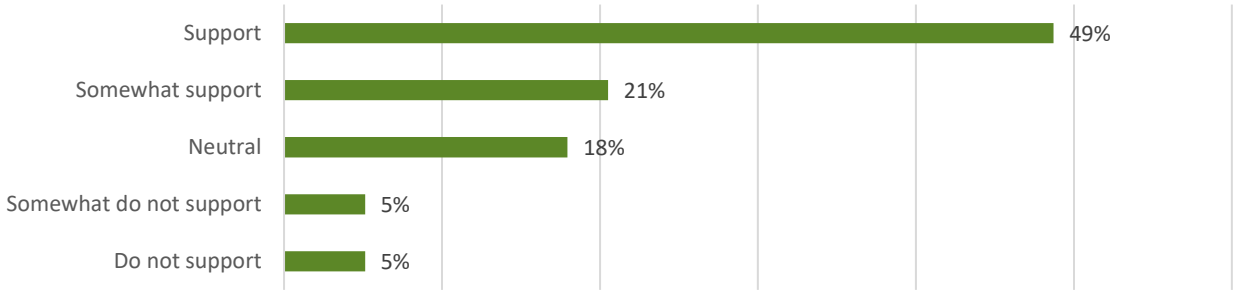


Prioritization of Network Improvements

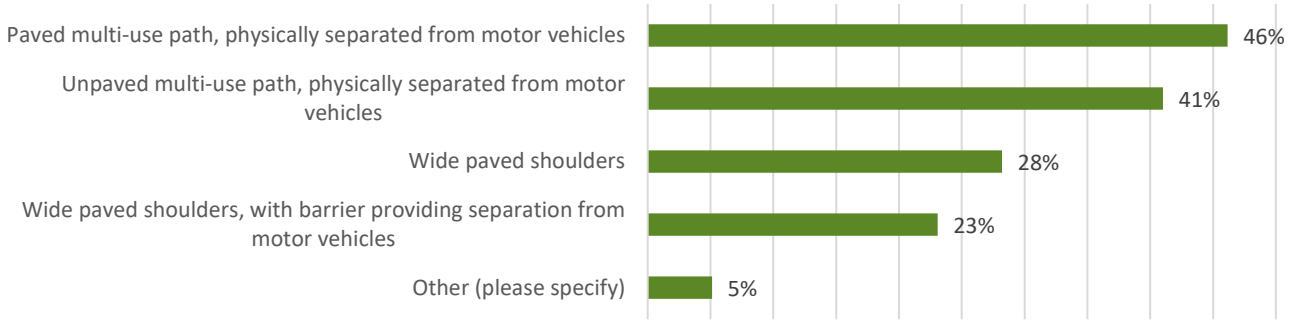
A series of criteria was developed to guide the prioritization of proposed / potential transportation infrastructure improvements in the FVRD. These criteria have been used to identify priority projects featured throughout this survey. The prioritization criteria include:

- Road volumes and speeds
- Proximity to transit bus stops
- Proximity to school bus stops
- Proximity to community destinations (parks, community centres, recreation centres, etc.)
- Future residential and commercial development areas
- Connections between electoral areas, Indigenous communities, and member municipalities
- Network connectivity (fills pedestrian and bicycle network gaps)
- Population density (number of people served/impacted)

Do you support the approach to prioritizing transportation infrastructure improvements?

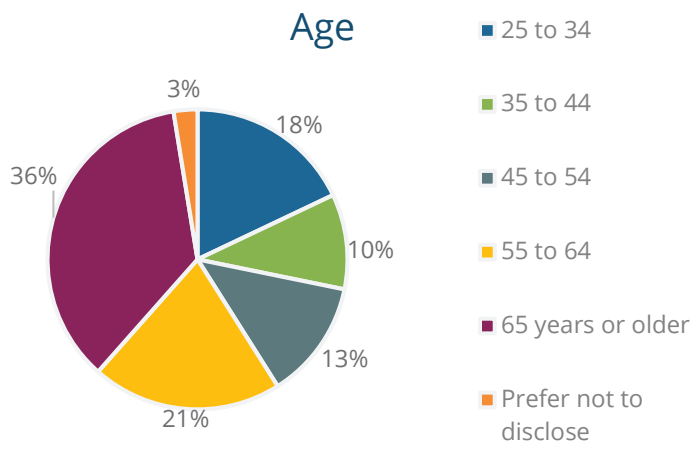


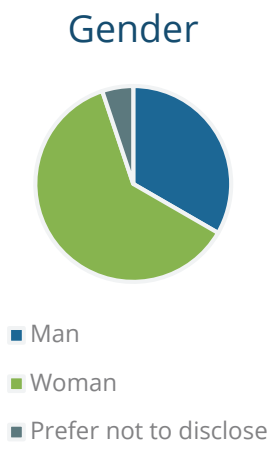
What type of facility would you prefer to use if you are walking or cycling next to a major road?



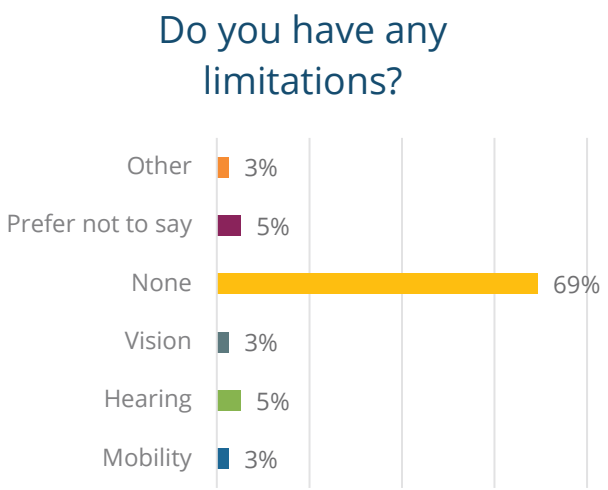
Participant Demographics

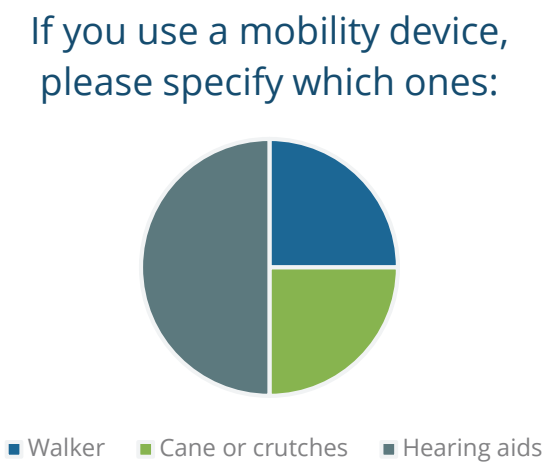
Knowing who participated in the survey will help us tell the story of this engagement process and helps identify groups we may have missed and need to seek out.





11% of survey participants use a mobility device. Mobility devices and those who use a mobility device are outlined as follows:





NEXT STEPS

Thank you to all community members who participated in this second round of engagement, collaboration and partnerships is key to the success of the ATNP. The information collected for the Active Transportation Network Plan is a main component to finalizing the draft FVRD Active Transportation Network Plan and associated network routes, strategies and actions as it confirms the plan direction.

Feedback from this round of engagement indicated that community connections are more of a priority than regional connections and that there is varied support for the proposed active transportation network priorities within and throughout each electoral area. The importance of network alignment with FVRD member municipalities and improved connections between Indigenous communities, member municipalities and electoral area communities was also highlighted.

The project team will consider the information received along with input from other community partners such as Indigenous communities, municipal and provincial governments, and community user groups. With the input collected, the project team will finalize the draft ATNP, which will then be presented to the FVRD Board and posted to the ATNP project page.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee

Date: 2024-05-09

From: Deanne Bozek, Protective Services Specialist
Trina Douglas, Manager of Protective Services

File No: 7200-01

Subject: Fire Departments – 2023 Statistics

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the number of calls attended in 2023 by the Electoral Area Fire Departments. Staff is not looking for a recommendation and has forwarded this information should members want more clarification or to discuss the item further.

BACKGROUND

The Fraser Valley Regional District (FVRD) provides fire protection to many electoral area residents. Several fire departments also support a number of First Nations communities through service agreements. There are 151 active fire department members (at December 31, 2023) who are regularly paged out from their place of work, from their homes, and from their social events to respond to a call received. This service operates 24 hours a day, 365 days a year, and responds to several types of calls, including structural fires, vehicle fires, wildfires, as well as medical call-outs, motor vehicle incidents, and fire alarms. Most calls are within the specific geographic service area for the department; however, crews can also respond to calls outside of their service area due to the presence of mutual aid agreements that allow for joint assistance to be offered between jurisdictions in times of need. In addition to the emergency response, these members spend countless hours practicing their skills, engaging in events in their community, and attending additional training to keep themselves ready to assist their community in times of need.

Data on the fire department call-outs from 2023 have been collected and are summarized in this report. This report is provided to the Board to demonstrate the volume of call-outs responded to by our fire department members each year and the diversity of calls received.

DISCUSSION

In 2023, FVRD fire departments attended a total of 1,123 calls (Table 1). This was up from 1,014 calls in 2022. North Fraser received the most calls in 2023 with 525. Hemlock received the fewest calls (14). The most common type of call-outs was medical-related (431).

Table 1. Breakdown of call types for FVRD Electoral Area Fire Departments in 2023

	Boston Bar	Chwk R. Valley	Columbia Valley	Hemlock	North Fraser	Popkum	Yale	Total
Vehicle Fire	9	2			9	8	7	**35**
Structure Fire[1]	6	4	3		9	5	5	**32**
All Other Types of Fires[2]	18	40	10		94	17	7	**186**
Wildfire	14	8	4		33	13	6	**78**
Medical	7	81	53	3	230	38	19	**431**
Assist the public or other agency[3]	5	9	8	1	42	15	3	**83**
Motor Vehicle Incidents	8	15	7	4	63	44	21	**162**
Alarm	11	10	6	6	41	22	8	**104**
Mutual Aid		2			4	3	3	**12**
Total Calls	***78***	***171***	***91***	***14***	***525***	***165***	***79***	***1,123***

Specific call-out statistics for each fire hall from 2021-2023 are provided in Appendix 1.

MEDICAL CALLS

Medical calls accounted for almost 40% of all calls for FVRD fire departments in 2023. These responses are performed by several fire departments in BC to supplement and support ambulatory services provided by BC Ambulance.

Fire departments who provide this type of First Responder service under an agreement do not receive financial reimbursement of the associated costs from the Province of BC or any provincial agency. The cost to provide the service is solely borne by the local taxpayer, except for a portion of the training and some equipment costs.

MOTOR VEHICLE INCIDENTS

Motor vehicle incidents (MVIs) have increased slightly in 2023 compared to 2022 (158 to 162). Departments that have an agreement with the Ministry of Emergency Management and Climate Readiness (EMCR) can apply for reimbursement for incidents that occur outside of their designated service area. The fire department must register with EMCR for a Task Number. The Task Number confirms that the responding fire department members have liability insurance and Workers Compensation coverage through EMCR while providing road rescue outside of their local service area. Fire departments that are registered are eligible for operational cost recovery.

[1] Structure fires include residential fires, mobile home fires, and fires occurring within commercial buildings, industrial buildings, and detached or attached garages.
[2] All Other Types of Fires include reports of smoke outside of a structure, garbage fires, smoke or fire confined to a transformer or pole, an explosion that has been seen or heard but not confirmed, and illegal campfires.
[3] Assist the public or other agencies refers to assistance offered to the RCMP, BC Hydro, BC Ministry of Transportation and Infrastructure, with downed power lines, trees on wires, and road closures. May also refer to call-outs pertaining to the smell of compressed gas outside or minor leaks or spills of low-risk hazardous material.

On average, a department attends for an hour or less at an incident and is reimbursed $364 for their attendance, regardless of how many members or engines are on the scene. The reimbursement is solely based on time.

Fire halls being reimbursed for MVI calls include Chilliwack River Valley, Columbia Valley, North Fraser, and Popkum Fire Departments. Table 2 shows the number of incidents responded to outside of their jurisdiction and the amount that was reimbursed.

Table 2. Motor Vehicle Call-outs for incidents outside of the service area

	Chwk R. Valley	Columbia Valley	North Fraser	Popkum
2022 MVIs	15	2	58	59
2022 MVI – Outside Jurisdiction	6	2	23	29
2022 Reimbursement	$3,821	$910	$9,895	$11,099
2023 MVIs	15	7	63	44
2023 MVI – Outside Jurisdiction	3	2	31	31
2023 Reimbursement	$3,618	$1,365	$14,607	$13,071

DISTRICT OF HOPE AGREEMENT UPDATE

Prior to February 1st, 2024, an agreement between the District of Hope and the FVRD was in place for the Hope Volunteer Fire Department to service parts of Laidlaw and Othello in Electoral Area B. Since February 1st 2024, the agreement was modified so that the Popkum Fire Department would be responsible for responding within Laidlaw rather than the Hope Volunteer Fire Department.

In 2023, 71 calls to Laidlaw and 11 to Othello were received, compared to 108 calls to Laidlaw and 5 calls to Othello in 2022.

CULTUS LAKE PARK BOARD AGREEMENT UPDATE

There is a fire protection agreement with the Cultus Lake Park Board and the FVRD, under which the Cultus Lake Fire Department provides fire services to a portion of Electoral Area H (around 128 properties). In 2023, 21 calls were responded to within this portion of Electoral Area H, up from 19 calls in 2022.

CITY OF CHILLIWACK AGREEMENT UPDATE

There is an agreement with the City of Chilliwack for the Chilliwack Fire Department to provide fire services to a portion of Yarrow and Ryder Lake that are within the FVRD jurisdiction. This Agreement accounted for 3 calls for the dedicated portion of Yarrow within the call-out service area, the same number as in 2022. One call-out was made to Ryder Lake, compared to 6 in 2022.

FIRST NATIONS AGREEMENTS

The FVRD has several agreements with First Nations communities in the region for fire response. Fire departments have also been attending as first responders and for motor vehicle incidents on Reserves.

Fire departments also attended calls within First Nation communities where no agreements are currently in place.

Table 3 provides the number of calls responded to within First Nation communities in 2022 and 2023.

Table 3. First Nation Fire, First Responder, and MVIs

First Nations with Fire Protection Agreements	2022	2023
Boston Bar First Nation is serviced by Boston Bar	0	2
Leq'a:mel First Nation is serviced by North Fraser	17	14
Scowlitz First Nation is serviced by North Fraser	10	5
Cheam First Nation is serviced by Popkum	19	16
Peters Band is serviced by Popkum	4	2
Shxw'ow'hamel First Nation is serviced by Popkum	0	0
Union Bar is serviced by Yale	0	0
Yale First Nation is serviced by Yale	3	4
Spuzzum First Nation is serviced by Yale	4	3
TOTAL	57	46
First Nations without Fire Protection Agreements	**2022**	**2023**
Boothroyd First Nation attended by Boston Bar	1	1
Sts'ailes First Nation attended by North Fraser[4]	8	7
Soowahlie First Nation attended by Chilliwack River Valley	0	1
TOTAL	9	9

COST

There are no costs are associated with this memo.

CONCLUSION

FVRD fire departments attended over 1,100 calls last year. Total call volume was up by approximately 100 calls from the previous year. This report demonstrates a diversity of demands on the FVRD's fire departments in addition to standard structure fires.

COMMENTS BY:

Stacey Barker, Director of Regional Services/Deputy CAO: Reviewed and supported.

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

[4] Sts'ailes and the FVRD are currently in discussion about initiating a fire services agreement.

APPENDIX 1: Breakdown of Call Types by FVRD Fire Hall, 2021-2023

Boston Bar Fire Department	2021	2022	2023
Vehicle Fire	1	6	9
Structure Fire	2	4	6
All Other Types of Fires	16	10	18
Wildfire	11	7	14
Medical	9	9	7
Assist the public or other agency	20	9	5
Motor Vehicle Incidents (MVI)	5	6	8
Alarm		1	11
Total Calls	***64***	***52***	***78***

Chilliwack River Valley Fire Department	2021	2022	2023
Vehicle Fire	2	1	2
Structure Fire	4	4	4
All Other Types of Fires	28	48	40
Wildfire	8	12	8
Medical	65	71	81
Assist the public or other agency	54	14	9
Motor Vehicle Incidents (MVI)	29	15	15
Alarm	12	16	10
Mutual Aid	2	5	2
Total Calls	***204***	***186***	***171***

Columbia Valley Fire Department	2021	2022	2023
Vehicle Fire		2	
Structure Fire	1	2	3
All Other Types of Fires	14	13	10
Wildfire	4	3	4
Medical	28	37	53
Assist the public or other agency	17	6	8
Motor Vehicle Incidents (MVI)	7	2	7
Alarm	6	4	6
Total Calls	***77***	***69***	***91***

Hemlock Valley Fire Department	2021	2022	2023
Vehicle Fire	1		
Structure Fire			
All Other Types of Fires	2	1	
Wildfire			
Medical	7	12	3
Assist the public or other agency	2	4	1

Motor Vehicle Incidents (MVI)	1	4	4
Alarm	4	9	6
Total Calls	***17***	***30***	***14***

North Fraser Fire Department	2021	2022	2023
Vehicle Fire	9	10	9
Structure Fire	14	5	9
All Other Types of Fires	60	55	94
Wildfire	23	17	33
Medical	205	207	230
Assist the public or other agency	45	34	42
Motor Vehicle Incidents (MVI)	72	58	63
Alarm	22	53	41
Mutual Aid	1	2	4
Total Calls	***451***	***441***	***525***

Popkum Fire Department	2021	2022	2023
Vehicle Fire	6	9	8
Structure Fire	5	3	5
All Other Types of Fires	25	26	17
Wildfire	6	10	13
Medical	39	63	38
Assist the public or other agency	16	15	15
Motor Vehicle Incidents (MVI)	63	59	44
Alarm	15	34	22
Mutual Aid	5	3	3
Total Calls	***180***	***222***	***165***

Yale Fire Department	2021	2022	2023
Vehicle Fire	4	7	7
Structure Fire	2	2	5
All Other Types of Fires	5	7	7
Wildfire	6	3	6
Medical	34	31	19
Assist the public or other agency	10	10	3
Motor Vehicle Incidents (MVI)	16	14	21
Alarm	5	8	8
Mutual Aid	1	12	3
Total Calls	***83***	***94***	***79***

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee

Date: 2024-05-09

From: Deanne Bozek, Protective Services Specialist
Trina Douglas, Manager of Protective Services

File No: 7200-01

Subject: 2024 Deployment of Fire Departments for Out-of-Region Wildfire Events

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RECOMMENDATION

THAT the Fraser Valley Regional District Board provide pre-approval for its Electoral Area fire departments to assist the Province as needed during the 2024 wildfire season, contingent on the assurance that adequate resources remain for coverage of local emergencies,

AND THAT approval be obtained at the time of the specific request by the Chief Administrative Officer, who will consult with the fire department's corresponding Electoral Area Director(s) when time permits.

BACKGROUND

During times of significant wildfire activity, the Province may request additional firefighting resources from municipal and regional governments to support "structure protection and defence response". These resources may include firefighters, apparatus, and/or equipment. When deployed by the Province, these resources are allocated for up to a maximum consecutive period of 14 days. The BC Wildfire Service may also request the formation of local strike teams to assist within electoral area boundaries or for deployment to other areas of the province.

To be considered, all fire department apparatus, equipment, and training standards must meet the requirements outlined in the Fire Chief's Association of BC and BC Wildfire Service Memorandum of Agreement for Inter-Agency Operational Procedures and Reimbursement Rates and the BC Structure Firefighting Minimum Standards.

In January 2024, the BC Wildfire Service issued a letter requesting an Expression of Interest from BC fire departments that are interested in providing resources if called upon for the 2024 fire season. Chilliwack River Valley Fire Department and Popkum Fire Department have submitted resource forms to the Province. Submitting a Fire Department Resource Form does not commit a local fire department to a deployment. This form allows BC Wildfire Service to create a pre-organized inventory of potential available resources.

When an event occurs, and the Province needs additional support, the Fire Chief will be contacted with an initial request. There is a very short time frame allocated for the Fire Chief to provide a response confirming their available resources for deployment. Prior to providing the Province with consent for deployment, a Fire Chief must first consider any impacts to their local service area and be

able to ensure sufficient resources are available for the local service area for a period of up to 14 consecutive days. A Fire Chief would then contact the Protective Services Department, which would communicate a request for approval to be established by the Chief Administrative Officer (CAO). The CAO would endeavour to contact the corresponding Electoral Area Director(s). If the Electoral Area Director(s) are not immediately available, in some instances, the CAO may need to make an operational decision about deployment without consultation.

DISCUSSION

Building on experience, the Popkum and Chilliwack River Valley Fire Departments have reaffirmed their readiness to assist in provincial areas of need during wildfire season. All other Electoral Area fire departments have offered a willingness to assist locally, extending support as mutual aid partners when required. Within the FVRD fire departments, there are highly trained and seasoned members proficient in wildfire response. Popkum and Chilliwack River Valley Fire Departments have equipment and personnel that meet the established requirements to deploy through BC Wildfire Service.

In past years, a common request has been for the Chilliwack River Valley Fire Department to prepare a strike team to be ready to deploy at a moment's notice. These strike teams are to be ready and available to respond within 30 minutes of activation. The Province determines the strike teams' deployment details, including location and duration, and oversees those that are deployed.

Previous deployments of the FVRD Electoral Area fire departments have resulted in damage to firefighting apparatus and equipment, rendering them temporarily out of service. While the FVRD has received some compensation for repairs, costs are pro-rated according to apparatus age, and any damage must be documented and approved by a BC Wildfire representative before the crew leaves the deployment location in order to receive compensation. This can present challenges as damage may not be noticed until after the crew has left their deployment. This has resulted in compensation being denied.

The ever-changing and unpredictable local fire conditions also present their own challenges and must be continually monitored while teams are deployed. Concerns arise from the diminished fleet and firefighter availability during the 14-day deployment period. In addition, the effectiveness of firefighters upon return from deployment may be reduced due to long hours in the field coupled with lengthy travel and camp conditions.

COST

Firefighter compensation is determined by the Province at an hourly rate, covering fuel and personnel expenses. When contracted for deployment by BC Wildfire, any approved fire department expenses are reimbursed by the Province. These expenses do not compensate for FVRD staff time, wear and tear on vehicles and equipment, and any additional expenses that are not approved by BC Wildfire.

CONCLUSION

The Electoral Area fire departments are a valuable resource to the FVRD's local communities and offer critical support to the Province during times of heightened wildfire activity. These opportunities provide a sense of fulfillment for FVRD firefighting members as they contribute to broader relief efforts. While appreciating the benefits associated with assisting the Province through deployments, it is important to recognize the reduced resources within the local service areas and the impacts to staff time in supporting these efforts.

COMMENTS BY:

Stacey Barker, Director of Regional Services/Deputy CAO: Reviewed and supported.

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

BRITISH COLUMBIA | Office of the Fire Commissioner Emergency Management BC	**POLICY 3.200** **Created: 2022 SEP 28** **Revised:**

3.200 BC Structure Firefighter Minimum Training Standards

3.200.1 GENERAL

The Fire Commissioner is legislatively mandated to define the minimum standards of training required for structure firefighters in British Columbia. The BC Structure Firefighter Minimum Training Standards (the 'Training Standards') do align with the National Fire Protection Association (NFPA) standards using a competency-based progression ladder that provides for a minimum level of sequential training and operational firefighter competencies that must be met by each firefighter in the province.

