



**DISTRICT OF 100 MILE HOUSE**

**AGENDA FOR THE REGULAR MEETING OF THE MUNICIPAL COUNCIL  
TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS  
Tuesday, September 24<sup>th</sup> at 5:00 PM**

<b>A.</b>	<b><u>CALL TO ORDER</u></b>
	<p>Mayor to call the regular meeting to order at 5:00 PM.</p> <p>Acknowledgement that this meeting is being held on Tsq̓escencúlecw.</p>
<b>B.</b>	<b><u>APPROVAL OF AGENDA:</u></b>
	<p><b>B1</b></p> <p><b>BE IT RESOLVED THAT</b> the September 24<sup>th</sup>, 2024 Regular Council agenda <u>be approved</u>.</p>
<b>C.</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></b>
<b>Late Item – I2</b>	<p><b>C1</b></p> <p>Community Resiliency Investment Program Grant Application to be added to the agenda as a late item under <b>I2</b>.</p>
<b>D.</b>	<b><u>DELEGATIONS / PUBLIC HEARING:</u></b>
<b>Delegation – Melissa LaPointe</b>	<p>Melissa LaPointe, Healthcare Landing Coordinator will be present to provide Council with an update on the program.</p>
<b>E.</b>	<b><u>MINUTES:</u></b>

<b>Regular Council – September 10<sup>th</sup>, 2024</b>	<b>E1</b> <b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of September 10 <sup>th</sup> , 2024 <u>be adopted.</u>
<b>Accessibility Committee – June 20<sup>th</sup>, 2024</b>	<b>E2</b> <b>BE IT RESOLVED THAT</b> the minutes of the Accessibility Committee meeting of June 20 <sup>th</sup> , 2024 <u>be received.</u>
<b>Accessibility Committee – July 18<sup>th</sup>, 2024</b>	<b>E3</b> <b>BE IT RESOLVED THAT</b> the report of the Accessibility Committee walk on July 18 <sup>th</sup> , 2024 <u>be received.</u>
<b>F.</b>	<b><u>UNFINISHED BUSINESS:</u></b>
<b>G.</b>	<b><u>MAYOR’S REPORT:</u></b>
<b>H.</b>	<b><u>CORRESPONDENCE:</u></b>
<b>Remembrance Day Street Closure</b>	<b>H1</b> <b>BE IT RESOLVED THAT</b> the memo from Administration dated September 17 <sup>th</sup> , 2024 regarding the Remembrance Day Parade be received; and further  <b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House approve the parade route and Birch Avenue street closure from First Street to Third Street on Monday, November 11 <sup>th</sup> , between 10:00 AM and 11:30 AM; and further  <b>BE IT RESOLVED THAT</b> the Royal Canadian Legion be directed to work closely with the District of 100 Mile House Community Services Department to coordinate the event.

<p><b>Powwow Request for Support</b></p>	<p><b>H2</b></p> <p><b>BE IT RESOLVED THAT</b> the correspondence from the Powwow Committee dated September 5<sup>th</sup>, 2024 requesting support <u>be received</u>;</p> <p style="text-align: center;"><b>“Further direction at the discretion of Council”</b></p>
<p><b>For Information Correspondence</b></p>	<p><b>H2</b></p> <p><b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated September 19<sup>th</sup>, 2024 <u>be received</u>.</p>
<p><b>I.</b></p>	<p><b><u>STAFF REPORTS:</u></b></p>
<p><b>Emergency Preparedness Fund Application</b></p>	<p><b>I1</b></p> <p><b>BE IT RESOLVED THAT</b> Council of the District of 100 Mile House supports the submission of the LGPS – 2024 Community Emergency Preparedness Fund: 2024 Volunteer &amp; Composite Fire Departments Equipment &amp; Training Application for the acquisition of sprinkler protection equipment for the Structure Protection Unit cargo trailer; and further</p> <p><b>BE IT RESOLVED THAT</b> staff be directed to provide overall grant management.</p>
<p><b>Community Resiliency Investment (CRI) Program Grant Application</b></p>	<p><b>I2 – Late Item</b></p> <p><b>BE IT RESOLVED THAT</b> Council of the District of 100 Mile House supports the submission of a Community Resiliency Project; and further</p> <p><b>BE IT RESOLVED THAT</b> Council of the District of 100 Mile House supports the proposed activities as shown in the application, and further</p> <p><b>BE IT RESOLVED THAT</b> staff be directed to provide overall grant management</p>
<p><b>J.</b></p>	<p><b><u>BYLAWS:</u></b></p>

<p><b>Tax Exemption Bylaw No. 1424, 2024</b></p>	<p><b>J1</b></p> <p><b>BE IT RESOLVED THAT</b> the Council Report dated September 24<sup>th</sup>, 2024 from the Director of Finance regarding the Tax Exemption Bylaw <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> the Tax Exemption Bylaw No. 1424, 2024 be read a first, second and third time this 24<sup>th</sup> day of September 2024.</p>
<p><b>K.</b></p>	<p><b><u>VOUCHERS</u></b></p>
<p><b>Paid Vouchers (September 1<sup>st</sup> – 15<sup>th</sup>) #30039 – 30097 &amp; EFTs</b></p>	<p><b>K1</b></p> <p><b>BE IT RESOLVED THAT</b> the paid manual vouchers #30039 to #30097 and EFT's totaling <b>\$462,196.98</b> <u>be received</u>.</p>
<p><b>L.</b></p>	<p><b><u>OTHER BUSINESS:</u></b></p>
<p><b>M.</b></p>	<p><b><u>QUESTION PERIOD:</u></b></p> <p>Call for questions from the public for items relevant to the agenda.</p>
<p><b>N.</b></p>	<p><b><u>ADJOURNMENT:</u></b></p> <p><b>BE IT RESOLVED THAT</b> this September 24<sup>th</sup>, meeting of Council be adjourned:           Time:</p>

E1



**DISTRICT OF 100 MILE HOUSE**

**MEETING HELD IN DISTRICT COUNCIL CHAMBERS  
Tuesday, September 10<sup>th</sup>, 2024, AT 5:00 PM**

PRESENT:	Mayor	Maureen Pinkney
	Councillor	Jenni Guimond
	Councillor	Marty Norgren
	Councillor	Dave Mingo
	Councillor	Marty Norgren

STAFF:	CAO	Tammy Boulanger
	Dir. of Com. Services	Todd Conway
	Dir. of Finance	Sheena Elias
	Dir. of Planning & Ec. Dev.	Joanne Doddridge

Other:	(6)	Media:	(1)
--------	-----	--------	-----

<b>A</b>	<p><b><u>CALL TO ORDER</u></b></p> <p>Mayor Pinkney called the meeting to order at 5:00 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsq̓escencú'ecw.</p> <p>Mayor Pinkney noted the Free Press is recording the meeting for reporting purposes.</p>
----------	---

<b>B</b>	<b><u>APPROVAL OF AGENDA</u></b>
	<p><b>B1</b></p> <p><b>Res: 165/24</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the September 10<sup>th</sup>, 2024, Regular Council agenda <u>be approved</u>.</p> <p style="text-align: center;">CARRIED</p>
<b>C</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u></b>
<b>Late Item – In Camera Discussion</b>	<p><b>C1</b></p> <p>Add In-Camera discussion under Section 90 (1) (e &amp; g) of the Community Charter as item number <b>L2</b>.</p>
<b>D</b>	<b><u>DELEGATIONS / PUBLIC HEARINGS:</u></b>
<b>E</b>	<b><u>MINUTES</u></b>
<b>Regular Council – August 13<sup>th</sup>, 2024</b>	<p><b>E1</b></p> <p><b>Res: 166/24</b>  Moved By: Councillor Guimond  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of August 13<sup>th</sup>, 2024, <u>be adopted</u>.</p> <p style="text-align: center;">CARRIED</p>
<b>F</b>	<b><u>UNFINISHED BUSINESS:</u></b>
<b>G</b>	<p><b><u>MAYORS REPORT:</u></b></p> <p>Mayor Pinkney noted the following:</p> <ul style="list-style-type: none"> <li>• Meeting with Lorne Dirkson to support new BC Policies relating to water sources.</li> <li>• CRD meetings discussed: <ul style="list-style-type: none"> <li>○ Interior and Northern Health staffing and</li> </ul> </li> </ul>

retention

- Presentation from CRD Utilities Manager
- Regional Trails
- Solid Waste / Recycling Program
- CRD Board on the road meeting was a success in 100 Mile House
- CRD and many other local governments are supporting a UBCM resolution on additional funding for infrastructure repairs and improvements
- Partnered with Frank Caputo to develop video to promote 100 Mile House and the South Cariboo
- Meeting with Minister of Environment has been confirmed while attending UBCM
- Interviewed by Global news on the ER closures – will be aired on this evening’s news broadcast.
- Peacekeepers plaque was installed and celebrated with some local members

Councillor Mingo noted the following:

- Music in the park was a huge success with lots of sunshine. They are hopeful to run the program again summer 2025
- Wranglers exhibition games begin this week and Friday September 20<sup>th</sup> is the season opener!

Councillor Norgren noted the following:

- Had the pleasure of serving as the target for the dunk tank during the garlic festival to support a great cause
- Attended the Board on the road community BBQ

Councillor Barnett noted the following:

- While on holidays in Newfoundland and Labrador observed community infrastructure
- Attended the walk to support 108 Mile Ranch parents and students lobbying the SD for transportation
- Chamber of Commerce is preparing for Santa Claus parade November 23<sup>rd</sup>, 2024
- Concerns raised over the current challenges at the 100 Mile House Hospital – moved a motion to send a letter to the doctor in charge to ask what can the District do to assist

	<p><b>Res: 167/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> staff be directed to write a letter to Dr. Josef Owega, Chief of staff for 100 Mile House Hospital emergency to query <i>what can the District do to assist with staffing and recruitment efforts.</i></p> <p style="text-align: center;">CARRIED</p> <p>Councillor Guimond noted the following:</p> <ul style="list-style-type: none"> <li>• Attended the walk to support 108 Mile Ranch parents and students lobbying the SD for transportation</li> </ul>
<b>H</b>	<p><b><u>CORRESPONDENCE:</u></b></p>
<b>Airport Fees</b>	<p><b>H1</b></p> <p><b>Res: 168/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the correspondence dated September 4<sup>th</sup>, 2024 from S. Davidson regarding the reduction of hangar fees <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> the hangar fees within the Fees &amp; Charges Bylaw stand as previously adopted.</p> <p style="text-align: center;">CARRIED</p> <hr/> <p>Council directed staff to inform hangar operators that fees can be paid via installments throughout the year.</p>



<p><b>Pride Banners Request</b></p>	<p><b>H2</b></p> <p><b>Res: 169/24</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the correspondence dated August 16<sup>th</sup>, 2024 from the 100 Mile Pride Society regarding installing pride banners throughout downtown for the months of June and July <u>be received</u>;</p> <hr/> <p>Council requested the Pride Society prepare a design to bring back to Council.  Pride Society was directed to work with District staff to create an overall plan for banner installation and timeline.</p>
<p><b>For Information Correspondence</b></p>	<p><b>H3</b></p> <p><b>Res: 170/24</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated September 4<sup>th</sup>, 2024 <u>be received</u></p> <p style="text-align: center;">CARRIED.</p>
<p><b>I</b></p>	<p><b><u>STAFF REPORTS:</u></b></p>
<p><b>Property Tax Exemption</b></p>	<p><b>I1</b></p> <p><b>Res: 171/24</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the Council report dated August 23<sup>rd</sup>, 2024 from the Director of Finance, regarding property tax exemptions <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> the property tax exemption for the Royal Canadian Legion Branch 260 not be included in the 2025 – 2029 Permissive Tax Exemption Bylaw.</p> <p style="text-align: center;">CARRIED</p>

<p><b>Board of Variance Appointments</b></p>	<p><b>I2</b></p> <p><b>Res: 172/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the Council report dated August 12<sup>th</sup>, 2024 from the Director of Economic Development and Planning regarding the Board of Variance Appointments for 2024 to 2027 <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> Ron Graves, Mel Torgerson and Lorne Dewar be appointed to the Board of Variance for a three-year term expiring July 21<sup>st</sup>, 2027.</p> <p style="text-align: center;">CARRIED</p>
<p><b>Asset Disposal</b></p>	<p><b>I3</b></p> <p><b>Res: 173/24</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the Council report dated August 23<sup>rd</sup>, 2024 from the Director of Finance regarding asset disposal <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> Administration be authorized to publicly advertise the disposal of assets as per the provisions of the District of 100 Mile House Asset Disposal provisions under the Policy &amp; Procedure Manual for the District; and further</p> <p><b>BE IT RESOLVED THAT</b> the \$5,000. bid received for the 1996 Freightliner FL80 be declined.</p> <p style="text-align: center;">CARRIED</p> <hr/> <p>Council directed staff to work at obtaining a higher bid/sale price for the 1996 Freightliner.</p>

<p><b>BC DragIt 2025 Airport Event Request</b></p>	<p><b>I4</b></p> <p><b>Res: 174/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the Council Report dated September 4<sup>th</sup>, 2024 from Administration regarding the 2024 and 2025 BCDragIt events <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> staff be directed to develop and return to Council for approval an Airport Facility Rental agreement with associated fees and refundable deposit.</p> <p style="text-align: center;">CARRIED</p>
<p><b>Zoning Bylaw Definition Clarification</b></p>	<p><b>I5</b></p> <p><b>Res: 175/24</b>                  Moved By: Councillor Guimond                  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the memo dated September 4<sup>th</sup>, 2024 from Administration requesting clarification on zoning definitions <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> Council concurs with the definition of dance studio/performing arts studio as “dance” within the health &amp; fitness facility Zoning Bylaw definition.</p> <p style="text-align: center;">CARRIED</p>
<p><b>J</b></p>	<p><b><u>BYLAWS:</u></b></p>
<p><b>Cemetery Bylaw Amendment No. 1428, 2024</b></p>	<p><b>J1</b></p> <p><b>Res: 176/24</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> Bylaw 1428, 2024 be adopted this 10<sup>th</sup> day of September 2024.</p> <p style="text-align: center;">CARRIED</p>

<b>K</b>	<b><u>GENERAL VOUCHERS:</u></b>
<p><b>Paid Vouchers (August 1<sup>st</sup> – 31<sup>st</sup>, 2024 #29954 to #30038 &amp; EFTs</b></p>	<p><b>K1</b></p> <p><b>Res: 177/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the paid manual vouchers #29954 to #30038 and EFT's totaling <b>\$723,977.56</b> <u>be received</u>.</p> <p style="text-align: center;">CARRIED.</p>
<b>L</b>	<b><u>OTHER BUSINESS:</u></b>
<p><b>District Infrastructure</b></p>	<p><b>L1</b></p> <p>Director of Community Services provided Council with an update on District infrastructure projects</p>
<p><b>In-Camera</b></p>	<p><b>L2 – Late Item</b></p> <p><b>Res: 178/24</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b>, pursuant to Section 92 of the <i>Community Charter</i>, that this meeting of Council be closed to the public under Section 90 (1) (e &amp; g) of the <i>Community Charter</i></p> <p style="text-align: center;">CARRIED</p> <p><b>Regular meeting closed at 6:55 pm</b>  <b>Regular meeting called back to order at 7:45 pm</b></p>
<b>M</b>	<b><u>QUESTION PERIOD:</u></b>

<p><b>N</b></p>	<p><b><u>ADJOURNMENT:</u></b></p> <p><b>Res: 179/24</b> Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> this September 10<sup>th</sup>, 2024 meeting of Council be adjourned: 7:45 PM</p> <p>CARRIED.</p>
	<p>I hereby certify these minutes to be correct.</p> <p>_____ Mayor</p> <p>_____ Corporate Officer</p>



**100 MILE HOUSE ACCESSIBILITY COMMITTEE**  
**MINUTES OF ACCESSIBILITY COMMITTEE MEETING**  
**HELD IN DISTRICT COUNCIL CHAMBERS**  
**THURSDAY JUNE 20<sup>th</sup>, 2024, AT 12:00 PM**

PRESENT: Donna Barnett  
 Lori Fry  
 Brian Brown  
 Ben Vinje  
 Kristin Wells  
 Kim Irvine

District Staff: T. Boulanger  
 Guest: (4)

	<p><b><u>CALL TO ORDER</u></b></p> <p>Chair D. Barnett called the meeting to order at 12:00 PM</p>
	<p><b><u>APPROVAL OF AGENDA</u></b></p>
	<p>Moved By: B. Brown                  Seconded By: K. Wells</p> <p>That the June 20<sup>th</sup>, 2024, Accessibility Committee meeting agenda be approved.</p>
	<p><b><u>MINUTES</u></b></p>
	<p>Moved By: B. Vinje                  Seconded By: L. Fry</p> <p>That the minutes from the May 23<sup>rd</sup>, 2024, meeting be approved as received.</p>

	<b><u>DELEGATIONS</u></b>
<b>Mr. M. Dewing – Cariboo Brain Injury Association</b>	Mr. Dewing presented to the Committee his experiences and the struggle to receive the support he needed. He has created the Cariboo Brain Injury Association to provide a support network to others who have or who are experiencing challenges. Approximately 30-40 people are part of the network, and anyone is welcome to attend.
<b>Ms. E. Parkins</b>	Ms. Parkins shared her experience on the challenges of living in 100 Mile House with Spina Bifida. She would like to make the community more accessible for people with all kinds of challenges and those with mobility issues. Accessing the community playground, navigating sidewalks and businesses can be challenging and sometimes not even possible. During winter months it is nearly impossible to navigate the community.
<b>Mr. M. McMurray</b>	Mr. McMurray experiences similar challenges throughout the community and believes public education would be helpful. Educating the community and small businesses about minor updates including transition strips and curb ramps to improve accessibility to local retail and commercial spaces. A simple night out at the movie theatre is impossible due to accessibility barriers. Sidewalks within the downtown area present numerous challenges and Mr. McMurray is advocating for improvements.
	<b><u>UNFINISHED BUSINESS</u></b>
<b>Promotional Material</b>	Committee would like to see a consistent theme along items. Modify the banner to reflect the magnet scheme and the proposed pictures did not communicate the appropriate message. Create lanyards for committee to wear at events. Create braille items.
<b>Meeting Schedule</b>	Next meeting will be July 18 <sup>th</sup> @ 10:00 AM for a walk/wheel along Birch Avenue.  Other areas identified to walk/tour were Centennial Park and Dogwood Avenue .

