



RURAL DIRECTORS COMMITTEE AGENDA

Thursday, November 6, 2014

<u>PAGE NO.</u>	<u>SUPPLEMENTARY AGENDA</u>	<u>ACTION</u>
	<u>AGENDA- November 6, 2014</u>	Approve
	<u>MINUTES</u>	
2-5	Rural Directors Committee Meeting Minutes - October 9, 2014	Receive
	<u>REPORT</u>	
6-9	Cheryl Anderson, Manager of Administrative Services – Rough Acres Bible Camp – Request for Grant in Aid – Electoral Area “G” (Houston Rural)	Recommendation (Page 6)
10-13	Cheryl Anderson, Manager of Administrative Services – Fort Fraser Elementary School – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Recommendation (Page 10)
14-45	Deborah Jones-Middleton, Emergency Program Coordinator – British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook	Recommendation (Page 16)
	<u>DEVELOPMENT SERVICES</u> (All Directors)	
	<u>Referrals</u>	
46-49	Land Referral File No. 7409741 Ministry of Transportation and Infrastructure Electoral Area ‘D’	Recommendation (Page 47)
50-55	Land Referral File No. 7409742 Fraser Lake Towing Electoral Area ‘D’	Recommendation (Page 51)
	<u>DISCUSSION ITEM</u>	
	Federal Gas Tax (PowerPoint Presentation by RDBN Staff)	
	<u>SUPPLEMENTARY</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, October 9, 2014**

PRESENT: Chair Jerry Petersen

Directors Stephen Freeman
Tom Greenaway
Bill Miller
Rob Newell
Stoney Stoltenberg

Director Absent Ralph Roy, Electoral Area "D" (Fraser Lake Rural)

Alternate Director Ken Ponsford, Electoral Area "D" (Fraser Lake Rural)

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager
– left at 1:00 p.m.
Maria Sandberg, Planner – left at 1:10 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Petersen called the meeting to order at 12:55 p.m.

**SUPPLEMENTARY
AGENDA & AGENDA**Moved by Director Stoltenberg
Seconded by Director Miller**RDC.2014-10-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Agenda for October 9, 2014 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-September 4, 2014**Moved by Director Stoltenberg
Seconded by Alternate Director Ponsford**RDC.2014-10-2**

"That the minutes of the Rural Directors Committee meeting of September 4, 2014 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Lakes District Fall Fair Association – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

Moved by Director Stoltenberg
Seconded by Director Miller

RDC.2014-10-3

“That the Rural Directors Committee receive the Lakes District Fall Fair Association request for grant in aid monies from Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) to expand its parking area at Eagle Creek Fairgrounds.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Requests for Grant in Aid

Moved by Director Stoltenberg
Seconded by Director Freeman

RDC.2014-10-4

“That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid requests:

-Topley Cemetery Board be given \$2,000 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “G” (Houston Rural) for a new fence;

-Rip’n the North Bike Club be given \$1,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the purchase of a trail cam;

-Vanderhoof Paramedics be given \$1,374.67 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the purchase of medical equipment for patient care.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Farmed Animal Mass Carcass Emergency Disposal GIS Study Results and Next Steps

Moved by Director Stoltenberg
Seconded by Director Greenaway

RDC.2014-10-5

1. “That the Rural Directors Committee receive the Protective Services Manager’s September 30, 2014 memo titled “Farmed Animal Mass Carcass Emergency Disposal GIS Study Results and Next Steps.”
2. The Rural Directors Committee recommend the Regional District of Bulkley- Nechako Board of Directors receive the “Farmed Animal Mass Carcass Emergency Disposal GIS Study Results and Next Steps.”
3. The Rural Directors Committee recommend the Regional District of Bulkley-Nechako Board of Directors approve staff to apply for funding from Investment Agriculture Foundation of British Columbia for Phase Four of the project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Directors Allocation of Federal
Gas Tax Funds – Third
Quarter 2014

Moved by Director Greenaway
Seconded by Director Stoltenberg

RDC.2014-10-6

"That the Rural Directors Committee receive the Finance/Administration
Coordinator's September 28, 2014 memorandum titled "Directors'
Allocations of Federal Gas Tax Funds – Third Quarter 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

REFERRALS (All Directors)

Land Referral File No.
6408726 Burnette and
McCreery Electoral Area "A"

Moved by Director Stoltenberg
Seconded by Director Greenaway

RDC.2014-10-7

"That the comment sheet titled "Regional District of Bulkley-Nechako
Comment Sheet on Crown Land Referral 6408726" be provided to the
Province as the Regional District's comments on Crown Land application
6408726."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.
7409736 K&D Logging
Electoral Area "C"

Moved by Director Greenaway
Seconded by Director Freeman

RDC.2014-10-8

"That the comment sheet titled "Regional District of Bulkley-Nechako
Comment Sheet on Crown Land Referral 7409736" be provided to the
Province as the Regional District's comments on Crown Land application
7409736."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.
7409737 M.Henderson and
J. Hiebert, Electoral Area "C"