The Authority Having Jurisdiction (AHJ) will define, determine, and establish the community's service level to be provided by the fire department. Once the intended service level is formally declared it is then used to determine the minimum training competencies from the current 'BC Structure Firefighter Minimum Training Standards' (the 'Training Standards') that must be provided for and taken by that department's fire service personnel.

3.200.2 DEFINITIONS

Authority Having Jurisdiction (AHJ): is the Local Authority that has decided to provide with voted approval from residents and has defined a Fire Department service through an establishment bylaw, service bylaw or statute that provides expenditure of collected tax funds and/or administers and holds an agreement or agreements with a neighbouring jurisdiction's established Fire Department for its residents.

Firefighter: a member of a Fire Department, working with or without remuneration, who is assigned to fire suppression duties. Additional training is required for fire inspection or investigation duties respecting the potential, the mitigation, the cause, the origin, the circumstance of a fire, or the training and/or maintenance of any fire service duty and fire equipment needed to perform the duties described.

Fire Department: a department established and operated as a Local Authority service responsible for the prevention or suppression of fires in a defined Fire Protection Area by a Local Authority or a board, or commission of a registered society having the responsibility for the management or conduct of work or services through a service agreement, or equivalent of any of the above.

3.200.3 POLICY STATEMENTS

- The Training Standards will be reviewed and modified as required every 3 years; or sooner if there is significant need, as determined by the Fire Commissioner and the fire service stakeholders in BC, by convening a Training Standards sub-committee, if needed.

- The Training Standards are available and applicable to all structure fire services personnel (firefighters) in British Columbia*:*
  - The Training Standards are focussed on the person performing the functions of a firefighter not the structure of the department.
  - The departments themselves may be fulltime career fire personnel, paid-on-call firefighters, volunteer firefighters, a combination of career and volunteer, and fire departments established as a society under the *Society Act* (B.C.) if they are established and supported by the local authority (AHJ) by an establishment bylaw, service bylaw or statute.

- It is the responsibility of each AHJ to determine, define and formally declare its intended service level of the fire department for the community, which in turn is used to determine the required minimum firefighter training competencies that must be met by the firefighters for which the AHJ is responsible for.

- As a competency-based training program, formal certification (whether by Accredited Certification), while encouraged, is not critically required by the OFC Training Standards. In-house assessments and tests of personnel competencies can be conducted internally by the AHJ so long as the testing and evaluation procedures follow the criteria of the Training Standards (and applicable NFPA Standards), and that detailed records of firefighter training and evaluation results are maintained.

- Each firefighter must be provided training and evaluation in all applicable competencies and skills which are required to ensure the fire service personnel are able to safely perform their assigned tasks at an emergency fire scene.

- These Training Standards do not apply to the Province's Wildfire Services personnel and resources when actioning non-structure fires in the wildland areas of the province.

3.200.4 CONDITIONS/RESPONSIBILITIES

- The former firefighter minimum training standards (the 'Playbook') that was originally implemented in September 2014 required that all AHJ determine and declare a service level for their fire departments by June 30, 2016.

- The AHJ must provide a copy of the declared service levels to the OFC, upon request.

- Adoption of the current Training Standards must be confirmed by the AHJ to the OFC by March 2024.

3.200.5 AUTHORITIES

Fire Services Act (B.C.) Section 3(3)(b)

Electronically signed

_____

Brian Godlonton
Fire Commissioner
Office of the Fire Commissioner
Emergency Management BC

Date: September 28, 2022

3.200.6 RELATED DOCUMENTS

Accompanying documents to the policy.

- Policy 3.200 PROCEDURE
- Policy 3.200 ANNEX
- British Columbia Structure Firefighter Minimum Training Standards

3.200 BC Structure Firefighter Minimum Training Standards

3.200.1 RELATED DOCUMENTS

- Policy 3.200
- Policy 3.200 ANNEX

3.200.2 PROCEDURES

Establishing Service Levels:

- The Authority Having Jurisdiction's (AHJ) decision to determine and define the appropriate service level for its community fire service should be based upon:
    - the support of the residents through taxation to adequately financially support its fire department to meet all applicable training, safety, and operational requirements (competencies) of the OFC Training Standards;
    - the realities of the community in terms of infrastructure, demographics, official community plan, building inventory, risks, travel distances, fire hall locations, equipment, and staffing models (capacity); and
    - anticipated availability of personnel along with equipment resources and the competencies of those resources to respond.

- Any AHJ that fails to declare a service level in an acceptable manner to the Office of the Fire Commissioner (OFC) will potentially be operating their fire services in a manner that may have consequences to their fire service personnel's' safety and the safety of the community residents that are intended to be served by this local government service.

- The OFC's mandate is to work with established fire departments of local governments and or other groups that are wanting to become established fire service groups for their local community in the province.

- One of the consequences for not adopting the OFC training standards may be the exclusion of the fire services provider from any call out actions led by the Province that require additional fire service assets to be called upon in support of an impacted community fire department during an emergency.

Testing and validation of training:

- The competencies required to act as an in-house trainer and assessor of the training materials required by the training standards are detailed within the OFC Training Standards manual.

- Training and evaluation can occur using either a third-party training organization, or "in-house" by a department using its own trainers and assessors. The determination of the most appropriate method for each department rests with the AHJ.

Training Records:

- It is the responsibility of all AHJs and their fire departments to be able to accurately record, edit and report out a complete list of training records for each individual structure firefighter including specific training subjects covered at each training session.

- As a minimum the training records must contain the following:
    - Name of participant
    - Date of training – MMM, DD, YYYY
    - Topic of the course – ex. Use of fire extinguishers
    - Method of training – In house, academy and/or contractor
    - Retraining period requirement – ex. 12 months, 3 years etc.

- All training records must be kept in accordance with the requirements of the WorkSafeBC OHS regulations for Young and New Workers (Parts 3.22 to 3.25) and any other community regulatory requirements (FOIPPA, etc.).

- The Training Standards identifies the minimum competencies required of some structure firefighter roles at each service level. The continuous maintenance training for the competencies is the responsibility of the AHJ through their Fire Chief and it is expected that this will be accomplished through ongoing skills maintenance training and education. This ongoing training must be duly recorded for each structure firefighter and officer.

Methods to Adopt the Training Standards:

- Fulfilling the Training Standards can be achieved through the following methods as determined by the AHJ:
- Develop and implement an in-house training and assessment program at the local level
- Utilize a third-party training provider
- Conduct a local review of individual's training records to identify prior learning that could be deemed to:
    - meet the full competency requirements for any Level or Function and allow the AHJ/Fire Department to recognize equivalency, or;
    - meet partial competency requirements for any Level or Function that could allow the AHJ/Fire Department to train the individual to only those competencies that were not covered by prior learning.
- Any combination of the methods above that the AHJ determines to meet the required competencies for individual personnel.

Updating existing personnel from the 'Playbook' to the new Training Standards:

- Personnel who are already trained to the former 'Playbook' Levels and Functions do not require retraining to equivalent Functions in the new Training Standards, provided that the fire department's maintenance training program complies with the new Training Standards competencies where any minor training gaps exist, will be achieved over time.

- Personnel who perform any of the newly defined functions within the new Training Standards [e.g., Apparatus Driver/Operator (Exterior), Apparatus Driver/Operator (Interior), Incident Safety Officer (Interior), Team Leader (Interior), Incident Commander (Exterior), and Incident Commander (Interior)] must meet the competencies for those functions through one of the adoption methods listed above.

3.200 BC Structure Firefighter Minimum Training Standards

The British Columbia Structure Firefighter Minimum Training Standards (the 'Training Standards') align with the National Fire Protection Association (NFPA) standards using a competency-based progression ladder that provides for a minimum level of sequential training and operational firefighter competencies that must be met by each structure firefighter in the province.

The Training Standards are useful and applicable to any fire service group in the Province as the Training Standards are focussed on the individual performing the function of a structure firefighter, even for the independent and not established by a local authority groups or societies. However, the independent fire group must then declare the intended fire service level as well as provide information that they are working to become an established and recognised fire service for the local authority.

The Training Standards are advisable to any industrial fire service that is not restricted solely to their commercial sites and may be wishing to enter into service agreements with a neighbouring local authority to provide fire services to the community residents on behalf of the local authority. The Training Standards requirements will apply to that industrial fire service when it is operating as structure suppression services in the local authority jurisdiction.

The following tables will list the noted NFPA information (annotated to meet copywrite concerns) connected to each Job Performance Requirement (JPR) that is listed in the Training Standards Manual for each function tables of the Exterior and Interior service levels in the competency ladder.

This is intended to assist local fire departments with the development or modification of their training programs for their fire service personnel.

The Full-Service service level requires all JPRs in the NFPA standards so to describe them here is not required.

British Columbia

Structure Firefighter

Minimum Training Standards

Third Edition: September 2022

Table of Amendments

Description	Effective Date
Original document issued	September 2014
Amended	May 2015
Amended	September 2022

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Introduction

In 2014, the British Columbia Structure Firefighter Minimum Training Standards (formerly referred to as "Playbook") replaced the previous OFC firefighter training standards (a Minister Order that made the full National Fire Prevention Association (NFPA) firefighter 1001 the standard) that was effective as of January 1, 2003. The "Playbook" introduced revised and appropriate training requirements for the Authority Having Jurisdiction (AHJs) for their established fire departments, which continues with this updated version of the **BC Structure Firefighter Minimum Training Standards** (the 'Training Standards').

Office of the Fire Commissioner (OFC) - the Fire Commissioner is the senior provincial fire prevention authority in BC. Under the *Fire Services Act* the Fire Commissioner must support the fire prevention and suppression activities of local governments specifically by establishing the standards for selection and training of fire service personnel.

Local Governments - local authorities, as defined in OFC policy, (also referred to as Authority Having Jurisdiction - AHJ) have the role and responsibility to determine and deliver fire suppression and fire protection services to the residents in all or in any defined area of their community or jurisdiction. The establishment and provision of fire services is typically based on the community's desire and willingness (normally through property taxes) to support this important local government service.

Fire Service - this term encompasses all structure fire suppression and prevention activities provided by local fire departments and individual firefighters of a local authority fire department.

Authority and Purpose

Under paragraph 3(3)(b) of the *Fire Services Act*, the Fire Commissioner must establish the minimum standards of training required for fire services personnel in British Columbia.

Amendments shall be shared by being posted to the Province of BC website.

The Office of the Fire Commissioner has a unique and separate mandate within the organization of Emergency Management BC (EMBC). All Policies, Principles, Concepts, Terms and Definitions formerly embedded within this Training Standards document have been removed, updated, and are now found on the OFC Policy webpage.

The objective for the Training Standards is to identify the competencies and skills that all structure firefighters must have to enhance their personal safety and wellbeing while performing the functions of a firefighter for their community.

Other Important Statutes

It is recognised that there are other statutory or regulatory requirements on fire services that have influence; by legislation and from organizations other than the OFC. While some important statutes are listed below, this is not an exhaustive list. Local governments, the owners and employers of the fire department and personnel, should maintain familiarity with all relevant legislations, regulations and standards that affect the management of fire services in their jurisdiction.

Motor Vehicle Act

Understanding that fire departments may be operating large fire apparatus vehicles, it was determined that minimum driving requirements be included in the Training Standards. There are significant driver licensing and insurance considerations that must be addressed for a structure firefighter to operate this equipment effectively and safely for their department. These items are referenced in the Apparatus Driver sections of the Exterior and Interior Operations level competency matrix charts.

Workers Compensation Act and Occupational Health & Safety Regulations

In BC, all employers are required to ensure that their employees are properly trained for their assigned jobs and properly supervised while performing their jobs or tasks. There are clear expectations identified by WorkSafeBC regarding the roles and responsibilities of Employers and Workers (AHJ and fire service members) in the *Workers Compensation Act* (WCA) and relevant *Occupational Health and Safety regulations (OHS Regulations)*.

The responsibility for providing workers with the necessary information, instruction, training, and supervision generally rests with the employer (WCA s. 21(2)(e)). There are also circumstances where an employer will have a general duty to ensure the health and safety of other workers at a workplace (WCA s.21(1)(a)(ii)).

WorkSafeBC OHS Regulation has some core worker safety requirements that apply to all workplaces including:

- Part 3: Rights and Responsibilities -- a workplace health and safety program, investigations and reports, workplace inspections, the right to refuse work and first aid.
- Part 4: General Conditions -- workplace safety, building and equipment safety, emergency preparedness, preventing violence, working alone, ergonomics, illumination, indoor air quality, smoking, and lunchrooms.
- Parts 5-19: General Hazard Requirements deal with general hazards found in several workplaces, usually higher-hazard operations. Topics include the safe use of chemicals, confined space entry procedures, guarding of machinery and the use of mobile equipment.

The OFC Training Standards is focussed on the expectations identified by WorkSafeBC regarding workers involved in structure firefighting – OHS Regulation Part 31: Firefighting which can be found here:
https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-31-firefighting

With particular focus on:

- Sec 31.2 – Application;
- Sec 31.4 – Instruction and Direction: The employer must ensure the adequate instruction and direction of structure firefighters in the safe performance of their duties;
- Sec 31.5 – Procedures: Outlines written procedures that must be established and followed by a fire department;
- Sec 31.10 to 31.18 - outline provisions for Personal Protective Clothing and Equipment;
- Sec 31.18 to 31.26 - outline provisions for Respirators, which includes the requirements for use of SCBA and corresponding requirements for Entry into Buildings;
- Sec 31.27 to 31.32 - outline provisions for Transportation;
- Sec 31.33 to 31.37 - outlines provisions for Aerial Devices and Ground Ladders; and
- Sec 31.38 to 31.39 - outlines provisions for Other Equipment including flashlights, hand lanterns, plaster hooks and pike poles.

In addition, WorkSafeBC provides associated OHS Guidelines for many of the OHS Regulation sections that are intended to assist users of their documents in the interpretation and application.

Amendments to the Criminal Code of Canada

Bill C-45 (Westray Mines Bill) amended the Canadian *Criminal Code* (section 217.1) and established legal duties for workplace health and safety and imposed serious penalties for violations that result in worker injuries or death. The Bill introduced rules attributing criminal liability to organizations, including corporations, their representatives and those who undertake, or have the authority, to direct how another person does work or performs a task.

This implication imposes significant importance upon the AHJ, fire service leaders and the individual firefighter to establish, implement and enforce these Training Standards.

Important Considerations for Authority Having Jurisdiction

The current edition of the Training Standards includes more detailed lists of training competencies in specific skill areas required for a local government's fire department to safely operate at an emergency fire incident. Skills related to the functions of Apparatus Driver, Team Leader (Exterior and Interior), Incident Safety Officer, and Incident Commander (Exterior and Interior) are addressed to enable a fire department to deliver safe fire services at the AHJ's intended service levels and within the firefighter safety OHS Regulation requirements.

It is recognized that some of the competencies may not be applicable for all jurisdictions (e.g., fire hydrants). Therefore, the AHJ can identify the competencies that do or do not have application in their jurisdiction. Where the firefighter training is to be reduced based on local circumstances, these reductions must be identified in the fire department's training program and testing processes as well as in departmental Operating Guidelines. If these reductions affect the fire department's service capacity or service level, they must be reflected in the AHJ's Fire Service Level Declaration.

The determination and declaration of a service level for a local government fire department is intended to assist in the development of a training program for their structure firefighters. The training program is expected to enable the department personnel that attends a fire scene will have the skills and abilities to safely and effectively deliver, fire services to the declared service level.

BC Structure Firefighters Minimum Training Standards Manual Competency Matrix

This summary is provided to assist fire departments and AHJs when examining the Competency Matrix defined in the Training Standards for developing or modifying their respective structure firefighter training program. Readers should review the more detailed explanations of these individual requirements and refer to the appropriate identified NFPA standards, the *Workers Compensation Act*, the *Motor Vehicle Act*, and any other referenced regulations.

- Determination by the AHJ of the service level appropriate to their community needs is critical and the Training Standards document is based on three general service level categories:
  - Exterior Operations Level;
  - Interior Operations Level; and,
  - Full-Service Operations Level.

- Ensure the service level is correctly identified and declared in bylaw, policy statement, statute, or contract establishing a fire department's authority and anticipated capability.

- Ensure a training program to match the declared service level is in place that includes a comprehensive process for recording and retaining training records and at least meets the intent of the OHS Regulations 3.22 to 3.25.

- AHJ has registered with WorkSafeBC for structure firefighter coverage.

- WorkSafeBC worker safety and functional requirements are in place *(e.g., firefighter fitness records, Employer/Worker joint safety committee (or worker representative), OH&S program, OGs covering fundamental operational procedures, etc.).*

- Appropriate equipment, apparatus, personnel, and training is provided to deliver the declared service level capabilities and requirements.

The specific nature of an emergency fire incident will have a direct influence on the type of roles/positions and numbers of personnel required to manage a given incident. The typical roles or positions required on the "fire ground" to manage most fire-involved structures incidents are common from one situation to another.

The Training Standards has established a functional Competency Ladder (see Appendix A) that identifies the minimum competencies necessary to perform many of the typical roles or functions required for fire departments to effectively provide structural fire suppression services to their community at each of the defined service levels.

Function Competency Ladder:

Exterior Operations Service Level

- Exterior Operations Firefighter
- Apparatus Driver/Operator (Exterior)
- Team Leader (Exterior)
- Incident Commander (Exterior)

Interior Operations Service Level

- Interior Operations Firefighter
- Apparatus Driver/Operator (Interior)
- Team Leader (Interior)
- Incident Safety Officer (Interior)
- Incident Commander (Interior)

Full-Service Operations Level

- Full-Service Operations Firefighter
- Company Fire Officer
- Training Officers

Each function in the competency ladder is listed with the requisite minimum firefighter training requirements that must be met to achieve proficiency (job performance requirement – JPR) at that given function in the competency ladder.

In addition, there are also requirements related to WorkSafeBC (WCA and OHS Regulations) and other important statutes added to each function as a reference and to be considered in the training programs.

<u>The format of the function JPR tables</u>:

In each table that is listed in this manual the reader will find a listing of relevant NFPA standard JPRs. The listing provides the chapter identifier followed by a full colon (:) to assist the reader in searching in the NFPA catalogue. The specific JPR related to the functional competency is then listed and is the applicable JPR that is required to be trained on.

Example - NFPA 1500 (2018 edition) - 8.1,
8.2: 8.2.1 to 8.2.5.2

For this example, the required JPRs are the entire chapter 8.1 and the sub-chapters of 8.2.1 to 8.2.5.2 inclusive, not the entire chapter of 8.2.

All Levels of Fire Services

Risk Management Function:

The responsibility for the Risk Management function typically is encompassed within the Fire Chief position/role. However, recognizing the challenge that this may pose on many small AHJs, this function may be delegated to another member of the fire department or even shared by the AHJ OHS staff, depending on the composition and structure of the department and local government. This individual(s) needs to have significant structure firefighting experience and/or appropriate training to ensure that they understand the administrative functions, structures and processes that must be in place to guide a fire department's training, safety programs and resultant operational capabilities.

The Risk Management function is not an operational role in a fire incident response but must be formally addressed by all fire departments. The individual(s) who fulfil this function is responsible for ensuring that the department has in place Operational Guidelines (OGs), training programs and other oversight processes that ensure safe and effective operations at all fire department involved incidents. In the Training Standards, the term Risk Management is applied to identify the individual responsible for overseeing the development and implementation of any processes which are necessary to ensure a fire department's practices are planned for, safe, and effective at any fire ground operations as a matter of principle.

Risk Management – JPRs/Competencies
SCOPE: The Risk Management Role is an administrative function that provides guidance and oversight to ensure compliance with the Training Standards and other firefighter safety regulations and requirements. While these duties are typically performed by the fire chief, the responsibilities can be distributed among more than one person where required.
REQUIREMENTS: *All applicable Firefighter competencies based upon the declared level of service plus, completion of the following:*
NFPA 1250 (2020) - 4.1, 4.3, 4.4, 4.5, 4.6, 4.7, 7.1, 8.1, 9.1, 9.2, 9.3, 9.4, 9.5 NFPA 1500 (2018) - 4.1, 4.2 NFPA 1500 (2018 edition) - 5.1, 5.2, 5.3, 5.4, 5.5, 5.6 NFPA 1401 (2019) - Recommended Practice for Fire Service Training Reports and Records *In-depth Knowledge of:* OHS Regulation Part 3.1, 3.2, 3.3 (OHS Program) 3.22, 3.23, 3.24, 3.25 OHS Regulation Part 31.5 Procedures OHS Regulation Part 31 - General: 31.12,31.13, 31.14, 31.15, 31.16, 31.17 and 31.18 OHS Regulation Part 31 - Respiratory Program: 31.19, 31.20, 31.21, 31.22, 31.23, 31.24, 31.25 and 31.26 OHS Regulation Part 31 - Other Equipment: 31.27, 31.28, 31.29, 31.32, 31.33, 31.34, 31.35, 31.36 and 31.37 *General knowledge of:* British Columbia *Interpretation Act, Community Charter*, or *Local Government Act* • Fire department bylaw • Bylaw reflecting services provided by the fire department • Fire protection district boundaries • Emergency Health Services regarding First Responder Program • Fire service-related agreements for: ○ inspections, investigations, rescue services, etc. • Written Mutual Aid agreements • Automatic Aid agreements Local Government Management Association (LGMA) Records Management Records (2017), Retention and Scheduling Local government requirements for writing the hiring and evaluation policy or practices for new recruits.

Risk Management Function

Risk Management – JPRs/Competencies

Scope: The Risk Management Role is an administrative function that provides guidance and oversight to ensure compliance with the Training Standards and other firefighter safety regulations and requirements. While these duties are typically performed by the fire chief, the responsibilities can be distributed among more than one person where required.

Requirements:
All applicable Firefighter competencies based upon the declared level of service plus, completion of the following:

NFPA 1250 (2020 edition) – Recommended Practice in Fire and Emergency Services Organization Risk Management

- 4.1 – Concept of risk
- 4.3 – Functions of risk management
- 4.4 – Risk management coordination
- 4.5 – Risk management plan
- 4.6 – Approval and coordination
- 4.7 – Governance and administration
- 7.1 – Risk management solutions
- 8.1 – Implementation plan
- 9.1 – Monitoring program effectiveness
- 9.2 – Methods of monitoring
- 9.3 – Frequency of monitoring
- 9.4 – Roles and responsibilities
- 9.5 – Continual feedback and action

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 4.1 – Fire department organizational statement
- 4.2 – Risk management plan
- 5.1 – Training, education, and professional development
- 5.2 – Member qualifications
- 5.3 – Training requirements
- 5.4 – Special operations training
- 5.5 – Member proficiency
- 5.6 – Training activities

NFPA 1401 (2019 edition) - Recommended Practice for Fire Service Training Reports and Records

In-depth Knowledge of:
WorkSafeBC OHS Regulations:

- Part 3 – OHS Program: 3.1, 3.2, 3.3
- Part 3 – Young or New Workers: 3.22, 3.23, 3.24, 3.25
- Part 31.5 – Procedures
- Part 31 – General: 31.12,31.13, 31.14, 31.15, 31.16, 31.17 and 31.18
- Part 31 – Respiratory Program: 31.19, 31.20, 31.21, 31.22, 31.23, 31.24, 31.25 and 31.26
- Part 31 – Other Equipment: 31.27, 31.28, 31.29, 31.32, 31.33, 31.34, 31.35, 31.36 and 31.37

General knowledge of:
British Columbia *Interpretation Act, Community Charter*, or *Local Government Act*

- Fire department bylaws
- Bylaws reflecting services provided by the fire department
- Fire protection district boundaries
- Emergency Health Services regarding First Responder Program
- Fire service-related agreements for:
  - inspections, investigations, rescue services, etc.
- Written mutual aid agreements
- Automatic Aid agreements

Local Government management Association (LGMA) Records Management Records (2017), Retention and Scheduling

Local government requirements for writing the hiring and evaluation policy or practices for new recruits.