	<p><b><u>NEW BUSINESS</u></b></p>
	<p>The Committee was very grateful to have Ms. Parkins, Mr. McMurray and Mr. Dewing attend the meeting and share their experiences.</p> <p>The Committee and guests discussed:</p> <ul style="list-style-type: none"> <li>- Small business and the challenges of accessibility and funding. Grants available to private business are very limited and it can be difficult for businesses to fund upgrades to promote a more accessible space. Local Government can try to do their part to lobby organizations to provide grant funding opportunities.</li> <li>- L. Fry can provide information on the CRD grant writer to organizations in need.</li> <li>- The distance between the Centennial park parking lot and the playground is long and can be challenging. Can the District provide benches along the way for visitors to rest along the way. Many people have been seen sitting on the grass for respite along the path.</li> <li>- Current playground is not accessible, can playground equipment be placed in other areas throughout the community to provide a more accessible space?</li> <li>- There are currently no accessible picnic tables within the District. Can the District install in low mobility areas? Possible upgrades to 100 Mile Marsh area can include the installation of tables.</li> <li>- Community Education – promoting the committee, accessibility and identifying barriers.</li> <li>- Garbage &amp; Recycling containers placed on sidewalks will be a featured mail-out in the next District billing.</li> <li>-</li> </ul>
<p><b>Promoting Accessibility and Community Feedback</b></p>	<p>The District Safety Committee is proposing a community event in September. The Accessibility Committee is invited to the event. More discussion to be had at August meeting to prepare for event. Final version of promotional material will be circulated for approval and ready for a fall event.</p>



	<b><u>CORRESPONDENCE</u></b>
	<b><u>OTHER BUSINESS</u></b>
<b>Terms of Reference</b>	<p>A new Terms of Reference has been provided to committee members. Under membership it has been updated to membership consisting of a minimum of five (5) members to a maximum of nine (9). Terms of Reference will be brought forward to the next District Council meeting for final approval.</p> <p>Mr. Dewing and Ms. Parkins have submitted applications to be part of the Committee.</p>
	<p><b><u>ADJOURNMENT</u></b></p> <p>Moved By: L. Fry                  Seconded By: K. Irvine</p> <p>That the Committee meeting is adjourned at 12:50 PM.</p>

## Accessibility Walk – Birch Avenue – July 18/2024

### Attendance

Lori Fry  
Ben Vinje  
Brian Brown  
Kristen  
Alesha  
Kim Irvine

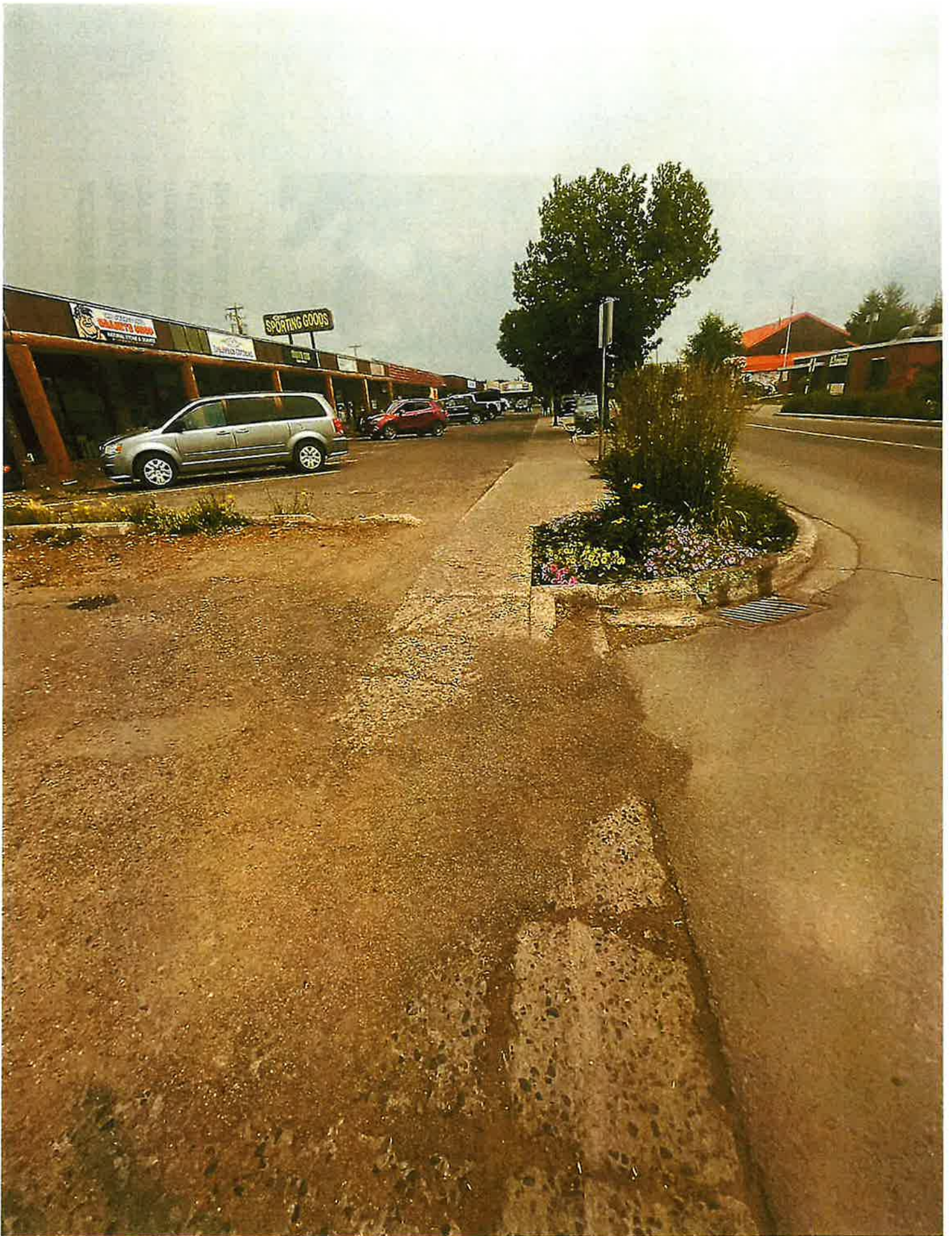
### Observations

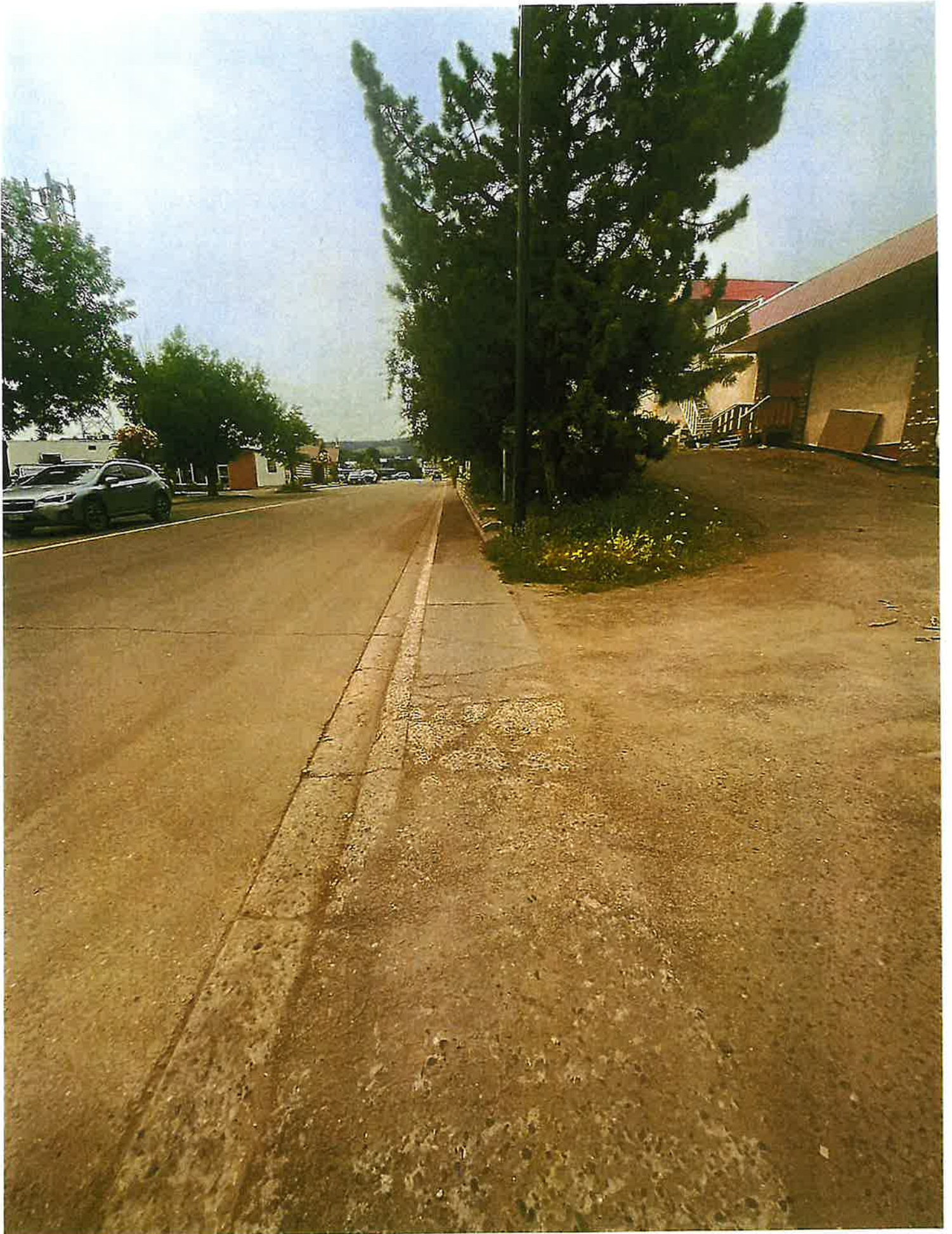
- Gas Utility Access at end of District Office – Requires visual indicators (posts)
- Front of vehicles overhanging the sidewalk at Kondolas & Kitchen Store parking lot
- Yellow post on sidewalk in loose – prior to BJ's
- Sidewalks in front of CIBC & corner of BJ's
- Uneven sidewalk at BJ's
- Third and Birch -Curb cut and wayfinding sign to low for stroller and wheelchair access, this is dangerous and the minimum height for signs should be investigated
- Community Hall Handicap parking has no let down
- Community Hall only has one ramp exit
- Solstice Tea's open door and grate difficult for wheelchair and vision impaired
- No handicapped parking on Birch, a couple needed at ramps
- Sandwich boards
- Garbage cans – Not Handicap or wheelchair accessible, elderly or anyone lacking strength cannot use them
- Intersection at First and Birch – vehicles are not stopping
- Business doors open blocking sidewalk
- Flower bed is dangerous in front of Flower shop & Barber shop – rails rotten and nails exposed
- Handicapp parking spot
- All flower beds – Nuthatch etc.
- Chartreuse Moose Access
- Didi's Sandwich Board
- Handicapp parking at Didi's – No ramp and a bus stop
- Move bus stop from Birch on to Third with lift
- Branches at bottom of trees at Royal Bank mall
- Uneven sidewalk in front of Royal Bank mall
- Poor Access into Fields – drops down
- Trees on north side block sidewalk
- Crosswalk on Third no curb cut
- Bust stop on Birch behind hotel – no possible handicap access
- Sign private property – Kitchen Corner – Concrete block is sitting on the ground – loose and wobbly

## **ACCESSIBILITY COMMITTEE**

The District of 100 Mile House Accessibility Committee is made up of Lori Fry (left), Donna Brnett, Kim Irvine, Eliseia Perkins, Ben Vinje, Kristin Wells and Brian Brown. The committee will be walking around 100 Mile House several times this summer to find potential hazards and barriers to accessibility for those with reduced mobility, impaired vision or other disabilities, such as trees in the middle of the sidewalk. The results of their findings will be reported to the District of 100 Mile House staff and council. (Patrick Davies photo - 100 Mile Free Press)