Moved by Director Greenaway
Seconded by Director Freeman

RDC.2014-10-9

"That the comment sheet titled "Regional District of Bulkley-Nechako
Comment Sheet on Crown Land Referral No. 7409737" be provided to
the Province as the Regional District's comments on Crown Land
application No. 7409737."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.
7409739 Ministry of
Transportation and Infrastructure
Electoral Area "D"

Moved by Alternate Director Ponsford
Seconded by Director Stoltenberg

RDC.2014-10-10

"That the comment sheet titled "Regional District of Bulkley-Nechako
Comment Sheet on Crown Land Referral 7409739" be provided to the
Province as the Regional District's comments on Crown Land application
7409739."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (CONT'D)

REFERRALS (All Directors) (CONT'D)

Land Referral File No.
0284064 Warren and
Kelly Labrie Electoral Area "G"

Moved by Director Newell
 Seconded by Director Miller

RDC.2014-10-11 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 0284064" be provided to the Province as the Regional District's comments on Crown Land application No. 0284064."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

Director Freeman removed himself from the meeting at 1:08 p.m. due to a familial conflict of interest in regard to Southside Economic Development Association – Request for Grant in Aid – Electoral Area "E" (Francois/Ootsa Lake Rural).

Southside Economic
Development Association
– Request for Grant in Aid
– Electoral Area "E"
(Francois/Ootsa Lake Rural)

Moved by Director Miller
 Seconded by Director Stoltenberg

RDC.2014-10-12 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Economic Development Association be given \$500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for its Halloween Celebration.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Freeman returned to the meeting at 1:09 p.m.

ADJOURNMENT

Moved by Director Stoltenberg
 Seconded by Director Miller

RDC.2014-10-13 "That the meeting be adjourned at 1:10 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jerry Petersen, Chair

Wendy Wainwright, Executive Assistant

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Petersen and Rural Directors Committee

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: October 30, 2014

**SUBJECT: Rough Acres Bible Camp – Request for Grant in Aid –
Electoral Area “G” (Houston Rural)**

Attached is a request for Grant in Aid monies from the Rough Acres Bible Camp for \$2,500 from Electoral Area “G” (Houston Rural) for dam construction at Irrigation Lake (Dunalter Lake).

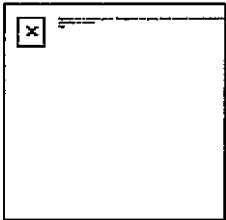
Director Newell has indicated his support of this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Rural Directors Committee recommend to the RDBN Board of Directors that Rough Acres Bible Camp be given \$2,500 grant in aid monies from Electoral Area “G” (Houston Rural) for dam construction at Irrigation Lake (Dunalter Lake).”

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: October-16-14 10:18 AM
To: Cheryl Anderson
Subject: New submission from "Grant in Aid Application"!



REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

Rough Acres Bible Camp

Mailing Address:
Box 5241 Smithers BC V0J 2N0

Email:

ashillaby@gmail.com

Contact Person:

*Andrew Hillaby 250-877-3276,
Janice Hillaby 250-845-7155*

APPLICATION SUMMARY

Project or purpose for which you require assistance:

New Dam Construction at Irrigation Lake (Dunalter Lake)

Amount Requested:

2500.00

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

Yes

<p>_____ (signature of authorized signatory)</p> <p>_____ (title)</p> <p>Amount Approved: _____ Date: _____</p>	<p>_____ Signature of Electoral Area Director</p>
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APPLICATION PROFILE

Is your organization voluntary and non-profit?:

Yes

Please describe the services/benefits that your organization provides to the community. Are these

services/benefits available to the community from another organization or agency?

The camp is open year round, open to public rentals, serves families and youth from Burns Lake to Kitimat.

Describe the geographic area that receives services or benefits from your organization.

Burns Lake to Kitimat

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*summer wages for 10 student workers
monthly stipend for Exec. Director
everyone else is volunteer*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*in operation for 25 years
summer volunteers 85
school season volunteers 20-30
members - all contributing churches (9) are considered members*

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

capital project and/or equipment

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required:

The request is to cover the fuel costs for the 6-8 pieces of heavy equipment that were used during the construction phase. Many volunteers donated operator time and donated actual pieces of heavy equipment.