Exterior Operations Level

All functions within the Exterior Operations Level conduct structure firefighting activities from the outside of structures and are not provided with any training to safely enter any structure in an active fire incident. Exterior Operations Firefighters must not perform any fire suppression activity that requires entry into any structure, building, vehicle, dumpster, or other object regardless of an Immediately Dangerous to Life or Health (IDLH) or harmful atmosphere is present or not. Exterior Operation Firefighters must only engage in external fire suppression and/or mitigation activities. Operational Guidelines that restrict them to Exterior Operations must be written and enforced by the local fire department, even though they may possess equipment that would otherwise permit them to respond in a more complex manner.

In all fire scenes where there is a potential risk of an IDLH atmosphere developing, or risk of exposure exists from smoke, particulate matter, or products of combustion, even when conducting external operations, SCBA must be worn in accordance with WorkSafeBC OHS Regulation requirements.

Team leaders (Exterior) and Incident Commanders (Exterior) are trained to supervise exterior operations only.

The Exterior Operations Service Level applies to all external fire ground operational functions except support positions such as, but not restricted to: first aid, first medical responder, critical incident stress support, hazardous spill response, etc. Specific training is required for these functions, applicable to the hazards involved, and must be addressed elsewhere in departmental training programs.

Exterior Operations Firefighter – JPRs/Competencies
Scope: Operating outside of a structure at the task level, the Exterior Operations Firefighter applies the following competencies to perform fire ground tasks as assigned by the Team Leader (Exterior) or Incident Commander (Exterior) in accordance with the Incident Action Plan (IAP).
Requirements: *Must meet the following NFPA Job Performance Requirements and related competencies below:*
General Knowledge, Safety and Communications: NFPA 1001 (2019 edition) – 4.1: 4.1.1, 4.1.2 4.2: 4.2.1, 4.2.2, 4.2.3, 4.2.4 4.3: 4.3.2 NFPA 1500 (2018 edition) – 8.1 8.2: 8.2.1 to 8.2.5.2 8.5
Personal Protective Clothing & Equipment, Self Contained Breathing Apparatus: NFPA 1001 (2019 edition) – 4.1: 4.1.2 4.3: 4.3.1, 4.3.2 4.5: 4.5.1 WorkSafeBC OHS Regulations Part 31 (31.10 to 31.26 & 31.38)
Water Supply: NFPA 1001 (2019 edition) – 4.3: 4.3.15 4.5: 4.5.1, 4.5.2
Hose Lines, Nozzles and Appliances, and Fire Streams: NFPA 1001 (2019 edition) – 4.3: 4.3.7, 4.3.8 4.5: 4.5.1, 4.5.2
Ground Ladders: NFPA 1001 (2019 edition) – 4.3.6 4.5.1 WorkSafeBC OHS Regulations Part 31: 31.37
Scene Lighting and Utilities: NFPA 1001 (2019 edition) – 4.3: 4.3.17, 4.3.18
Ropes and Knots – Hoisting Tools and Equipment: NFPA 1001 (2019 edition) – 4.1.2 4.3.20 4.5.1

WorkSafeBC OHS Regulation Part 31: 31.39
Building Construction and Fire Behaviour: NFPA 1001 (2019 edition) – 4.3: 4.3.11 NFPA 220 (2018 edition) – Chapter 4, Five Types of Construction; NFPA 921 (2017 edition) – Chapter 5, Basic Fire Science. NFPA 5000 (2018 edition) – Chapter 7, Construction Type and Heights and Area Requirements
Gas & Electrical Safety for Firefighters: *(supplied by a BC Utility utilizing an evaluation mechanism)* WorkSafeBC OSH Regulation Part 31: 31.5 (2) (f)
Establish Safe Work Areas, Traffic and Scene Control: NFPA 1001 (2019 edition) – 4.3.3 WorkSafeBC OHS Regulations Part 31: 31 (1) (d) and 18
Forcible Entry: NFPA 1001 (2019 edition) – 4.3.4 (not intended for firefighter entry into any structure)
Ventilation – Horizontal: NFPA 1001 (2019 edition) – 4.3.11 4.5.1
Exterior Fire Attack/Extinguishment: *(accomplished with or without involvement of "live fire")* NFPA 1001 (2019 edition) – 4.3: 4.3.5, 4.3.7, 4.3.8, 4.3.16, 4.3.19 5.3: 5.3.1, 5.3.3
Hazmat Awareness: NFPA 1072 (2019 edition) – Chapter 3 and Chapter 4 WorkSafeBC OHS Regulations Part 31: 31.5 (2) (C)
ICS 100

Exterior Firefighter

Exterior Operations Firefighter – JPRs/Competencies

Scope: Operating outside of a structure at the task level, the Exterior Operations Firefighter applies the following competencies to perform fire ground tasks as assigned by the Team Leader (Exterior) or Incident Commander (Exterior) in accordance with the Incident Action Plan (IAP).

Requirements:
Must meet the following NFPA Job Performance Requirements and related competencies below:

General Knowledge, Safety and Communications:

NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 4.1.1 – general knowledge requirements
- 4.1.2 – general skills requirements
- 4.2.1 – Initiate the response
- 4.2.2 – Receive a call
- 4.2.3 – Transmit and receive messages
- 4.2.4 – Activate and emergency call for assistance
- 4.3.2 – Respond with SCBA

NFPA 1500 (2018 edition) - Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.1 – Incident management
- 8.2.1 to 8.2.5.2 – Communications
- 8.5 – Personnel accountability at emergency operations

Personal Protective Clothing & Equipment, Self Contained Breathing Apparatus:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.1.2 – General skills requirements
- 4.3.1 – Use of self-contained breathing apparatus
- 4.3.2 – Respond with SCBA
- 4.5.1 – Clean and check equipment

WorkSafeBC OHS Regulations Part 31:

- 31.10 – Personal protective equipment general requirement
- 31.11 – Maintenance
- 31.12 – Firefighter responsibility
- 31.13 – Safety headgear

- 31.14 – Protective coats, pants, and hoods
- 31.15 – Station wear and personal garments
- 31.16 – Working gloves
- 31.17 – Fall protections
- 31.18 – Personal alert safety system
- 31.19 – Respirators general requirement
- 31.20 – Fitness to use SCBA
- 31.21 – Operation of SCBA
- 31.22 – Sealing and fit testing
- 31.23 – Entry into buildings
- 31.24 – Air quality and sampling
- 31.25 – Spare equipment
- 31.26 – Maintenance and records
- 31.38 – Flashlights and hand lanterns

Water Supply:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.15 – Connect pumper to water supply
- 4.5.1 – Clean and check equipment
- 4.5.2 – Clean and inspect fire hose

Hose Lines, Nozzles and Appliances, and Fire Streams:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.7 – Attack passenger vehicle fire
- 4.3.8 – Extinguish Class A fire
- 4.5.1 – Clean and check equipment
- 4.5.2 – Clean and inspect fire hose

Ground Ladders:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.6 – Set-up, mount, ascend, dismount, and descend ground ladders
- 4.5.1 – Clean and check equipment

WorkSafeBC OHS Regulations Part 31:

- 31.37 – Ground ladders

Scene Lighting and Utilities:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.17 – Operate emergency scene lighting
- 4.3.18 – Turn off building utilities

Ropes and Knots – Hoisting Tools and Equipment:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.1.2 – General skills requirements
- 4.3.20 – Tie knots for hoisting
- 4.5.1 – Clean and check equipment

WorkSafeBC OHS Regulation Part 31

- 31.39 – Plaster hooks and pike poles

Building Construction and Fire Behaviour:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.11 – Horizontal ventilation

NFPA 220 (2018 edition) – Standard on Types of Building Construction

- Chapter 4 – Five Types of Construction

NFPA 921 (2017 edition) – Guide for Fire and Explosion Investigations

- Chapter 5 – Basic Fire Science

NFPA 5000 (2018 edition) – Building Construction and Safety Code

- Chapter 7 – Construction Type and Heights and Area Requirements

Gas & Electrical Safety for Firefighters:

(supplied by a BC Utility utilizing an evaluation mechanism)

WorkSafeBC OSH Regulation Part 31:

- 31.5(2)(f) – Electrical emergencies

Establish Safe Work Areas, Traffic and Scene Control:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.3 – Establish and operate in work areas

Forcible Entry:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.4 – Force entry into a structure *(not intended for firefighter entry into any structure)*

Ventilation – Horizontal:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.11 – Perform horizontal ventilation
- 4.5.1 – Clean and check equipment

Exterior Fire Attack/Extinguishment: *(accomplished with or without involvement of "live fire")*

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 4.3.5 – Exit hazardous areas
- 4.3.7 – Attack passenger vehicle fire
- 4.3.8 – Extinguish fire in exterior Class A materials
- 4.3.16 – Extinguish exterior Class A, B, and C fires with fire extinguishers
- 4.3.19 – Combat a ground cover fire
- 5.3.1 – Extinguish an ignitable liquid fire
- 5.3.3 – Control a flammable gas cylinder fire

Hazmat Awareness:

NFPA 1072 (2017 edition) – Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications

- Chapter 3 – Awareness
- Chapter 4 – Operations

WorkSafeBC OHS Regulations Part 31:

- 31.5(2)(C) – Fires and emergencies involving hazardous substances

ICS 100

Apparatus Driver/Operator (Exterior) – JPRs/Competencies
Scope: The Apparatus Driver/Operator (Exterior) drives a variety of small utility vehicles and large fire trucks to and from incident scenes and in non-emergency situations. They may also operate complex vehicles and features such as fire pumps, aerial devices, water tenders, etc. upon meeting additional competencies.
Requirements: *Preference for all Exterior Operations Firefighter competencies; plus,* *must meet all the following NFPA Job Performance Requirements and competencies to drive any fire department vehicle:*
WorkSafeBC OHS Regulation Part 31: 31.5 (1) (e) and 31.27 to 31.32. **Driver's License requirements in the Fire Service based on the size of apparatus** Class 5 Vehicle licence (single axle) Class 3 Commercial vehicle license Air brake endorsement
Speciality Requirements: *Must meet all Apparatus Driver/Operator (Exterior) competencies above; plus,* *the NFPA Job Performance Requirements for each additional function that they perform below;*
Additional Competencies for Drivers/Operators **Emergency Vehicle Driver – EVD:** *(for drivers of large fire apparatus)* NFPA 1002 (2017 edition) – 4.2 4.3 **Emergency Vehicle Operator – EVO:** **For apparatus equipped with a fire pump:** *(only for drivers operating a fire pump)* NFPA 1002 (2017 edition) – 4.2 5.1 5.2 **For apparatus equipped with an aerial device:** *(only for drivers operating aerial devices)* NFPA 1002 (2017 edition) – 4.2 6.1 6.2 **For mobile water supply apparatus:** *(only for drivers operating water tenders)* NFPA 1002 (2017 edition) – 4.2 10.1 10.2

Apparatus Driver (Exterior)

Apparatus Driver/Operator (Exterior) – JPRs/Competencies

Scope: The Apparatus Driver/Operator (Exterior) drives a variety of small utility vehicles and large fire trucks to and from incident scenes and in non-emergency situations. They may also operate complex vehicles and features such as fire pumps, aerial devices, water tenders, etc. upon meeting additional competencies.

Requirements:
Preference for all Exterior Operations Firefighter competencies; plus,
must meet all the following NFPA Job Performance Requirements and competencies to drive any fire department vehicle:

WorkSafeBC OHS Regulation Part 31:

- 31.5 (1) (e) – Operate firefighting vehicles during emergency and non-emergency travel
- 31.27 – Seating
- 31.28 – Communication
- 31.29 – Enclosed crew cabs
- 31.32 – Vehicle exhaust in firehalls

Driver's License requirements in the Fire Service based on the size of apparatus

- Class 5 Vehicle licence (single axle)
- Class 3 Commercial vehicle license
- Air brake endorsement

Speciality Requirements:
Must meet all Apparatus Driver/Operator (Exterior) competencies above; plus,
the NFPA Job Performance Requirements for each additional function that they perform below;

Additional Competencies for Drivers/Operators
Emergency Vehicle Driver – EVD: *(for drivers of large fire apparatus)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 4.3 – Driving/Operating

Emergency Vehicle Operator – EVO:
For apparatus equipped with a fire pump: *(only for drivers operating a fire pump)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 5.1 – Apparatus Equipped with a Fire Pump
- 5.2 – Operations

For apparatus equipped with an aerial device: *(only for drivers operating aerial devices)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 6.1 – Apparatus Equipped with an Aerial Device
- 6.2 – Operations

For mobile water supply apparatus: *(only for drivers operating water tenders)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 10.1 – Mobile Water Supply Apparatus
- 10.2 – Operations

Team Leader (Exterior) – JPRs/Competencies for those leading Exterior Ops Activities or Groups
SCOPE: Operating outside of a structure at the task level, the Team Leader (Exterior) applies the following competencies within the scope of supervising Exterior Operations Firefighters in the performance of specific tasks as assigned by the Incident Commander (Exterior) in accordance with the Incident Action Plan (IAP), including task size-up, action planning, communications, and personnel accountability.
REQUIREMENTS: *Must meet all Exterior Operations Firefighter competencies; plus,* *completion of the following:*
Incident Management: NFPA 1001 (2019 edition) – 5.1: 5.1.1, 5.1.2 5.2: 5.2.2 5.3: 5.3.4
Personnel Management and Supervision: NFPA 1021 (2020 edition) – 4.1: 4.1.1
Task Size-up: NFPA 1021 (2020 edition) – 4.2: 4.2.1, 4.2.2, 4.2.3
Action Planning: NFPA 1021 (2020 edition) – 4.6: 4.6.1 & 4.6.2
Personnel Accountability: NFPA 1500 (2018 edition) – 8.5: 8.5.2, 8.5.3, 8.5.5, 8.5.6, 8.5.7, 8.5.8, 8.5.9 8.6: 8.6.4, 8.6.5, 8.6.6 WorkSafeBC OHS Regulation Part 31.5(1)(a)
ICS 100

Team Leader (Exterior)

Team Leader (**Exterior**) – JPRs/Competencies for those leading Exterior Ops Activities or Groups

SCOPE: Operating outside of a structure at the task level, the Team Leader (Exterior) applies the following competencies within the scope of supervising Exterior Operations Firefighters in the performance of specific tasks as assigned by the Incident Commander (Exterior) in accordance with the Incident Action Plan (IAP), including task size-up, action planning, communications, and personnel accountability.

REQUIREMENTS:
Must meet all Exterior Operations Firefighter competencies; plus, completion of the following:

Incident Management:

NFPA 1001 (2019 edition) - Standard for Fire Fighter Professional Qualifications

- 5.1.1 – General knowledge requirement
- 5.1.2 – General skills requirement
- 5.2.2 – Communicate the need for team assistance
- 5.3.4 – Protect evidence of fire cause and origin

Personnel Management and Supervision:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.1.1 – General prerequisite knowledge

Task Size-up:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.2.1 – General requisite knowledge
- 4.2.2 – Assign tasks or responsibilities to unit members
- 4.2.3 – Direct members during a training evolution

Action Planning:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.6.1 – Develop and initial action plan
- 4.6.2 – Implement an action plan at an emergency operation

Personnel Accountability:
NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.5.2 – Local conditions for personnel accountability system
- 8.5.3 – Participation in accountability system
- 8.5.5 – Directly supervise and account for companies and/or crews
- 8.5.6 – Maintain an ongoing awareness
- 8.5.7 – Members remain under supervision
- 8.5.8 – Member follow accountability system
- 8.5.9 – Accountability system at all incidents
- 8.6.4 – Operate in crews in hazardous areas
- 8.6.5 – Maintain communication in hazardous areas
- 8.6.6 – Members remain in proximity to each other

WorkSafeBC OHS Regulation Part 31:

- 31.5(1)(a) – Manage and track firefighters at an emergency incident

ICS 100

Incident Commander (Exterior) – JPRs/Competencies
SCOPE: Operating outside of a structure, the Incident Commander (Exterior) manages the overall incident by applying the following competencies within the scope of tactical size-up; tactical action planning; and developing an Incident Action Plan (IAP). This function establishes Incident Command; manages communications; ensures scene safety; and supervises and accounts for all emergency responders operating at the incident in the implementation of the IAP.
REQUIREMENTS: *Must meet all Team Leader (Exterior) Competencies; plus,* *completion of the following:*
Personnel Management and Supervision: NFPA 1021 (2020 edition) – 4.1: 4.1.1
Tactical Size-up: NFPA 1021 (2020 edition) – 4.5: 4.5.2, 4.5.3
Tactical Action Planning: NFPA 1021 (2020 edition) – 4.6: 4.6.1 & 4.6.2
Emergency Service Delivery: NFPA 1021 (2020 edition) – 4.1: 4.1.2
Initiate the Incident Command System – ICS: NFPA 1500 (2018 edition) – 8.1: 8.1.5, 8.1.6, 8.1.7, 8.1.8
Incident Size-up: NFPA 1500 (2018 edition) – 8.6.8.1
Personnel Accountability: NFPA 1500 (2018 edition) – 8.3 8.4 8.5: 8.5.4, 8.5.12 8.6 8.7 8.9 WorkSafeBC OHS Regulations Part 31: 31.5(1)(a)
Incident Safety Officer: NFPA 1521 (2020 edition) – 5.2: 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.2.7, 5.2.8, 5.2.9, 5.2.10, 5.2.11, 5.2.12, 5.2.13, 5.2.14, 5.2.15 WorkSafeBC OHS Regulations Part 31: 31.6
ICS 200

Incident Commander (Exterior)

Incident Commander (Exterior) – JPRs/Competencies

SCOPE: Operating outside of a structure, the Incident Commander (Exterior) manages the overall incident by applying the following competencies within the scope of tactical size-up; tactical action planning; and developing an Incident Action Plan (IAP). This function establishes Incident Command; manages communications; ensures scene safety; and supervises and accounts for all emergency responders operating at the incident in the implementation of the IAP.

REQUIREMENTS:
Must meet all Team Leader (Exterior) Competencies; plus,
completion of the following:

Personnel Management and Supervision:
NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications
- 4.1.1 – General prerequisite knowledge

Tactical Size-up:
NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications
- 4.5.2 – Identify construction, alarm, detection, and suppression features
- 4.5.3 – Direct unit level personnel to secure an incident scene

Tactical Action Planning:
NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications
- 4.6.1 – Develop an incident action plan
- 4.6.2 – Implement an incident action plan

Emergency Service Delivery:
NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications
- 4.1.2 – General prerequisite skills

Initiate the Incident Command System – ICS:
NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness
- 8.1.5 – Incident commander overall responsible
- 8.1.6 – Use tactical management components and assign incident safety officer as incidents escalate
- 8.1.7 – Establish organization with sufficient supervision
- 8.1.8 – Incident commander responsibilities

Incident Size-up:
NFPA 1500 (2018edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.6.8.1 – Interagency coordination

Personnel Accountability:
NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.3 – Crew resource management
- 8.4 – Risk management during emergency operations
- 8.5.4 – Maintain awareness of crews
- 8.5.12 – Assign members to facilitate accountability
- 8.6 – Members operating at emergency incidents
- 8.7 – Hazard control zones
- 8.9 – Rehabilitation

WorkSafeBC OHS Regulations Part 31:

- 31.5(1)(a) – Procedures

Incident Safety Officer:
NFPA 1521 (2020 edition) – Standard for Fire Department Safety Officer Professional Qualifications

- 5.2.1 – Incident safety officer role
- 5.2.2 – Monitor incident action plan
- 5.2.3 – Transfer incident safety officer duties
- 5.2.4 – Stop, alter, or suspend operations
- 5.2.5 – Monitor scene conditions
- 5.2.6 – Monitor accountability system
- 5.2.7 – Determine hazardous incident conditions
- 5.2.8 – Motor vehicle incident hazards
- 5.2.9 – Monitor radio transmissions
- 5.2.10 – Identify incident strategic requirements
- 5.2.11 – Landing zone interface with helicopters
- 5.2.12 – Identify need for intervention from occupational exposure
- 5.2.13 – Hazardous energy sources
- 5.2.14 – Monitor conditions
- 5.2.15 – identify environmental conditions and contaminants

WorkSafeBC OHS Regulations Part 31

- 31.6 – Rest and rehabilitation

ICS 200

Interior Operations Level

Interior Operation Level structure firefighters may engage in fire suppression activities within simple structures (as described in BC Building Code Part 9 – buildings of 3 stories or less with maximum of 600 sq metres of living space) or objects such as a vehicle, single family dwelling or other small structures. Interior Operations may also operate inside larger or more complex structures (multi-story, high-rises, commercial complexes, etc.) that the AHJ has allowed to be developed and constructed, where the fire department has pre-planned the structure and determined it safe for internal operations by appropriately qualified firefighters. Firefighters must be trained specifically to the risks associated with each large or complex structure.

Interior Operations Level fire services must have Operational Guidelines written and enforced by the local department, that describe the advanced training and procedures that allow for a safe fire attack within permitted structures and objects. This includes skills such as firefighter self-rescue and calling a "Mayday".

Interior operations must be undertaken in accordance with the requirements of WorkSafeBC (especially sections 31.19 and 31.23 of the OHS Regulation; accompanied by the OHS Guideline G31.23). The Incident Commander (Interior) must recognize the need, and coordinate staff appropriately, for adherence to the OHS Regulations, including the establishment of a Rapid Intervention Team (RIT) with appropriately trained and equipped firefighters, and following the time limit requirements also outlined by WorkSafeBC OHS Regulations.

Interior Operations Firefighter – JPRs/Competencies
Scope: Capable of operating inside of a structure at the task level, the Interior Operations Firefighter applies the following competencies to perform fire ground tasks as assigned by the Team Leader (Interior) or Incident Commander (Interior) in accordance with the Incident Action Plan (IAP).
Requirements: *Must meet all Exterior Operations Firefighter competencies; plus,* *the following NFPA Job Performance Requirements and related competencies below:*
Communications: NFPA 1001 (2019 edition) – 5.2.2
Exit a Hazardous Area: NFPA 1001 (2019 edition) – 4.3.5
Conduct a Search and Rescue: NFPA 1001 (2019 edition) – 4.3.9
Loss Control – Overhaul and Salvage: NFPA 1001 (2019 edition) – 4.3: 4.3.13, 4.3.14
Pre-Incident Planning: NFPA 1001 (2019 edition) – 5.5.3 NFPA 1620 (2020 edition) Standard for Pre-Incident Planning – familiarity requirement
Interior Fire Attack/Extinguishment: (accomplished with or without involvement of "live fire") NFPA 1001 (2019 edition) – 4.3: 4.3.9, 4.3.10, 4.3.13 5.3: 5.3.1, 5.3.3 (control of flammable gas cylinder)
Rapid Intervention Team Member – RIT: NFPA 1407 (2015 edition) – Chapters 4,5,7,8 WorkSafeBC OHS Regulation Part 31: 31.23

Interior Firefighter

Interior Operations Firefighter – JPRs/Competencies

Scope: Capable of operating inside of a structure at the task level, the Interior Operations Firefighter applies the following competencies to perform fire ground tasks as assigned by the Team Leader (Interior) or Incident Commander (Interior) in accordance with the Incident Action Plan (IAP).