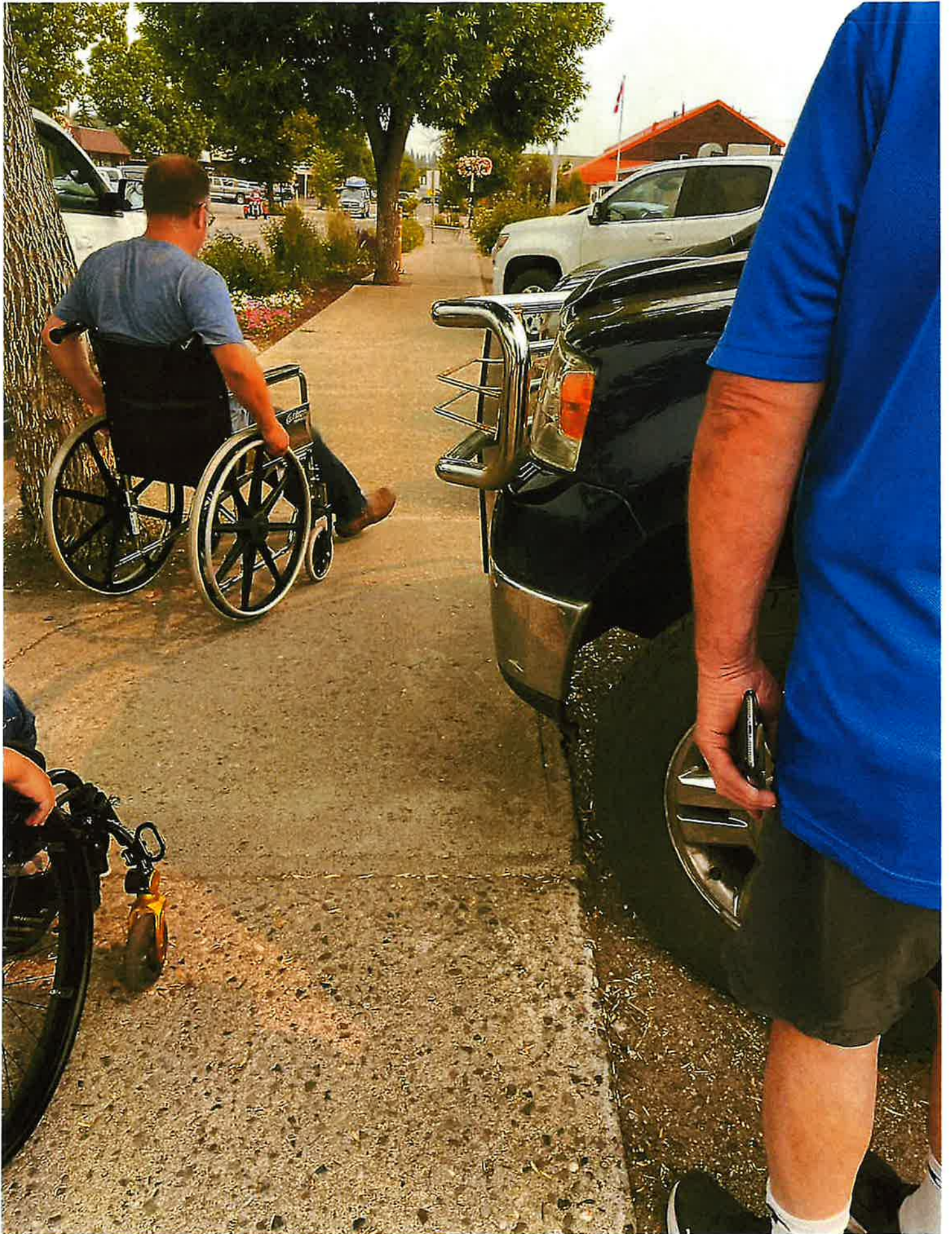




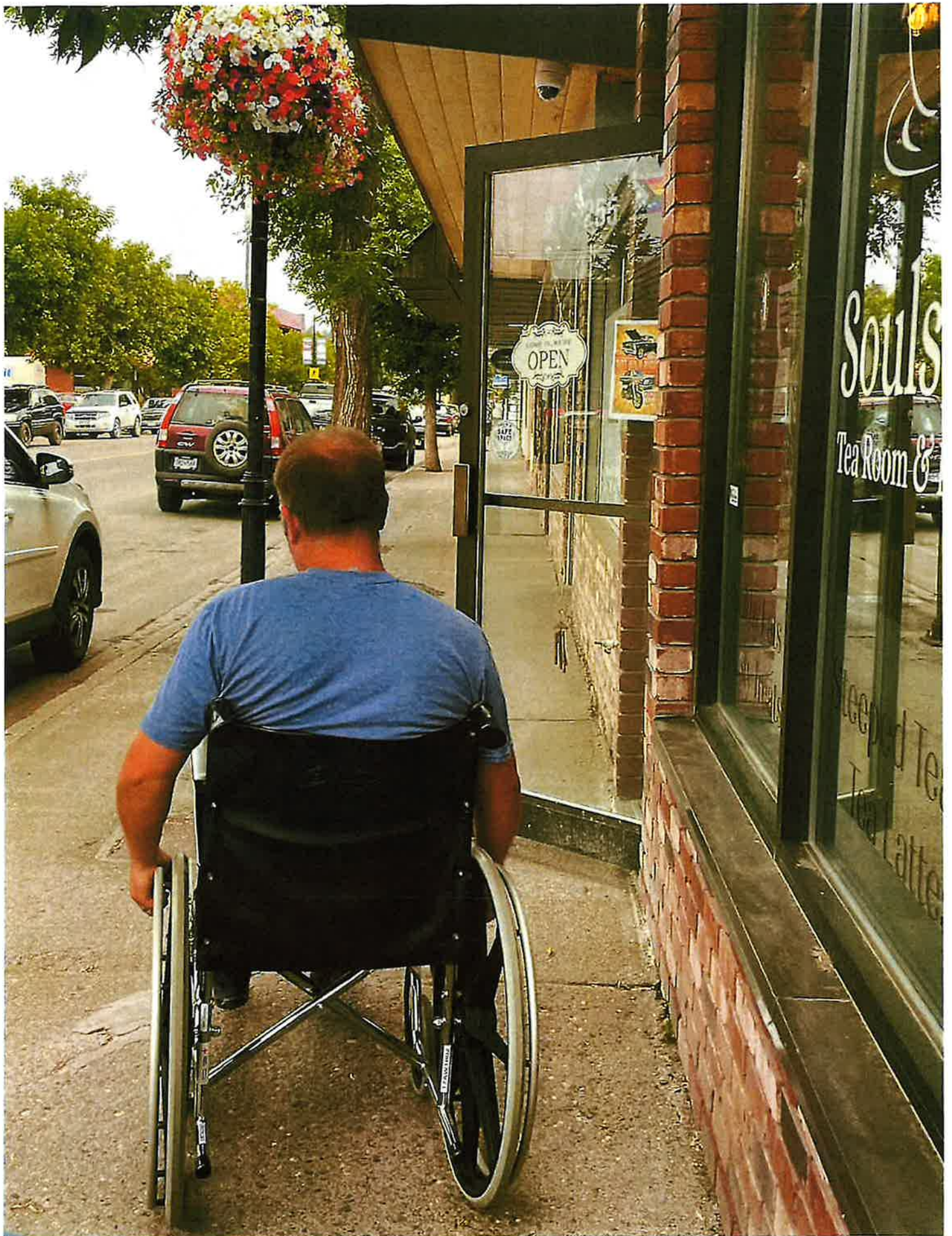


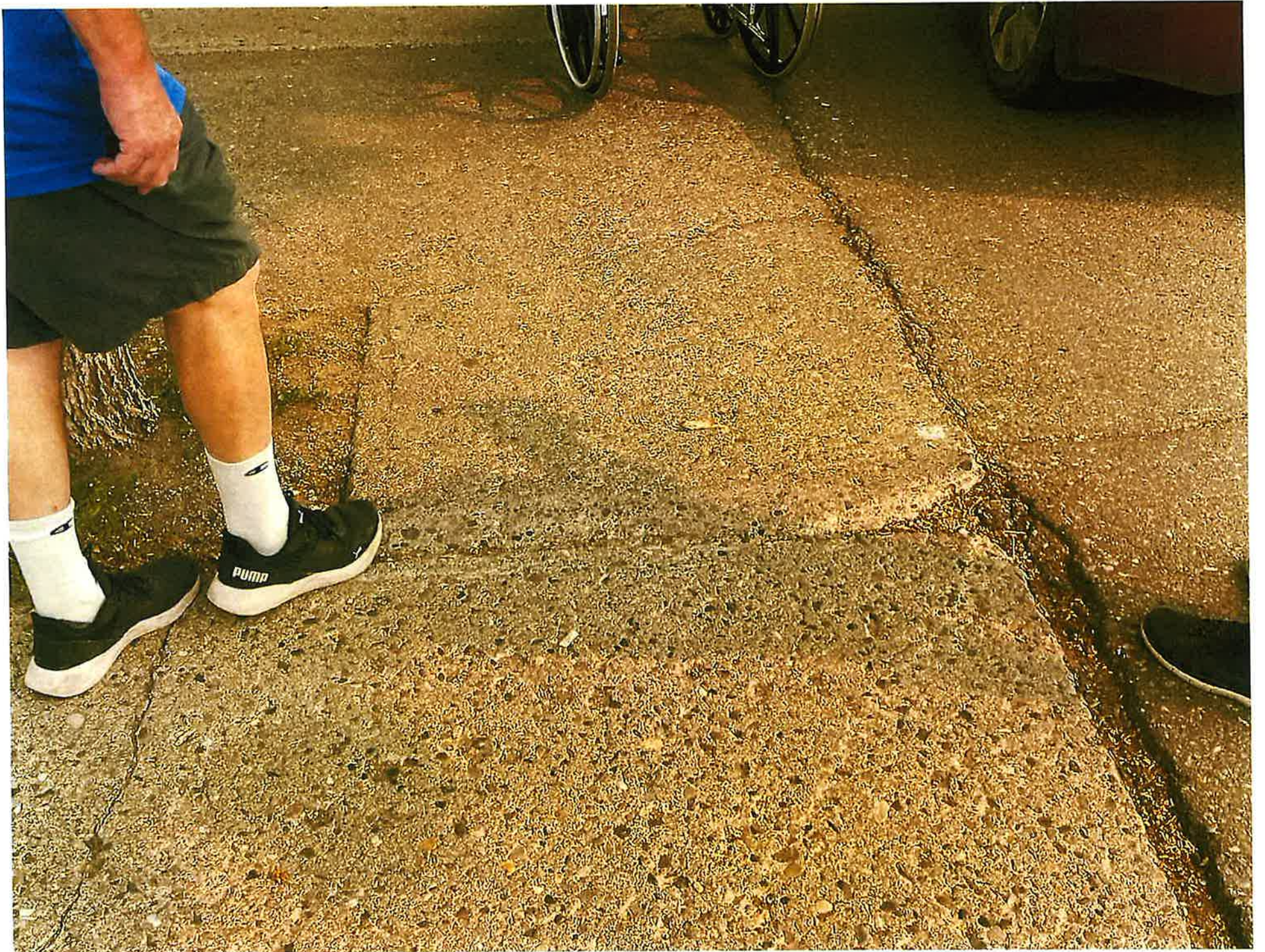






















because you are!



DRESS  
LIKE  
YOU'RE  
ALREADY  
BEAUTIFUL









## DISTRICT OF 100 MILE HOUSE

### M E M O

---

**Date:** September 17<sup>th</sup>, 2024  
**To:** Mayor & Council  
**From:** Administration  
**Subject:** 2024 Remembrance Day Street Closure

---

The local legion has approached the District and requested Council authorize the closure of Birch Avenue between First Street and Third Street on Monday, November 11<sup>th</sup>, 2024. Street closure is to be between the hours of 10:00 AM to 11:30 AM.

The plan is to begin the parade on Birch Avenue across from the 100 Mile elementary school and march down Birch Avenue to the Community Hall.

If Council is supportive of the closure of Birch Avenue for the event, the following recommendation is provided for Council consideration.

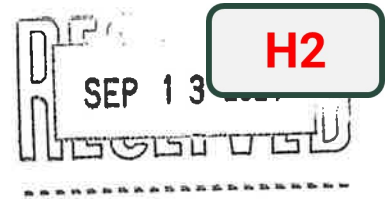
**Recommendation:**

**BE IT RESOLVED THAT** the memo from Administration dated September 17<sup>th</sup>, 2024 regarding the Remembrance Day Parade be received; and further

**BE IT RESOLVED THAT** the Council of the District of 100 Mile House approve the parade route and Birch Avenue closure from First Street to Third Street on Monday, November 11<sup>th</sup>, between 10:00 am and 11:30 am; and further

**BE IT RESOLVED THAT** the Royal Canadian Legion be directed to work closely with the District of 100 Mile House Community Services Dept. to coordinate the event.

  
\_\_\_\_\_  
T. Boulanger, CAO



STRENGTH THROUGH OUR ANCESTORS

POWWOW COMMITTEE

September 5, 2024

Dear Program Manager,

We are writing to Request Support for our 2<sup>nd</sup> Annual Powwow which will be held in Tsq’escen at the Community Gymnasium (4427 Chris Lake Road).

This Pow-Wow signifies the Resilience and Strength gained from prayers and teachings that have been learned from those gone before us. We host this event in Coordination with National Addictions Awareness Week. This event has been a dream of a Young Tsq’escenemc Warrior named Benoit Abraham who wanted to showcase the Pow Wow dances, songs and languages of our people while celebrating Sobriety.

We are looking for Cash Donations and in-kind donations to help us off-set the Costs of hosting this Two-Day Event on November 23&24, 2024

**Event Budget**

In-Kind Donations	Use of Tsq’escen First Nations Gym and Kitchen Facilities
Master of Ceremonies	\$800.00
Arena Director/Whipman	\$800.00
6 Drum Groups (\$500 each)	\$3000.00
Food costs for Community Feed	\$800.00
Miscellaneous Costs and Supplies (Water, Ceremonial Products, Supplies)	\$500.00
SECURITY (3 Security will be Present at All Times)	\$1200.00
<b>TOTAL NEEDED</b>	<b>\$7100.00</b>

\*An account has been set up with the Tsq’escen Finance Department under Strength Through Ancestors Pow Wow- Please Reference “Strength Through our Ancestors Pow-Wow”

Any questions please do not hesitate to contact us

Respectfully,

Stephanie Archie

250-280-4194

[Sarchie201612@gmail.com](mailto:Sarchie201612@gmail.com)

And

Cheryl Archie

250-397-2269



**DISTRICT OF 100 MILE HOUSE**

**FOR INFORMATION CORRESPONDENCE – September 19<sup>th</sup>, 2024  
Received September 24<sup>th</sup>, 2024 - Regular Council Meeting**

1. South Cariboo Joint Committee Minutes – June 17<sup>th</sup>, 2024
2. ESS Communication – September newsletter
3. Correspondence from CN Rail – Rail Safety Week
4. Correspondence from Stigma Free Mental Health – Rural Minds Matter

# FOR INFORMATION CORRESPONDENCE



## CARIBOO REGIONAL DISTRICT

### SOUTH CARIBOO JOINT COMMITTEE MINUTES

June 17, 2024

12:00 p.m.

District of 100 Mile House Council Chambers

385 Birch Avenue

100 Mile House, BC

PRESENT: Co-Chair M. Wagner, Director A. Richmond (by phone), Director E. de Vries, Co-Chair M. Pinkney, Councillor D. Barnett, Councillor J. Guimond, Councillor D. Mingo

STAFF: M. Daly, Chief Administrative Officer, D. Campbell, Manager of Community Services, Cariboo Regional District, T. Boulanger, CAO, District of 100 Mile House, Sheena Elias, Deputy Director of Corporate Administration, J. Dickerson, Manager of Recreation, District of 100 Mile House, R. Scott, Deputy CAO, District of 100 Mile House (by phone)

#### 1. CALL TO ORDER

##### 1.1 Adoption of Agenda

SCJ.2024-1

That the agenda be adopted as presented.

**By Consensus**

#### 2. ADOPTION OF MINUTES

**2.1 Minutes of the South Cariboo Joint Committee Meeting - May 6, 2024**

**SCJ.2024-2**

That the minutes of the South Cariboo Joint Committee meeting, held May 6, 2024, be adopted.

**By Consensus**

**3. DELEGATIONS**

**3.1 Central Chilcotin Rural Rehabilitation**

Percy Guichon and Mike Tomlinson from Central Chilcotin Rural Rehabilitation were in attendance to present information regarding the Pressy Lake Pilot Project.

**4. ACTION ITEMS**

**4.1 Funding Request from 100 Mile Community Band**

**SCJ.2024-3**

That the 100 Mile Community Band be provided with a Cariboo Regional District Year-Round Grant for Assistance application and the funding request be referred to District of 100 Mile House Council for its consideration.

**By Consensus**

**4.2 2024 Capital and Equipment Plan Allocations**

**SCJ.2024-4**

That the updated 2024-2026 South Cariboo Recreation capital plan be approved as presented, with the recreation centre office renovation moving forward to 2024 at a cost of \$16,500, and an increase for the curling rink dehumidifier of \$3,500 and the entrance sign upgrade being delayed until 2026.

**By Consensus**



6. ADJOURNMENT

SCJ.2024-5

That the meeting of the South Cariboo Joint Committee be adjourned at 12:58 p.m.,  
June 17, 2024.

**By Consensus**

---

Co-Chair



**FOR INFORMATION CORRESPONDENCE**

September 2024

## ESS Newsletter

Emergency Support Services Program Office Communication

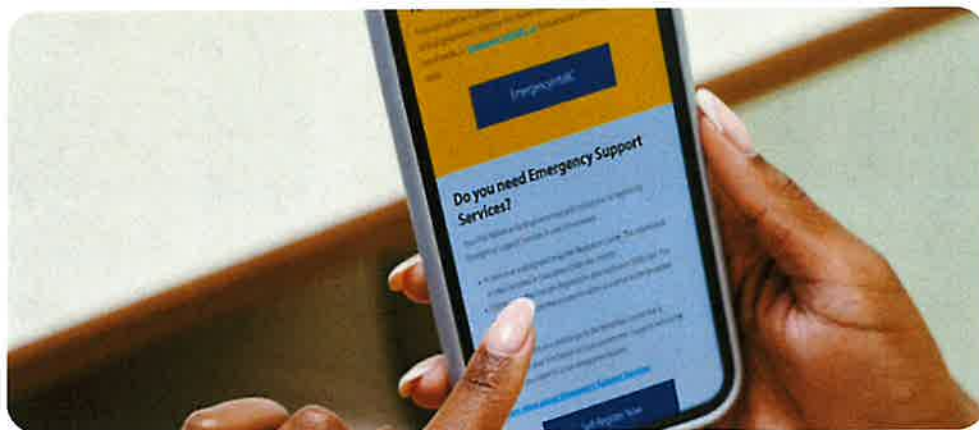
### Summer Reflection and Appreciation

We would like to extend our sincere appreciation to the ESS volunteers and responders for their hard work and dedication. Their commitment to supporting British Columbians through emergencies has been exceptional. The Ministry is extremely grateful to every volunteer that has made an enormous contribution to their communities.

As we move into the fall, we would like to take a moment to reflect on the challenges of the summer months, including large-scale evacuations.

In April of 2024, the Premier's Expert Task Force on Emergencies recommended government review rates (of support for evacuees) and make more supports available through Interac e-Transfer so that evacuees can decide on how to best meet their needs, based on the principle that evacuees are experts in their own needs.

This recommendation led to the introduction of a new shelter allowance, helping evacuees access accommodations. As of June 12th, 2024, the allowance is set at \$200 per night for households with 1-5 family members, and \$400 per night for families of 6+ people. British Columbians who were evacuated, were able to receive financial support via Interac e-Transfer, for the first time, reducing the need to visit reception centres – especially for those whom in-person visits are not feasible or necessary.



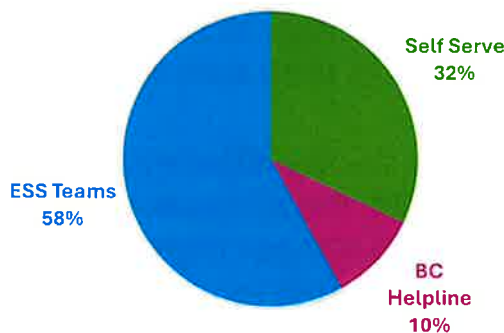
## 2024 Supports in Review

In June 2024, the ESS program office announced further expansion of access pathways to ESS by creating:

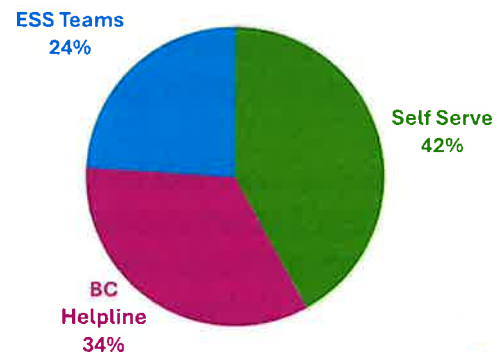
- An online self-service pathway: In 2024, evacuees were able to complete needs assessments and receive aid through Interac e-Transfer through the Evacuee Registration and Assistance (ERA) tool. This option became a key access pathway, with 32% of evacuees utilizing it in July, and 42% in August.
- The BC Evacuee Helpline: The Helpline has played a critical role this summer, assisting hundreds of evacuees across British Columbia. These services were widely utilized throughout the Province. In July, 10% of evacuees accessed support through the helpline, increasing to 34% in August.

These new pathways have successfully broadened access for evacuees. Reception centres remain a critical part of ESS support, with in-person services assisting 58% of evacuees in July and 24% in August of this year.

JULY SUPPORT PATHWAYS BREAKDOWN



AUGUST SUPPORT PATHWAYS BREAKDOWN



### Note: BC Evacuee Helpline

On September 30, 2024, the BC Evacuee Helpline will scale back its surge capacity to address wildfire impacts, transitioning to year-round services focused on:

- Offering basic information about Emergency Support Services (ESS) and emergency events (evacuation orders and alerts) to support the public.
- Assist with BC Service Card App authentication and help with Evacuee Registration and Assistance (ERA) profile creation, creating improved access to ESS during response.

## Legislative Assembly Update

As of September 21, 2024, the Legislative Assembly will be dissolved as the province enters its caretaker period, leading to the provincial election scheduled for October 19, 2024. During this period, government operations will enter an interregnum, meaning only routine governance and essential public safety activities will continue.



### Key impacts during the Caretaker Period

- Websites, apps and digital content: Frozen for updates, except for necessary updates to public safety information.
- Media releases and communications: Will not include new programs, policies, or services unless directly related to public safety.
- Social media: Government channels will pause general promotion activities but will continue updating critical safety information. Web presences like [EmergencyInfoBC](#) can be updated to provide emergency and public safety information.
- Public Engagements: Survey, focus groups and related activities will be temporarily paused, although correspondence with key stakeholders will continue.



## Program Guide Update

The ESS program guide was last updated in the fall of 2023. This living document continues to evolve with community feedback and new program developments. We are working on providing enhanced clarity on support pathways, training and other vital program updates.

We look forward to continuing conversations and hearing your feedback in the future.

## UBCM Emergency Support Services Equipment and Training Funding

Please join the Union of BC Municipalities (UBCM) to learn about the upcoming Community Emergency Preparedness Fund program intake. Available for:

- Emergency Support Services
- Emergency Operations Centres
- Public Notification and Evacuation Route Planning



We invite you to participate in the UBCM Funding Webinar: Community Emergency Preparedness Fund Webinar on November 20, 2024 (1.30 - 3.30 PM) to learn more about this intake.

### Did you know?

ERA Change Log

Earlier this year, the ESS program office announced the Evacuee Registration and Assistance (ERA) Change Log. The change log contains the latest updates, improvements, and fixes to the ERA tool.

### Attention ESS Teams

Please ensure that your volunteer lists are up to date. If you are unsure, or if updates are needed, kindly contact the ESS programs office.

### Supplier Reminder



Please ensure that the Ministry is informed of any changes to supplier ownership or contact information. This will help prevent potential delays in processing reimbursements.

For inquiries about outstanding invoices, please contact: [essfinanceinquiries@gov.bc.ca](mailto:essfinanceinquiries@gov.bc.ca).

### Strength in Partnerships

The Ministry of Emergency Management and Climate Readiness, in partnership with the Ministry of Citizen's Services (CITZ) with Service BC was able to deploy staff to 7 different reception centers across the Province to provide authentication support on the BC services card app.

# FOR INFORMATION CORRESPONDENCE

**Subject:**

FW: Rail Safety Week 2024 | District of 100 Mile House

Good morning, Tammy, hope you are well.

I was hoping you could help us spread the word!

## Rail Safety Week will be held in Canada from September 23 - 29, 2024.

Every year, more than 2,100 North Americans are killed or seriously injured by incidents stemming from unsafe behaviour near railway tracks and trains. All of these incidents and deaths are preventable. By looking out for each other and working together, we can help keep our communities safe and prevent injuries and fatalities on or near railway property.

At CN, safety is our top priority. Every employee deserves to go home safely. Every community needs to know they will not be put in harm's way. We are unwavering in our commitment to achieving **zero** fatalities, **zero** serious injuries, and **zero** harm within our operations.

For over two decades, CN has partnered with Operation Lifesaver to raise public awareness about the dangers of crossing and trespassing on railway property. Through collaborative efforts and community engagement, we strive to foster a culture of rail safety and prevent accidents across our network.