Describe how this proposal will benefit the community:

The lake will not be drained. the province will not close the lake. The District of Houston and surrounding RDBN area will be a ble to use it for fishing, swimming, canoeing, skating. The tourists will have a wonderful place to stop and spend time in the community-a destination

point will be saved. the two camps will be able to stay open, the farmers won below will receive water for their farms.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

Have you applied for a grant/funding from other source(s)?: *No*

If not, please comment.:

Name of Grant or Funding Agency1:
Amount Applied for 1:
Status of Grant Application1:

Name of Grant or Funding Agency2:
Amount Applied for2:
Status of Grant Application2:

Name of Grant or Funding Agency3:
Amount Applied for3:
Status of Grant Application3:

Name of Grant or Funding Agency4:
Amount Applied for4:
Status of Grant Application4:

Have you received assistance before from us. *No*

Year, Amount and Purpose for assistance
Year, Amount and Purpose for assistance

Does your organization:
Offer direct financial assistance to individuals or families?:
Duplicate services that fall within the mandate of either: *Yes*
a senior government or a local service agency?:
Provide an opportunity for individuals to make direct contributions?:
OR, is your organization: Part of a provincial or national fund raising *Yes*
campaign?:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

TO: Chair Petersen and Rural Directors Committee

FROM: Cheryl Anderson
Manager of Administrative Services

DATE: October 30, 2014

SUBJECT: Fort Fraser Elementary School– Request for Grant in Aid –
Electoral Area “D” (Fraser Lake Rural)

Attached is a request for Grant in Aid monies from the Fort Fraser Elementary School.

The School is requesting \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Breakfast for Learning Program.

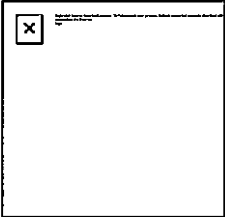
Director Roy has indicated that he is supportive of this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort Fraser Elementary School be given \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Breakfast for Learning Program.

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: October-14-14 11:59 AM
To: Cheryl Anderson
Subject: New submission from "Grant in Aid Application"



REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

Fort Fraser Elementary School

Mailing Address:
Box 94

Email:

agerhardi@sd91.bc.ca

Contact Person:

Anne Gerhardi 250-690-7271

Fax 250-690-7738

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Breakfast for Learning - provide a light breakfast to all students every morning.

Amount Requested:

\$1000.00

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

No

_____ (signature of authorized signatory)	_____ (title)	_____ Signature of Electoral Area Director
Amount Approved: _____		
Date: _____		

APPLICATION PROFILE

Is your organization voluntary and non-profit?:

Yes

Please describe the services/benefits that your organization provides to the community. Are these

services/benefits available to the community from another organization or agency?

Fort Fraser School believes that by providing a light breakfast to students will provide students with the tools and opportunities to excel.. children who eat breakfast learn more proficiently than those who do not.

Describe the geographic area that receives services or benefits from your organization.

Students from the rural areas, who ride the bus to school and also in-town students will receive benefits from this program

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

CUPE staff member will prepare, serve and clean-up after the breakfast is over.

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

We have student volunteers volunteer in the morning to help serve. One student and one CUPE member are in the breakfast room. The breakfast program began in 2012.

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

other purpose

Other Assistance Requested:

We need funding to purchase groceries for the breakfast program.

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

We need to have money to purchase breakfast food. We use Tupperware plates & cups, they need to be washed everyday, so we do purchase dishwasher soap. We have all of the equipment required to run the program, unless something might have to be replaced, ie: blender, grills or serving trays.

Describe how this proposal will benefit the community:

Research has proven that children who eat breakfast learn more proficiently than those who do not. We do have a number of needy families in the community.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

Have you applied for a grant/funding from other source(s)?:

Yes

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

*Vanderhoof Co-op**no specific amount, have received \$500.00 last year from this agency.**Pending*

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

*Thompson Creek Mining**no specific amount**Pending*

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

*Fraser Lake Sawmills**no specific**Pending*

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

*Extra Foods, Vanderhoof**non-specific, in the past, this agency has not supported this program**Pending*

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

2013-2014. Grant of \$1000.00 for a Grade 5-7 Field Trip.

Year, Amount and Purpose for assistance

2012-2013 - Grant received, not sure if it was \$500.00 or \$1000.00

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising campaign?:



Regional District of Bulkley-Nechako Memo NOVEMBER 6, 2014

To: Chair Petersen and the Rural Directors Committee
From: Deborah Jones-Middleton (Emergency Program Coordinator)
Date: October 30, 2014
Regarding: 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook'

The 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' attached for your review establishes the "minimum standards of training required for fire services personnel in British Columbia". The document only addresses the standard of firefighting and "is not intended to change or nullify any requirements or training related to other roles or functions in the fire service."

The 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' is pursuant to the *Fire Services Act of BC* section 3(b) "The fire commissioner must, for fire suppression, do the following:

- (a) consult with and give information and advice to fire chiefs and fire departments;
- (b) establish, in consultation with the advisory board and subject to the minister's approval, minimum standards for selection and training of fire services personnel;
- (c) give the advice and recommendations the fire commissioner considers necessary on the establishment of fire departments."

Under the Principles section of the document it is stated that "The Authority Having Jurisdiction is responsible to declare the firefighting "Service Level" from the following three options:

- Exterior Operations Level Firefighter;
- Interior Operations Level Firefighter; or
- Full-Service Operations Level Firefighter.