Requirements:
Must meet all Exterior Operations Firefighter competencies; plus,
the following NFPA Job Performance Requirements and related competencies below:

Communications:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 5.2.2 – Communicate need for team assistance

Exit a Hazardous Area:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 4.3.5 – Exit hazardous area as a team

Conduct a Search and Rescue:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 4.3.9 – Conduct a search and rescue in a structure

Loss Control – Overhaul and Salvage:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 4.3.13 – Overhaul a fire scene
- 4.3.14 – Conserve property

Pre-Incident Planning:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 5.5.3 – Prepare a pre-incident survey

NFPA 1620 (2020 edition) - Standard for Pre-Incident Planning – familiarity requirement

Interior Fire Attack/Extinguishment: *(accomplished with or without involvement of "live fire")*

NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 4.3.9 – Conduct a search and rescue in a structure
- 4.3.10 – Attack an interior structure fire
- 4.3.13 – Overhaul a fire scene
- 5.3.1 – Extinguish an ignitable liquid fire
- 5.3.3 – Control a flammable gas cylinder fire

Rapid Intervention Team Member – RIT:

NFPA 1407 (2015 edition) – Training Fire Service Rapid Intervention Crews

- Chapter 4 – Rapid Intervention Training Policy and procedures
- Chapter 5 – RIC Instructor Requirements
- Chapter 7 – Rapid Intervention Operations training Program
- Chapter 8 – Required Performance for Rapid Intervention Crews (RIC)

WorkSafeBC OHS Regulation Part 31:

- 31.23 – Entry into buildings

Apparatus Driver/Operator (Interior) – JPRs/Competencies

Scope: The Apparatus Driver/Operator (Interior) drives a variety of small utility vehicles and large fire trucks to and from incident scenes and in non-emergency situations. They may also operate complex vehicles and features such as fire pumps, aerial devices, water tenders, etc. upon meeting additional competencies.

Requirements:
Preference for all Interior Operations Firefighter competencies; plus,
must meet all the following NFPA Job Performance Requirements and competencies to drive any fire department vehicle:

WorkSafeBC OHS Regulation Part 31: 31.5 (1) (e) and 31.27 to 31.32.

Driver's License requirements in the Fire Service based on the size of apparatus

Class 5 Vehicle licence (single axle)
Class 3 Commercial vehicle license
Air brake endorsement

Specialty Requirements:
Must meet all Apparatus Driver/Operator (Interior) competencies above; plus,
the NFPA Job Performance Requirements for each additional function that they perform below:

Additional competencies for Drivers/Operators:
Emergency Vehicle Driver – EVD: *(for drivers of large fire apparatus)*
NFPA 1002 (2017 edition) – 4.2
4.3

Emergency Vehicle Operator – EVO:
For apparatus equipped with a fire pump: *(only for drivers operating a fire pump)*
NFPA 1002 (2017 edition) – 4.2
5.1
5.2
For apparatus equipped with an aerial device: *(only for drivers operating aerial devices)*
NFPA 1002 (2017 edition) – 4.2
6.1
6.2
For mobile water supply apparatus: *(only for drivers operating water tenders)*
NFPA 1002 (2017 edition) – 4.2
10.1
10.2

Apparatus Driver (Interior)

Apparatus Driver/Operator (Interior) – JPRs/Competencies

Scope: The Apparatus Driver/Operator (Interior) drives a variety of small utility vehicles and large fire trucks to and from incident scenes and in non-emergency situations. They may also operate complex vehicles and features such as fire pumps, aerial devices, water tenders, etc. upon meeting additional competencies.

Requirements:
Preference for all Interior Operations Firefighter competencies; plus,
must meet all the following NFPA Job Performance Requirements and competencies to drive any fire department vehicle:

WorkSafeBC OHS Regulation Part 31:

- 31.5(1)(e) – Operate firefighting vehicles during emergency and non-emergency travel
- 31.27 – Seating
- 31.28 – Communication
- 31.29 – Enclosed crew cabs
- 31.32 – Vehicle exhaust in firehalls

Driver's License requirements in the Fire Service based on the size of apparatus

- Class 5 Vehicle licence (single axle)
- Class 3 Commercial vehicle license
- Air brake endorsement

Specialty Requirements:
Must meet all Apparatus Driver/Operator (Interior) competencies above; plus,
the NFPA Job Performance Requirements for each additional function that they perform below:

Additional Competencies for Drivers/Operators
Emergency Vehicle Driver – EVD: *(for drivers of large fire apparatus)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 4.3 – Driving/Operating

Emergency Vehicle Operator – EVO:
For apparatus equipped with a fire pump: *(only for drivers operating a fire pump)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 5.1 – Apparatus Equipped with a Fire Pump
- 5.2 – Operations

For apparatus equipped with an aerial device: *(only for drivers operating aerial devices)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 6.1 – Apparatus Equipped with an Aerial Device
- 6.2 – Operations

For mobile water supply apparatus: *(only for drivers operating water tenders)*
NFPA 1002 (2017 edition) – Standard for Fire Apparatus Driver/Operator Professional Qualifications

- 4.2 – Preventative Maintenance
- 10.1 – Mobile Water Supply Apparatus
- 10.2 – Operations

Team Leader (Interior) – JPRs/Competencies
Scope: Capable of operating inside of a structure at the task level, the Team Leader (Interior) applies the following competencies within the scope of supervising Interior Operations Firefighters in the performance of specific tasks as assigned by the Incident Commander (Interior) in accordance with the Incident Action Plan (IAP), including task size-up, action planning, communications, and personnel accountability.
Requirements: *Must meet all Interior Operations Firefighter competencies; plus,* *completion of the following:*
Incident Management: NFPA 1001 (2019 edition) – 5.1: 5.1.1, 5.1.2 5.2: 5.2.1
Personnel Management and Supervision: NFPA 1021 (2020 edition) – 4.1: 4.1.1 4.2: 4.2.1, 4.2.2, 4.2.3
Tactical Size-up: NFPA 1021 (2020 edition) – 4.5: 4.5.2, 4.5.3
Risk Management: NFPA 1500 (2018 edition) – 4.2 8.4 8.5
Tactical Action Planning: NFPA 1001 (2019 edition) – 5.3.2 NFPA 1021 (2020 edition) – 4.6: 4.6.1 & 4.6.2
Implement the Tactical Action Plan: NFPA 1001 (2019 edition) – 5.3.4 NFPA 1500 (2018 edition) – 8.6: 8.6.4, 8.6.5, 8.6.6
Communications: NFPA 1001 (2019 edition) – 5.3.2
Rapid Intervention Team (RIT) NFPA 1500 (2018 edition) – 8.8
Personnel Accountability: NFPA 1500 (2018 edition) – 8.5: 8.5.2, 8.5.3, 8.5.4, 8.5.5, 8.5.6, 8.5.7, 8.5.8, 8.5.9, 8.5.10, 8.5.11 WorkSafeBC OHS Regulations Part 31.5(1)(a)

Incident Safety Officer NFPA 1521 (2020 edition) – 5.2
ICS 200

Incident Safety Officer (ISO) (Interior Operations) – JPRs/Competencies
Scope: The Incident Safety Officer (Interior Operations), when activated by the Incident Commander (Interior), monitors the safety of all emergency responders operating at an emergency incident including altering or suspending unsafe activities. This function also supports the Incident Commander (Interior) in ongoing incident size-up and the development of the Incident Action Plan (IAP).
Requirements: *Must meet all Team Leader (Interior) competencies; plus,* *completion of the following:*
NFPA 1521 (2020 edition) – 5.3: 5.3.1, 5.3.2, 5.3.3, 5.3.4

Incident Commander (Interior) – JPRs/Competencies
Scope: The Incident Commander (Interior) manages the overall incident by applying the following competencies within the scope of tactical size-up; tactical action planning; and developing an Incident Action Plan (IAP). This function establishes Incident Command; manages communications; ensures scene safety; and supervises and accounts for all emergency responders operating at the incident in the implementation of the IAP.
Requirements: *Must meet all Team Leader (Interior) and Incident Safety Officer (Interior) competencies; plus, completion of the following:*
Risk Management: NFPA 1500 (2018 edition) – 8.6.8.1 8.7: 8.7.1, 8.7.4.4.1, 8.7.4.4.4, 8.7.5 8.8: 8.8.1, 8.8.4.1, 8.8.7
Initiate the Incident Command System – ICS: NFPA 1500 (2018 edition) – 8.1: 8.1.1, 8.1.2, 8.1.3, 8.1.5, 8.1.6, 8.1.7, 8.1.8
Develop an Incident Action Plan – IAP: NFPA 1021 (2020 edition) – 4.6: 4.6.1
Implementation of the Tactical Action Plan: NFPA 1021 (2020 edition) – 4.6: 4.6.2 NFPA 1500 (2018 edition) – 8.6: 8.6.1.3, 8.6.13, 8.6.13.1, 8.6.13.2
Communications: NFPA 1500 (2018 edition) – 8.6.15.6 8.7: 8.7.2, 8.7.3
Personnel Accountability: WorkSafeBC OHS Regulations Part 31.5(1)(a)

Team Leader (Interior)

Team Leader (Interior) – JPRs/Competencies

Scope: Capable of operating inside of a structure at the task level, the Team Leader (Interior) applies the following competencies within the scope of supervising Interior Operations Firefighters in the performance of specific tasks as assigned by the Incident Commander (Interior) in accordance with the Incident Action Plan (IAP), including task size-up, action planning, communications, and personnel accountability.

Requirements:
Must meet all Interior Operations Firefighter competencies; plus, completion of the following:

Incident Management:

NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications

- 5.1.1 – General knowledge requirements
- 5.1.2 – General skill requirements
- 5.2.1 – Complete a basic incident report

Personnel Management and Supervision:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.1.1 – General prerequisite knowledge
- 4.2.1 – Assign tasks to unit members in emergency
- 4.2.2 – Assign tasks to unit members in nonemergency
- 4.2.3 – Direct unit members during training

Tactical Size-up:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.5.2 – Identify construction, alarm, detection, and suppressions features
- 4.5.3 – Direct personnel to secure incident scene

Risk Management:

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 4.2 – Risk management plan
- 8.4 – Risk management during emergency operations
- 8.5 – Personnel accountability during emergency operations

Tactical Action Planning:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications
- 5.3.2 – Coordinate an interior attack

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications
- 4.6.1 – Develop incident action plan
- 4.6.2 – Implement an action plan

Implement the Tactical Action Plan:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications
- 5.3.4 – Protect evidence of fire cause

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness
- 8.6.4 – Operate in crew of two or more
- 8.6.5 – Crew member communications
- 8.6.6 – Crew member proximity

Communications:
NFPA 1001 (2019 edition) – Standard for Fire Fighter Professional Qualifications
- 5.3.2 – Coordinate an interior attack

Rapid Intervention Team (RIT)
NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness
- 8.8 – Rapid intervention for rescue of members

Personnel Accountability:
NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness
- 8.5.2 – Local conditions for personnel accountability system
- 8.5.3 – Participation in accountability system
- 8.5.5 – Directly supervise and account for companies and/or crews
- 8.5.6 – Maintain an ongoing awareness
- 8.5.7 – Members remain under supervision
- 8.5.8 – Member follow accountability system
- 8.5.9 – Accountability system at all incidents
- 8.5.10 – Effective accountability system
- 8.5.11 – Standard operating procedures

WorkSafeBC OHS Regulations Part 31: • 31.5(1)(a) – Manage and track firefighters at an emergency incident
Incident Safety Officer NFPA 1521 (2020 edition) – Standard for Fire Department Safety Officer Professional Qualifications • 5.2 – General requirements
ICS 200

Incident Safety Officer (Interior)

Incident Safety Officer (ISO) (Interior Operations) – JPRs/Competencies

Scope: The Incident Commander (Interior) manages the overall incident by applying the following competencies within the scope of tactical size-up; tactical action planning; and developing an Incident Action Plan (IAP). This function establishes Incident Command; manages communications; ensures scene safety; and supervises and accounts for all emergency responders operating at the incident in the implementation of the IAP.

Requirements:
Must meet all Team Leader (Interior) competencies; plus,
completion of the following:

NFPA 1521 (2020 edition) – Standard for Fire Department Safety Officer Professional Qualifications

- 5.3.1 – Determine incident environment and operational factors
- 5.3.2 – Communicate fire behaviour, building access/egress, etc.
- 5.3.3 – Identify and estimate building/structural collapse hazards
- 5.3.4 – Determine hostile fire event potential

Incident Commander (Interior)

Incident Commander (Interior) – JPRs/Competencies

Scope: The Incident Commander (Interior) manages the overall incident by applying the following competencies within the scope of tactical size-up; tactical action planning; and developing an Incident Action Plan (IAP). This function supervises all emergency responders operating at the incident in the implementation of the IAP.

Requirements:
Must meet all Team Leader (Interior) and Incident Safety Officer (Interior) competencies; plus, completion of the following:

Risk Management:

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.6.8.1 – Adjust IDLH designation after size-up
- 8.7.1 – Establish hazard control zones
- 8.7.4.4.1 – No-entry zones
- 8.7.4.4.4 – Collapse zone
- 8.7.5 – Appropriate protective clothing and equipment
- 8.8.1 – Provide personnel for rescue of members
- 8.8.4.1 – Fully equipped RIC/RIT
- 8.8.7 – RIC/RIT team(s) commensurate with incident

Initiate the Incident Command System – ICS:

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.1.1 – Recognize hazards and prevent accidents
- 8.1.2 – Incident management system
- 8.1.3 – ICS at incidents
- 8.1.5 – Responsible for overall incident management
- 8.1.6 – Tactical-level management components
- 8.1.7 – Sufficient supervisory personnel
- 8.1.8 – Incident Commander responsibilities

Develop an Incident Action Plan – IAP:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.6.1 – Develop initial action plan

Implementation of the Tactical Action Plan:

NFPA 1021 (2020 edition) – Standard for Fire Officer Professional Qualifications

- 4.6.2 – Implement an action plan

NFPA 1500 (2018 edition) – Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.6.1.3 – Personnel available at scene
- 8.6.13 – Applicable personal protective equipment
- 8.6.13.1 – Applicable personal protective equipment
- 8.6.13.2 – Personal protective equipment after extinguishment

Communications:

NFPA 1500 (2018 edition) - Standard on Fire Department Occupational Safety, Health, and Wellness

- 8.6.15.6 – Electrical hazards
- 8.7.2 – Hazard control zones
- 8.7.3 – Hazard control zone changes

Personnel Accountability:

WorkSafeBC OHS Regulations Part 31:

- 31.5(1)(a) – Manage and track firefighters at an emergency incident

Full-Service Operations

Full-Service Operations Fire Departments are equipped and have completed the appropriate training identified in the OFC Training Standards (directly aligned with and inclusive of the NFPA standards) to provide a full spectrum of fire services.

These services are based on the Competencies included within the NFPA 1001 Firefighter 1 and 2 Standard and relevant NFPA 1021 Fire Officer Standards.

Full-Service fire departments will have Operational Guidelines that must be written and enforced by the local department, that describe appropriate training requirements in fire operations activities.

These fire departments are organized such that the suppression activities that occur are based on response protocols which include the appropriate staffing levels, and number and type of apparatus on scene.

All Functions (Full-Service)

Competencies required for a Full-Service Fire Department to complete: **NFPA 1001 (FF-I & FF-II);** **NFPA 1021 Fire Officer (FO I);** **NFPA 1041 Fire Service Instructor I;** **NFPA 1072 Haz Mat Operations with Specific Mission; and** **NFPA 1521 Incident Safety Officer, Pre-Incident Planning.**
NFPA 1001 (2019 edition) – Chapter 4 and Chapter 5 NFPA 1021 (2020 edition) – 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7 NFPA 1041 (2019 edition) – 4.1, 4.2, 4.3, 4.4, 4.5 NFPA 1072 (2019 edition) – Chapter 5, 6.2, 6.6 NFPA 1521 (2020 edition) – 5.1, 5.2, 5.3, 5.6, 5.7 NFPA 1620 (2020 edition) ICS 100, 200 BCEMS Other NFPA Standards that local government and the Fire Chief (Risk Officer function) require to deal with hazards associated within their jurisdiction.

Company Fire Officer

Company Fire Officer – JPRs/Competencies **NFPA 1001 FF II; and** **NFPA 1041 Fire Service Instructor I.**
Additional Competencies: The duties of the Company Fire Officer are many, and range from human resource management, community relations, administration, health, and safety, to emergency service delivery and others. NFPA 1021, the Standard for Fire Officer Professional Qualifications, identifies four levels of Fire Officer, the most common being Fire Officer I ("FO-I") and Fire Officer II ("FO-II"). Each local government and fire department must determine the nature of the role of any specific Company Fire Officer and ensure they meet the required Competencies identified in the pertinent JPR(s) of the NFPA 1021 Standard (2020 edition).

Training Officer and Instructors

Training Officer or Instructors – JPRs/Competencies All NFPA Standards required to train must be completed Plus, completion of the following:
NFPA 1041 (2019 edition) FSI-I – 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5 4.3.2, 4.3.3 4.4.2, 4.4.3, 4.4.4, 4.4.5 4.5.2, 4.5.3, 4.5.4, 4.5.5 WorkSafeBC OHS Regulation Part 31.4
An individual who is responsible for instructing a specific competency(ies) to another firefighter or fire officer to ensure they achieve the required knowledge and/or skills, must already have achieved the requirements for that competency and be considered by the department as being capable of providing such instruction of those competencies to other members of the department.

Trainer and Assessor Competencies

Training and testing can be conducted "in-house" by qualified department personnel or be administered via third party providers. This section describes the requirements for "In-House" delivery of training requirements and assessments. Where a department has decided to use a third-party training provider, it should ensure that the training provided addresses the competencies set out in the Training Standards.

Regardless of which Service Level is declared, each local government and Fire Chief (Risk Management function) must ensure their training program meets the requirements of the OFC Training Standards to ensure that they can perform their fire scene operations in accordance with WorkSafeBC OHS Regulations.

Trainer competencies for "In-House" training delivery:
The OFC Training Standards recognizes the "Trainer function", which means the fire department member who is responsible for delivering the in-house delivery of training to other fire department members, and potentially even the evaluation of such training. The use of this term is not meant to prescribe an actual title to any position as assigned by a fire department.

Trainer – JPRs/Competencies
Scope: The In-House Trainer instructs members within their home fire department to the Level and Functions to which they are personally qualified and approved by the fire department.
Requirements: *Must meet all competencies for each Level and Function they would instruct; plus, completion of the following competencies:*
NFPA 1041 Fire Service Instructor (2019 edition) – Chapter 4 *(accredited certification is not required)*

Assessor requirements for "In-House" training delivery:

The oversight of the testing processes used by a department for its in-house training program is the responsibility of the Officer who has oversight of the delivery and testing of the training being provided.

For each Service Level, an individual who is responsible for conducting specific testing of fire department personnel's competency must already have achieved that competency and been determined by the department as capable of conducting such testing. While the requirements for an Assessor are the same as a Training Officer, the fire department must authorize them to perform one, or both, respective functions.

Assessor – JPRs/Competencies
Scope: The Training Officer/Assessor evaluates members within their home fire department to the Level and Functions to which they are personally qualified and approved by the fire department.
Requirements: *Must meet all competencies for each Level and Function they would assess; plus, completion of the following:*
NFPA 1041 Fire Service Instructor (2019 edition) – Chapter 4 *(accredited certification is not required)*

Trainer

Trainer – JPRs/Competencies
Scope: The In-House Trainer instructs members within their home fire department to the Level and Functions to which they are personally qualified and approved by the fire department.
Requirements: *Must meet all competencies for each Level and Function they would instruct; plus, completion of the following competencies:*
NFPA 1041 Fire Service Instructor (2019 edition) – Standard for Fire and Emergency Services Instructor professional Qualifications • Chapter 4 – Fire and Emergency Services Instructor 1 *(accredited certification is not required)*

Assessor

Assessor – JPRs/Competencies
Scope: The Training Officer/Assessor evaluates members within their home fire department to the Level and Functions to which they are personally qualified and approved by the fire department.
Requirements: *Must meet all competencies for each Level and Function they would assess; plus, completion of the following:*
NFPA 1041 Fire Service Instructor (2019 edition) – Standard for Fire and Emergency Services Instructor professional Qualifications • Chapter 4 – Fire and Emergency Services Instructor 1 *(accredited certification is not required)*

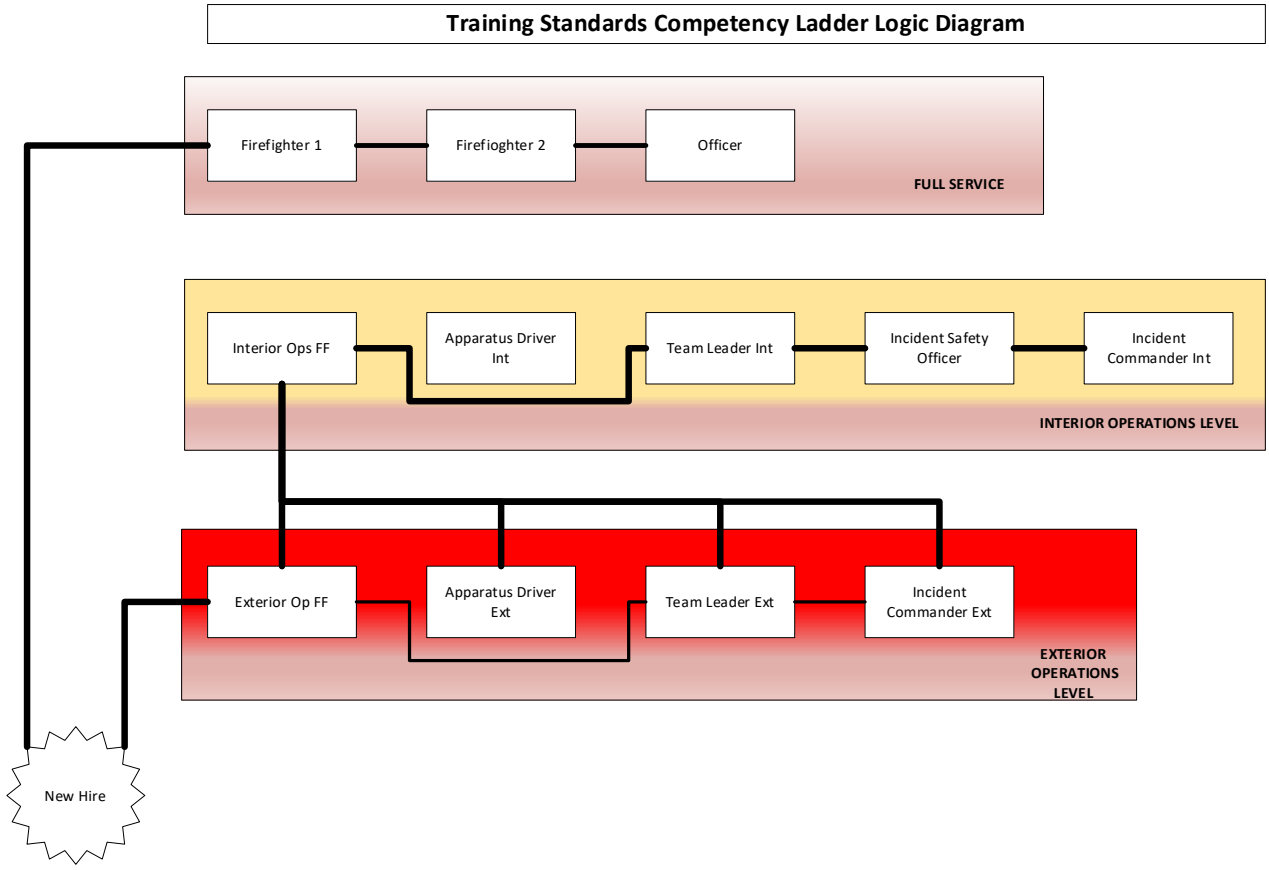
Training Records

Each fire department's Risk Management function (the 'Fire Chief') is responsible for ensuring that accurate and current records of the training and certifications of each of its firefighters and officers are created and retained in alignment with the intent of the WorkSafeBC OHS Regulation 3.23. Third-party training providers for individual fire departments are also required to track training and maintain individual training records for each firefighter and officer.