- Visit [Rail Safety Week](#) or [operationlifesaver.ca](http://operationlifesaver.ca) to help educate yourself, your members and the business community on the importance of being safe around rail property
- Use your social media platforms and newsletters to show your support for rail safety education and encourage your members to do the same using **#RSW2024** and **#StopTrackTragedies**
- Pledge to be safe around trains and tracks at [cn.ca/RailSafety](http://cn.ca/RailSafety)
- Share [rail safety tips](#) with your family, friends, colleagues and community.
- Click here to download a toolkit with posters, suggested social media posts and other useful materials to help engage your team
- Let us know how you are promoting rail safety in your community by visiting [cn.ca/RSW2024](http://cn.ca/RSW2024)

If you or your teams would like more information or tools to help promote rail safety, please do not hesitate to be in contact. We are happy to support you and your community in this important cause.

Together, let's make a significant impact in preventing injuries and fatalities on or near railway property.



**Tyler W. Banick** (He/Him)

Manager, Public Affairs | British Columbia  
Stakeholder Relations  
C: **587-334-6936** |  
CN Emergencies 24/7 – 1-800-465-9239

**Rail Safety Week is September 23-29**

[Take the Safety Pledge](#)

A large, red-tinted photograph of a railroad crossing scene is framed by a large white 'X' shape. The scene includes a train on the tracks, a crossing sign, and a signal light. The text 'BE RAIL SMART' is overlaid in white, bold, sans-serif font.

# BE RAIL SMART

STOP. LOOK. LISTEN.  
LIVE.

Trains are always much  
closer than they appear.  
Look, listen and be ready to stop.

# RAIL SAFETY TIPS

## 1 ● SPEED MISPERCEPTION

Because of their size, trains appear to be much farther away and travelling much slower than their actual speed. Don't be fooled!

## 2 ● TRAINS CAN'T STOP QUICKLY

The average train needs at least 2 km to stop. Trains can stop, but they can't stop quickly!

## 3 ● TRESPASSING

Taking a shortcut across the tracks or being on railway property is illegal, and trespassers can be seriously injured or killed.

## 4 ● WEIGHT RATIO

An average freight train weighs over 5,500 tonnes. Compare that to a car, which weighs about 1.5 tonnes. A train hitting a car is like a car hitting a pop can.

## 5 ● RAILWAY CARS

Stopped railway cars can move at any time. If you're on one or near one when it moves, you could lose a limb — or worse, your life.

## 6 ● TUNNELS AND BRIDGES

Tunnels, bridges, and trestles are designed only for trains. Trespassers can be seriously injured or killed.

## 7 ● OVERHANG

Trains can carry loads that are wider than the railroad cars themselves. They can have chains, straps or other equipment that may extend outside the car. If you are standing too close, you could get hit.

## 8 ● ANY TIME IS TRAIN TIME

Trains do not always run on schedule. They can run at any time, on any track and come from either direction.

## 9 ● CN POLICE NUMBER

Together we can help save lives! If you witness any unsafe situation near a railroad, please call **1-800-465-9239**.

## 10 ● SAFETY PLEDGE

Act today. Take the pledge at [www.cn.ca/railsafety](http://www.cn.ca/railsafety)



#RAILSAFETY



## FOR INFORMATION CORRESPONDENCE

AWARENESS CAMPAIGN

# RURAL MINDS MATTER

*Leading Together for Resilience*

Delivering an anti-stigma & mental health awareness campaign to reach all BC residents living in rural or remote areas across Northern British Columbia.



## Campaign Focus

**Awareness Messaging and Peer Support Groups for Rural BC Residents**

### AWARENESS, UNDERSTANDING & ACCEPTANCE IN CANADA'S RURAL COMMUNITIES

#### Awareness campaign



- Messages that focus on eliminating "self-stigma"
- Educate, inform & normalize conversations around mental health, illness, and wellbeing.
- Relatable messaging, stories of lived experience, online resources that encourage the use of the Society's school and rural online mental health toolkits.

#### Peer Group Development



- Direct people to critical Peer Support Fundamentals Training online.
- Establish in-person peer groups in BC's rural communities.
- Provide ongoing support for peer group facilitators to enact and sustain peer support groups for mental wellness.

### Become a 'Rural Resilience Champion' to support your neighbors in Northern BC

- Be a Champion and promote, assist and connect to make this awareness campaign a success.
- Be a Champion and help spread the message via social media, online, and traditional media in your community.
- Be a Champion and join us to support our Fall launch tour in collaboration with local businesses, schools and organizations.

### A Blueprint for Rural Canadians

The campaign and the ensuing years of impact in Northern BC are the blueprint for all remote and rural regions of Canada ensuring a lasting impact.



**Thank you for your interest and support.**



## Contact Us



Phone: (778) 956-9300



[www.stigmafreementalhealth.com](http://www.stigmafreementalhealth.com)



**District of  
100 MILE HOUSE**

**COUNCIL REPORT  
File No. 570-01**

**Regular Council Meeting  
Sept. 24, 2024**

---

**REPORT DATE:** Sept. 18, 2024  
**TITLE:** LGPS – 2024 Community Emergency Preparedness Fund:  
2024 Volunteer & Composite Fire Departments Equipment &  
Training Application  
**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

---

**PURPOSE:** To obtain Council endorsement of the grant submission

**RECOMMENDATION:** Recommended Resolution:

**BE IT RESOLVED THAT** Council of the District of 100 Mile House supports the submission of the LGPS – 2024 Community Emergency Preparedness Fund: 2024 Volunteer & Composite Fire Departments Equipment & Training Application for the acquisition of sprinkler protection equipment for the Structure Protection Unit cargo trailer; and further

**BE IT RESOLVED THAT** staff be directed to provide overall grant management.

**BACKGROUND INFORMATION / DISCUSSION:**

In 2022, the District was successful in securing funding to purchase a Structure Protection Unit (SPU) cargo trailer. Although 100 Mile Fire Rescue had some equipment that had previously been stored in totes, more equipment is required to fully equip the trailer. This project is to acquire that equipment, as Phase 1 of the project. Staff anticipates there will be 3 phases in total necessary to fully equip the SPU.

**OPTIONS:** N/A

**BUDGETARY IMPACT:** The total cost for equipment acquisition is estimated at \$130,500. The Community Emergency Preparedness Fund will pay up to 100% of eligible costs, if approved, up to \$40,000. Staff will be prepared to apply again over the next 2 years to complete all 3 phases.



**LEGISLATIVE CONSIDERATIONS (Applicable Policies and/or Bylaws):** N/A

**ATTACHMENTS:** LGPS – 2024 Community Emergency Preparedness Fund:  
2024 Volunteer & Composite Fire Departments Equipment & Training Application

**Prepared By:** J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

**Date:** Sept. 20/24

**Reviewed By:** D. Bissat  
D. Bissat, Fire Chief

**Date:** Sept 20/24

**Reviewed By:** T. Boulanger  
T. Boulanger, CAO

**Date:** Sept 20/24

# Community Emergency Preparedness Fund

## Volunteer and Composite Fire Departments

### Equipment and Training

## 2024 Application Worksheet

Please complete and return the worksheet with all required attachments by **October 18, 2024**. Applicants will be advised of the status of their application within 90 days of the application deadline.

All questions must be answered by typing directly in this form. **As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank.**

If you have any questions, contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca) or (604) 270-8226 ext. 220.

### SECTION 1: Primary Applicant Information

First Nation, Local Government or Fire Department  
Name: District of 100 Mile House

File Number\*:  
LGPS-10993

*\*Refer to the LGPS Online Application Form submission confirmation email*

### SECTION 2: Eligibility Requirements

**1. Location of Proposed Activities.** For the purpose of CEPF funding, fire halls must be a First Nation owned building or publicly owned building or owned by the primary applicant or a sub-applicant:

- Fire hall is a First Nations owned building (buildings owned by a Treaty First Nation or a First Nation band).
- Fire hall is a publicly owned building (buildings owned by a local government or public institution, such as health authority or school district).
- Fire hall is owned by the primary applicant or sub-applicant.

**2. Requirement to be Volunteer or Composite Fire Department.** For each eligible fire department that is included in this application:

- a) Name of each fire department: 100 Mile Fire Rescue
- b) Membership (volunteer or composite) of each department: composite
- c) Declared level of service of each department: Full service level department

Copies or extracts of the available evidence of declared level of service are required to be submitted with the application.

*The BC Structure Firefighter Minimum Training Standards include the requirement for fire departments to declare their level of service. This applies to all local government, Treaty*

*First Nation, and society-run fire departments. The training standards are not automatically applicable on federal reserve lands and, for the purpose of CEPF funding, non-Treaty First Nations are not required to declare their level of service if they are not prepared to do so. This will not impact the review or scoring of applications.*

**3. FIRES Incident Reporting.** Compliance with fire incident reporting is a requirement for eligible applicants. Please confirm below that each fire department included in this application has met this requirement. Note: *this is not applicable to First Nations on federal reserves.*

Yes, 100 Mile House Fire Rescue reports all fires as requested by the OFC.

### **SECTION 3: Detailed Project Information**

#### **4. Operating Budget(s).**

a) Please indicate the annual operating budgets of each fire department included in this application.

\$ 764,855.00

b) Describe the extent to which that budget enables each fire department to purchase essential equipment and/or obtain training.

Line items are broken down to specific operational and equipment needs such as training courses for personnel, firefighting equipment, maintenance of apparatus, as well as fire hall administration functions.

**5. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Sections 4, 5 and 6 of the *Program and Application Guide* for eligibility.

a) Purchase of equipment, including installation of and training for eligible equipment.

The goal of this project is to acquire and install additional sprinkler protection equipment for the Structure Protection Unit (SPU) Trailer used by 100 Mile House Fire Rescue. This upgrade aims to enhance the trailer's ability to protect structures from wildfires, improving operational effectiveness and safety. Currently, the SPU Trailer, which is vital for safeguarding residential and commercial buildings during wildfire events, lacks sufficient sprinkler equipment. This shortfall limits the trailer's effectiveness, especially as wildfires become more frequent and intense.

b) Training. Please list specific courses.

Note: *training is for fire department members only and not community members. All proposed training activities must include the name of the course.*

All members of the department are required to complete the 20-hour Wildland Fire Operations and Safety for Structural Firefighters (WSPP-WFF1) OFC/BCWF course, with a minimum of 4 hours of annual skill maintenance. Acquiring additional sprinkler equipment will enhance our ability to train for more extensive scenarios.

**6. Resiliency.** Describe how the proposed project will build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies.

Having the equipment needed to respond to emergencies will positively decrease response time to the emergency, and further help prepare and contribute to positive outcomes when seconds matter.

**7. Physical and Mental Well-Being.** Describe the extent to which proposed training will specifically address the mental wellbeing of eligible fire department staff and volunteers.

Our firefighters are willing to respond to interface/SPU wildfire events, and when they are equipped with the necessary equipment, they feel supported by the department. When we support our firefighters, they will support the community in times of crisis.

**8. Partnerships and Transferability.** Describe the extent to which the proposed project will provide partnerships, transferability, or mutual aid to neighbouring jurisdictions.

The equipment will primarily be available to the District of 100 Mile House fire protection area. However, there is a blanket South Cariboo mutual aid agreement in place. As a result, the equipment could be deployed to the entire South Cariboo when required. A fully equipped SPU trailer will allow us to respond to any events in the South Cariboo, and created operational and logistical efficiencies.

**9. Additional Information.** Please share any other information you think may help support your submission.

The increasing severity of wildfires has underscored the need for effective structure protection. Without adequate sprinkler equipment, our ability to shield properties from fire is compromised. The addition of more sprinkler equipment will provide targeted and continuous suppression of fire, enabling the SPU Trailer to operate more efficiently and safely. This improvement will enhance the safety of both the structures being protected and the personnel operating the equipment.

In the past, we have successfully obtained grants to fund a portion of the equipment and the acquisition of the SPU trailer. We plan to continue applying for grants in 3 phases until this project is complete and the trailer is upgraded to a fully operational Type 2 wildfire structure protection unit.

The project will involve procuring high-quality, durable sprinkler equipment designed for rapid deployment and integration with the existing trailer setup. Comprehensive training for SPU Trailer operators on the use, maintenance, and troubleshooting of the new equipment will be provided to ensure optimal performance during emergencies.

By equipping the SPU Trailer with additional sprinkler protection equipment, we will significantly enhance our ability to prevent fire damage, potentially saving homes and businesses from destruction and reducing economic losses. This upgrade will also streamline fire suppression efforts, leading to quicker and more effective emergency responses and contributing to a safer environment for the community. Investing in this equipment is essential for improving our firefighting capabilities and ensuring the safety of both our properties and personnel.

## SECTION 4: Required Attachments

The following separate attachments are required to be submitted as part of the application.

All applicants are required to submit:

- Evidence of declared service level (e.g. bylaw, resolution).
- Detailed budget that indicates the proposed expenditures from CEPF and aligns with the proposed activities outlined in this application worksheet. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified. Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).

First Nation, local government, or improvement district applicants must submit:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO or CFO for applications that request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

Legally incorporated society-run fire department applicants must submit:

- Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management.
- Current Certificate of Good Standing.

Regional project applicants are required to submit:

- Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and,
- Band Council, Treaty First Nation, or local government resolution from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions from sub-applicants must include this language.

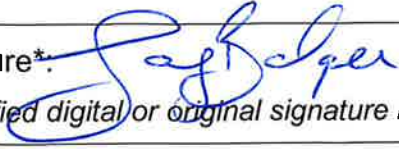
**SECTION 5: Signature** This worksheet is required to be signed by an authorized representative of the applicant (i.e., staff member or elected official). Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.

Name: Tammy Boulanger

Title: CAO

Signature\*:



*\*A certified digital or original signature is required.*

Date: Sept. 20, 2024

**Documents should be submitted as Word, Excel, or PDF files.  
Total file size for email attachments cannot exceed 20 MB.**

**All documents should be submitted to Local Government Program Services,  
Union of BC Municipalities by email: [cepf@ubcm.ca](mailto:cepf@ubcm.ca).**

**Please note "2024 Volunteer Fire Departments" in the subject line.**



## Proposed Budget

<b>Name of Applicant</b>	District of 100 Mile House
<b>Funding Program/Stream</b>	2024 CEPF: Volunteer Fire Departments
<b>Project Name/Application #</b>	Structure Protection Unit Equipment - Phase 1 LGPS-10993

### BUDGET

*The budget is required to be submitted as part of the application package. For each proposed expense, provide a calculation that explains how the cost was determined. For example, for incremental staffing provide the wage and proposed number of hours; for the purchase of items, provide the quantity and unit price. Additional rows can be added as needed.*

Proposed Expenses	Calculation	Total Cost
MK3-QS Mark-3 V2 High Pressure Fire Pump	2 @ \$ 6462.62	\$12,925.24
Waterax Mark-3 Pump Tool Kit w/R-900 Tool Kit	2 @ \$ 1147.50	\$2,295.00
2"x10' Rubber Suction Hose w/M&F NPSH Crimped	2 @ \$ 141.53	\$283.06
2" FMP SH Spring Foot Valve and Strainer	2 @ \$ 107.40	\$214.80
20L Red Septer Fuel Can	4 @ \$ 31.88	\$127.52
(1) Single Fuel Line / (2) Dual Fuel Line	1 @ \$ 123.68 / 2 @ \$ 175.30	\$474.28
Stihl Chainsaw Helmet Stihl Chainsaw Helmet	1 @ 148.62	\$148.62
76 Unimix 2- Cycle Oil	8 @ \$ 11.28	\$90.24
Forest Guard II Hose 2.5"x50' Bat Alluminum Coupling	7 @ \$ 277.67	\$1,943.69
Mercedes Weeping Hose 1.5"x100'	8 @ \$ 283.34	\$2,266.72
Mercedes Weeping Hose 1.5"x50'	17 @ \$166.60	\$2,832.20
50 Niedner 3/4"x50' & 33 3/4"x25' Econo Flow White	50 @ \$ 49.58 / 33 @ \$ 29.75	\$3,460.75
Stihl Chainsaw 59.0cc M-Tronic Stihl Chainsaw 59.0cc M-Tronic	1 @ \$1600.82	\$1,600.82
3/4" Offset Sprinkler Aluminum	8 @ \$118.15	\$945.20
Wasp 3/4" Step Spike	8 @ \$118.15	\$945.20
1/2" Offset Sprinkler Aluminum	8 @ \$103.02	\$824.16
Wasp 1/2 Sprinkler Step Spike (Flow Thru)	8 @ \$103.02	\$824.16
Wasp Gutter Mount Sprinkler With R2000 5.56 GPM Nozzle	8 @ \$41.65	\$333.20
Water Thief 2.5" Bat x 1.5" QC W/O Shut Off	5 @ \$232.09	\$1,160.45
4040-YF-QCSO-Water Thief 1.5" QC to 3/4" with Shut Off	33 @ \$22.14	\$730.62
Firetac 2500 Gallon Forestry Portable Water Tank	1 @ \$2428.59	\$2,428.59
Tripod Tripple Pannel LED Light	2 @ \$206.42	\$412.84
Bleu Arctic 12/3 1 Tap Cord 50'	2 @ 102.23	\$204.46
48" Mccloud Fire Tool Rake/Fiberglass	1 @ 63.75	\$63.75
	PST	\$2,627.49
<b>Total:</b>		<b>\$40,163.06</b>



**District of  
100 MILE HOUSE**

**COUNCIL REPORT  
File No. 570-01**

**Regular Council Meeting  
Sept. 24, 2024**

---

**REPORT DATE:** Sept. 23, 2024

**TITLE:** Community Resiliency Investment (CRI) Program Grant Application

**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

---

**PURPOSE:** To obtain Council endorsement of the grant submission

**RECOMMENDATION:** Recommended Resolution:

**BE IT RESOLVED THAT** Council of the District of 100 Mile House supports the submission of a Community Resiliency Investment Program grant application for the 100 Mile House FireSmart Resiliency Project; and further

**BE IT RESOLVED THAT** Council of the District of 100 Mile House supports the proposed activities as shown in the application; and further

**BE IT RESOLVED THAT** staff be directed to provide overall grant management.

**BACKGROUND INFORMATION / DISCUSSION:**

This project is to acquire the foundational community-based FireSmart planning and activities to increase community resiliency by reducing the risk of wildfires and mitigating their impacts.

Foundational program activities include: hiring a FireSmart Coordinator to focus on FireSmart education, developing a Community Wildfire Resiliency Plan (CWRP), establishing a Community FireSmart and Resiliency Committee, and associated activities for a two-year duration.

This is application-based funding needed to get the foundational pieces in place, after which allocation-based funding may be accessed.



**OPTIONS:** N/A

**BUDGETARY IMPACT:** The total cost for this project is estimated at \$262,527 and the CRI grant will pay 100% of eligible costs, if approved.