Once a "Service Level" has been declared **"it is the responsibility of each Authority Having Jurisdiction (the Regional District of Bulkley-Nechako) to immediately take steps to ensure implementation of the training requirements associated to the Service Level selected.** The Authority Having Jurisdiction is responsible to ensure that any training provided internally or by an outside agency, meets the competencies and minimum standards identified in this document. As a competency-based program, formal accreditation, while encouraged, is not required. Each firefighter must be provided training and evaluation in all competencies, both theoretical classroom and hands-on practical skills, that are identified in the curriculum.

Assessments/evaluations of competencies can be carried out by the Authority Having Jurisdiction (RDBN) so long as the evaluation instruments follow the

criteria of this document and that detailed records of firefighter training and evaluation are maintained.”

In-House Evaluators for the Exterior Operations Level must be a graduate of a current BC Fire Training Officers Association – Train the Trainer program.

The Playbook also establishes three new fire ground supervisory descriptions related to training competencies. These are:

- Exterior Operations Level Team Leader:
 - a firefighter or officer responsible for a specific crew function at an emergency incident; and
 - requires a higher degree of competency than those they are supervising.
- Exterior Operations Level Risk Management Officer:
 - ensures that the department has in place Operations Guidelines, training programs and other administrative processes that ensure safe and effective operations at all incidents;
 - may be the Fire Chief or they may be another senior officer depending on the composition and structure of the department.
- Interior Operations Level Team Leader:
 - a firefighter or officer responsible for a specific crew function at an emergency incident; and
 - requires a higher degree of competency than those they are supervising.

Each Authority Having Jurisdiction (RDBN) must work with the Fire Departments to determine the number of trained individuals will be required for the department.

“The maintenance of training competencies is the responsibility of the Authority Having Jurisdiction... through ongoing skills maintenance training and education.” The ‘Playbook’ includes a requirement for each Fire Department/Authority Having Jurisdiction to maintain an accurate record of each Firefighters training, including the specific training subjects covered at each training session.

Staff met with the Fire Chiefs and Deputy Fire Chiefs of the Rural Fire Departments to discuss the document and each department confirmed that they would only work to the ‘Exterior Operations Level Firefighter’. They expressed they are not willing to train to the required level of training without the Regional District providing the following funding to:

- pay for the training required to become an Exterior Operations Level Team Leader, and Exterior Operations Level Risk Management Officer;
- pay for volunteers to become qualified Train the Trainers; and
- Compensate the volunteers for training time.

RDBN staff informed the Rural Fire Departments that funding for Rural Fire

Departments is only via the established service areas. Staff confirmed that under the BC Legislation states in section: 803.1

- (1) All costs incurred by a regional district in relation to a service, including costs of administration attributable to the service, are part of the costs of that service.

The Fire Departments also expressed concern regarding the maintenance of training records for each firefighter as Fire Chief's and Fire Department Officers are already stretched thin.

The Regional District of Bulkley-Nechako Fire/Rescue Services Standard Operating Guideline 3.0.0 Training Requirements states that 'The Training Officer will be responsible for: ...maintaining up to date training records for all Fire Department Members;'; this is also a requirement of WorkSafe BC, and now a requirement of the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook'.

Regional District of Bulkley-Nechako Fire/Rescue Services Standard Operating Guideline 3.0.0 Training Requirements states further that "All Fire Department Members must participate in departmental training activities and maintain personal and professional competence relative to the skill and knowledge levels required of their respective position within the Fire Department.

Staff has developed a 'Service Level Policy Statement' that identifies the 'Service Level' and 'Competencies that identified the 'Training Requirements' for the Regional District of Bulkley-Nechako Rural Fire Departments, which is attached for your review and approval.

Staff will develop a monthly training program for each department that will include an Evaluation of the last training session of each department, each month. At the end of each Evaluation Session the Regional District of Bulkley-Nechako will ensure that the training level assessment for each firefighter is updated.

Staff will also amend the Regional District of Bulkley-Nechako Standard Operating Guidelines to reflect the requirements of the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' and the new Regional District of Bulkley-Nechako training program.

Recommendation

AII /DIRECTORS/MAJORITY

1. The Rural Directors Committee receives the memo entitled "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook" from Deborah Jones-Middleton, Protective Services Manager.
2. The Rural Directors Committee recommend the Regional District of Bulkley-Nechako Board of Directors approve the 'Service Level Policy Statement' for Rural Fire Departments.



REGIONAL DISTRICT OF BULKLEY-NECHAKO RURAL FIRE DEPARTMENT FIREFIGHTING SERVICE LEVEL & TRAINING POLICY

POLICY STATEMENT

The Regional District of Bulkley-Nechako recognizes that the:

- Cluculz Lake Volunteer Fire Department;
- Fort Fraser Volunteer Fire Department;
- Southside Volunteer Fire Department; and
- Topley Volunteer Fire Department;

provide Firefighting Services at the Exterior Only Level outlined in the 'British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook', within their respective Rural Fire Protection Service Area as shown on the attached Appendix 'B' only.

Each of the above noted Fire Departments will ensure that the Firefighters are trained in the Courses and Standards outlined in Appendix 'A'.