There is no current standard for training record formats at this time, but some essential components would be:

- Name of individual
- Competency or JPR that was trained for – course name
- Date of training
- Validation or indication of actual completion of the course would be essential
- If applicable an appropriate retraining target date or timing cycle

Appendix A – Flow diagram for the Competency Ladder



Appendix B – Excerpt from Policy 3.200 - Procedures

Methods to Adopt the Training Standards:

Fulfilling the Training Standards can be achieved through the following methods as determined by the AHJ:

- Develop and implement an in-house training and assessment program at the local level
- Utilize a third-party training provider
- Conduct a local review of individual's training records to identify prior learning that could be deemed to:
    - meet the full competency requirements for any Level or Function and allow the AHJ/Fire Department to recognize equivalency, or;
    - meet partial competency requirements for any Level or Function that could allow the AHJ/Fire Department to train the individual to only those competencies that were not covered by prior learning.
- Any combination of the methods above that the AHJ determines to meet the required competencies for individual personnel.

Updating existing personnel from the old Playbook to the new Training Standards:

- Personnel who are already trained to the old Playbook Levels and Functions do not require retraining to equivalent Functions in the new Training Standards, provided that the fire department's maintenance training program complies with the new Training Standards competencies where any minor training gaps will be achieved over time.

- Personnel who perform any of the newly defined functions within the new Training Standards [*e.g., Apparatus Driver/Operator (Exterior), Apparatus Driver/Operator (Interior), Incident Safety Officer (Interior), Team Leader (Interior), Incident Commander (Exterior), and Incident Commander (Interior)*] must meet the competencies for those functions through one of the adoption methods listed above.

2024 Wildland Urban Interface Fire Department Resource Availability

Fire Department Name:			
Address:			
Main Contact:	Name	Phone	Email
Alternate Contact:	Name	Phone	Email

Email completed forms to the BCWS Fire Services Office using the below details.

Email: SPCO@gov.bc.ca

Subject Line: 2024 Fire Department Resource Availability

Enter the quantity of each resource in the right column

Structure Engines	QTY
Type 1	
Type 2	
Rescue Engine (extrication equipped)	
Wildland Engines	QTY
Type 3	
Type 4	
Type 5	
Type 6	
Type 7	
Water Tenders	QTY
Tactical Type 1	
Tactical Type 2	
Support Type 1	
Support Type 2	
Support Type 3	

Structure Protection Crew	QTY
# of 5 pack crews	
Type 2 Structure Protection Unit	QTY
# of SPUs	
Mobile Command Unit	QTY
# of units available	
Mobile Communications Unit	QTY
# of units available	
Boat	Hp
Motor Size	
Mechanics Truck	QTY
(Includes mechanic)	

See next page for apparatus requirements

Engine Minimum Requirements per Interagency Agreement

Engine Type	Staff/ Crew	Tanks Size (G)	Pump GPM	Pump PSI	Pump & Roll	Ladders	Master Stream	2.5” hose	1.5” hose	¾” hose
Type 1	4	300	1000	150	No	Yes	Yes	1200’	500’	200’
Type 2	4	300	500	150	No	Yes	No	1000’	500’	200’
Type 3	3	500	150	250	Yes	No	No	No	1000’	500’
Type 4	3	750	50	100	Yes	No	No	No	300’	300’
Type 5	3	400	50	100	Yes	No	No	No	300’	300’
Type 6	3	150	50	100	Yes	No	No	No	300’	300’
Type 7	2	50	10	100	Yes	No	No	No	No	200’

Tender Minimum Requirements per Interagency Agreement

Tender Type	Crew	Tank Min Capacity (G)	Pump Min Flow (GPM)	@ Rated Pressure (PSI)	Max Refill Time (mins)	Pump and Roll	Pump Discharge Minimum
Support Type 1	2	4000	300	50	30	No	1-2.5”
Support Type 2	2	2500	200	50	20	No	1-2.5”
Support Type 3	2	1000	200	50	15	No	2-1.5”
Tactical Type 1	2	2000	250	150	-	Yes	2-1.5”
Tactical Type 2	2	1000	250	150	-	Yes	2-1.5”

BC Wildfire Service

January 15, 2024

Dear Fire Chief,

In preparation for the 2024 fire season, the British Columbia Wildfire Service (BCWS) is reaching out to fire departments to identify available firefighting resources to support structure protection and defence response should the need arise.

In preparation for resource management of the upcoming season, BCWS is requiring all personnel who would be deployable from your fire department to be pre-listed by individual name and contact number. This will help streamline to identify who is assigned to an incident once called out. Dietary information is being requested at this time to pre-org into the system for camp catering purposes.

With assistance from the Fire Chief's Association of British Columbia (FCABC), BCWS is updating its equipment and resource database. We are looking for Expressions of Interest (EOI) from BC fire departments that are interested in providing resources if called upon for the 2024 fire season.

BCWS recognizes that depending on the immediate needs of a local jurisdiction, departments may not be able to supply resources to the Province when requested. Submitting the Fire Department Resource Form does not commit a local fire department to a deployment. Remittance of the form allows BCWS to create a pre-organized inventory of potential available resources.

PERSONNEL QUALIFICATIONS:

To be considered for deployment, firefighting personnel must;

- meet the minimum requirements for exterior operations for firefighters as identified in the British Columbia Structure Firefighter Minimum Training Standards as established by the Office of the Fire Commissioner,
- have completed the WSPP-FF-1 (or equivalent S-100 and S-185) for engine and/or tender deployment; and
- WSPP-115 for structure protection work as part of a Structure Protection Crew (SPC).
- Command personnel must have completed a minimum of Fire Officer 1 or Team Leader as identified the British Columbia Fire Service Minimum Training Standards
- BCWS Task Force/ Strike Team Leader and Engine Boss courses considered an asset

IMPORTANT INFORMATION FOR CONSIDERATION

1. For the purposes of the Inter-Agency Operational Procedures and Reimbursement Rates Agreement, a "recognized" fire department will be defined as a department that is attached to a local government and which meets the minimum requirements for crew training and apparatus certification (as identified within the Inter-Agency Agreement).

Ministry of Forests | BC Wildfire Service | Mailing Address: PO Box 9502 Stn Prov Govt Victoria, BC V8W 9C1 | Telephone: 250 387-5965 | Fax: 250 387-5685

2. Apparatus will be considered for deployment only if it has successfully passed annual pump and mechanical testing. Testing and apparatus maintenance must be completed by a **qualified mechanic.** Documentation of current certification shall be made available upon request. Failure to produce records of apparatus certification could result in the apparatus/crew being directed to return home at the fire department's own expense.

3. All responding apparatus and crew members will be required to report to a BCWS Incident Command Post where they will be vetted and assigned.

4. It is expected that crews will be staying at BCWS fire camps or apparatus staging areas, and therefore, must provide their own tents, sleeping bags, pillows and other personal items.

   Typically, meals are provided to crews. However, when they cannot be provided, crews will be responsible to arrange for their own meals (self-sufficient for 72 hours). The Province will reimburse at the current daily per diem rate. The Province will not cover costs of additional snacks and personal consumable items.

5. The BCWS will not accept the following:

   a. Apparatus/crews without a signed drawdown.
   b. Apparatus/crews not meeting the minimum standard as identified in the Inter-Agency Agreement.
   c. Crew personnel who have not been pre-identified.
   d. Additional personnel not requested on the drawdown.
   e. Less than the number of personnel requested on the drawdown.

6. Consistent with BCWS, a "dry camp" policy will be enforced for all personnel. This includes off duty hours and travel days. Personnel found consuming drugs or alcohol will be sent home immediately.

7. Reimbursement rates for damaged apparatus, as a result of a provincial deployment, will be pro-rated according to apparatus age as identified in the Inter-Agency Agreement (normal wear and tear will not be compensated).

Fire Departments sending apparatus/crews that do not meet the requirements of the Inter-Agency Agreement, and indicated on the draw down form, will be sent home or held in staging until they meet the requirements, at their own expense.

DEPLOYMENT:

By identifying that your department is interested in providing apparatus and/or personnel you are acknowledging the following:

1. A deployment period up to 14 days consecutive.
2. Supplying only apparatus and/or personnel that meet the minimum qualifications.
3. Only performing tasks as directed by the Incident Commander.
4. Re-deployment only with the approval of BCWS.

5. Abiding by the operational procedures as identified in the Inter-Agency Procedures and Reimbursement Rates.

PROCEDURE:

If resources in your department are available for the 2024 wildfire season, the below procedure is to be followed:

1. Read and become familiar with the BC Structure Firefighter Minimum Training Standards manual and the Inter-Agency Procedures and Reimbursement Rates.
2. Complete the Fire Department Resource Availability form (attached) in full.
3. Email the completed Fire Department Resource form to spco@gov.bc.ca**, no later than March 1, 2024 with the Subject line; 2024 Fire Department Resource Availability.**
4. 4. Ensure the finance department of your district, municipality or city has a copy of the Inter-Agency Agreement and this information package for invoicing reference.

CONTACT INFORMATION:

E-Mail: spco@gov.bc.ca
Phone: 250-318-7295

Ron French
Superintendent, Fire Services
BC Wildfire Service

Fire Chiefs' Association of BC and BC Wildfire Service

MEMORANDUM OF AGREEMENT
for
INTER-AGENCY OPERATIONAL PROCEDURES AND REIMBURSEMENT RATES

Revised April 6, 2023

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1. Definitions

In this Inter-Agency Agreement, the following words have the following meaning, unless the context dictates otherwise:

a) "Apparatus" includes equipment that goes with the engine or tender.
b) "Engine Boss" means someone qualified to supervise engines and tenders.
c) "Expense Authority" means the provincial employee who has been granted the authority to make purchases on the Governments' behalf.
d) "Fire Department Initial Attack" (FD IA) means authorized response approved by BCWS to undertake initial attack on a wildfire.
e) "Fire Departments" means fire departments formed by First Nations, local government or societies that meet minimum standards as set out by this agreement.
f) "Ministry Zone Operations Centre" is implemented to respond to specific geographic area.
g) "On standby" means ready to deploy within 30 minutes of receiving deployment instructions.
h) "PWCC" means the BCWS Provincial Wildfire Coordination Centre
i) "SPCO" means… Structure Protection Coordination Officer as defined under ICS.
j) "Structure Protection Crews" contain 5 personnel.
k) "Structure Protection Unit" contains equipment to set up on structures ("Sprinkler trailer").
l) "ZWCO" is a weekly rostered Zone Wildfire Coordination Officer who provides support to incidents, fire bases and the zone office within their zone.

2. Purpose

This Inter-Agency Operational Procedures and Reimbursement Rates Agreement (the "Inter-Agency Agreement") guides and facilitates the collaboration between the Province and fire departments or by outlining key information regarding resource requests, deployment and response procedures, remuneration guidelines, and other necessary details to effectively manage the partnership.

The intent of this Agreement is to further improve the operating procedure, strengthening capacity while providing increased flexibility to share resources in British Columbia, with clear rules of engagement and reimbursement requirements.

3. Scope

This Inter-Agency Agreement pertains to fire departments that provide a response to a BCWS request or respond to a request for resources. Where the BC Wildfire Service ("BCWS") engages other personnel or organizations to assist with wildfire suppressions, they will be paid at the current BC Government rates.

These operational procedures will ensure that there is an understanding of roles and responsibilities for wildfire and wildland-urban interface ("WUI") fire response. All personnel deployed under the auspices of this agreement will adhere to the Inter-Agency Operational Procedures Code of Conduct found at Appendix A. This document will be reviewed annually and revised as required.

This Agreement contains a provision indicating that all parties must comply with all applicable laws, and any policies communicated by the Province regarding access to and/or attendance at facilities owned,

controlled or occupied by the Province (each, a "Province Workplace"), and that the parties must ensure that all of its employees, agents and subcontractors comply with such laws and policies.

The BCWS is tasked with managing wildfires through a combination of wildfire prevention and mitigation, preparedness, response activities on both Crown and private lands outside fire protection areas. Although infrequent and uncommon, the BCWS also has management responsibilities of Crown land within local government area.

Where local government provides fire protection services through municipal, regional or improvement district governments (e.g. fire department), it is understood by the parties that the fire department is responsible for fire suppression action on all fires within its legislated fire protection area.

4. Responsibility for Response

Management of wildfires in the WUI can present complex and challenging operating environments for responders. These types of fires are increasingly common with the expansion of the wildland urban interface, the impacts of climate change, accompanied by the increased occurrence of significant wildfires on the land base. Additional complexities include the number of agencies and levels of government involved, and the different levels of expertise required to manage these incidents safely and effectively. The need for inter-agency collaboration between the Province and fire departments to accomplish this has never been more in the forefront than it is at present.

It is recognized that wildland firefighters are trained and equipped to respond to fires composed of wildland fuels and vegetation and are not trained or equipped to address structure fires, such as residential buildings. Structure firefighters are trained to control and extinguish fire in structures, such as residential fires. Some structure firefighters – but not all – have training and/or equipment to suppress wildland fire. Both wildland and structure firefighting expertise are needed to respond to WUI fire events. It is recognized that local authorities are responsible for their structure fire departments, other resources engaged by the Province are provincial resources.

5. Management of Structural Firefighting Resources

BCWS will manage the deployment of structural firefighting resources in response to WUI fire events and other incidents. Structure Protection Units ("SPU") and all other requested fire department resources will be managed, resourced and deployed by the BCWS Structure Protection Coordination Office ("SPCO"). Wildland firefighters and resources will be managed, resourced and deployed by the BCWS. This is not to limit the practice where BCWS may engage appropriately trained single resources directly from fire departments to assist in wildland fire response or standby when BCWS resources may be limited.

6. Deployment

Apparatus and personnel deployed by the Province and reimbursed by the Province are considered a provincial resource and any decisions to re-deploy or release from an incident are determined by the Province after consultation with the involved parties.

While statutory immunity WorkSafeBC coverage is provided on provincial deployments, it is recommended that departments sending resources, personnel and equipment, consult their local

authority bylaws (and respective insurers such as ICBC) to ensure there are not any limitations preventing them from assisting in an out of jurisdiction deployments.

Resources brought into a fire protection area by BCWS will be covered under a BCWS fire number. Resources brought in to support BCWS for outside of fire protection area will be covered under a BCWS fire number.

All resources will be requested and verified using a "Drawdown" form issued via the SPCO at the Provincial Wildfire Coordination Centre ("PWCC") and upon the request of BCWS staff at the site. All crew supervisors must ensure Daily Time Records are completed for each crew, day and/or night, while on deployment as outlined in the Record Keeping section below.

6.1 Activation Process

BCWS will maintain a database of fire resources from fire departments in British Columbia that have pre-identified themselves as available for deployment. Fire departments registered to be deployed must meet the minimum qualifications for apparatus, Firefighters and Fire Officers as established by BCWS.

Depending on the geographical location of an incident, apparatus transport options such as commercial transport will be mutually determined prior to deployment. Apparatus deployed by the Province may be required to report to a fire camp or staging location where mechanical safety inspections, proof of insurance, equipment inventories, Personal Protective Equipment ("PPE") inventories, crew qualifications and crew briefings will be verified prior to assignment to any task. Each fire department supplying apparatus for provincial deployment must provide an equipment checklist for each vehicle. Provincial staging locations will be established, with provincial resources managed by BCWS representatives.

Physical capability will be at the discretion of BCWS Incident Commander ("IC") or Structure Protection Specialist ("SPS"). Firefighters not physically capable of performing their duties and deemed to be a safety risk will be demobilized.

6.2 Personnel Transport

With prior Expense Authority approval, personal and department vehicles used to transport personnel will be reimbursed as outlined in per diem rates in this document.

The Province reserves the right to recommend and pay for other economical alternatives for apparatus and crew transport. The Province will cover extraordinary costs such as ferry fares and highway tolls (receipts must be provided).

6.3 Personal Protective Equipment

Personnel responding to a provincial request for resources will report to a pre-designated location with all PPE. Apparatus/crew may be withheld from deployment and sent home at their expense if not adequately equipped. Staging Managers will be conducting/coordinating truck and trailer checks. A list of the required personal protective equipment is in the Appendix.

6.4 Deployment Periods

The deployment periods discussed in this agreement are intended for use from a Provincial request for resources.

On deployment and demobilization days (travel days), reimbursement will be for actual hours worked and travelled to or from the fire hall. Subsequent days will be reimbursed at a minimum of 12 hours per day or for actual hours worked if greater than 12 hours. Fire department personnel and apparatus returning to their home jurisdiction daily (one-hour travel time maximum, ½ hour each way) will be reimbursed for actual hours travelled and worked each day.

Deployment periods for emergency events requiring provincial resourcing of apparatus and personnel will be for a maximum of 14 days (including travel days). Shorter deployments may be considered by BCWS and should be discussed prior to deployment.

The Province will reimburse fire departments for costs associated with crew rotations falling within the 6 to 14-day deployments (including transportation, wages and authorized expenses). Where a fire department wishes to rotate personnel prior to completing 6 days of deployment, it must request and receive prior approval from the Provincial representative on site, and all costs related to the early rotation will be at the fire department's own expense.

Costs associated with backfilling of personnel are not covered. However, under extraordinary circumstances, these costs may be covered only if agreed to in consultation with the SPCO as required, prior to deployment.

6.5 Food and Lodging

Fire department personnel are expected to stay in a fire camp or structural apparatus staging area camp during their deployment to wildland urban interface events, unless it is a local deployment within one hour of travel time (½ hour each way) from the fire hall to the staging area. Crews must be self-sufficient for a minimum of 48 hours and are required to provide their own provisions as per the mandatory requirement in the Appendix.

The Provincial/Regional Logistics Section or local Emergency Operations Centre ("EOC") may arrange for provision of meals and lodging for responders during deployment. This will be communicated to responding personnel at local briefings at the EOC, incident command post, fire camp and/or staging area. Alternative accommodation and meals must have prior written approval from the Provincial Expense Authority.

When meals are not explicitly provided, the provincial government Group 1 per diem reimbursement rates apply (Appendix).

Where lodging is not explicitly provided, the provincial government approved accommodation rates will apply (double occupancy where possible). In areas where meals and/or accommodation are in excess of provincially approved rates, prior approval by a Provincial Expense Authority is required. The accommodation rates are available for lodging only and do not cover additional costs such as long-distance telephone calls, room service, hotel food service meals, and liquor or pay-per-view television services.

Receipts for all approved expenses must be provided for reimbursement. The Province is not responsible for any unauthorized expenses incurred by personnel responding on behalf of the Province. Unauthorized expenses include, but not limited to, in-between meal snacks, toiletries, and personal comfort items.

6.6 Record Keeping

The use of Daily Time Reports ("DTR" FS247B) and daily activity reports (ICS 214) are required for all apparatus and personnel deployed by BCWS to support fire department deployments. Travel time, staging time and active time will be recorded.

Daily Time Reports (DTR) must be completed by the crew supervisors and must be signed off daily by a provincial government employee (SPS or IC/Ops Chief), with appropriate signing authority, and be provided to the incident Finance and Administration section for all personnel and apparatus costing.

6.7 Post-Deployment Procedures

Provincially deployed apparatus and personnel will only be released by BCWS representative inside a fire protection area after consultation with the Incident Commander. Provincially deployed apparatus and personnel outside a fire protection area will only be released by the BCWS Incident Commander or designate. Apparatus and personnel that is re-deployed will be coordinated through the SPCO. Released apparatus and personnel will follow demobilization check-out procedures through the Staging Manager or a Senior Provincial representative.

On the occasion when an SPU unit is being released and its' equipment is still being utilized, at the discretion of the SPS, substitute items may be provided until actual items are returned. At the conclusion of the fire season after the BCWS has had the opportunity to return utilized equipment, an invoice may be submitted to BCWS for reimbursement of any outstanding equipment lost or damaged.

6.8 Billing

Invoices may be submitted to BCWS for reimbursement bi-weekly during deployment or within 60-days following provincial deployment. Exceptions to this timeframe should be discussed with BCWS representatives within the 60-day period. Submission guidance is in the Appendix.

6.9 Damaged Apparatus and Apparatus Equipment

ALL equipment lost or damaged during deployment, over and above normal wear and tear, must be reported to the BCWS representative immediately or in their absence to the BCWS Operations Section Chief. A signed list of those items must be provided by provincial representatives prior to departure. BCWS may reimburse for uninsured losses suffered to fire department equipment while in the service of the BCWS. Claims will be based on the age, kind and quality of equipment, and any claim will be verified by a BCWS provincial representative before it is released, to ensure the damage was during tactical engagement and not a result of accidental undue care and attention by personnel.

6.10 Mutual Aid

This agreement maintains an established commitment to mutual aid on all wildfires which are beyond the capability of a local fire department. Suppression efforts undertaken by the BCWS and costs associated with those efforts will be the responsibility of the BCWS, on behalf of the Province. Fire departments will be responsible for their own costs which they incur in response to fires within their jurisdiction.

6.11 BCWS Local Government Standard Operating Procedure

Responsible Agency	Jurisdiction		
	Fire Protection Area	Crown Land Within Fire Protection Area	Outside Fire Protection Area
Local Government	Yes- Responsible Party	Voluntary	Voluntary
BCWS	If requested by Local Government	Yes- Responsible Party	Yes- Responsible Party
Compensation from BCWS	No	Yes, ONLY if prior approval from RWCO	Yes, ONLY if prior approval from RWCO

6.12 Voluntary Response

In the case of a voluntary response during an evolving interface-fire situation where jurisdiction is not clearly defined, the fire department will not claim compensation for their resources for the first operational period (to a maximum of 24 hours) unless through written authorization from the RWCO or the formal establishment of unified command.

6.13 Reporting and Requesting Assistance

Outside of Fire Department jurisdiction, Fire Department Initial Attack is only undertaken at the request of BCWS.

The BCWS will, upon receipt of a fire report in an area deemed to be the responsibility of a fire department, forward known information to the appropriate fire department without delay. When a fire department is reporting a wildfire and/or requesting assistance (see appendix), it is expected to provide key information to the BCWS as follows:

- Fire department name and location of fire,
- What is burning and what is threatened,
- Access to the fire location and what resources and agencies on route or on scene,
- Type of assistance required, fire potential and fire behavior,
- Key contact at the scene able to be contacted on OFC1 and 2, plus RR and BCWS Silver radio frequency,
- Water sources at or near the fire, if known, and
- Power lines, gas lines, or other known safety concerns.