**LEGISLATIVE CONSIDERATIONS (Applicable Policies and/or Bylaws):** N/A

**ATTACHMENTS:** CRI grant application

**Prepared By:** J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

**Date:** Sept. 23/24

**Reviewed By:** T. Boulangier  
T. Boulangier, CAO

**Date:** Sept. 24/24

## 2024 FireSmart Community Funding & Supports

### Summary of Grant Request and FireSmart Positions

<b>Total 2024 Funding Request</b>	<b>\$262,527.46</b>
-----------------------------------	---------------------

Worksheet 1 - YEAR 1	Expenses	FS Positions Costs	Total
<i>Fields in this section will automatically update based on information provided in WS1 - YEAR 1</i>			
2. Education	\$47,063.73	\$53,900.00	\$100,963.73
3. Community Planning	\$0.00	\$0.00	\$0.00
4. Development Considerations	\$0.00	\$0.00	\$0.00
5. Interagency Cooperation	\$7,000.00	\$3,500.00	\$10,500.00
6. Emergency Planning	\$1,000.00	\$3,500.00	\$4,500.00
7. FireSmart Training & Cross-Training	\$0.00	\$2,800.00	\$2,800.00
8. FireSmart Projects for Critical Infrastructure	\$0.00	\$0.00	\$0.00
9. FireSmart Projects for Community Assets	\$0.00	\$0.00	\$0.00
10. FireSmart Projects for Culturally Significant Sites	\$0.00	\$0.00	\$0.00
11. FireSmart Projects for Green Spaces	\$0.00	\$0.00	\$0.00
12. FireSmart Activities for Residential Areas	\$0.00	\$0.00	\$0.00
<b>Sub-Total</b>	<b>\$55,063.73</b>	<b>\$63,700.00</b>	<b>\$118,763.73</b>

Worksheet 1 - YEAR 2	Expenses	FS Positions Costs	Total
<i>Fields in this section will automatically update based on information provided in WS1 - YEAR 2</i>			
2. Education	\$40,063.73	\$56,700.00	\$96,763.73
3. Community Planning	\$0.00	\$0.00	\$0.00
4. Development Considerations	\$0.00	\$0.00	\$0.00
5. Interagency Cooperation	\$7,000.00	\$3,500.00	\$10,500.00
6. Emergency Planning	\$1,000.00	\$3,500.00	\$4,500.00
7. FireSmart Training & Cross-Training	\$0.00	\$0.00	\$0.00
8. FireSmart Projects for Critical Infrastructure	\$0.00	\$0.00	\$0.00
9. FireSmart Projects for Community Assets	\$0.00	\$0.00	\$0.00
10. FireSmart Projects for Culturally Significant Sites	\$0.00	\$0.00	\$0.00
11. FireSmart Projects for Green Spaces	\$0.00	\$0.00	\$0.00
12. FireSmart Activities for Residential Areas	\$0.00	\$0.00	\$0.00
<b>Sub-Total</b>	<b>\$48,063.73</b>	<b>\$63,700.00</b>	<b>\$111,763.73</b>

Worksheet 2	Expenses	FS Positions Costs	Total
<i>Fields in this section will automatically update based on information provided in WS2</i>			
7A. Assessments and Engagement	\$0.00	\$0.00	\$0.00
7B. Fuel Management Prescriptions	\$0.00	\$0.00	\$0.00
7C. Burn Plans	\$0.00	\$0.00	\$0.00
14A. Fuel Treatments	\$0.00	\$0.00	\$0.00
14B. Cultural Burning and Prescribed Fire	\$0.00	\$0.00	\$0.00
14C. Demonstration Projects	\$0.00	\$0.00	\$0.00
<b>Sub-Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Worksheet 3	Expenses	FS Positions Costs	Total
<i>Fields in this section will automatically update based on information provided in WS3</i>			
5. New CWRP	\$32,000.00	\$0.00	\$32,000.00
7. Amended CWRP	\$0.00	\$0.00	\$0.00
<b>Sub-Total</b>	<b>\$32,000.00</b>	<b>\$0.00</b>	<b>\$32,000.00</b>

Worksheet 4	Expenses	FS Positions Costs	Total
<i>Fields in this section will automatically update based on information provided in WS4</i>			
2. Education	\$0.00	\$0.00	\$0.00
3. Community Planning	\$0.00	\$0.00	\$0.00
4. Development Considerations	\$0.00	\$0.00	\$0.00
5. FireSmart Activities for Residential Areas	\$0.00	\$0.00	\$0.00
<b>Sub-Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Total Staffing Request (divided by position)	\$127,400.00		
<i>Fields in this section must be completed by the applicant. Refer to the total proposed staff cost above and provide a breakdown, plus wage/salary information, below</i>			
	Comments	Wage or salary	Total Staff Cost
FireSmart Coordinator	1820 hrs/year X 2 years; employer costs additional (attached)	\$35.00 / hour	\$127,400.00
Local FireSmart Representative			
Wildfire Mitigation Specialist			
Wildfire Forest Professional			
FireSmart Crew member			

## 2024 FireSmart Community Funding & Supports Application Worksheet

This worksheet is required for all applications. Funding permitting, eligible applicants can submit one application between **October 1, 2023 and September 30, 2024**. Please complete and return this worksheet with all required attachments.

All questions must be answered by typing directly in this form. As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank. Please provide concise answers, note that cells have limited space, but additional attachments can be submitted if required.

If you have any questions, contact cri@ubcm.ca or (604) 270-8226, extension 220.

### SECTION 1: APPLICANT INFORMATION

1. **First Nation or Local Government Name:**

2. **File Number\*:**

*\*Refer to the LGPS Online Application Form submission confirmation email*

### SECTION 2: WILDFIRE RISK AND ADDITIONAL EVIDENCE

**3A. WUI Wildfire Risk Class.** What is the WUI Risk Class (1 – 5) for the general area of interest of your community or proposed activities, including the WUI polygon name, from the risk class map? Refer to Appendix 2 of the Program & Application Guide.

Risk Class:

WUI Polygon Name:

**3B. Additional Evidence.** If local assessments provide additional evidence of higher wildfire risk than the WUI Risk Class, provide specific evidence of wildfire risk (reference to specific page of a CWRP/CWPP).

**3C. Risk Category.** For the purpose of FireSmart Community Funding and Supports grants, identify the risk category that you are applying under:

Lower risk of wildfire (base grant of up to \$100,000 per year for up to two years)

Higher risk of wildfire (base grant of up to \$200,000 per year for up to two years)

### SECTION 3: FIRESMART COMPONENTS AND ELIGIBILITY CRITERIA

**4. Progress to Date.** If you were approved for funding under previous rounds of the FireSmart Community Funding and Supports program, please indicate what activities your community has not yet completed but will be undertaking.

2021 project:

2022 project:

2023 project:

**5. Required FireSmart Components.** Starting in 2024, it will be required for all applicants to have the following FireSmart components developed/active in their community.

CWRPs and CWPPs must be complete and acceptable to the BCWS, FNESS and/or, where applicable, BC Parks. To be considered acceptable, CWRPs must be developed in accordance with the template and guidance document and must include assessment and identification of FireSmart and fuel management priorities.

FireSmart Position

*Title of position(s), length position has been in place, general duties):*

Community Wildfire Resiliency Plan or CWPP (if not previously submitted to UBCM, submit plan)

*Type of Plan and Date:*

Community FireSmart & Resiliency Committee

*Host or participant, participating agencies:*

If you do not have one or more of the required FireSmart components in place, please provide a clear rationale:

We are applying for this funding to get the required FireSmart components in place.

## SECTION 4: ENGAGEMENT AND PARTNERSHIPS

**6. Engagement with First Nations and/or Indigenous Organizations.** In the following questions, please identify the specific bands, Treaty First Nations and/or Indigenous organizations that were engaged in advance of submitting the application as well as the specific traditional territory, reserve or other First Nations' land that may be impacted by the proposed project(s). *If applicable, please submit evidence of support for the proposed activities from First Nations and/or Indigenous organizations identified above. This could be in the form of a letter, email or other correspondence.*

6A. Which First Nations and/or Indigenous organizations were engaged as part of the development of this application?

6B. Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?

6C. Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training:

Cultural Safety Training for staff and elected officials is scheduled for Oct. 1 and 2, 2024.

**7. Partnerships and Collaboration.** *If applicable, please submit evidence of support for the proposed activities from the Provincial Crown Land Manager or other land manager identified above. This could be in the form of a letter, email or other correspondence.*

7A. Describe how the proposed project will contribute to a comprehensive, cooperative, and regional approach to wildfire risk reduction:

District of 100 Mile House staff has liaised with the Cariboo Regional District to begin discussions on collaboration opportunities for the region. This project will also give us the opportunity to engage and collaborate with First Nations throughout the surrounding Regional District area, along with agencies such as RCMP, BC Wildfire Service, Ministry of Transportation and others.

7B. Where applicable, please describe the extent to which Provincial Crown Land Manager(s) (BC Parks, Mountain Resorts, Natural Resource District Manager and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada) have been advised of the proposed activities.

The District of 100 Mile House has engaged with Thomas Foley, Wildfire Prevention Officer and Russell Murphy, Wildfire Prevention Specialist, both with BC Wildfire Service, and discussed our project.

**8. Additional Information** - Please share any other information you think may help support your submission.

The District of 100 Mile House has been profoundly affected by the 2017 wildfire evacuations resulting from the Gustafson Fire, the Flat Lakes fire in 2021, and local smoky conditions most years in recent memory. Residents are keenly aware of wildfire danger, and on edge each year as summer temperatures rise and conditions become dry. Many residents are seeking ways to reduce fuel on their properties. Having a dedicated FireSmart Coordinator in place will assist residents in preparing for future wildfire events and provide the necessary resources to undertake further education.

**SECTION 5: SUBMISSION CHECKLIST**

Required Submissions	Related Attachments
----------------------	---------------------



<input checked="" type="checkbox"/> Application Worksheet	Completed CWRP or CWPP (if not previously submitted)	<input checked="" type="checkbox"/>
<input type="checkbox"/> Worksheet 1: Proposed FireSmart Activities	Approval from SPCO (if applying for Phase 2, 3 or 4) for FireSmart structure protection equipment	<input type="checkbox"/>
	List of proposed training with cost calculation and estimate for each FireSmart position	<input type="checkbox"/>
	Completed FireSmart Assessment(s) for eligible FireSmart Projects for Critical Infrastructure	<input type="checkbox"/>
	Completed FireSmart Assessment(s) for eligible FireSmart Projects for Community Assets	<input type="checkbox"/>
	Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Culturally Significant Sites	<input type="checkbox"/>
	Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Green Spaces	<input type="checkbox"/>
	In cases where critical infrastructure, community assets or culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) at the time of application submission.	<input type="checkbox"/>
<input type="checkbox"/> Worksheet 2: Proposed Fuel Management Activities	<u>For fuel management treatment on Provincial Crown Land only</u> , an email from the Land Manager indicating information sharing with First Nations has been completed	<input type="checkbox"/>
	Overview map of the community, previously completed treatments, proposed treatments for this application, and planned future treatments	<input type="checkbox"/>
	PDF map and Google Earth compatible KML file, at appropriate scale, outlining the area of interest, proposed treatment units, land status and tenure overlaps	<input type="checkbox"/>
	If available, current wildfire threat assessment plots and/or fuel loading data and rationale for the proposed treatment unit(s)	<input type="checkbox"/>
	<u>For fuel management treatment only</u> , a copy of the completed, signed prescription and project spatial layer	<input type="checkbox"/>
	For cultural burning and prescribed fire only, a copy of the completed burn plan (in addition to the prescription) and project spatial layer	<input type="checkbox"/>
<input checked="" type="checkbox"/> Worksheet 3: Proposed New/Updated CWRP	PDF map and Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI.	<input checked="" type="checkbox"/>

	In cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required at the time of application submission from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails), other land managers (e.g. Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist).	<input type="checkbox"/>
	In cases where the eligible WUI includes Private Managed Forest Land (PMFL), confirmation that the proposed risk assessments activities are supported will be required at the time of application submission from the PMFL	<input type="checkbox"/>
<input type="checkbox"/> Worksheet 4: Additional Funding for Applicants Impacted by 2023 Wildfires	Worksheet 4 can be submitted with the application or at a later date.	<input type="checkbox"/>
<input checked="" type="checkbox"/> Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management.		
<input type="checkbox"/> For regional projects only: Council, Board or Band Council resolution, from each sub-applicant that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf.		


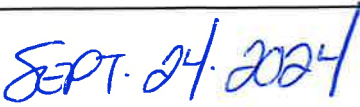
#### SECTION 6: SIGNATURE

Applications are required to be signed by an authorized representative of the applicant (i.e., staff member or elected officials). Please note application materials may be shared with the Province of BC, First Nations' Emergency Services Society and the BC FireSmart Committee.

I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.

Further, for all proposed activities, I certify that, to the best of my knowledge: all proposed activities meet eligibility and funding requirements as defined in the 2024 Program and Application Guide.

Further, for FireSmart Positions, I certify that: (1) I have read and understand the recommended Job Description(s) and (2) the primary focus of the position will be to support eligible FireSmart activities but that other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.

Name: Tammy Boulanger	Title: CAO
Signature* 	Date: 

\*A certified digital or original signature is required.

**Documents should be submitted as Word, Excel, or PDF files.  
Total file size for email attachments cannot exceed 20 MB.**

**All documents should be submitted to Local Government Program Services,**

**Union of BC Municipalities by e-mail: [cri@ubcm.ca](mailto:cri@ubcm.ca)**

**Please include "2024 CRI-Application" in the subject line**

## 2024 FireSmart Community Funding & Supports Worksheet 1: Proposed FireSmart Activities - YEAR ONE

*This worksheet is required to be completed for all applications. Complete and return this worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (604) 270-8226, extension 220. Please provide concise answers. Cells have limited space, but additional attachments can be submitted if required.*

*Information provided in Sections 2 to 12 will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, add the hours and wage in order for the subtotal calculation to work. For expenses, add the quantity and unit price in order for the subtotal calculation to work.*

### SECTION 1: GENERAL PROJECT INFORMATION

1. First Nation or Local Government Name:

District of 100 Mile House

2. File Number:

LGPS-11135

### SECTION 2: EDUCATION - REQUIRED FOR ALL APPLICATIONS

		Expenses			FireSmart Positions		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs				1540	\$35.00	\$53,900.00
2A	Education materials						
	Banners	1	\$1,600.00	\$1,600.00			
	Posters	1	\$250.00	\$250.00			
	Videos	1	\$10,000.00	\$10,000.00			
	Tents/walls	1	\$2,200.00	\$2,200.00			
	Vehicle decals	2	\$350.00	\$700.00			
	T-shirts	1	\$1,100.00	\$1,100.00			
	Ember mascot			\$0.00			
2B	FireSmart educational materials			\$1,000.00			
2C	FireSmart events	1	\$5,500.00	\$5,500.00			
2D	FireSmart library program						
	Branch			\$0.00			
	Independent library			\$0.00			
2E	Education for fuel management						
2F	Admin, consultant and/or travel costs (describe below)			\$24,713.73			
	cell phone, IT support, mileage, printing, employer deductions, 4% vacation, computer						
2G	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$47,063.73</b>			<b>\$53,900.00</b>

### SECTION 3: COMMUNITY PLANNING

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
3A	Develop CWRP (use WS3)						
3B	Amend CWRP (use WS3)						
3C	FireSmart policies/practices - land						
3D	FireSmart policies/practices - buildings						
3E	FireSmart Assessments						
	FireSmart HIZ Score Card*			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment*			\$0.00			
	Checklist for Fuel Management			\$0.00			
	FireSmart Culturally Significant Sites and Green Spaces Assessment*			\$0.00			
3F	Admin, consultant and/or travel costs (describe below)						
3G	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Please submit separate document that identifies buildings, assets and/or locations that are proposed to be assessed, and the ownership of each. All completed checklists and assessments will be required to be submitted with the final report.

#### SECTION 4: DEVELOPMENT CONSIDERATIONS

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
4A	Amend plans						
4B	Revise landscaping requirements						
4C	Develop DPAs for wildfire hazard						
4D	Referral processes						
4E	Admin, consultant and/or travel costs (describe below)						
4F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

#### SECTION 5: INTERAGENCY COOPERATION

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs				100	\$35.00	\$3,500.00
5A	Community Wildfire Resiliency Committee (CFRC)						
	Meetings	4	\$500.00	\$2,000.00			
	Development/coordination			\$500.00			
5B	Fuel management planning tables			\$0.00			
5C	Indigenous cultural safety training						
5D	Wildfire Resiliency & Training Summit	1	\$2,000.00	\$2,000.00			

5E	FireSmart plant program	1	\$2,500.00	\$2,500.00			
5F	Admin, consultant and/or travel costs (describe below)						
5G	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$7,000.00</b>			<b>\$3,500.00</b>

## SECTION 6: EMERGENCY PLANNING

		Expenses			FireSmart Positions		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs				100	\$35.00	\$3,500.00
6A	Meetings and exercises			\$0.00			
6B	Community water delivery assessment						
6C	FireSmart structure protection equipment						
6D	Emergency preparedness events	1	\$1,000.00	\$1,000.00			
6E	Admin, consultant and/or travel costs (describe below)						
6F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$1,000.00</b>			<b>\$3,500.00</b>

## SECTION 7: FIRESMART TRAINING AND CROSS-TRAINING

		Expenses			FireSmart Positions		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs				80	\$35.00	\$2,800.00
7A	Training for FireSmart positions*						
7B	LFR training			\$0.00			
7C	Home Partners - WMS training						
7D	Home Partners - WMS enrollment fee			\$0.00			
7E	Cross-train Fire Department members						
	Wildfire risk reduction basics			\$0.00			
	Fire life and safety educator			\$0.00			
	ICS-100			\$0.00			
	SPP-WFF1 Level 1			\$0.00			
	S-100 and S-100A			\$0.00			
	S-185			\$0.00			
	S-231			\$0.00			
	WSPP-115 and WSPP-FF1			\$0.00			
	Task force leader			\$0.00			
	Structure protection group supervisor			\$0.00			
7F	Cross-train emergency personnel						
	Intro to emergency management			\$0.00			
	ICS-100			\$0.00			
7G	Admin, consultant and/or travel costs (describe below)						
7H	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$2,800.00</b>

\* Please submit separate document that provides a training breakdown for each proposed FireSmart position

**SECTION 8: FIRESMART PROJECTS FOR CRITICAL INFRASTRUCTURE\***

	Eligible Activity	Expenses			FireSmart Positions		
		Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
8A	Pre-mitigation assessment*						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
8B	Mitigation activities			\$0.00			
8C	Post-mitigation assessment**						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
8D	Admin, consultant and/or travel costs (describe below)						
8E	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed FireSmart assessment for each proposed critical infrastructure project must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission

\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 9: FIRESMART PROJECTS FOR COMMUNITY ASSETS\***

	Eligible Activity	Expenses			FireSmart Positions		
		Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
9A	Pre-mitigation assessment*						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
9B	Mitigation activities			\$0.00			
9C	Post-mitigation assessment						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
9D	Admin, consultant and/or travel costs (describe below)						
9E	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed FireSmart assessment for each proposed critical infrastructure project must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission

\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 10: FIRESMART PROJECTS FOR CULTURALLY SIGNIFICANT SITES\***

<i>Expenses</i>				<i>FireSmart Positions</i>			
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
10A	Checklist for CRI Requirements for Fuel Management Prescription*			\$0.00			
10B	Pre-mitigation assessments**			\$0.00			
10C	Mitigation activities			\$0.00			
10D	Post-mitigation assessment***			\$0.00			
10E	Admin, consultant and/or travel costs (describe below)						
10F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed checklist for each proposed culturally significant site must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\* Completed assessment for each proposed culturally significant site must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 11: FIRESMART PROJECTS FOR GREEN SPACES\***

<i>Expenses</i>				<i>FireSmart Positions</i>			
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
11A	Checklist for CRI Requirements for Fuel Management Prescription*			\$0.00			
11B	Pre-mitigation assessments**			\$0.00			
11C	Mitigation activities			\$0.00			
11D	Post-mitigation assessment***			\$0.00			
11E	Admin, consultant and/or travel costs (describe below)						
11F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed checklist for each proposed green space must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\* Completed assessment for each proposed green space must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 12: FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS**



**Expenses**

**FireSmart Positions**

	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
12A	FireSmart HIZ Score Card*			\$0.00			
	Rebate program**			\$0.00			
	Mitigation activities for seniors and						
12B	FireSmart Canada Neighbourhood Recognition						
	Neighbourhood Wildfire Hazard			\$0.00			
	FireSmart neighbourhood plans			\$0.00			
12C	Home Partners assessments****						
	Initial assessment			\$0.00			
	Follow-up inspection			\$0.00			
12D	Off-site debris disposal						
12E	Admin, consultant and/or travel costs (describe below)						
12F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Summary report and a representative sample of completed assessments will be required to be submitted with the final report.