Each of the above noted Fire Departments must ensure assignment of the following roles:

1. Exterior Attack Team Leaders; and
2. Risk Management Officers.

These roles may be filled by any member of the Fire Department that is trained in the Courses and Standards outlined in Appendix 'A'.

REASON FOR POLICY

This policy is to identify:

1. the level of firefighting services the Fire Departments are authorized to provide;
2. the level or standard to which each service will be performed; and
3. the assignment of Exterior Attack Team Leaders and Risk Management Officers required.

RELATED INFORMATION

This policy is required to meet the intent of the 'British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook' issued by the Office of the Fire Commissioner of British Columbia on September 2014.

RESPONSIBILITIES

The Regional District of Bulkley-Nechako working with each Fire Chief, of the Fire Departments listed, may ensure that the level of service identified is adhered to and that volunteers/employees providing services are meeting training requirements.

Each Fire Department listed in this policy will follow the training requirements as outlined by the Regional District of Bulkley-Nechako Standard Operating Guidelines as amended from time to time.



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**

The Regional District of Bulkley-Nechako Board of Directors will review and approve the service levels periodically.



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**

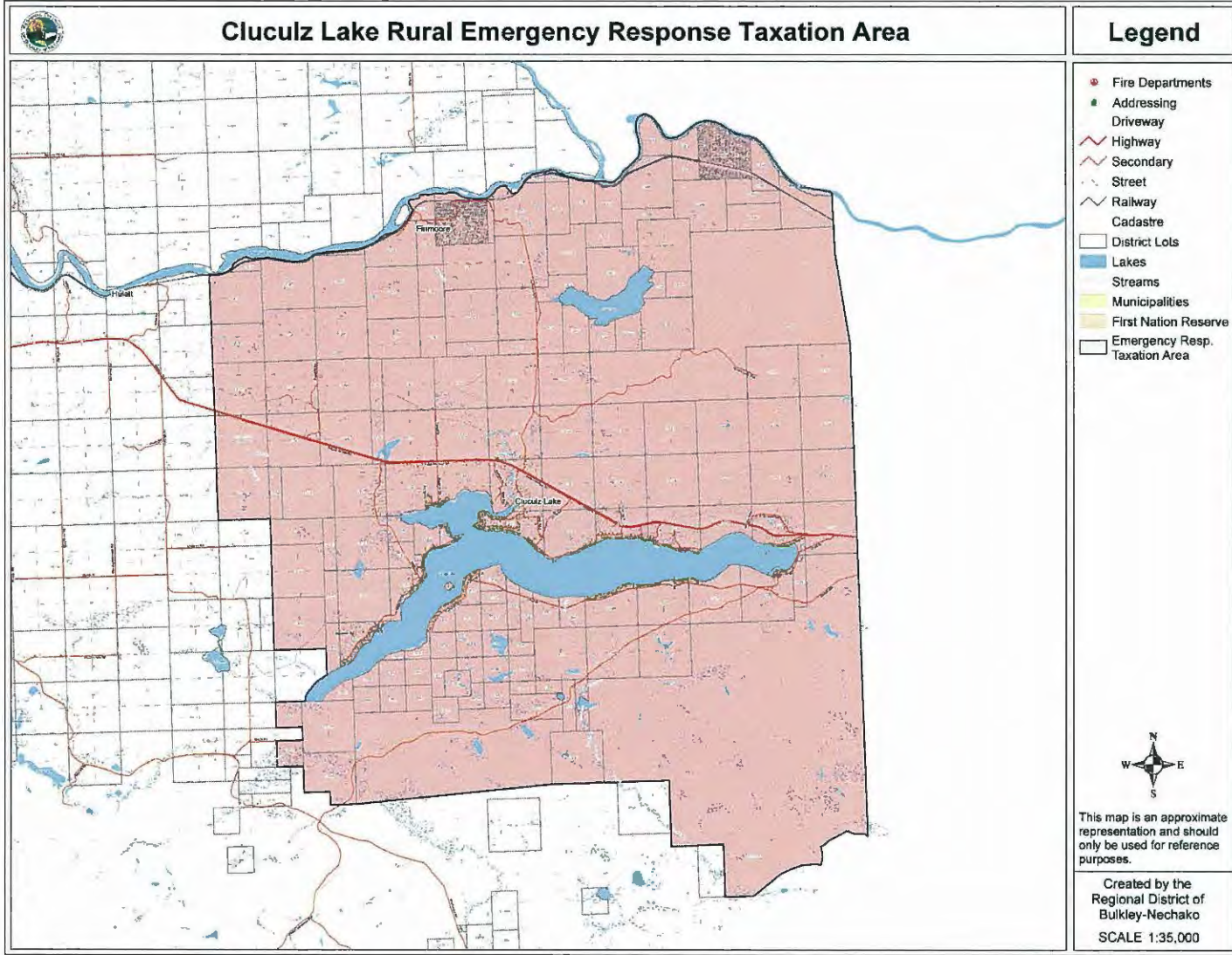
APPENDIX 'A'