6.14 Communications and Command Structure

Fire departments are required to have their mobile and portable radios pre-programmed to include the BCWS radio channels (see BCWS Radio Frequency Approval Letter, Appendix). In addition, resource road radio channels are required to be pre-programmed in mobile and portable radios. Radio programming will be verified by a Staging Manager or Structure Protection Specialist.

Tactical interagency communications will be on OFC frequency OFC1 (155.460 MHz) and OFC2 (repeated frequency: 155.460 MHz send and 150.350 MHz receive). Fire departments are required to have their mobile and portable radios pre-programmed to the OFC frequencies. This will be verified at staging prior to deployment. Jurisdictional authority and incident command will be the responsibility of the responsible agency. Should unified command be activated, explicit line authority must be documented in an ICS 207 or similar Incident Organization Chart.

6.15 Crown Lands or Unorganized Areas

Where Provincial Crown lands exist within a fire department's protection areas and wildfire occurs whereupon the fire department takes action, the fire department is entitled to compensation from the Province provided that the action was approved by the appropriate RWCO. Similarly, where a fire department takes pre-approved wildfire suppression action on a wildfire outside its jurisdiction, in areas where there is no local fire department protection, the fire department is entitled to compensation. This approval process is facilitated through a phone call to the appropriate RWCO who is available 24 hours each day during fire season.

6.16 Compensation

Where approved by a BCWS representative, compensation will be based on the current rates contained within this document. These rates will be all-found rate and are considered inclusive of administrative wages, mileage and fire line consumables. Deployment times will be rounded to the nearest half hour and will be inclusive of fueling, clean up and refurbishment of fire line apparatus daily. The fire department will be compensated through submission of an itemized invoice to the approving Regional Wildfire Coordination Centre ("RWCC") based on the resource type used. Supporting documentation (Daily Time Report) must be submitted with the itemized invoice.

6.17 Relieving a Fire Department

Where a wildfire occurs in an area that is outside of an established fire protection area and a fire department has taken voluntary fire response action, the BCWS will take over fire response efforts at the earliest opportunity.

Where a fire department anticipates extended duration wildfire suppression and mop-up within its jurisdiction, the fire department may request assistance from the BCWS with the objective of being assisted to the containment stage of that wildfire event.

It is recognized by the BCWS that it is in the best interest of the public for the fire department to maintain emergency response capabilities within its jurisdiction. This will be considered when determining whether final mop-up will be completed by the BCWS. It is common practice to require a

landowner, where deemed capable by the Province, to aid in extinguishment and patrolling duties, on that landowner's fee simple lands.

6.18 Fire Origin and Cause Investigation

It is the responsibility of the agency with jurisdictional authority to identify fire origin and cause on all wildfire events. Agencies may request fire investigators from partnering agencies to support or lead wildfire investigations if required. The agencies will cooperate to the fullest extent possible in providing fire origin and cause investigation expertise recognizing the importance of timely investigation.

Where wildfire control measures are undertaken by the BCWS, the Province maintains the right to recover costs incurred, through an administrative billing process to landowners. The BCWS reserves the right to apply fines and/or administrative penalties and/or proceed with charges against those parties who are determined to be in contravention of the Wildfire Act or Wildfire Regulation.

6.19 Training

All personnel taking action on wildfires on behalf of the BCWS must be trained to the appropriate standards as per the BCWS and be physically capable of performing their duties safely and effectively.

6.20 Jurisdictional Boundary and Personnel Updates

Annually, prior to May, the BCWS Fire Centre/Zone personnel will confirm all fire department contacts for fire reporting, requesting assistance and other information deemed relevant to wildfire management.

To ensure that information is current and consistent, fire departments are requested to annually provide a digital map file outlining the external boundaries of their fire protection area, a list of key 24-hour contacts, fire apparatus and relevant equipment within the fire department.

7. Contract Agreement with Fire Department Initial Attack

7.1 Objective

Initial attack success remains highest priority and the use of fire department personnel and equipment is a valuable, accessible resource that will assist BCWS in meeting program targets for initial attack success in times of extreme fire activity and resource shortages.

7.2 Deliverable

Fire department personnel are willing and capable of providing initial attack resources for BCWS. Notwithstanding the staffing listed in the appendix, resources will be configured as a self-contained three-person crew, with crew leader, two Firefighters and fire apparatus, suitable for wildfire response.

Upon activation, the FD IA crews will be integrated into the command structure of the BCWS Zone Coordination Centre and be given instruction and direction through the BCWS Zone command structure.

The focus of FD IA crews is interface initial attack fires outside of their established fire protection area during periods where external surge capacity is required. BCWS crews are principally focused on remote wildland fires.

7.3 Requirements for Crews

Fire Department IA Crew personnel will be physical fit and meet the required training and equipment as outlined in the Appendix.

7.4 Compensation and Hours of Work

Personnel and equipment will be compensated through the IAA for crew leader, Firefighter and wildland engine type. Standby rates will be compensated at ½ of the All Found rate. Crews and equipment will be expected to be ready for response within 30 minutes of activation when on standby.

Hours of availability, including regular and standby, will be set in advance by the BCWS ZWCO or RWCO. Regular shifts will be 8 hours in duration which includes a one-hour lunch break. Standby hours typically occur after the regular work shift ends but can also be in advance of it, and during lunch breaks. Standby rates will only be paid when mutually agreed upon by both parties (standard Standby time frames: 0800 – 2000 or 0600-2300 as indicated when notified of standby).

7.5 Prioritization

BCWS agrees to release the fire department personnel and equipment if fire department resources are required to respond to emergencies within their fire protection areas. Fire department personnel will advise BCWS immediately if they are required to disengage from BCWS, and availability and compensation will cease at that time. The fire department will provide an update to the Zone Wildfire Coordination Officer (officer at a BCWS Zone Office or MZOC) or the Regional Wildfire Coordination Centre (officer at a BCWS Fire Centre or Area Command) on the status and availability of the crew.

8. Apparatus and Personnel Remuneration Guidelines

Fire departments providing apparatus requested by the Province will be reimbursed by the Province according to the information provided in this Inter-Agency Agreement and the accompanying appendices. Apparatus has been typed according to the Canadian Interagency Forest Fire Centre (CIFFC) Mutual Aid Resources Sharing Agreement (MARS) and the US National Interagency Fire Center (NIFC) Mobilization Guide. Minimum requirements for equipment and capabilities have been listed (all capacities are listed in US and Imperial Gallons). Apparatus must be equipped with appropriate appliances, nozzles, spanners, and hand tools to be operationally ready.

The remuneration rates contained in this agreement apply to fire departments and personnel responding to a provincial deployment of fire apparatus and personnel. The rates will be reviewed annually and adjusted where required.

9. Summary

The Inter-Agency Operational Procedures and Reimbursement Rates Agreement has been reviewed by representatives of the undersigned agencies. The agencies agree to the use of the terms and rates as set out in this agreement until such time that the agreement is revised and updated, or notification is given to all parties that they are no longer a participant in the agreement.

Signature	Title	Date signed
	President Fire Chiefs' Association of BC	April 5, 2023
	Director, Provincial Operations BC Wildfire Service	April 3, 2023

10. Appendices

10.1 Apparatus Rates

The following rates are to identify equipment hourly rates for invoicing purpose.

Engine Repair Reimbursement	Rate
Engines defined by CIFFC MARS Agreement 2017 Appendix J – & the US National Interagency Fire Center, National Mobilization Guide 2017.	
Engine Repair Reimbursement, 0-20 year apparatus	100%
Engine Repair Reimbursement, 21+ year apparatus	75%

Apparatus	$ / period
Aerial Apparatus, Type 1, all found (elevated stream)	$885/hr
Aerial Apparatus, Type 2, all found (elevated stream)	$761/hr
Boat only; engine 25 to 90 HP; minimum 1 staff	$118/hr
Boat, pump 1000 USGPM; engine 350 to 450 HP; minimum 3 staff	$508/hr
Boat, pump 125 USGPM; engine 90 to 150 HP; minimum 4 staff	$349/hr
Boat, pump 1500 USGPM; engine 450+ HP; minimum 4 staff	$562/hr
Boat, pump 250 USGPM; engine 125 to 250 HP; minimum 3 staff	$403/hr
Boat, pump 500 USGPM; engine 250 to 450 Hp; minimum 3 staff	$482/hr
Mechanic's Truck, 1 mechanic, all found	$241/hr
Mobile Command, 2 personnel, all found	$455/hr
Mobile Command, 3 personnel, all found	$536/hr
Mobile Communication, Type 1, all found	$333/hr
Mobile Communication, Type 2, all found	$272/hr
Mobile Communication, Type 3, all found	$167/hr
Rescue Vehicle, all found	$364/hr
SPU, equipment only, deployed rate, Type 1	$3911/day
SPU, equipment only, deployed rate, Type 2	$3768/day
SPU, personnel only – deployed rate, Type 1 or 2	$4916/day with up to12hr staff work time & add $410 per hour of work over 12 hrs.
SPU, personnel only – standby rate, 4 personnel	$168/hr
SPU, personnel only – standby rate, 5 personnel	$204/hr
SPU, Unit Closed, All Found Rate, Type 1	$7340/day
SPU, Unit Closed, All Found Rate, Type 2	$7059/day
SPU, unit only (no crew), standby rate at Home Station or Staged location, Type 1	$1869/day
SPU, unit only (no crew), standby rate at Home Station or Staged location, Type 2	$1725/day
SPU, Unit Opened, All Found Rate, Type 1	$8828/day with up to 12hr staff work time & $410 per hour staff work over 12 hrs.

SPU, Unit Opened, All Found Rate, Type 2	$8683/day with up to12hr staff work time & $410 per hour staff work over 12 hrs.
Structure Engine, Type 1, all found	$638/hr
Structure Engine, Type 2, all found	$535/hr
Truck Company, Type 1, all found	$885/hr
Truck Company, Type 2, all found	$761/hr
Water Tender, Support Type 1, all found	$395/hr
Water Tender, Support Type 2, all found	$322/hr
Water Tender, Support Type 3, all found	$301/hr
Water Tender, Tactical Type 1, all found	$395/hr
Water Tender, Tactical Type 2, all found	$332/hr
Wildland Engine, Type 3, all found	$506/hr
Wildland Engine, Type 4, all found	$389/hr
Wildland Engine, Type 5, all found	$373/hr
Wildland Engine, Type 6, all found	$342/hr
Wildland Engine, Type 7, all found	$225/hr

STRUCTURE PROTECTION UNITS /RATES

SPU/SPC rates	Per kilometer
Tow vehicle (SPU)	$0.99 from station
Structural Protection Crew (SPC)	$0.99 after first 250 kilometer per day
SPC moving SPU trailer not their own, at the direction of BCWS	$0.99

- SPU/SPC are to be deployed with 2 support vehicles (tow and crew).
- The SPU and SPC are covered under the all found rates.

OTHER APPARATUS:

Fire department vehicles andor apparatus not included on the schedules above are not compensated unless agreed to in writing by a Provincial Coordination Officer (BCWS) and approved by an Expense Authority. In these cases, the Province of British Columbia will pay reimbursement by contractual agreement where the equipment is not specified in these rates.

10.1.1 Travel Per Diem Rates

On the date of departure, Travel Status must start before 7:00 a.m. to claim breakfast; before 12:00 noon to claim lunch; and, on the date of return, Travel Status must end after 6:00 p.m. to claim dinner. Meal and per diem allowances effective April 1, 2023 are as follows, and will increase if there are any increases in travel rates during the Term.

Breakfast only (B)	Lunch only (L)	Dinner only (D)	Maximum Full Day	B & L only	L & D only	B & D only
$14.16	$16.38	$28.31	$58.85	$30.54	$44.69	$42.47

10.1.2 Single Resource Response Per Deim Rates for Vehicles

Vehicle Per Deim rates are effective April 1, 2023 are as follows, and will increase if there are any increases in travel rates during the Term.

Vehicle Per Deim	Per kilometer
Half-ton pickup trucks/SUVs	$0.61
Three-quarter-ton pickup trucks/SUVs	$0.82
One-ton pickup trucks/SUVs	$0.99

10.2 Personnel Wage Rates

The Province may require Firefighters and management personnel as additional resources during major emergency events. Those Firefighters and management personnel who are conscripted, seconded or contracted will be reimbursed according to the following schedules:

10.2.1 Firefighter Wages:

In some circumstances, Firefighters may be required to respond as single resources without apparatus. In addition, it may be necessary to assign personnel to apparatus to increase the minimum staffing identified in the tables above. Additional and single resource personnel will be reimbursed according to the following table.

Firefighter Wage Rates	
Volunteer Fire Department Personnel	Salary/wages at their regular place of employment or $49.00/hour whichever is greater
Career Fire Department Personnel	Fire Fighter Collective Agreements (wages and benefits)
For personnel covered by Firefighter Collective Agreements, overtime entitlement and rates will be paid according to their Collective Agreements. This rate table will only be applicable for deployment purposes and where personnel are not considered part of an “all found rate” apparatus crew or Structure Protection Crew.	

10.2.2 Specialist Position Wages:

Fire Service members may be required to fill positions within a local EOC and or at site level. Personnel who are seconded, conscripted or contracted will be reimbursed according to the following schedule.

Specialists will be reimbursed for actual hours travelled or worked on initial day of deployment and minimum 12 hours per day or actual hours worked if greater than 12 hours for subsequent days.

Where Collective Agreements, Management Contract rates, or regular hourly rates vary from the rates listed in this document, the higher rate will apply. All rates for specialist positions are hourly, reviewed annually and revised as required.

Specialtiy position wages if no collective agreement/contract in place	Per hour
Incident Commander (Unified Command)	$67
Other positions created to manage the incident	$67

10.3 Mandatory Crew Requirements

All personnel will be physically fit and meet the requirements below. All crews include 1 Crew Leader.

Training Requirements	Crew Leader	Structural Protection Crew Member	Apparatus Member
Incident Command training	ICS 200	ICS 100	ICS 100
SPC Crew Leader training Apparatus Crew Leader training	NFPA equivalent Fire Officer 1, BCWS IC4 certification, or Engine Boss. SPC requires WSPP-115	WSPP-115	
Safety Training & Equipment	Fire Officer 1 recommended Appropriate first aid training and equipment (OFA 3, EMA Level 1, FR3). Annual Fireline Safety refresher training WSPP-115 WSPP-WFF-1 or S-100 Basic fire suppression and S-185 Fire entrapment Avoidance and Safety	Appropriate first aid training and equipment (OFA 3, EMA Level 1, FR3). Annual Fireline Safety refresher training WSPP-115 WSPP-WFF-1 or S-100 Basic fire suppression and S-185 Fire entrapment Avoidance and Safety	Appropriate first aid training and equipment (OFA 3, EMA Level 1, FR3). Annual Fireline Safety refresher training WSPP-WFF-1 or S-100 Basic fire suppression and S-185 Fire entrapment Avoidance and Safety
Radio Training	S212 or equivelent	S212 or equivelent	S212 or equivelent

Equipment Requirements	Crew Leader	Crew Member
Cell phone	Yes: crew leader must be competent to use	no
Wildland Personal Protective Equipment	Yes	Yes
Radios	Yes: Radios preprogrammed with OFC1 and 2 radio frequencies, plus resource roads and all BCWS channels outlined in the appendix	

10.4 Mandatory Apparatus Requirements

Reimbursement rates listed are for All-Found and Bare apparatus. All-Found apparatus includes vehicles, equipment, and applicable insurance, all minimum required equipment and appliances, minimum personnel, fuel and routine maintenance costs. Bare apparatus rates cover the same basic requirements as All-Found with the exception of personnel.

NOTE: Costs for additional personnel above the minimum number will not be covered unless authorized in advance by a BCWS representative.

In some circumstances, bare rates have not been listed due to specialized knowledge required to safely operate the apparatus (i.e. Truck Company). If fuel is not readily available or accessible from commercial or retail sources, the Province will arrange access to fuel supplies that will then be available for purchase.

For both All-Found and Bare rates, routine maintenance costs are the responsibility of the supplying department (this includes maintenance done during deployments). However, damage as a result of a provincial deployment, not covered by vehicle and equipment insurance as part of the all-found rate, that is reported to a BCWS representative prior to departure and release may be reimbursed by the Province with Expense Authority approval in accordance with the pro-rated apparatus repair reimbursement rate.

Reimbursement rates for deployment damaged apparatus not covered by vehicle insurance as part of the all-found rate, or by ICBC are listed in the Reimbursement section. Engines are defined by CIFFC MARS Agreement 2017 Appendix J and the US National Interagency Fire Center, National Mobilization Guide 2017.

Apparatus Minimum Requirements:

All Apparatus will be suitable for off-road use. Commercial vehicle inspection must be current, and decal displayed. Apparatus older than 25 years will be considered for deployment only if it certified by a qualified Technician as mechanically sound. Documentation of the apparatus mechanical certification must be made available upon request.

Engine Minimum Requirements

Engine Type	Staff / crew	Tank Size USG	Pump USGPM	Pump PSI	Pump & Roll	Ladders	Master Stream	2.5" hose	1.5" hose	¾" hose
Type 1 (structure)	4	300	1000	150	No	Yes per NFPA 1901	Yes	1200' BAT	500' NPSH or QC	200' GHT
Type 2 (structure)	4	300	500	150	No	Yes per NFPA 1901	No	1000' BAT	500' NPSH or QC	200' GHT
Type 3 (wildland)	3	500	150	250	Yes	No	No	No	1000' NPSH or QC	500' GHT
Type 4 (wildland)	3	750	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 5 (wildland)	3	400	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 6 (wildland)	3	150	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 7 (wildland)	2	50	10	100	Yes	No	No	No	No	200' GHT

Engine Equipment Minimum Inventory

Equipment	Engine Type						
	1	2	3	4	5	6	7
Adjustable Hydrant Wrench	1	1	1	1	1	1	0
3 way wye – 1 1/2" ¼ turn	2	2	2	2	2	2	2
3 way wye – Econoflow ¾"	3	3	3	3	3	3	3
Backpack Pumps	2	2	2	2	2	2	2
Chain File	1	1	1	1	1	1	1
Chainsaw (minimum 18" Bar)	1	1	1	1	1	1	1
Chaps	1	1	1	1	1	1	1
Double Female, 1.5" FNPSH	1	1	1	1	1	1	0

Double Female, 2.5” FBAT	1	1	1	1	1	0	0
Double Male, 1.5” MNPSH	1	1	1	1	1	1	0
Double Male, 2.5” MBAT	1	1	1	1	1	0	0
Forestry Adapters, 1.5” QC x ¾ MGHT	1	1	1	1	1	1	0
Forestry Adapters, 1.5” QC x 1.5” FNPSH	3	3	3	3	3	1	0
Forestry Adapters, 1.5” QC x 1.5” MNPSH	3	3	3	3	3	1	0
Forestry End Cap, 1.5” QC	1	1	1	1	1	1	0
Fuel/Bar Oil Container TC approved	1	1	1	1	1	1	1
Gate Valve 2.5” FBAT x MBAT	2	2	2	2	2	2	0
Gated Wye, ¾” GHT	2	2	2	2	2	2	2
Gated Wye, 2.5” FBAT x 1.5” MNPSH	1	1	1	1	1	0	0
Hose Strangler 1.5” (forestry hose clamp)	0	0	1	1	1	1	0
Hose, Econoflow – ¾” (50’)	12	12	12	12	12	12	12
Hose, gaskets, 1 ½”	6	6	6	6	6	6	6
Hose, washers, ¾”	6	6	6	6	6	6	6
Nozzles, Combination Fog/Straight Stream ¾” FGHT	2	2	2	2	2	2	2
Nozzles, Combination Fog/Straight Stream 1.5” FNPSH	2	2	2	2	1	1	0
Nozzles, Forestry, Multi Aperture 1.5” FNPSH or QC	2	2	2	2	2	2	1
Reducer, 1.5” QC x ¾” MGHT	2	2	2	2	2	2	0
Reducer, 2.5” FBAT x 1.5” MNPSH	1	1	1	1	1	0	0
Spanner Wrenches, Combination 2.5” & 1.5”	4	4	4	4	4	2	0
Spare Chain	1	1	1	1	1	1	1
Suction Lines, 10’ Hard with Strainer or Screened Foot Valve	2	2	2	2	2	2	2
Tape, Flagging, rolls	2	2	2	2	2	2	2
Threaded adapter, 1 ½” quarter turn	4	4	4	4	4	4	4
Three-Way Valve 1.5” QC	1	1	1	1	1	1	0
Tool, Felling Axe	1	1	1	1	1	1	1
Tool, Felling Wedge	1	1	1	1	1	1	1
Tool, Pulaski	2	2	2	2	2	1	1
Tool, Spade Shovels / Grub Hoe	3	3	3	3	3	2	2
Water Thief 1.5” QC x ¾” GHT Shut-off	4	4	4	4	4	4	0

Tender Minimum Requirements

Tender Type	crew	Tank Minimum Capacity / USGal	Pump Minimum Flow (USGPM)	@ Rated Pressure (PSI)	Maximum Refill time (Minutes)	Pump and Roll	Pump Discharge Minimum
Water Tenders, Support, Type 1	2	4000	300	50	30	No	1-2.5” Discharge MBAT
Water Tenders, Support, Type 2	2	2500	200	50	20	No	
Water Tenders, Support, Type 3	2	1000	200	50	15	No	2-1.5” Discharge

Water Tenders, Tactical, Type 1	2	2000	250	150	X	Yes	MNPSH
Water Tenders, Tactical, Type 2	2	1000	250	150	X	Yes	

Tender Equipment Minimum Inventory

Equipment	Quantity
Nozzle-1.5” combination fog/straight stream FNPSH	1
Double male-1.5” MNPSH	1
Double female-1.5” FNPSH	1
Double male-2.5” MBAT	1
Double female-2.5” FBAT	1
Reducer-2.5” FBAT x 1.5” MNPSH	1
Reducer 4” Stortz x 2.5” MBAT	1
Gated wye-2.5” FBAT x 1.5” MNPSH	1
Gate valves-2.5” BAT	2
Fire hose clamp-2.5”	1
Forestry Adapter-1.5” MNPSH x 1.5” QC	2
Forestry Adapter-1.5” FMPSH x 1.5” QC	2
Spanner wrench combination 1.5” x 2.5”	2
Adjustable hydrant wrench	1
Fire hose 1.5”, cotton/synthetic jacket, NPSH couplings	200’
Fire hose 2.5”, cotton/synthetic jacket, BAT couplings	200’
Suction hoses-10’ (for on-board pump)	2
Suction strainer, barrel or low level (for on-board pump)	1
Spade shovels	1
Pulaski Tools	1
6 mil poly sheet or tarp approx. 6’ x 12’ (for creek damming)	1
Chainsaw (minimum 18” bar)	1
Chainsaw chaps	1
Spare chain	1
Chain file	1
Felling axe	1
Felling wedge	1
Fuel/bar oil container (TC Approved)	1

Consumables such as foam will be supplied or reimbursed by the Province

Truck Company Minimum Requirements

Aerial Apparatus		
	Type 1	Type 2

Aerial (Specify Aerial, Platform or Elevated Stream)	75’	50’
Elevated Stream	500 USGPM / 425 IGPM	500 USGPM / 425 IGPM
Ground Ladders	115’ (Total)	115’ (Total)
Personnel	4	4

Rescue Vehicle Minimum Requirements

Rescue Vehicles	
Extrication Equipment	Yes
Stabilization Equipment	Yes
Medical Equipment	Yes
Embankment Equipment	Optional
Personnel	2-4

Mobile Communications Minimum Requirements

Mobile Communications			
	Type 1	Type 2	Type 3
ConsolesWorkstations	2	2	1
Frequency Capability	Multi-Range*, Programmable	Multi-Range*, Programmable	Single Range**, Programmable
Power Source	Internal	Internal	External
Telephone Systems	6 Trunk / 16 Extension Lines		
Personnel	2	2	1

*Multi-Range: 150 174 MHz, 450-470 MHz, 800 MHz (Simplex & Repeated)

**Single Range: 150-174 MHz only

Mobile Command Unit Minimum Requirements

Mobile Command Unit	
Workstations	Yes - supplied with computers and telephone system (cellular or external)
Satellite phone capacity	Yes
Internet	Yes
Climate control	Yes
Self-contained	Yes
Personnel	2 or 3

10.5 Other Mandatory Requirements

10.5.1 Self-Sufficient

Crews are expected to be self-suffient and will arrive with:

- Food and water (for emergency) sufficient for 48 hours defined as a minimum of 3000 calories of non-perishable food and 10 litres of water per day.
- Appropriate clothing - Sometimes freezing or rain conditions.