\*\* List of addresses that received a rebate and rebate amount will be required to be submitted with the final report

\*\*\* List of addresses where eligible residential mitigation work was completed, and a general description of the work at each address, will be required to be submitted with the final report

\*\*\*\* Summary report of completed assessments will be required to be submitted with the final report

**SECTION 13: ELIGIBILITY REVIEW WITH FIRE CENTRE AND/OR FNESS**

*This section must be completed by the BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist/Liaison before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

	To be completed by BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist only		
	Yes	No	Comments
Proposed FireSmart activities meet the intent of the 2024 FSCFS program	<input type="checkbox"/>	<input type="checkbox"/>	
Does the applicant have a current and acceptable CWRP or CWPP?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the proposed costs within the funding maximums? If not, is the rationale for higher costs acceptable?	<input type="checkbox"/>	<input type="checkbox"/>	

Overall comments:	
Completed by (BCWS or FNESS):	
Date:	

## 2024 FireSmart Community Funding & Supports

### Worksheet 1: Proposed FireSmart Activities - YEAR TWO

*This worksheet is required to be completed for all applications. Complete and return this worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (604) 270-8226, extension 220. Please provide concise answers. Cells have limited space, but additional attachments can be submitted if required.*

*Information provided in Sections 2 to 12 will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, add the hours and wage in order for the subtotal calculation to work. For expenses, add the quantity and unit price in order for the subtotal calculation to work.*

#### SECTION 1: GENERAL PROJECT INFORMATION

1. First Nation or Local Government Name:

2. File Number:

#### SECTION 2: EDUCATION - REQUIRED FOR ALL APPLICATIONS

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs				1620	\$35.00	\$56,700.00
2A	Education materials						
	Banners			\$0.00			
	Posters	1	\$250.00	\$250.00			
	Videos	1	\$10,000.00	\$10,000.00			
	Tents/walls			\$0.00			
	Vehicle decals			\$0.00			
	T-shirts	1	\$1,100.00	\$1,100.00			
	Ember mascot			\$0.00			
2B	FireSmart educational materials			\$1,000.00			
2C	FireSmart events	1	\$5,500.00	\$5,500.00			
2D	FireSmart library program						
	Branch			\$0.00			
	Independent library			\$0.00			
2E	Education for fuel management						
2F	Admin, consultant and/or travel costs (describe below)			\$22,213.73			
	cell phone, IT support, mileage, printing, employer deductions						
2G	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$40,063.73</b>			<b>\$56,700.00</b>

#### SECTION 3: COMMUNITY PLANNING

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
3A	Develop CWRP (use WS3)						

3B	Amend CWRP (use WS3)						
3C	FireSmart policies/practices - land						
3D	FireSmart policies/practices - buildings						
3E	FireSmart Assessments						
	FireSmart HIZ Score Card*			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment*			\$0.00			
	Checklist for Fuel Management			\$0.00			
	FireSmart Culturally Significant Sites and Green Spaces Assessment*			\$0.00			
3F	Admin, consultant and/or travel costs (describe below)						
3G	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Please submit separate document that identifies buildings, assets and/or locations that are proposed to be assessed, and the ownership of each. All completed checklists and assessments will be required to be submitted with the final report.

#### SECTION 4: DEVELOPMENT CONSIDERATIONS

		Expenses			FireSmart Positions		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
4A	Amend plans						
4B	Revise landscaping requirements						
4C	Develop DPAs for wildfire hazard						
4D	Referral processes						
4E	Admin, consultant and/or travel costs (describe below)						
4F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

#### SECTION 5: INTERAGENCY COOPERATION

		Expenses			FireSmart Positions		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs				100	\$35.00	\$3,500.00
5A	Community Wildfire Resiliency Committee (CFRC)						
	Meetings	4	\$500.00	\$2,000.00			
	Development/coordination			\$500.00			
5B	Fuel management planning tables			\$0.00			
5C	Indigenous cultural safety training						
5D	Wildfire Resiliency & Training Summit	1	\$2,000.00	\$2,000.00			
5E	FireSmart plant program	1	\$2,500.00	\$2,500.00			
5F	Admin, consultant and/or travel costs (describe below)						

5G	Other proposed costs (describe below)						
	<b>Sub-total:</b>				<b>\$7,000.00</b>		<b>\$3,500.00</b>

**SECTION 6: EMERGENCY PLANNING**

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs				100	\$35.00	\$3,500.00
6A	Meetings and exercises			\$0.00			
6B	Community water delivery assessment						
6C	FireSmart structure protection equipment						
6D	Emergency preparedness events	1	\$1,000.00	\$1,000.00			
6E	Admin, consultant and/or travel costs (describe below)						
6F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$1,000.00</b>			<b>\$3,500.00</b>

**SECTION 7: FIRESMART TRAINING AND CROSS-TRAINING**

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
7A	Training for FireSmart positions*						
7B	LFR training						
7C	Home Partners - WMS training						
7D	Home Partners - WMS enrollment fee			\$0.00			
7E	Cross-train Fire Department members						
	Wildfire risk reduction basics			\$0.00			
	Fire life and safety educator			\$0.00			
	ICS-100			\$0.00			
	SPP-WFF1 Level 1			\$0.00			
	S-100 and S-100A			\$0.00			
	S-185			\$0.00			
	S-231			\$0.00			
	WSPP-115 and WSPP-FF1			\$0.00			
	Task force leader			\$0.00			
	Structure protection group supervisor			\$0.00			
7F	Cross-train emergency personnel						
	Intro to emergency management			\$0.00			
	ICS-100			\$0.00			
7G	Admin, consultant and/or travel costs (describe below)						
7H	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Please submit separate document that provides a training breakdown for each proposed FireSmart position

**SECTION 8: FIRESMART PROJECTS FOR CRITICAL INFRASTRUCTURE**

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
8A	Pre-mitigation assessment*						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
8B	Mitigation activities			\$0.00			
8C	Post-mitigation assessment**						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
8D	Admin, consultant and/or travel costs (describe below)						
8E	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed FireSmart assessment for each proposed critical infrastructure project must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission

\*\* Post-mitigation assessments will be required to be submitted with the final report.

### SECTION 9: FIRESMART PROJECTS FOR COMMUNITY ASSETS

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
9A	Pre-mitigation assessment*						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
9B	Mitigation activities			\$0.00			
9C	Post-mitigation assessment						
	FireSmart HIZ Score Card			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment			\$0.00			
9D	Admin, consultant and/or travel costs (describe below)						
9E	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed FireSmart assessment for each proposed critical infrastructure project must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission

\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 10: FIRESMART PROJECTS FOR CULTURALLY SIGNIFICANT SITES**

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
10A	Checklist for CRI Requirements for Fuel Management Prescription*			\$0.00			
10B	Pre-mitigation assessments**			\$0.00			
10C	Mitigation activities			\$0.00			
10D	Post-mitigation assessment***			\$0.00			
10E	Admin, consultant and/or travel costs (describe below)						
10F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed checklist for each proposed culturally significant site must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\* Completed assessment for each proposed culturally significant site must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 11: FIRESMART PROJECTS FOR GREEN SPACES**

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
11A	Checklist for CRI Requirements for Fuel Management Prescription*			\$0.00			
11B	Pre-mitigation assessments**			\$0.00			
11C	Mitigation activities			\$0.00			
11D	Post-mitigation assessment***			\$0.00			
11E	Admin, consultant and/or travel costs (describe below)						
11F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Completed checklist for each proposed green space must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\* Completed assessment for each proposed green space must be submitted at time of application but the cost is an eligible expense provided the checklist is completed within six months prior to the date of application submission

\*\*\* Post-mitigation assessments will be required to be submitted with the final report.

**SECTION 12: FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS**

		<i>Expenses</i>			<i>FireSmart Positions</i>		
	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00

12A	FireSmart HIZ Score Card*			\$0.00			
	Rebate program**			\$0.00			
	Mitigation activities for seniors and						
12B	FireSmart Canada Neighbourhood Recognition						
	Neighbourhood Wildfire Hazard			\$0.00			
	FireSmart neighbourhood plans			\$0.00			
12C	Home Partners assessments****						
	Initial assessment			\$0.00			
	Follow-up inspection			\$0.00			
12D	Off-site debris disposal						
12E	Admin, consultant and/or travel costs (describe below)						
12F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Summary report and a representative sample of completed assessments will be required to be submitted with the final report.

\*\* List of addresses that received a rebate and rebate amount will be required to be submitted with the final report

\*\*\* List of addresses where eligible residential mitigation work was completed, and a general description of the work at each address, will be required to be submitted with the final report

\*\*\*\* Summary report of completed assessments will be required to be submitted with the final report

### SECTION 13: ELIGIBILITY REVIEW WITH FIRE CENTRE AND/OR FNESS

*This section must be completed by the BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist/Liaison before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

	To be completed by BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist only		
	Yes	No	Comments
Proposed FireSmart activities meet the intent of the 2024 FSCFS program	<input type="checkbox"/>	<input type="checkbox"/>	
Does the applicant have a current and acceptable CWRP or CWPP?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the proposed costs within the funding maximums? If not, is the rationale for higher costs acceptable?	<input type="checkbox"/>	<input type="checkbox"/>	
Overall comments:			
Completed by (BCWS or FNESS):			



Date:	
-------	--

# 2024 FireSmart Community Funding & Supports

## Worksheet 2: Proposed Fuel Management

This worksheet is only required for applications that include fuel management activities, including fuel management prescriptions, burn plans, fuel management treatments, cultural burning and prescribed fire, and demonstration projects. If required, complete and return this worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact [cri@ubcm.ca](mailto:cri@ubcm.ca) or (604) 270-8226, extension 220. Please provide concise answers. Cells have limited space, but additional attachments can be submitted if required.

Please note that fuel management activities are evaluated on a cost per hectare basis and it is expected that projects are undertaken based on the approved cost per hectare. If the approved cost per hectare cannot be achieved, an amendment request must be submitted for approval before fuel management activities commence.

Information provided in Sections 7 and 14 will automatically update the Summary Tab.

### SECTION 1: GENERAL PROJECT INFORMATION

1. First Nation or Local Government Name:

2. File Number:

#### 3. Forest Professional

All activities that fall under the practice of forestry must be developed and, where applicable, signed by a forest professional that is accredited by the Forest Professionals BC and operating within their scope of practice.

A. Name of forest professional (if known at time of application):

B. FPBC Registration Number:

### SECTION 2: DETAILED PROJECT INFORMATION - PLANNING & DEVELOPMENT FOR FUEL MANAGEMENT

Note: Refer to the 2023 BC Wildfire Service Fuel Management Prescription Guidance document and/or provincial requirements for planning a burn before completing this section. Only complete this section if you are applying to develop prescriptions or burn plans or for phased projects. If not, skip to Section 3.

#### 4. Phased Fuel Management

A. Please indicate if this project includes phased fuel management (prescription and/or burn plan development and fuel management treatment/demonstration for the same treatment unit(s)).

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

B. If yes, describe:

**5. Hectares to be Assessed. Please indicate the number of hectares to be assessed:**

*Please note that when applying for funding for prescriptions and burn plans it is expected that the proposed area is based on an informed estimate of the net prescription or burn plan area. For example, water bodies, rock, roads, etc. should be netted out of the proposed area based on desktop review. Only those areas with an expected fuel management treatment and/or prescribed burn should be included in the hectares for prescriptions or burn plans.*

Local Government land:	
First Nations land:	
Provincial Crown Land within administrative boundary:	
Provincial Crown Land adjacent to administrative boundary:	
<b>Total</b>	<b>0.0</b>

**6. Description of Proposed Assessment Area**

A. Description of the area(s) proposed for assessment, including proximity to values and rationale for the necessity of the proposed assessment (e.g. improved suppression opportunities along main access corridor, linkages to larger fuel breaks).

B. For fuel management demonstration projects only, provide a description of visibility and accessibility of proposed location, proposed educational component, and rationale for project location (e.g. number of visitors)

**7. Cost Estimate for Planning & Development for Fuel Management**

*Information provided in this section will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, please add the hours and wage in order for the subtotal calculation to work.*

**7A Assessments & Engagement**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
-------------------	---------------	-------	------	----------

FireSmart position costs					\$0.00
Required professional assessments, e.g. geotechnical, archaeological, fire ecologist, range agrologist, etc. (describe below)					
Engagement with Indigenous knowledge keepers to gather and incorporate cultural knowledge into prescription and burn planning					
Admin, consultant and/or travel costs (describe below)					
Other proposed costs (describe below)					
<b>Sub-total:</b>	<b>\$0.00</b>				<b>\$0.00</b>

**7B Fuel Management Prescriptions**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
FireSmart position costs				\$0.00
Activities related to prescription development (e.g. approved Canadian wildfire modelling, stakeholder engagement).				
Information sharing with First Nations, as required by the Land Manager				
Site evaluation, including field reconnaissance, wildfire threat assessment plots, data collection as outlined in 2023 prescription guidance document and the evaluation of site access.				
Lay out and traversing of proposed areas for treatments.				
Preparation of all final report requirements, including maps, spatial data and metadata				
Admin, consultant and/or travel costs (describe below)				
Other proposed costs (describe below)				
<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>
<b>Cost per hectare:</b>				

**7C Burn Plans**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
FireSmart position costs				\$0.00
Activities related to burn plan development including identification of values in containment areas, additional data collection requirements and engaging with burn specialists				
Preparation of all final report requirements, including maps, spatial data and metadata				
Admin, consultant and/or travel costs (describe below)				

	Other proposed costs (describe below)				
	<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>

**8. Rationale for Exceeding Cost Maximums**

As outlined in the Program and Application Guide, the cost maximum for fuel management prescriptions is \$450 per hectare. However, with mitigating circumstances (e.g. remote community), applicants can propose costs higher than the maximums if a rationale is provided and accepted during the eligibility review with BCWS and/or FNESS. In all cases, eligible activities must be cost-effective. If the cost per hectare identified in Question 7B above exceeds the funding maximum(s), provide a rationale:

**SECTION 3: DETAILED PROJECT INFORMATION - FUEL MANAGEMENT TREATMENT**

*Only complete this section if you are applying to undertake a fuel management treatment or for phased projects, including demonstration project (limited to 5.0 ha and one per eligible applicant).*

**9. Hectares to be Treated. Please indicate the number of hectares to be treated:**

Local Government land:	
First Nations land:	
Provincial Crown Land within administrative boundary:	
Provincial Crown Land adjacent to administrative boundary:	
<b>Total</b>	<b>0.0</b>

**10. Description of Proposed Treatment Area**

A. Description of the area(s) of proposed treatment, including proximity to values and rationale for the necessity of the proposed assessment (e.g. improved suppression opportunities along main access corridor, linkages to larger fuel breaks).

B. For fuel management demonstration projects only, provide a description of visibility and accessibility of proposed location, proposed educational component, and rationale for project location (e.g. number of visitors)

**11. Objectives**

Please provide clearly defined objectives and target conditions for fuel management. This must include fuel reduction loading targets and measures for expected post-treatment fire behaviour outcomes (e.g. reducing crown fire initiation potential by XX and spread by XX from the adjacent stand by reducing surface fuel loading to XX and increasing height to live crown to XX).

**12. Off-site Debris Disposal**

As outlined in the Program and Application Guide, up to an additional \$1,600 per hectare may be considered for funding for off-site debris disposal costs (trucking, tipping fees, etc) with an acceptable rationale and mitigating circumstances (i.e. local reasons as to why pile and burn is not an option). A cost estimate for this off-site debris disposal is required in Question 14A below.

**13. Information Sharing with First Nations**

For Provincial Crown Land only, confirmation is required from the Provincial Crown Land Manager that information sharing with First Nations has been completed. An email from the land manager indicating that First Nations information sharing has been completed is required to be submitted with Worksheet 2.

**14. Cost Estimate for Fuel Management Treatments**

Information provided in this section will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, please add the hours and wage in order for the subtotal calculation to work.

**14A Fuel Management Treatments**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
FireSmart position costs				\$0.00
Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders, and public engagement activities				
Treatments: pruning, thinning, tree falling, brushing, grazing, onsite debris management (e.g. pile and burning) and/or reforestation				
Off-site debris disposal. Please separate this cost from the overall treatment cost (rationale must be provided in Question 12 above)				
Post-treatment activities: completion of post treatment data collection, signage and post treatment report				
Preparation of all final report requirements, including maps, spatial data and metadata				
Admin, consultant and/or travel costs (describe below)				
Other proposed costs (describe below)				
<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>
<b>Cost per hectare:</b>				

**14B Cultural Burning and Prescribed Fire**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
FireSmart position costs				\$0.00
Burn preparation activities including fire weather index monitoring, public notification and preparing black lines. Note: pre-burn costs are eligible costs if no burn window is achieved.				