REGIONAL DISTRICT OF BULKLEY-NECHAKO RURAL FIRE DEPARTMENT EXTERIOR ONLY FIREFIGHTING TRAINING REQUIREMENTS FIREFIGHTERS	
COURSE DESCRIPTION	NFPA OR INDUSTRY STANDARD
Emergency Scene Traffic	NFPA 1001 5.3.3
Safety & Communications	NFPA 1001 5.1.1, 5.1.2, 5.2, 5.2.1, 5.2.2, 5.2.3, 5.3.2, 5.3.17, 5.3.18
PPE and Self Contained Breathing Apparatus	NFPA 1001 5.1.2, 5.2, 5.3, 5.3.1, 5.3.2, 5.5.1
Ropes and Knots	NFPA 1001 5.1.2, 5.3.20, 5.5.1
Fire Streams, Hose and Appliances	NFPA 1001 5.3.7, 5.3.8, 5.5.1, 5.5.2
Ventilation	NFPA 1001 5.3.11, 5.5.1
Water Supply	NFPA 1001 5.3.15, 5.5.1, 5.5.2
Ladders	NFPA 1001 5.3.6, 5.5.1
Rehabilitation Area (REHAB)	NFPA 1001 5.1.1, NFPA 1500, NFPA 1584
Introduction to Basic Fire Behavior and Building Construction	NFPA 220, NFPA 921, NFPA 1001 5.3.11, 5.3.12, 5.3.13 NFPA 5000
Dangerous Goods or Hazmat Awareness	NFPA 472 awareness level
Gas & Electrical Safety for Firefighters	Supplied by a BC Hydro and Pacific Northern Gas Utility - utilizing an evaluation mechanism
Incident Command System 100	from BCEMS curriculum – JIBC Online
EXTERIOR ATTACK TEAM LEADERS	
Incident Command and Fire Attack	NFPA 1021 4.1.1, 4.2.1, 4.2.2, 4.2.3
Pre-Incident Planning, Size-up and Incident Action Planning	NFPA 1021 4.5.2, 4.5.3, 4.6, 4.6.1, 4.6.2
Fire ground Accountability	NFPA 1021 4.6.1, 4.6.2
Live Fire Exterior	NFPA 1001 5.3.7, 5.3.8, 5.3.19
RISK MANAGEMENT OFFICERS	
One of: Incident Action Planning – Operational or Incident Safety Officer - Operational	NFPA 1521 6.1 – 6.7.2
One of: Chief Officer Orientation – Administrative or Beyond Hoses and Helmets – Administrative	FCABC/LGMA FCABC