- Overnight gear including: sleeping bag, tent and sleeping mat.

10.5.2 Fire Department Responsibilities for SPU Equipment:

- Fire Departments must ensure all equipment is clearly marked or identified with the Fire Department's name, and ensure portable tanks or relay tanks are clearly marked or identified on the top rim and all hose within two (2) feet of the couplings.
- The Fire Department must provide trailer loaded weight for all SPUs submitted.
- The equipment listed above will be contained in an appropriately sized SPU that can safely and securely transport the equipment anywhere in the province.
- A complete listing of the equipment will be contained in the SPU.
- Only items on the equipment list will be eligible for replacement if lost or damaged. The equipment may be inspected by the Province prior to issuing a Service Request. The SPUs may be moved by the Province's personnel (or contract crews) in and around the fire location.
- As of March 1, 2024, only a SPU trailer of 20 foot (not including tongue) with a minimum of 9800 lbs GVW will be accepted.

10.6 Required Equipment

10.6.1 Fire Department Owned Equipment

The Fire Department must provide the following:

- SPU(s) that contain the equipment provided in this document.
- Make and model of trailer, gross vehicle weight rating and actual loaded vehicle weight.
- The trailer must contain one spare tire complete with rims, jack, tire wrench and roadside emergency markers (reflective triangles).
- Towing vehicle, which must meet all legal requirements including insurance to tow the trailer.

All necessary mechanical and/or commercial vehicle inspections must be maintained in good standing and will comply with the provisions, rules and regulations of the Motor Vehicle Act.

10.6.2 Personal Protective Equipment

Apparatus crew may be withheld from deployment and sent home at their expense if not adequately equipped; Staging Managers will be conducting/coordinating truck and trailer checks.

The required personal protective equipment will include:

- Leather work Gloves.
- CSA Approved Eye Protection.
- CSA Approved Hearing Protection.
- N95 masks or appropriate respirator respiratory protection.
- CSA Approved Hard hat (with chinstrap).
- NFPA 1977 compliant Coveralls or wildland shirtspants made of Cotton or Nomex, (Nomex preferred).
- High Lace or Zip-up Leather Work Boots (6" minimum).

- Personal Flashlight.

Additionally, Type 1-Type 3 Engines will have personal protective equipment as follows:

- Full Turn-Out Gear including, structure firefighter boots, structure firefighter gloves, balaclava, pants, coat and structure Firefighter helmet (Not required for SPC crews).
- CSA Approved SCBA (on apparatus where applicable).

10.6.3 SPU Inventory List

SPU Inventory List			
Category	Item	Description	Quantity
Pump Tool Kit boxes	Each box contains all the items in the SPU Pump Toolbox Content list below.		6
Pumps	High Pressure Mark 3 and Wick 375	Either: 6 Mark 3's or Wicks **or** 5 Mark 3's or Wicks and 1 BB 4 Pumps recorded on list provided to BCWS	6
Suction Hoses	2"/51mm Suction hose x 10' / 3.2m	with aluminum foot valve & strainer	7
Fuel Cans	Fuel Cans	25 Litre Jerry Cans	12
Fuel Lines	Fuel Lines	Single Can	8 single lines total; 1 in each pump box and 2 spares
Fuel Lines, extra	Extra Fuel lines	Dual fuel line for pumps	7
Motor Oil	Mixed oil	12 Litre Case 2 cycle synthetic oil	2
Berms	Portable Berms	4' x 4' for pump site containment	2
Hose, BCT = BC Thread	2.5"/64mm diameter Non-percolating	50' / 15.2m BCT couplings 600 psi 4200 kPa to BCWS specifications	20 see note below
Hose, QC = Quick Couple	1.5"/ 38mm diameter percolating	100' / 30.5m QC 300 psi to BCWS specifications 2100 kPa	25 see note below
	1.5"/38mm diameter percolating	50' /15.2m QC 300 psi to BCWS specifications 2100 kPa	50 see note below
Hose, GHT = Garden Hose Thread	Econo 5/8"/16mm or ¾" / 19mm diameter hose	50' /15.2m with ¾"/19mm GHT couplings 300 psi 2100 kPa	150
	Econo 5/8"/16mm or ¾" diameter hose	25' / 7.62m or 30 ' / 9.1m with ¾" 19mm GHT couplings 300 psi 2100 kPa	100
Nozzles	¾"/19mm GHT thread	Brass	5
Valves	1.5"/ 38mm	3 way QC with shutoff	30

Sprinklers	Roof butterfly ½”/ 13mm head	39.5”/ 1m overall length aluminum pole with ¾” / 19mm M x FGHT threads (4.3 USGPM / 19.5 LPM @ 50 psi / 345 kPa = 26’ / 7.9m wetted radius)	30
	Washing Machine Hoses	5’ or 6’	15
	End Caps	¾” FGHT	15
	Impact Sprinkler	Large 1” / 25mm or ¾” / 19mm, ½” / 13mm steel dual step spike, brass head, full circle impact 7/32” / 5.6mm nozzle, 7.8 USGPM / 35.5 LPM @ 50 psi / 345 kPa = 55’ / 16.8m wetted radius), **or** 3/16” / 4.8mm nozzle, 5.8 USGPM / 26.4 LPM @ 50 psi / 345 kPa = 51’ / 15.5m wetted radius	50 (up to 25 can be offset sprinklers if have 50% as step spike, also can substitute medium for large)
	Impact Sprinkler	Small ½” / 13mm, steel dual step spike, brass head, full circle impact 5/32” / 4mm nozzle, 4.3 USGPM / 9.5 LPM 50 psi / 345 kPa = 41’ /12.5 m wetted radius) **or** 764” / 2.8mm nozzle, 2.0 USGPM / 9.1 LPM @ 50 psi / 345 kPa = 36’ / 11 m wetted radius	50 up to 25 can be offset sprinklers if have 50% as step spike; can substitute medium sprinklers for small but smaller nozzles are required
	WASP Gutter Mount Sprinkler	Large, 5.0 USGPM @ 50 PSI Gutter Mount	25
	WASP Gutter Mount Bracket	Fascia/Fence Brackets	25
	Painter’s Pole	Adjustable 12’	1
Water thieves	2.5”/ 64mm M x F BAT thread x 1.5”/ 38mm QC	Pyrolite	15
	1.5”/ 38mm QC x ¾”/ 19mm male GHT with shutoff	Pyrolite or plastic	100
Adapters	Valves, couplers, wyes	2.5”/ 64mm hydrant gate valve F x M BCT	2
		2.5” / 64mm BCT double female coupling	1
		2.5” / 64mm BCT double male coupling	1
		2.5” / 64mm BCT gated wye	1
		2.5” / 64mm BCT to 1.5” 38 mm QC	5
		Hydrant wrench	2
	Miscellaneous ¾” / 19mm GHT (Econo)	3-way ¾” / 19mm GHT individually gated	20
		¾” / 19mm GHT double female adaptor	25
		1.5” / 38mm QC x 3/4” / 19mm GHT male reducers	5
		1.5” / 38mm QC x 3/4” / 19mm GHT female increasers	5
		3/4” / 19mm GHT Ball valve shutoffs	10

Portable Tank (Relay Tank)	Portable tank	2500 imperial gallon / 11,365 Litre	2
	Drain valve kit	3” / 76mm M to 2” / 64mm M drain valve assembly with shutoff	2
Ladders	Extension	24’ / 7.3m Grade A	1
Lighting Kit	Generator	2,500 watts minimum	1
	Halogen or LED yard light	Double head with stand or similar	2
	Extension cord	50’ / 15.2m 12 gauge	2
	Power bar	Exterior Rated	1
Fire Fighting tools	Shovel	Spade	1
	Pulaski		1
	McLeod Tool		1
	Axe	2.5 lb / 1.1kg 28” / 71cm handle	1
	Backpack pump	5 gal / 22L collapsible	1
Impact Tool Kit	Impact driver only	with case, charger, 2 batteries, bit set	2
Two Carpenters Tool Kits boxes: Each Tool Kit must contain these items in each box	Tool belt	4 pockets	1
	Claw hammer		1
	Pry bar	18”/ 46cm	1
	Staple gun	(or hammer) with staples	1
	Pliers	Channel lock 10” / 25cm	1
	Screwdriver	Multi	1
	Wrench	Crescent 6” / 15cm	1
	Wrench	Crescent 10” / 25cm	1
	Wrench	Pipe 14” / 36cm	1
	Conduit clamps	50 – 3/8” / 9.5mm in bag 2 hole	4
	Pipe strapping	100 feet	1
	Tin snips	+- 10”/ 25cm	1
	Screws	100 – 1 ¾”/ 44mm	4
	Screws	100 – 2 1/2”/ 64mm	4
	Nails	50 – 2 1/2”/ 64mm duplex	4
Poly	Rolls	2000 square foot 61m x 6ml Heavy (roll is 20’ x 100’)	2
Sign boards	Chloroplast / Felt marking pens	2’ / 61cm x 2’ / 61cm blank	20
Tape	Flagging Tape Rolls	Red, orange, yellow, blue, green (2” including corresponding identification wording clearly legible “SPU” in black)	5 of each colour
	Teflon		2 rolls
	Duct		2 rolls
	Electrical		2 rolls
Rags	Rags	Box (1 kg)	2 boxes

Miscellaneous Tools	Rake	Leaf	1
	Broom	24” Push	1
	Cutters	Bolt 24”/ 61cm or 36” / 91cm	1
	Saw	Carpenter hand	1
	Circular saw, wood	Electric - cordless	1
Trailer Misc.	Tie down straps	15” / 38cm bungee cords	5
		20” / 51cm bungee cords	5
		30” / 76cm bungee cords	5
		Cargo shelf strap 6’ / 1.8m	5
		Ratchet (Pair)	1
Rope	Poly rope -3/8”/9.5mm	500’ Roll	1
Safety items	Fire extinguisher	5 lb / 2.2 kg ABC	1
	First Aid Kit	Level 1 Minimum	1
	Cones	Safety marker 18” / 46cm	2
	PFDs	Personal Floatation Devices	2
Chainsaw Kit	Chainsaw	Min. 57 cc with 20” / 51cm bar	1
	Chainsaw gas can	5 L	1
	Chain oil	4 L	1
	PPE	Chaps, regular	1
	Tool kit	Bar wrench, grease gun, spare spark plug, chain filing gauge	1
	Files	Chain & Raker	2
Miscellaneous	Machete	24” / 60cm	1
	Wheelbarrow or Cart	Contractor Grade	1

AS OF MARCH 1, 2023, THE FOLLOWING HOSE SPECIFICATION REQUIREMENTS MUST BE MET:

- 15 ft econo hose will no longer be accepted and hose length must be 25 foot or 30 foot.

HOSE DESCRIPTION SPECIFICATIONS – 1 ½”

Hose must meet the following specifications:

- FIREBREAK II, percolating hose, manufactured by Mercedes Textiles Limited: is the current BCWS hose standard.
- Hose must be 38mm in diameter, 100% synthetic, percolating forestry hose and must meet ULC – S519.1-14 “Standard for Synthetic Percolating Forestry Hose”.
- Hose must be in 30.5m lengths or 15.25m and coupled with two (2) forged, external-lug quarter turn couplings, complete with face washers and must meet ULC-S551-13 “Standard for Forged External-Lug, Quick Connect Couplings and Adapters for Forestry Fire Hose”. Couplings must have ULC Stamp.
- Hose must have a 27mm long expansion ring with back up and face washers for the couplings.

- Hose will have ULC stamp, hose type identification, the year of manufacture and batch number. The identifiers are to be placed immediately after the specification marking, approximately one meter from each end of the hose in addition to being placed at the center of the hose.

HOSE DESCRIPTION SPECIFICATIONS – 2 ½"

Hose must meet the following specifications and other manufactured hose will not be considered.

- Each hose end must have: aluminum coupling 2 ½" X 2 ¾" BAT, (Right/Left set) one end is the Female threaded coupling and the other end is Male Threaded.
- FORESTGUARD II hose, manufactured by Mercedes Textiles Limited: is the current BCWS hose standard.

Specifications of this hose are:

- Hose must be 64mm in diameter, 100% synthetic, non-percolating forestry hose and must meet ULC – S518.1.
- Coupled with Two (2) extruded aluminum and hard coat anodized male & Female threaded couplings - 2½" X 2¾" BAT, (Right/Left set).

10.6.4 SPU Pump Toolbox Contents:

TOOLBOX, FOR STORAGE OF FOLLOWING:

- Aluminum ball back check valve for discharge side of pump QC.
- Spark plug, spare for pump.
- Rewind rope, spare for pump.
- Mesh wire screen to wrap foot valve.
- Water thief 1.5" / 38mm QC to ¾" / 19mm GHT with shutoff.
- ¾" / 19 brass nozzle.
- 1.5" / 38mm QC 10' 3.2m high pressure (450 psi 3150 kPa) "pony" hose for tandem hookup or first length before back check valve.
- 1.5"/38mm QC nozzle, 4 in 1 multi-orifice (i.e. Hansen).
- Priming bucket, collapsible.
- 3-way valve with shutoff 1.5"/ 38mm QC.
- Mini grease gun for pump.
- Tool kit appropriate for pump (consult MFG and need to be listed).
- Hose wrench for suction hose.
- Tandem adaptor 2" / 51mm F NPSH x 1.5" QC to run 2 pumps in series.
- 1.5" / 38mm male adaptor NPSH x QC.
- 1.5" / 38mm female adaptor NPSH x QC.
- Single fuel line for pump.
- Gasket kit (spares for GHT fittings, pump, suction hose, discharge hoses).

10.6.5 SPU Crew Equipment List

SPU/SPC Vehicle Minimum Requirements:

- Fire Departments agree to supply a minimum of two – ¾ ton 4x4 pickup trucks for its own SPC transportation to, from and throughout the worksite.
- Vehicles which are seven (7) years old, or older, will have a valid Government Motor Vehicle Inspection sticker.
- Pick-up trucks that are deploying with canopies that cannot be easily removed will have a suitable ladder rack installed.
- Trucks with canopies will have equipment roll out trays to access SPU equipment.
- Trucks must be rated and insured to meet the Ministry of Transportation requirements to tow SPU's.
- Trucks with Flat deck will have sides to secure loads to meet Ministry of Transportation requirements.
- Equipped with the same make and model of all terrain, E load rated tires, on all four wheels and equipped with a spare tire.

SPU/SPC Vehicle Equipment Minimum Requirements in each vehicle:

- Trailer package 2" and 2 5/16" ball (equalizer hitch preferred).
- Mobile radio with FLNRO, OFC, and provincial road frequencies (back board or suitcase type acceptable).
- Level 1 First Aid kit.
- Cargo net.
- 2x Pair ratchet tie downs.
- Chainsaw minimum 57cc with 20" / 51cm bar.
- Chainsaw gas 5L.
- Chainsaw oil 4L.
- Chaps.
- Bar wrench, grease gun, and spare spark plug.
- Files for chain and rakers; and a chain filing gauge.
- 1x 24' Grade A extension ladder in one of the trucks.
- 1x impact drill kit complete with 2 batteries and chargers.
- 1x Ladder rack fabricated of metal on one of the pickups.
- 1x iPads with Avenza Pro App installed (per SPC vehicle).
- 1x Digital cameras (per SPC vehicle).
- 1x Handheld compass.
- 2x Firefighting shovels.
- 2x Pulaskis.
- 1x MacLeod tool.
- 1x Backpack pump.
- 1x Handheld GPS unit.

EQUIPMENT FOR EACH SPU CREW MEMBER:

- 1x Fire Line backpack.
- Flame resistant coveralls, or pants and shirt.
- Headlamp with spare batteries.
- Hardhat.
- Hi visible vest.
- Work gloves.
- Hearing protection.
- Eye protection.
- Whistle.
- CSA approved footwear, minimum 6" boot.
- 2x Insect repellants.
- 1x Sunscreen.
- 1x 4" / 10cm compress dressing.

10.6.6 Replacement for Damaged Fire Department Equipment

Lost or damaged Fire Department equipment may be replaced in the following ways:

- items may be replaced with similar quality material from provincial wildland fire inventory (i.e. sprinklers and hose).
- Pumps may be re-imbursed on a case-by-case basis pro-rated with following age criteria 0-5 years 100%, 5- 10 years 75%, over 10 years 50%.
- Fire departments may be reimbursed for damaged or lost equipment provided they submit a reimbursement rate sheet to the Province as part of their submission.
- The Province will reimburse for lost or damaged equipment based on its own cost estimates.

Consumable items (i.e. flagging tape, poly, etc.) will not be replaced and will be the responsibility of the Fire Department to restock.

10.7 INTER-AGENCY AGREEMENT CODE OF CONDUCT

This policy statement applies to all persons and organizations operating under the Inter-Agency Operational Procedures and Reimbursement Rates agreement (herein known as the IAA), and the requirements herein are in addition existing terms of employment, code of conduct, laws, bylaws and other policies, rules, or requirements existing outside of this IAA.

The requirement to comply with these standards of conduct is a condition of deployment. Persons who fail to comply with these standards may also be subject to disciplinary action. All persons operating under this agreement must:

- Exhibit the highest standards of conduct.
- Instill confidence and trust and not bring the BC Wildfire Service, Fire Chiefs Association of BC and their respective Fire Departments into disrepute.
- Act honestly and in good faith.

- Not disclose, release, or transmit confidential information in any form to anyone other than persons who are authorized to receive the information.
- Not use for the purpose of furthering any private interest, or as a means of making personal gains, any confidential information received through deployment.
- Not engage in any activity or speak publicly where this could be perceived as an official act or representation (unless authorized to do so).
- Not jeopardize the perception of impartiality in the performance of their duties through making public comments or entering into public debate, including via social media channels, regarding government, ministry or fire department policies.
- Provide service to the public in a manner that is courteous, professional, equitable, efficient, and effective.
- Be sensitive and responsive to the changing needs, expectations, and rights of a diverse public in the proper performance of their duties.
- Treat all persons with respect and dignity and not engage in discriminatory conduct prohibited by the Human Rights Code of BC. The prohibited grounds are race, colour, ancestry, place of origin, religion, family status, marital status, physical disability, mental disability, sex, sexual orientation, gender identity or expression, age, political belief or conviction of a criminal or summary offence unrelated to the individual's employment.
- Contribute to a safe workplace.
- Not engage in bullying, harassment, violence, or any other inappropriate conduct compromising the integrity of the BC Wildfire Service, or the Fire Chiefs Association of BC. Violence, harassment, or bullying in the workplace is unacceptable. Violence is any use of physical force on an individual that causes or could cause injury and includes an attempt or threatened use of force. Any incident or threat of violence or bullying must be addressed immediately.
- Report a safety hazard or unsafe condition or act, in accordance with the provisions of the WorkSafeBC Occupational Health and Safety Regulations, including any incident or threat of bullying, harassment, or violence. Anyone who becomes aware of a threat must report the threat if there is reasonable cause to believe that it poses a risk of injury.
- Not solicit a gift, benefit, or service on behalf of themselves or others.
- Objectively and loyally fulfill their assigned duties and responsibilities, regardless of the party or persons in power and regardless of their personal opinions.
- Disclose and cooperate to resolve conflicts of interest or potential conflict of interest situations in which they find themselves.
- Check with their supervisor or manager when they are uncertain about any aspect of this policy

10.8 Natural Resource Ministries (NRM) Radio System Operating Rules

Industry, Science and Economic Development Canada (ISED) has rules that must be observed. In summary the following must be adhered to:

- You will not deliberately interfere with another station.
- You will not transmit superfluous signals. Communications on Natural Resource Ministries' (NRM) channels will be for NRM business or safety purposes only.
- You may not divulge or use information you overhear other than from a public broadcast.

Note: The Natural Resource Ministries (NRM) prohibit the discussion of official policy or personal matters over the radio.

INSTRUCTIONS FOR NATURAL RESOURCE MINISTRY (NRM) RADIO CHANNELS

Before using a radio on the NRM radio system, you must adhere to the following:

- Identify yourself: You need to know the call sign or station name by which you or your station will be identified. You also need to know the call signs or names of the stations you with which you will be communicating. If you do not have a call sign, one can be assigned to you by your local fire center dispatch.
- Know your check in times and keep them.
- Know the frequencies andor channel numbers you will be using in your communications. If you are working through a repeater, you will also need to know the CTCSS Tone for access to that repeater.
- All non-Ministry users must have a 'Letter of Authority' (LOA) issued by the Radio Operations Section of the NRM. These LOAs are valid for up to five years.

Operators must ensure that their radio equipment is operation on the correct frequency or channel. If you are uncertain contact the Regional NRM Radio Operations shop.

NOTE: Any improper use of the NRM radio network may result in the cancelation of the LOA and/or a fine to the user imposed by ISED. System uses may be held liable for the property damage or injury to Ministry personnel resulting from the misuse of the radio network.

10.8.1 Use of Natural Resource Ministries' (NRM) Tone Access System

The Natural Resource Ministries (NRM) use a sub-audible tone access system on their radio repeater network. The purpose of Contiuous Tone Coded Squelch System (CTCSS) is to reduce the interference between the radio networks in adjacent forest districts. To access the NRM radio repeater network you will require CTCSS on your equipment.

Each district has been allocated a specific tone frequency for use in their area. These frequencies have been chosen to prevent inter-district interference.

Note: These tones are only used on duplex repeater channels, not on simplex (metal named) channels. Please refer to the provincial radio repeater site map for the specific tone used in each district. Maps can be found in the Radio Communication Field Handbook which can be found on our website at: https:www2.gov.bc.cagovcontentgovernmentsservices-for- governmentinformation-management-technologyprovincial-natural-resource-sector-radio- system

The tones are as follows:

Tone	Frequency
T1	114.8 Hz
T2	123.0 Hz
T3	131.8 Hz

Tone	Frequency
T6	162.2 Hz
T7	173.8 Hz
T8	186.2 Hz

T4	141.3 Hz
T5	151.4 Hz

T9	192.8 Hz

The 100 Hz tone is no longer used.

GROUND RADIO COMMUNICATION WITH AIRCRAFT

Fire Department personell will use the following frequencies when communicating with Aircraft from the ground.