Burn day activities including spot forecasts, equipment set up and transport (may include aerial ignition) and traffic control				
Post-burn activities including post-burn fire effects monitoring, surveys, mop up and final reporting. Where an increased level of mop up (i.e. 100%) is required as indicated by the Burn Boss, in consultation with BCWS, include a contingency cost estimate as a separate budget line item in preparation of potentially dynamic mop up conditions				
Expenses related to local cultural protocols				
Preparation of all final report requirements, including maps, spatial data and metadata				
Admin, consultant and/or travel (describe below)				
Other proposed costs (describe below)				
<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>
<b>Cost per hectare:</b>				

**14C Demonstration Projects**

**FireSmart Positions**

Eligible Activity	Cost Estimate	Hours	Wage	Subtotal
FireSmart position costs				\$0.00
Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders, and public engagement activities.				
Treatments: pruning, thinning, tree falling, brushing, grazing, onsite debris management (e.g. pile and burning) and/or reforestation				
Off-site debris disposal. Please separate this cost from the overall treatment cost (rationale must be provided in Question 12 above)				
Post-treatment activities: completion of post treatment data collection, signage and post treatment report.				
Education costs (describe below)				
Admin, consultant and/or travel costs (describe below)				
Other proposed costs (describe below)				
<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>
<b>Cost per hectare:</b>				

**15. Rationale for Exceeding Cost Maximums**



The cost maximums for fuel management treatments, maintenance, cultural burning and prescribed fire, and demonstration projects are outlined in the Program and Application Guide. However, with mitigating circumstances (e.g. remote community), applicants can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective. If the cost per hectare identified in Question 14 A, B and/or C above exceeds the funding maximum(s), provide a rationale:

**16. Other Funding and/or Expected Revenue from Sale of Forest Products**

Note: All other financial contributions for eligible portions of the project must be declared in the final report and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Community Funding & Supports program.

Describe:

**SECTION 4: ELIGIBILITY REVIEW WITH FIRE CENTRE AND/OR FNESS**

*This section must be completed by the BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist/Liaison before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

	To be completed by BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist only		
	Yes	No	Comments
Proposed fuel management activities meet the intent of the 2024 FSCFS program	<input type="checkbox"/>	<input type="checkbox"/>	
Treatment units (TU) are identified in a current and acceptable CWRP or CWPP	<input type="checkbox"/>	<input type="checkbox"/>	
TU are located within municipal boundaries, regional district parks or First Nations land and/or extend onto the Crown Land base	<input type="checkbox"/>	<input type="checkbox"/>	
TU are adjacent to community structures	<input type="checkbox"/>	<input type="checkbox"/>	

TU are no further than 1 km from structure density class greater than 6	<input type="checkbox"/>	<input type="checkbox"/>	
Proposed costs within the funding maximums? If not, is the rationale for higher costs acceptable?	<input type="checkbox"/>	<input type="checkbox"/>	
Overall Comments:			
Completed by (BCWS or FNESS):			
Date:			

### SECTION 5: ELIGIBILITY REVIEW WITH BC PARKS

*For applications that include fuel management in BC Parks, this section must be completed by BC Parks before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

	To be completed by BC Parks only		Comments
	Yes	No	
Treatment units (TU) are identified in CWRP or CWPP that BC Parks has reviewed and supports	<input type="checkbox"/>	<input type="checkbox"/>	
If prescription was submitted with the application, the prescription is completed on the BC Parks Wildfire Prevention Prescription and supported by BC Parks	<input type="checkbox"/>	<input type="checkbox"/>	
If prescription is proposed to be developed, the prescripton will be completed on the BC Parks Wildfire Prevention Prescription	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant is aware that BC Parks authorizations are required to complete this work, BC Parks will complete First Nations consultation, BC Parks will complete stakeholder engagement, and that further phases of a project are not guaranteed as BC Parks may prefer to lead subsequent phases.	<input type="checkbox"/>	<input type="checkbox"/>	
Overall Comments:			
Completed by (BC Parks):			
Date:			



# 2024 FireSmart Community Funding & Supports

## Worksheet 3: Proposed New or Amended CWRP

This worksheet is only required for applications that include a new CWRP or amendment to an existing CWRP. To be eligible for funding, all CWRPs must follow the 2023 CWRP Template and Guidance Document. If required, complete and return this worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact [cri@ubcm.ca](mailto:cri@ubcm.ca) or (604) 270-8226, extension 220. Please provide concise answers. Cells have limited space, but additional attachments can be submitted if required.

Information provided in Sections 5 and 7 will automatically update the Summary Tab.

### SECTION 1: GENERAL PROJECT INFORMATION

1. First Nation or Local Government Name:

District of 100 Mile House

2. File Number:

LGPS-11135

3. Area of Interest (AOI)

For the purpose of funding, the AOI for a CWRP is all the area that lies within the municipal boundary, regional district boundary, or boundary of First Nations land. For regional districts this could be the boundary of an electoral area that encompasses multiple communities. Refer to the CWRP template and guidance document for more information.

**Describe the proposed AOI:**

The AOI is the District of 100 Mile House municipal boundary. Wholly contained within the municipal boundary, is the District's Woodlot tenure (W0577).

4. Eligible Wildland Urban Interface (WUI)

For the purpose of funding, the eligible WUI is the area in which risk assessment activities will be undertaken by the approved applicant and is defined as a maximum of one kilometer from the structure density class greater than 6. Risk assessment activities are limited to the eligible WUI; local government land and First Nations land within the eligible WUI must be assessed, but risk assessments on Provincial Crown Land within the eligible WUI is voluntary (but eligible for funding). In cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required at the time of application submission from Provincial Crown Land Manager, other land managers (e.g. Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist). In addition, risk assessment activities for Private Managed Forest Land (PMFL) are eligible for funding if located within the eligible WUI and only with the consent of the PMFL owner (which must be submitted at the time of application submission).

**Describe the eligible WUI and provide the hectares:**

1WUI Polygon Name: 100 Mile House

A PDF map and Google Earth compatible KML file, at appropriate scale, outlining the AOI and eligible WUI is required to be submitted with Worksheet 3

**SECTION 2: NEW CWRP**

Information provided in this section will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, please add the hours and wage in order for the subtotal calculation to work.

**5. Cost Estimate for New CWRP**

		<i>FireSmart Positions</i>			
Eligible Activity	Cost Estimate	Hours	Wage	Subtotal	
5A	FireSmart position costs				\$0.00
5B	Planning process				
5C	FireSmart disciplines				
5D	Wildfire risk assessment (eligible WUI only)				
5E	Fuel management treatment unit identification				
5F	Template development (including maps and spatial data)				
5G	Preparation of all final report requirements, including maps, spatial data and metadata				
5H	Admin, consultant and/or travel costs (describe below)	\$32,000.00			
	<i>consulting fee</i>				
5I	Other proposed costs (describe below)				
	<b>Sub-total:</b>	<b>\$32,000.00</b>			<b>\$0.00</b>

**SECTION 3: AMENDED CWRP**

**6. Date of Existing Plan and Rationale for Amendment.**

The District's existing CWPP was developed in 2007. It has outlived it's usefulness and will be replaced with a new CWRP pending funding approval.

**7. Cost Estimate for Amended CWRP**

Information provided in this section will automatically update the Summary Tab. Cells will turn red if values exceed the cost maximums identified in Table 1 of the Program Guide. In this case, rationale must be provided (as a separate attachment) for higher costs. Only cells that are white can be edited. For FireSmart positions, please add the hours and wage in order for the subtotal calculation to work.

		<i>FireSmart Positions</i>			
Eligible Activity	Cost Estimate	Hours	Wage	Subtotal	

7A	FireSmart position costs				\$0.00
7B	Preparation of all final report requirements, including maps, spatial data and metadata				
7C	Admin, consultant and/or travel costs (describe below)				
	consulting fee estimate				
7D	Other proposed costs (describe below)				
	<b>Sub-total:</b>	<b>\$0.00</b>			<b>\$0.00</b>

#### SECTION 4: ELIGIBILITY REVIEW WITH FIRE CENTRE AND/OR FNESS

*This section must be completed by the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Fuel Management Specialist before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'*

To be completed by BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist only			
	Yes	No	Comments
Proposed CWRP(s) meet the intent of the 2024 FSCFS program	<input type="checkbox"/>	<input type="checkbox"/>	
AOI meets CWRP guidance	<input type="checkbox"/>	<input type="checkbox"/>	
Eligible WUI meets CWRP guidance	<input type="checkbox"/>	<input type="checkbox"/>	
Proposed costs are within the funding maximums. If not, is the rationale for higher costs acceptable?	<input type="checkbox"/>	<input type="checkbox"/>	
Overall Comments:			
Completed by (BCWS or FNESS):			
Date:			

#### SECTION 5: ELIGIBILITY REVIEW WITH BC PARKS

*For CWRPs that include BC Parks in the proposed AOI, this section must be completed by BC Parks before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

To be completed by BC Parks only			
	Yes	No	Comments
AOI is supported by BC Parks	<input type="checkbox"/>	<input type="checkbox"/>	
Eligible WUI is supported by BC Parks	<input type="checkbox"/>	<input type="checkbox"/>	

BC Parks will be engaged in CWRP update/development	<input type="checkbox"/>	<input type="checkbox"/>					
Applicant is aware that BC Parks authorizations are required to complete this work, BC Parks will complete First Nations consultation, BC Parks will complete stakeholder engagement, and that further phases of a project are not guaranteed as BC Parks may prefer to lead subsequent phases.	<input type="checkbox"/>	<input type="checkbox"/>					
Overall Comments:							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;">Completed by (BC Parks):</td> <td style="border: none;"></td> </tr> <tr> <td style="padding: 2px;">Date:</td> <td style="border: none;"></td> </tr> </table>				Completed by (BC Parks):		Date:	
Completed by (BC Parks):							
Date:							

# 2024 FireSmart Community Funding & Supports

## Worksheet 4: Additional Funding for Applicants Directly Impacted by 2023 Wildfires

*This worksheet is only required to be completed for applications that include additional funding for applicants directly impacted by 2023 wildfires. Complete and return this worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (604) 270-8226, extension 220. Please provide concise answers. Cells have limited space, but additional attachments can be submitted if required.*

Information provided in Sections 2 to 5 will automatically update the Summary Tab.

### SECTION 1: GENERAL PROJECT INFORMATION

1. First Nation or Local Government Name:

2. File Number:

### SECTION 2: ELIGIBILITY

3. Direct impact of 2023 wildfires (loss of structure, evacuation orders on recommendation of BCWS, etc.)

4. Evidence of increased local demand for wildfire risk reduction and FireSmart activities

### SECTION 3: EDUCATION

#### Expenses

#### FireSmart Positions

	Eligible Activity	Quantity	Unit Price	Sub-total	Hours	Wage	Subtotal
	FireSmart position costs						\$0.00
2A	Education materials						
2B	FireSmart events						
2C	Admin, consultant and/or travel costs (describe below)						
2D	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

### SECTION 3: COMMUNITY PLANNING



<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
3A	Amend CWRP (use WS3)						
3B	FireSmart policies/practices - land						
3C	FireSmart policies/practices - buildings						
3D	FireSmart Assessments						
	FireSmart HIZ Score Card*			\$0.00			
	FireSmart Critical Infrastructure			\$0.00			
	FireSmart Home Partners Program Assessment*			\$0.00			
	Checklist for Fuel Management			\$0.00			
	FireSmart Culturally Significant Sites and Green Spaces Assessment*			\$0.00			
3E	Admin, consultant and/or travel costs (describe below)						
3F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Please submit separate document that identifies buildings, assets and/or locations that are proposed to be assessed, and the ownership of each. All completed assessments will be required to be submitted with the final report.

#### SECTION 4: DEVELOPMENT CONSIDERATIONS

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
4A	Amend plans						
4B	Revise landscaping requirements						
4C	Develop DPAs for wildfire hazard						
4D	Referral processes						
4E	Admin, consultant and/or travel costs (describe below)						
4F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

#### SECTION 5: FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS

<b>Expenses</b>				<b>FireSmart Positions</b>			
	<b>Eligible Activity</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Sub-total</b>	<b>Hours</b>	<b>Wage</b>	<b>Subtotal</b>
	FireSmart position costs						\$0.00
5A	FireSmart HIZ Score Card*			\$0.00			
	Rebate program**			\$0.00			
	Mitigation activities for seniors and						
5B	FireSmart Canada Neighbourhood Recognition						
	Neighbourhood Wildfire Hazard			\$0.00			
	FireSmart neighbourhood plans			\$0.00			
5C	Home Partners assessments****						

	Initial assessment			\$0.00			
	Follow-up inspection			\$0.00			
5D	Off-site debris disposal						
5E	Admin, consultant and/or travel costs (describe below)						
5F	Other proposed costs (describe below)						
	<b>Sub-total:</b>			<b>\$0.00</b>			<b>\$0.00</b>

\* Summary report and a representative sample of completed assessments will be required to be submitted with the final report.

\*\* List of addresses that received a rebate and rebate amount will be required to be submitted with the final report

\*\*\* List of addresses where eligible residential mitigation work was completed, and a general description of the work at each address, will be required to be submitted with the final report

\*\*\*\* Summary report of completed assessments will be required to be submitted with the final report

### SECTION 13: ELIGIBILITY REVIEW WITH FIRE CENTRE AND/OR FNESS

*This section must be completed by the BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist/Liaison before the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

	To be completed by BCWS Wildfire Prevention Officer and/or FNESS Mitigation Specialist only		
	Yes	No	Comments
Proposed FireSmart activities meet the intent of the 2024 FSCFS program	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant demonstrates impact from 2023 wildfires	<input type="checkbox"/>	<input type="checkbox"/>	
Does the applicant have a current and acceptable CWRP or CWPP	<input type="checkbox"/>	<input type="checkbox"/>	
Are the proposed costs within the funding maximums? If not, is the rationale for higher costs acceptable?	<input type="checkbox"/>	<input type="checkbox"/>	
Overall comments:			
Completed by (BCWS or FNESS):			
Date:			



**District of  
100 MILE HOUSE**

**COUNCIL REPORT  
File No. 570-01**

**Regular Council – September 24<sup>th</sup>, 2024**

---

**REPORT DATE:** September, 18 2024  
**TITLE:** Tax Exemption Bylaw #1424  
**PREPARED BY:** S. Elias, Director of Finance

---

**PURPOSE:**

The purpose of this report is to seek Council's approval of Tax Exemption Bylaw 1423-2024.

**BACKGROUND INFORMATION / DISCUSSION:**

At the September 10<sup>th</sup> regular meeting applicants for the 2025 -2029 Permissive Tax Exemption Bylaw were reviewed by Council. The attached bylaw includes properties based on direction from Council.

The following District leased properties are included in the bylaw:

Emissaries of Divine Light – Chapel  
South Cariboo Arts & Culture Society – Parkside Art Gallery

The following organizations submitted their applications and have met the criteria set out in the Permissive Tax Exemption Policy and are therefore included in Sections 3 and 4 of the bylaw:

Cedar Crest Society for Community Living  
Nature Trust of BC  
100 Mile Nordic Ski Society  
Cariboo Elders Building & Rec Society  
100 Mile House Snowmobile Club  
Canadian Red Cross (leased portion of building situated at 215-4<sup>th</sup> Street)



Council had requested further information about the Red Cross application to ensure that the Red Cross receives the benefit from the exemption and not the owner of the building. The Red Cross will be sending a signed letter to confirm that they are the recipients of the tax exemption benefit. This letter will be included in all applications from the Red Cross in future years.

### Timelines

Please be advised of the following timelines in order to complete this process:

- September 24<sup>th</sup>, 2024                      3 readings of the bylaw
- Advertising in accordance with Section 94 of the Community Charter
- October 22<sup>nd</sup>, 2024                      Adoption of the bylaw

**OPTIONS:** N/A

**BUDGETARY IMPACT:** Estimated 5-year Permissive tax exemption value of \$171,224.

The above estimate include all tax levies that would become exempt by the bylaw.  
(School, RCMP, CRD, Hospital, BCA, MFA and Municipal)

**LEGISLATIVE CONSIDERATIONS (Applicable Policies and/or Bylaws):** Municipalities are responsible for ensuring they complete their due diligence to ensure all sections of the Community Charter are met.

### ATTACHMENTS:

Permissive Tax Exemption Bylaw 1424  
Permissive Tax Exemption Worksheets (Version 1 & 2)

Prepared By: S. Elias  
S. Elias, Director of Finance

Date: Sept 18/24

Reviewed By: T. Boulangier  
T. Boulangier, CAO

Date: Sept. 19/24

**DISTRICT OF 100 MILE HOUSE**

**Bylaw No. 1424**

**A bylaw to provide tax exemption in accordance with Section 220 and Section 224 of  
the *Community Charter* for a five year term.**

---

WHEREAS Division 6, Section 220 of the Community Charter exempts from taxation certain buildings and the lands on which the buildings stand;

AND WHEREAS Division 7, Section 224 the Community Charter provides that the Municipal Council may by bylaw, exempt from taxation certain lands and improvements and the lands surrounding certain buildings;

NOW THEREFORE, the Council of the District of 100 Mile House, in an open meeting assembled, enacts as follows:

- 1) That the following properties are hereby exempted from taxation, provided that such properties are used for the purpose of public worship as set out in section 220(1)(h) and section 224(2)(f) of the Community Charter:
  - a) Lot 16, Plan KAP12075, District Lot 31, Lillooet Land District,  
Civic Address: 49 Dogwood Avenue  
Owner: Trustees of the 100 Mile House Pastoral Charge  
**Folio 557-00140.000**
  - b) Lot 1, Plan KAP18910, District Lot 32, Lillooet Land District,  
Civic Address: 566 Birch Avenue  
Owner: 100 Mile Evangelical Free Church of America  
**Folio 557-00295.240**
  - c) Lot 1, Plan EPP17183 District Lot 32, Lillooet Land District & DL 2136  
Civic Address: 440 Horse Lake Road  
Owner: Christ the King Evangelical Lutheran Church  
**Folio 557-00600.072**
  - d) Lot B, Plan KAP89661, District Lot 33& 4175, Lillooet Land District,  
Civic Address: 550 Exeter Truck Route  
Owner: Hillside Community Church of 100 Mile  
**Folio 557-40029.550**
  - e) Lot 13, Plan KAP11931, District Lot 2138, Lillooet Land District  
Civic Address: 106 Blackstock Road  
Owner: Fraser Basin Property Society  
**Folio 557-41051.065**

- f) Lot 1, Plan 15598, District Lot 2142, Lillooet Land District,  
Civic Address: 146 Blackstock Road  
Owner: 100 Mile House Sikh Society  
**Folio 557-41053.025**
  
- 2) That the following properties are hereby exempted from taxation, provided that such properties are used for the purposes of a hospital as set out in section 220(1)(j) and 224(2)(h) of the Community Charter:
  - a) Lot A, Plan KAP14958, District Lot 32, Lillooet Land District, except Plan H8042 & KAP56903  
Civic Address: 555 Cedar Avenue  
Owner: Interior Health Authority  
**Folio 557-00277.000**
  - b) Lot 1, Plan KAP61939, District Lot 32, Lillooet Land District.  
Civic Address: Horse Lake Road  
Owner: Interior Health Authority  
**Folio 557-00600.180**
  