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**

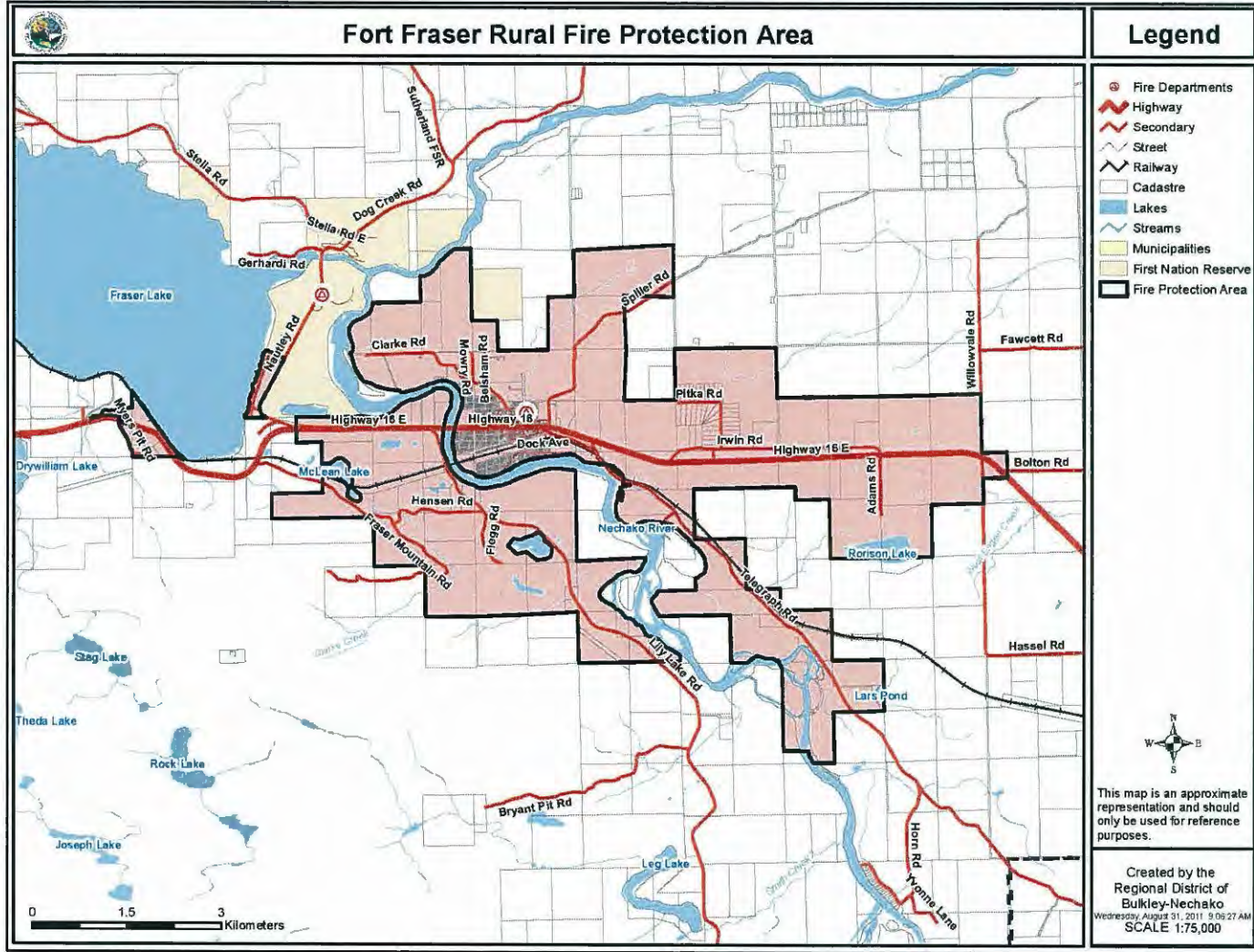
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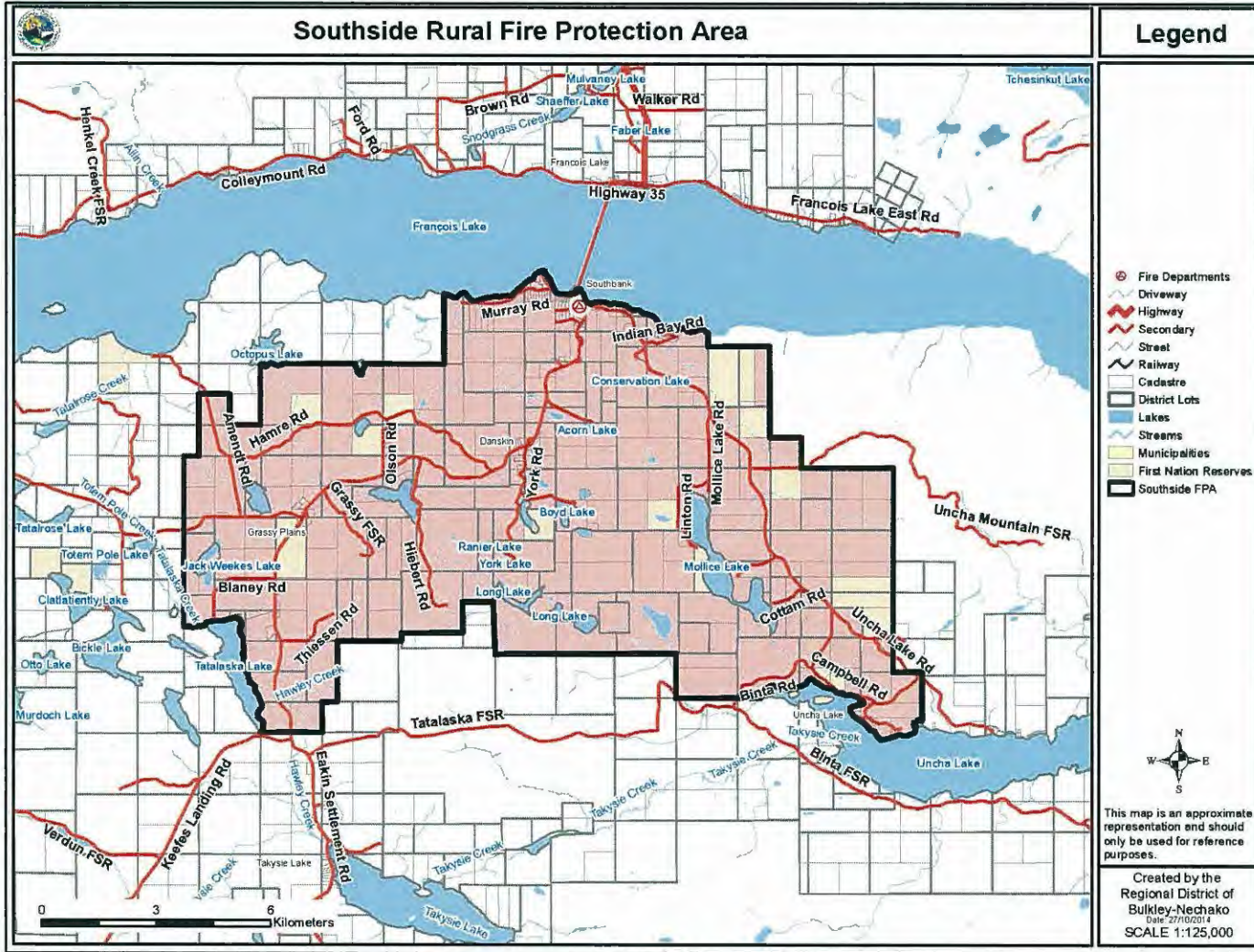
APPENDIX 'B'