Channel	Frequency
OFC1	155.460 MHz
OFC2	Repeated frequency: 155.460 MHz send & 150.350 MHz receive

10.8.2 NRM's Frequencies Authorized for Use

Transmit Frequency	Receive Frequency	Channel name
163.83	163.83	Gold
163.89	163.89	Silver
164.91	164.91	Copper
159.27	159.27	Nickel
163.98	163.98	Bronze
168.885	168.885	Iron
155.85	155.85	Zinc
163.065	163.935	Red
163.095	163.965	Purple
163.125	163.995	Green
163.185	164.055	Pink
163.215	164.085	Blue
163.275	164.145	Orange
163.305	164.175	Brown
163.335	164.205	Yellow
163.365	164.235	Grey
163.395	164.265	Black
163.53	162.585	White
163.245	164.115	Maroon
164.835	166.335	Lime
154.965	159.465	Navy
162.93	167.67	Fire - A1
162.69	166.71	Fire - A2
163.905	167.07	Fire - A3
169.95	169.95	Fire - B1
171.03	171.03	Fire - B2
172.05	172.05	Fire – B3

10.8.3 Natural Resource Ministries (NRM) Radio System Conditions of Use

1. The access and use of any system, radio or frequency will not impair the operational use of the system or frequency by the Natural Resource Ministries (NRM). Improper use may result in the termination of access and the user will be held liable for any injury andor damages.
   - No additional costs will be incurred by, or accrue to, the Ministry through such authorized access.
2. This Ministry bears no responsibility to provide:
   - Continuity of service;
   - Extension of radio coverage into areas not presently served:
   - Continuous monitoring of frequencies, or check-in system;
   - Radio equipment, training or technical assistance or advice.
3. The user covenants and agrees to release the Province from any and all claims, demands, actions and damages arising from or out of any act or omission on the part of the Province or its employees, contractors or agents in the exercise, or purported exercise, of the rights conferred by this agreement.
4. In the event an application is not approved, the applicant will be entitled to a review of the application by the Ministry. To Initiate a review please write to the Manager of Radio Operations, Ministry of Land, Water and Resource Stewardship, 343-B Bay St., Victoria BC V8T 1P5.
5. All users will comply with all appropriate Innovation, Science and Economic Development Canada (ISRD) requirements. These regulations are available from any ISED office.
6. Any user of the Ministry radio system will adhere to the Ministry's Radion System Operating Rules attached to the Letter of Authorization, which will be issued upon approval of the request for access.
7. All users must possess the knowledge and skills required by Industry Canada. Applicants and users will be held liable for damage or injury caused by non-compliance.
8. Authorization of access will be based on the user's operational requirements and may be restricted to locations required under this agreement.
9. All NRM frequencies will be removed from radios upon termination of access, and proof of the removal will be supplied upon request.
10. The user will indemnify and save harmless the Province, its employees and agents from and against any and all losses, claims, damages, actions, causes of action, costs and expenses that the Province may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this agreement, where the same or any of them are based upon, arise out of or occur, directly or indirectly, by reason of any act or omission of the user or of any agent, employee, officer or director of the user pursuant to this agreement.
11. The maximum period for a Letter of Authority will be 5 years.

10.9 Forms, Templates, Samples, References

10.9.1 Drawdown form sample

A partially filled in Drawdown will be sent to the Fire Department when they are requested. The following is a sample of the form for reference.

BC Wildfire Service

STRUCTURE PROTECTION DRAWDOWN

RESOURCE REQUEST # 47-30740-6

MINISTRY SECTION

COMPANY NAME: Kelowna Fire Department EMAIL:

BUSINESS LOCATION:

CONTACT NAME: PH #: ALT #:

☐ STRUCTURE PROTECTION CREW ☐ STRUCTURE PROTECTION UNIT TYPE II

☒ ENGINE Wildland Type 5 ☐ TENDER Select Type ☐ OTHER Select Resource Type

☐ STANDBY TERM: DATE/TIME FROM: TO:

☒ DEPLOYED TO INCIDENT #: G72178 Bearhole Lake REQUIRED DATE/TIME: Sep 5

ON-SITE CONTACT: PHONE #:

DIRECTIONS/COMMENTS: Please call prior to arrival for further detail.

Check in Chetwynd Rec Centre: 4512 N Access Road. SPS on-site

REQUESTED BY: PHONE: EMAIL: SPCO@gov.bc.ca

FIRE DEPARTMENT SECTION

Manifest for applicable resources are attached

Personnel manifest and signed drawdown must be emailed to BCWS.SPPLogistics@gov.bc.ca within one hour (60 minutes) of receiving the request

Invoices are to be submitted to the following email for the selected Fire Centre:

☐	Cariboo Fire Centre	Email to: BCWS.CAFCCWS@gov.bc.ca
☐	Coastal Fire Centre	Email to: BCWS.COFCCWS@gov.bc.ca
☐	Kamloops Fire Centre	Email to: BCWS.KFCCWS@gov.bc.ca
☐	Northwest Fire Centre	Email to: BCWS.NWFCCWS@gov.bc.ca
☒	Prince George Fire Centre	Email to: BCWS.PGFCCWS@gov.bc.ca
☐	Southeast Fire Centre	Email to: BCWS.SEFCCWS@gov.bc.ca
☐	PWCC – STANDBY Only	Email to: BCWS.HQCWSAdmin@gov.bc.ca
☐	Lost / Damaged Equipment	Email to: SPCO@gov.bc.ca

By signing below, I confirm the following;

Personnel and equipment being supplied meet the requirements of the Interagency Agreement. Personnel fatigue will be managed by myself and I confirm that I will provide adequate coverage that meets the Interagency requirements.

Fire Department Representative (Please print or type):

Fire Department Signature:

Ministry Representative (Please print or type):

Ministry Signature:

10.9.2 Wildland Urban Interface Incidents Resource Request Flow Chart

Wildland Urban Interface Incidents
Resource Request Flow Chart

Local Governments, EOC Directors, Incident Commanders requesting additional fire department resources for WUI incidents follow these steps:

Site / Incident

- Regardless of jurisdiction, Local authority (IC) requires structure protection and / or defence resources.
- BCWS representative (Initial Attack Crew / Response Officer / Structure Protection Specialist) supports IC and communicates resource request to Zone or Fire Centre Coordination Centre.

Coordination Centre

- Zone or Fire Centre CC receives / reviews requests
- Submits resource request to Structure Protection Coordination Office at Provincial Wildfire Coordination Centre

SPCO / PWCC

- Sources and deploys structure protection and defence resources from IAA using closest, best deployment
- Resource request supported with draw downs, tracking, DTR's, financial chain of custody

Changes:
*eliminates resource requests being directed through the PREOCS / PECC
*for fire department resources only, local governments are no longer required to get a task number from the PECC

If you have any questions, please contact SPCO@gov.bc.ca

10.9.3 ICS 214 Daily Activity Log form sample

ICS

Activity Log (ICS 214)

1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

4. NAME	5. ICS POSITION	6. OPERATIONAL PERIOD
		From:Date _____ Time _____ To: Date _____ Time _____

7. PERSONNEL ASSIGNED

Name	ICS Position	Home Base

SAMPLE

8. ACTIVITY LOG

Time	Major Events

9. PREPARED BY (Name and Position)	SIGNATURE

ICS 214-CAN

Page ___of___

10.9.4 BCWS FS 247B Daily Time Report sample

BRITISH COLUMBIA — BC WildFire Service

DAILY TIME REPORT # 330568

FULL LEGAL COMPANY OR INDIVIDUAL NAME: Penticton Fire Dept.

INCIDENT#: 71W19GC DATE: Aug 30/2018

HAS EVACUATION ORDER/ALERT BEEN PUT INTO PLACE: ☑ YES ☐ NO

REHABILITATION: ☐ YES Type: _____ (i.e. Crown Land, Private, IR etc)

PERSONNEL & EQUIPMENT BILLABLE HOURS

Name/Equipment	Fireline Position	24 Hr Clock Start	24 Hr Clock Stop	Break Time Taken	Total Work Hours	Total Hours Standby Travel/Travel pt	Total Hours Standby On-Site	Vehicle Km/day or standby	Initial
[illegible]	TFL	0600	2330	1hr	16.5			227	[illegible]

EQUIPMENT INFORMATION

Make: Chev. Type: Pick-up. Unit Assigned #: TFL #1 Year: 2018

Model/Size: 1500 4X4 Operator: (only if one) Point of Hire Location: Penticton.

Lowbed Company Used:

Equipment Hauled For: Equipment Hauled:

ATTACHMENTS/MISCELLANEOUS EQUIPMENT

☐ TANK Size_____ PUMP Size_____ ☐ CHAINS Size_____ # of Sets

List all BCWS requested/required attachments and Industry Equipment:

The above noted attachments are billable as per FS101 and Schedule A or other attached forms.

FUEL DEDUCTION: # of Ltrs _____ MINISTRY SUPPLIED ACCOMMODATION: ☐ YES MEALS: ☐ B ☐ L ☐ D

SIGNATURES

Contractor Rep or Individual | | Time Recorder

Ministry Qualified Receiver (approved ROIP IVT) | Print Name | Employee Number

Comments

FS 257B Revised FEB 14/2018 SEE REVERSE FOR SAMPLES Printed in BC 4803-4046

Distribution: White – Receiver Yellow – Owner Green – Contractor, Attach to Invoice Pink – Contractor, for your records

SAMPLE

10.10 NRM WILDFIRE RADIO FREQUENCY APPROVAL LETTER FOR REFERENCE

File: 6890-08/LOA

18 July 2022
Fire Chiefs Association of BC6059 – 190th St
Victoria BC V9Z 0M4

Phone: (250) 387-6650 Email: hqradio@gov.bc.ca

Re: Letter of Authority to Access the British Columbia Natural Resource Ministries' Radio System

This letter constitutes authority for your Association members to access and use the British Columbia Natural Resource Ministries' (NRM) Radio Communications System on the frequencies listed below while providing service to the Province for wildfire services under the Inter-Agency Agreement between BC Wildfire Service (BCWS) and the Fire Chiefs Association of BC (FCABC). This authority is non transferable and replaces and / or supersedes any previous authority issued by any officeof the British Columbia Natural Resource Ministries' or any other Provincial Government Agency.
Details of the authorization and the frequencies over which this authority applies is as follows:

LETTER OF AUTHORITY NUMBER: **H22FIRE**
AREA OF OPERATION: Province of British Columbia
RADIOS AUTHORIZED: Narrowband Mobiles,Narrowband Portables
RESTRICTIONS: 100 Hz Provincial Tone is discontinued
NRM channels are not permitted in base stations.
LETTER OF AUTHORITY
EXPIRY DATE **March 31, 2030**
Call Signs: N/A
Industry Canada License No. Individually Required by dept
BC Gov't Contract No. N/A

With the acceptance of this authority, the holder agrees to ensure that the British Columbia Natural Resource Ministries' frequencies herein authorized are removed from all radio equipment at the expirationof service to the Ministry or upon expiry of this *Letter of Authority.*

Also, all radio equipment that is replaced by your Agency during the term of service to the Ministry will have the authorized frequencies removed prior to disposal of the equipment.

10.11 ACRONYMS

Acronym	Term
>	Indicates “greater than”
ABC	Fire Extinguisher rated A,B,C class fires. A = ordinary combustibles; B = flammable liquids and gases; C = energized electrical sources
BAT	B.C. / Alberta Thread (2.5”)
BCWS	British Columbia Wildfire Service
cc	cubic centimetre
CIFFC	Canadian Interagency Forest Fire Centre
cm	Centimetre
DTR	Daily Time Report
EMCR	Emergency Management and Climate Readiness
EOC	Emergency Operations Center
FBAT	Female B.C./Alberta Thread (2.5”)
FCABC	Fire Chiefs’ Association of British Columbia
FD IA	Fire Department Initial Attack
FGHT	Female Garden Hose Thread
FNPSH	Female National Pipe Straight hose thread (1.5”)
GHT	Garden Hose Thread (5/8” , ¾”)
IC	Incident Commander
IG	Imperial Gallons
IGPM	Imperial Gallons Per Minute
kPa	Kila-Paskals
L	Liter
LPM	Litres Per Minute
m	metre
Max GVWR	Maximum Gross Vehicle Weight Rating
MBAT	Male B.C./Alberta Thread (2.5”)
ml	millilitre
mm	millimetre
MNPSH	Male National Pipe Straight Hose thread (1.5”)
MZOC	Ministry Zone Operations Centre
NFPA	National Fire Protection Association
NIFFC	National Interagency Fire Center
NPSH	National Pipe Straight Hose thread (1.5”)
NRM	Natural Resouce Ministries of BC
OFC	Office of the Fire Commissioner
PECC	Provincial Emergency Coordination Center
PPE	Personal Protective Equipment
PREOC	Provincial Regional Emergency Operations Center
PSI	Pounds per Square Inch

PWCC	Provincial Wildfire Coordination Center
PWCO	Provincial Wildfire Coordination Officer
QC	Quick Couple
RWCC	Regional Wildfire Coordination Center
RWCO	Regional Wildfire Coordination Officer
SCBA	Self-Contained Breathing Apparatus
SPC	Structure Protection Crews
SPCO	Structure Protection Coordination Officer
SPU	Structure Protection Unit
ULC	Underwriters Laboratories of Canada
USGal	U.S. Gallons
USGPM	U.S. Gallons Per Minute
WUI	Wildland Urban Interface
ZWCO	Zone Wildfire Coordination Officer, usually located in a Zone or MZOC

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee | Date: 2024-05-09

From: Tarina Colledge, Manager of Emergency Management | File No: 7130-20-32094

Subject: Recovery Management Services – V11337 Kookipi Creek Wildfire - EA A

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the recovery management services for the Kookipi Creek Wildfire that occurred in the Nahatlatch area of FVRD Electoral Area A. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

BACKGROUND

The Kookipi Creek wildfire began approximately 5 weeks before the flare up that occurred on August 17, 2023, as the result of a weather pressure system change. This fire rapidly moved from the Crown land area where it had been burning towards community areas. FVRD activated an Emergency Operations Centre (EOC) on August 17th shortly after the business day concluded. The response resulted in the declaration of a State of Local Emergency (SOLE) and the issuance of both an Evacuation Alert and Order for areas under threat. FVRD worked with a myriad of partners on sheltering evacuees from our Nahatlatch areas and also from Boothroyd First Nation. People were displaced until the fire had stabilized enough for FVRD to enable planned re-entry.

Re-entry planning is performed in the EOC and is the first phase of disaster recovery planning. The EOC submitted a request for funding to the Ministry of Emergency Management and Climate Readiness (EMCR) to contract *Recovery Management Services.* Colliers Project Management was selected to manage our recovery management program.

In addition to hiring recovery management services, requests for funding would be necessary to fund additional works to be managed within the recovery management project, if and where opportunities align with the scope of FVRD Services and anywhere that our infrastructure is impacted. FVRD had no infrastructure in this immediate fire zone. In the nearby area, FVRD owns a landfill that we anticipated would receive increased debris from homeowner property cleanup. The oversight of this infrastructure is provided by Engineering and Utilities staff and details of impacts to this infrastructure are not included in this report.

DISCUSSION

Within our recovery project for this interface fire, Colliers held bi-weekly hybrid meetings which included FVRD EM staff, EMCR recovery personnel, the team from Colliers disaster recovery, and guest participants such as the Canadian Red Cross, Community Futures Sun Country, and the Chamber of Commerce. The aim of the recovery project was to identify needs of those impacted and link or refer to service providers who provide services that naturally align with the needs.

Our requests to extend ESS supports to our impacted constituents beyond Oct 17, 2023, was not approved by the Province.

The Province stood up a specific 2023 Wildfire Recovery Surge Support team within their recovery division. Many learning opportunities have arisen as a result of the speed with which the Province is growing EMCR, the repeal and replacement of the legislation for EM during our recovery, and the absence of updated regulations, tools, and processes.

It is important to recognize that the Province of BC does not make the Disaster Financial Assistance (DFA) program applicable to wildfire due to the belief of readily available and accessible insurance for fires nation-wide. Insurance affordability and proximity of sales offices are not considerations. DFA was made available for eligible local governments, however, funds available to FVRD would be limited to restoration for impacts to our services and infrastructure. Local governments cannot apply for DFA to support to our constituents. FVRD had no impacts to our organization or infrastructure in a manner that would have triggered a DFA claim for this event. We have pursued cost recovery for expenses during operations and also costs associated with the recovery management services.

Currently, the approach to recovery is event-specific and heavily reliant on the expense authorization request process to EMCR. EMCR personnel routinely struggle to understand the service area nature of regional district services, the specific role of each service and its personnel, and the inability for regional districts to work beyond the scope of those services. BC has had temporary strategic guidance in place since 2019 and is in the process of developing a permanent framework for recovery. Within the scope of this recovery framework, there are no direct support programs that help constituents rebuild their homes. With an absence of a Non-Government Organization (NGO) presence in this area, the low attention nature of small and tightly geographically co-located impacts, and no tailored recovery programs, the role of our recovery management service has been specific and narrow. The NGO support to this area has also been relatively minor.

Actions that have been accomplished within the scope of our recovery management service include:

- Outreach to constituents
- Bi-weekly coordination meetings
- NGO Links and Referrals
    - Canadian Red Cross direct support program
    - Referrals to local programs (Boston Bar Food Bank)

Our recovery management services were funded short term and require us to request extensions to funding. Funding approvals for recovery management services do not automatically result in other funding approvals to undertake works in recovery.

Due to the vast geographic range of our electoral areas, and the vastness of unmitigated hazards on Crown lands, FVRD may carry overlapping recovery projects, responses, and day-to-day program management.

Recovery is broadly defined, has no end state, and is designed to be opportunistic with an aim of reducing risk to similar disasters in the future. The policy structure and funding framework does not match the expectations established in a way that can result in effectively achieving that end state.

While recovery will continue at the personal level for years to come, the role of local government finds natural conclusion when funding and resource supports are not readily available to implement effective recovery project progression for our services and our infrastructure. FVRD has reached the end of our current funding approval and requesting additional funding for recovery management would be unproductive for us and our constituents based on the lack of specific recovery program supports for this area. However, staff remain at the ready to assist residents should the Province announce any new programs or funding specific to this recovery.

COST

Costs associated with the pre-approved EMCR Expense Authorization Form for our Recovery Management Services will be claimed through the routine claims process.

CONCLUSION

FVRD has reached the conclusion of our funded period for recovery management services for the Kookipi Creek Wildfire in the Nahatlatch area of EA A. Staff are monitoring public sources of information and considering readiness for the annual hazards of freshet, drought, and the correlating increased risk for a high-risk wildfire season. Due to the ongoing drought across BC and extremely low snowpack, we are anticipating a high volume of response activations this year.

COMMENTS BY:

Graham Daneluz, Dir. of Planning, Dev't & Emergency Management: reviewed and supported.

Kelly Lownsbrough, Director of Corporate Services & CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee | Date: 2024-05-09

From: Andrew Schellenberg, Emergency Management Coordinator | File No: 7130-90

Subject: 2023 Wildfire Fuel Management Prescriptions

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the five fuel management prescriptions completed in Spring of 2024 using grant funds from the Forest Enhancement Society of BC. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

BACKGROUND

In the fall of 2022, the Fraser Valley Regional District (FVRD) submitted an application to the Forest Enhancement Society of BC (FESBC) to develop fuel management prescriptions for priority fuel treatments recommended in the FVRD's Community Wildfire Protection Plans. These sites included Beaudry Road Interface in Area C, Chehalis Forest Service Road in Area C, Lost Creek Forest Service Road in Area F, Slesse Park in Area E, and Sumas Mountain in Area G.

In January 2023, this application and funding up to $118,981 was approved for the FVRD. The FVRD contracted a forestry consultant company, B.A. Blackwell and Associates Ltd., to write these five fuel management prescriptions, which were completed in Spring 2024.

DISCUSSION

The completed fuel management prescriptions are a detailed plan on how to implement fuel treatment, based on vegetation type, topography, and environmental and archaeological impacts. The goal of fuel treatments is to reduce the wildfire intensity around communities and to provide an anchor point for fire suppression crews. Through pruning, thinning from below, and surface fuel removal, the prescribed treatment would reduce potential wildfire behaviour in these treated forest stands, and thus reduce wildfire potential around communities.

All five of these fuel management prescriptions are located on provincial Crown land. As the FVRD does not manage Crown land, it was decided to provide these prescriptions to the Ministry of Forests. The Ministry of Forests has the Crown Land Wildfire Risk Reduction program where they prescribe and implement fuel treatments on Crown land around high wildfire risk communities. The Ministry of

Forests will add these prescriptions to their larger landscape plan for the Fraser Valley, and implement these prescriptions as they see fit.

The FVRD will not apply for more funding to implement these prescriptions or to create more prescriptions at this time. Recognizing FVRD's Emergency Management Program Policy aims to see efforts that increase community resiliency through preparedness, hazard awareness and risk reduction, our FireSmart efforts will focus grant funds towards initiatives that support these objectives.

COST

The cost for completing these five fuel management prescriptions was $74,968.49, which was completely reimbursed by the Forest Enhancement Society of BC.

CONCLUSION

The FVRD, through grant funding, has completed five fuel management prescriptions for five sites in the FVRD electoral areas. These prescriptions were provided to the Ministry of Forests, who will incorporate them into their landscape plans for the Fraser Valley. At this time, the FVRD will not apply for continued funding to the Forest Enhancement Society of BC, instead focusing on FireSmart on residential properties.

COMMENTS BY:

Tarina Colledge, Manager of Emergency Management: FVRD was approved for funding for the contracted works up to a maximum $118,981.00. The project cost $74,968.49. FVRD has been reimbursed for the project costs and does not benefit from the unspent amounts. Staff time allocated to project planning, procurement preparation and management, and oversight of the contract project and consultant were not recoverable. A general estimate is that personnel from 3 departments (Regional Services, Finance, and Emergency Management) provided approximately 35 person hours to manage and oversee this project. Focusing our efforts on neighbourhood and community preparedness and resiliency will result in more impactful outcomes.

Graham Daneluz, Dir. of Planning, Dev't & Emergency Management: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services & CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

Fraser Valley Regional District

CORPORATE REPORT

To: Electoral Area Services Committee
Date: 2024-04-09
From: Jonathan Kohan, Emergency Management Specialist
File No: 1855-Grants

Subject: CEPF Evacuation Route Planning Grant 2024 Endorsement Request

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RECOMMENDATION

THAT the Fraser Valley Regional District Board endorse a grant application to the 2024 UBCM Community Emergency Preparedness Fund Evacuation Route Planning grant and confirm that FVRD will provide for the overall management of this grant should the grant application be approved.

BACKGROUND

UBCM annually offers grant opportunities for a variety of programs. The Community Emergency Preparedness Fund (CEPF) provides competitive funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

The Public Notification and Evacuation Route Planning funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of $30,000 for new projects related to public notification planning and evacuation route planning.

The grant agency (UBCM) requires a resolution from the Board endorsing the application and confirming that FVRD will provide for grant management should the grant be approved.

DISCUSSION

Staff is recommending that FVRD apply for a CEPF grant to support the development of an evacuation route guide for Hemlock Valley. The Emergency Management work plan for 2024 includes the development of an evacuation route guide for Hemlock Valley, dependent upon receiving the grant.

COST

This grant program can contribute up to 100% of the project costs. If the application is successful, staff do not anticipate a budgetary impact. The project is included in the annual work plan and budget, subject to the approval of this provincial conditional grant. If the grant application is unsuccessful, the project would be put forward for grants in future years.

CONCLUSION

Staff is recommending the Board support and endorse an application to the UBCM 2024 Community Emergency Preparedness Fund for $30,000, which will continue to support work plan initiatives that are not funded through taxation.

COMMENTS BY:

Tarina Colledge, Manager of Emergency Management: reviewed and supported

Graham Daneluz, Director of Planning & Development: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.