- 3) That the following properties are hereby exempted from taxation, provided that such properties are used for the purposes of a charitable, philanthropic or other not for profit activities and are used for a purpose that is directly related to the purposes of the corporation as set out in section 224(2)(a) of the Community Charter:
  - a) Lot 4, Plan KAP8751, District Lot 32, Lillooet Land District  
Civic Address: 410 Cedar Avenue  
Owner: Cedar Crest Society for Community Living  
**Folio 557-00254.500**
  
  - b) Parcel A, Plan KAP18594, District Lot 4847, Lillooet Land District.  
Civic Address: 811 Spruce Avenue  
Owner: Cedar Crest Society for Community Living  
**Folio 557-00656.000**
  
  - c) Lot 11, Plan KAP8930, District Lot 31, Lillooet Land District  
Civic Address: 345 Cedar Avenue  
Owner: Cedar Crest Society for Community Living  
**Folio 557-00081.000**
  
  - d) Lot B, Plan KAP25848, District Lot 32, Lillooet Land District except Plan KAP81196 and DL2139  
Civic Address: 155 Wrangler Way  
Owner: The Nature Trust of B.C.  
**Folio 557-00295.263**

- e) Lot 8, Plan KAP8751, District Lot 32, Lillooet Land District  
Specifically that portion of the building as outlined on Schedule "A" attached to and forming part of this bylaw.  
Civic Address: 215 Fourth Street  
Owner: Roberta & Ronald Bazan  
Lessee: Canadian Red Cross  
**Folio 557 00258.000**
  
- f) Lot 3, Plan KAP8751, District Lot 32, Lillooet Land District  
Civic Address: 401 Cedar Ave  
Owner: District of 100 Mile House  
Lessee: South Cariboo Arts & Culture Society  
**Folio 557 00253.000**
  
- 4) That the following properties are hereby exempted from taxation, provided that such properties are used for the purposes of a public park or recreation ground or for public athletic or recreational use as set out in section 224(2)(i) of the Community Charter:
  - a) District Lot 1999, Lillooet Land District, Covering that PCL or Tract of Land in the Vicinity of for Community Recreational Purposes, Lease/Permit/Licence #705384  
Civic Address: 500 Ainsworth Road  
Owner: 100 Mile Nordic Ski Society  
**Folio 557-00249.004**
  
  - b) Lot 1, Plan KAP48360, District Lot 32, Lillooet Land District  
Civic Address: 501 Cedar Avenue  
Owner: Cariboo Elders Building and Recreation Society  
**Folio 557-00295.560**
  
  - c) District Lot 1999, Lillooet Land District,  
Civic Address: 900 Ainsworth Road  
Owner: 100 Mile House Snowmobile Club 1987  
**Folio 557-40981.620**

- 5) That the following properties are hereby exempted from taxation, provided that such property is used or occupied by a religious organization, as tenant or licensee, for the propose of public worship as set out in section 224(2)(g) of the Community Charter:
- a) Lot 1 Plan KAP87068, District Lot 31, Lillooet Land District  
Specifically, the building known as the Chapel and the corresponding portions of land as outlined in Schedule “B”, attached to and forming part of this bylaw.  
Civic Address: 98 Cecil Place  
Owner: District of 100 Mile House  
Lessee: Emissaries of Divine Light, British Columbia  
**Folio # 557-00175.253**
- 6) That the land and improvements described above shall be exempt from taxation, imposed under Section 197(1)(a) of the *Community Charter*, for the years 2025, 2026, 2027, 2028 and 2029.
- 7) That “Tax Exemption Bylaw No. 1354, 2019 is hereby repealed in its entirety and all amendments thereto.
- 8) That this Bylaw may be cited as the ***“Tax Exemption Bylaw No. 1424-2024.”***

---

READ A FIRST, SECOND AND THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

---

Mayor

---

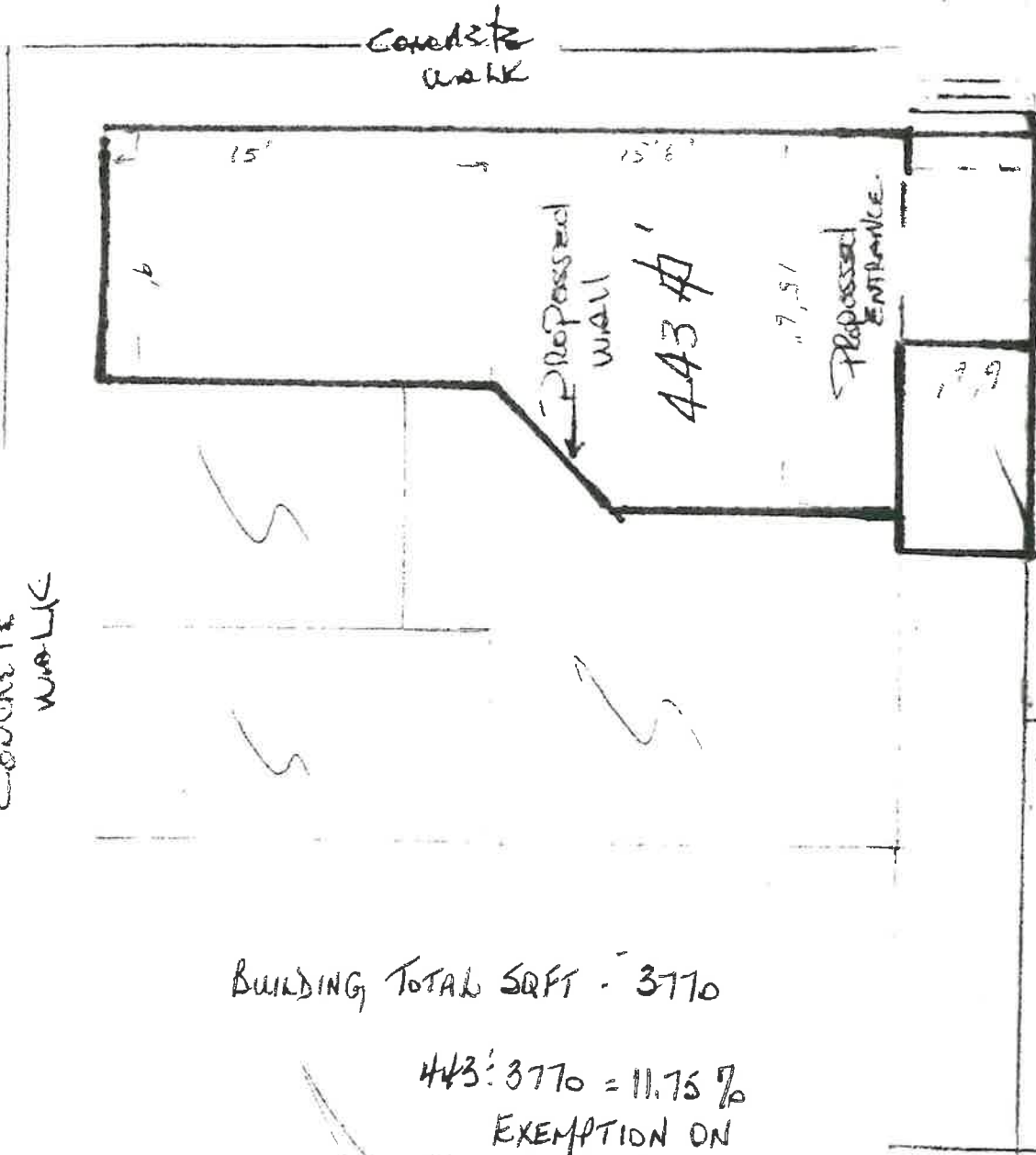
Corporate Administrator



215 - 4th Street

South Birch Ave.

concrete walk



RAMP

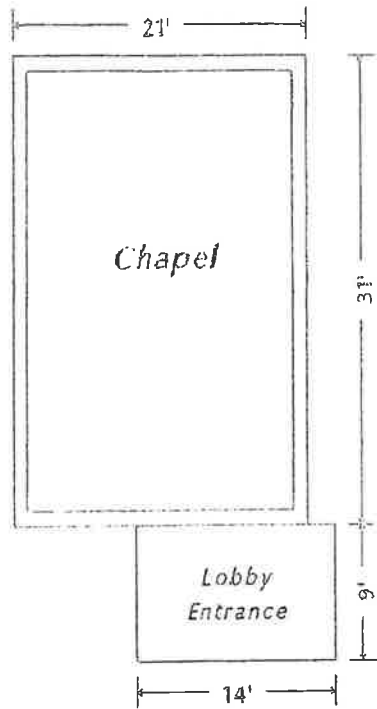
Proposed Plan for  
CONDOMINIUM Red CROSS  
215 4th St. 100 Multi-Use

BUILDING TOTAL SQFT - 3770

443: 3770 = 11.75%  
EXEMPTION ON  
BDG

**Schedule A**

BUILDING DIAGRAM  
CHAPEL  
100 Mine House, D.C.



# Schedule B

Not to Scale  
For Illustration Only

Cheque Register-Summary-Bank



Supplier : 079850 To ZZ9950  
 Pay Date : 01-Sep-2024 To 15-Sep-2024  
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 10C

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
30005	15-Aug-2024	WURT50	WURTH CANADA LTD	Cancelled	321	C	-53.27
30039	13-Sep-2024	1MDE50	100 MILE DEVELOPMENT CORPORATION	Issued	339	C	75.20
30040	13-Sep-2024	1MFE50	100 MILE FEED & RANCH SUPPLY LTD	Issued	339	C	392.50
30041	13-Sep-2024	93MI50	93 MILE AGGREGATES	Issued	339	C	1,176.00
30042	13-Sep-2024	ABCC50	ABC WEblink	Issued	339	C	157.50
30043	13-Sep-2024	ACEC50	ACE COURIER SERVICES	Issued	339	C	244.40
30044	13-Sep-2024	ACKL50	ACKLANDS - GRAINGER INC	Issued	339	C	37.14
30045	13-Sep-2024	ANDR50	ANDRE'S ELECTRONIC EXPERTS	Issued	339	C	99.60
30046	13-Sep-2024	BARR50	BARR PLASTICS	Issued	339	C	127.51
30047	13-Sep-2024	BCTR50	BC TRANSIT	Issued	339	C	25,335.37
30048	13-Sep-2024	BJSD50	BJ'S DONUTS & EATERY	Issued	339	C	37.50
30049	13-Sep-2024	BREE50	BREE CONTRACTING LTD	Issued	339	C	118,608.13
30050	13-Sep-2024	BROS50	BRON & SONS NURSERY CO.	Issued	339	C	5,884.01
30051	13-Sep-2024	BURG50	BURGESS PLUMBING HEATING & ELECTRIC/	Issued	339	C	27.62
30052	13-Sep-2024	CAME50	CAMEO PLUMBING LTD	Issued	339	C	4,439.75
30053	13-Sep-2024	CARE50	CARIBOO REGIONAL DISTRICT	Issued	339	C	1,963.29
30054	13-Sep-2024	CARN50	CARO ANALYTICAL SERVICES	Issued	339	C	381.16
30055	13-Sep-2024	CENU50	CENTURY HARDWARE LTD	Issued	339	C	268.51
30056	13-Sep-2024	CINT50	CINTAS CANADA LIMITED	Issued	339	C	1,067.24
30057	13-Sep-2024	CITN50	CITY OF NANAIMO	Issued	339	C	178.50
30058	13-Sep-2024	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	339	C	1,174.17
30059	13-Sep-2024	CONW50	CONWAY, TODD M	Issued	339	C	168.07
30060	13-Sep-2024	DONA50	DONAHUE AIRFIELD SERVICES	Issued	339	C	18,363.45
30061	13-Sep-2024	E36050	ENVIRONMENTAL 360 SOLUTIONS CENTRAL	Issued	339	C	7,899.48
30062	13-Sep-2024	ECLE50	ECLECTICA COMMUNITY CHOIR	Issued	339	C	1,800.00
30063	13-Sep-2024	EMCO50	EMCO CORPORATION	Issued	339	C	873.57
30064	13-Sep-2024	ENGA50	ENGAGE SPORT NORTH	Issued	339	C	150.00
30065	13-Sep-2024	EXEC50	EXETER COUNTRY TIRE	Issued	339	C	43.08
30066	13-Sep-2024	EXEE50	EXCEED ELECTRICAL ENGINEERING	Issued	339	C	4,200.00
30067	13-Sep-2024	FIRT50	FIRST TRUCK CENTRE INC	Issued	339	C	102.68
30068	13-Sep-2024	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	339	C	1,134.00
30069	13-Sep-2024	GOLT50	GOLD TRAIL RECYCLING LTD	Issued	339	C	102.06
30070	13-Sep-2024	HERA50	HERITAGE SIGNWORKS	Issued	339	C	202.72
30071	13-Sep-2024	HLCF50	HORSE LAKE CHRISTIAN FELLOWSHIP	Issued	339	C	585.00
30072	13-Sep-2024	INLA50	INLAND KENWORTH PARTNERSHIP	Issued	339	C	34.76
30073	13-Sep-2024	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	339	C	386.33
30074	13-Sep-2024	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	339	C	581.84
30075	13-Sep-2024	IRID50	IRIDIA MEDICAL INC	Issued	339	C	606.34
30076	13-Sep-2024	KALT50	KAL TIRE	Issued	339	C	1,920.80
30077	13-Sep-2024	LAND50	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	339	C	32.51
30078	13-Sep-2024	LONE50	LONE BUTTE SUPPLY LTD	Issued	339	C	62.50
30079	13-Sep-2024	MACO50	MACON CONSTRUCTION LTD	Issued	339	C	500.00
30080	13-Sep-2024	MCLS50	MCLAUCLIN, SANDRA L	Issued	339	C	500.00
30081	13-Sep-2024	MINI50	MINISTER OF FINANCE	Issued	339	C	805.45
30082	13-Sep-2024	NAPA50	NAPA AUTO PARTS - 100 MILE HOUSE	Issued	339	C	2,917.29
30083	13-Sep-2024	NORM50	NORTHERN COMPUTER	Issued	339	C	3,547.89
30084	13-Sep-2024	PARA50	LASZLO RETI	Issued	339	C	195.00
30085	13-Sep-2024	PATE50	PATERSON SEPTIC SERVICE	Issued	339	C	1,260.00
30086	13-Sep-2024	PERF50	PERFORMANCE ALL TERRAIN & RENTALS LT	Issued	339	C	869.53
30087	13-Sep-2024	PRAR50	PRAIRIECOAST EQUIPMENT	Issued	339	C	137,066.15
30088	13-Sep-2024	RDEC50	RDE CONSTRUCTION INC	Issued	339	C	21,022.79
30089	13-Sep-2024	REMAX50	REMAX100	Issued	339	C	1,000.00
30090	13-Sep-2024	ROCY50	ROCKY MOUNTAIN PHOENIX	Issued	339	C	7,603.68
30091	13-Sep-2024	SAVE50	SAVE ON FOODS	Issued	339	C	58.87

**DISTRICT OF 100 MILE HOUSE**  
**Cheque Register-Summary-Bank**



AP5090

Page : 2

Date : Sep 17, 2024

Time : 3:23 pm

Supplier : 079850 To ZZ9950  
 Pay Date : 01-Sep-2024 To 15-Sep-2024  
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 4 ROYAL BANK - CURRENT ACCOUNT</b>							
30092	13-Sep-2024	TASC50	TASCO SUPPLIES LTD	Issued	339	C	499.46
30093	13-Sep-2024	TIMH50	TIM HORTON'S	Issued	339	C	191.87
30094	13-Sep-2024	TSUN50	TSUNAMI SOLUTIONS LTD.	Issued	339	C	57.12
30095	13-Sep-2024	WILLS50	WILLISCROFT, SHARON	Issued	339	C	435.00
30096	13-Sep-2024	WILO50	WILLIAM LOVE	Issued	339	C	1,533.00
30097	13-Sep-2024	WURT50	WURTH CANADA LTD	Issued	339	C	415.38
00000-0105	03-Sep-2024	POST50	POSTAGE BY PHONE	Issued	314	E	820.00
00000-0106	03-Sep-2024	CLIF50	CANADA LIFE	Issued	315	E	9,048.51
00000-0107	03-Sep-2024	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	316	E	7,318.01
00000-0108	03-Sep-2024	TELM50	TELUS MOBILITY CELLULAR INC	Issued	317	E	711.58
00000-0109	04-Sep-2024	SHAS50	SHAWS ENTERPRISES LTD	Issued	318	E	107.47
00000-0110	04-Sep-2024	SHAS50	SHAWS ENTERPRISES LTD	Issued	319	E	190.40
00000-0111	04-Sep-2024	SHAS50	SHAWS ENTERPRISES LTD	Issued	320	E	151.20
00000-0112	06-Sep-2024	BCHY50	BC HYDRO & POWER AUTHORITY	Issued	323	E	94.71
00000-0113	06-Sep-2024	SCOO50	SCOTT, ROY	Issued	324	E	7,350.00
00000-0114	06-Sep-2024	FORT50	FORTIS BC - NATURAL GAS	Issued	325	E	31.23
00000-0115	10-Sep-2024	TELM50	TELUS MOBILITY CELLULAR INC	Issued	326	E	839.21
00000-0116	10-Sep-2024	ROYL50	ROYAL BANK VISA	Issued	327	E	2,598.04
00000-0117	10-Sep-2024	ROYL50	ROYAL BANK VISA	Issued	328	E	362.92
00000-0118	10-Sep-2024	ROYL50	ROYAL BANK VISA	Issued	329	E	38.88
00000-0119	10-Sep-2024	ROYL50	ROYAL BANK VISA	Issued	330	E	1,475.52
00000-0120	11-Sep-2024	BCHY50	BC HYDRO & POWER AUTHORITY	Issued	331	E	12,306.30
00000-0121	11-Sep-2024	FORT50	FORTIS BC - NATURAL GAS	Issued	332	E	246.76
00000-0122	11-Sep-2024	ROYL50	ROYAL BANK VISA	Issued	333	E	535.43
00000-0123	12-Sep-2024	ETAX50	EMPLOYER HEALTH TAX	Issued	334	E	9,886.36
00000-0124	12-Sep-2024	PENS50	PENSION CORPORATION	Issued	335	E	8,582.48
00000-0125	12-Sep-2024	RECE50	RECEIVER GENERAL OF CANADA	Issued	336	E	14,375.46
00000-0126	12-Sep-2024	RECE50	RECEIVER GENERAL OF CANADA	Issued	337	E	3,760.00
00000-0127	13-Sep-2024	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	338	E	17.01

Total Computer Paid : 381,349.50      Total EFT PAP : 80,847.48      Total Paid : 462,196.98  
 Total Manually Paid : 0.00      Total EFT File : 0.00

83 Total No. Of Cheque(s) ...

**CAPITAL: \$255,674.28**