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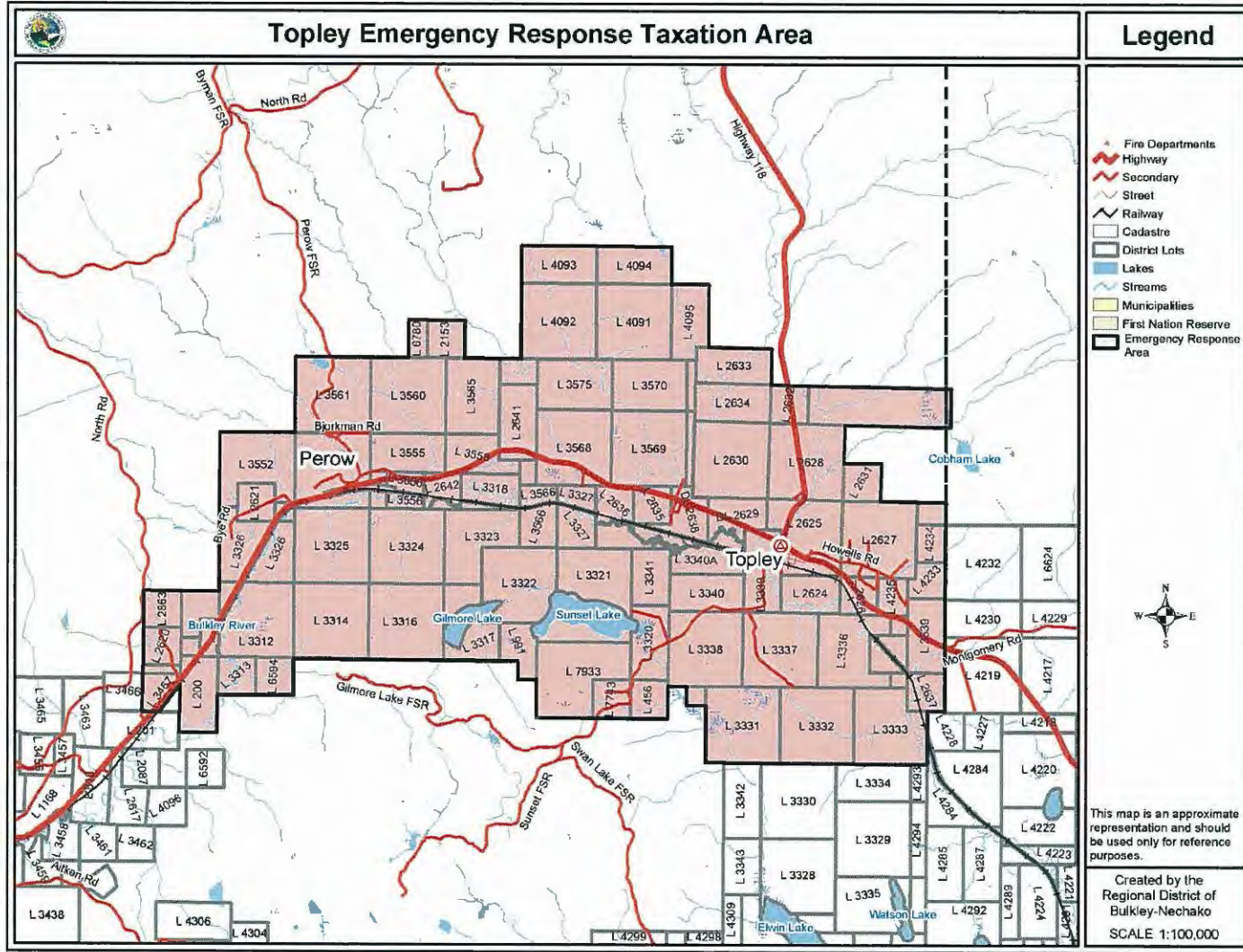
REGIONAL DISTRICT OF BUKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY



REGIONAL DISTRICT OF BUKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY



**REGIONAL DISTRICT OF BUKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**



British Columbia Fire Service Minimum Training Standards

*Structure Firefighters
Competency and Training*

PLAYBOOK



September 2014

Pursuant to section 3(b) of the *Fire Services Act* of B.C.

Acknowledgements

The Office of the Fire Commissioner wishes to acknowledge the contributions of the following organizations in the compilation, consultation, evaluation and drafting of the B.C. Fire Service Minimum Training Standards:

Fire Chiefs Association of British Columbia

British Columbia Fire Training Officers Association

Justice Institute of British Columbia

Vancouver Island Emergency Response Agency

College of the Rockies

It was through the efforts of these organizations as well as staff and other individuals within the fire service that this Playbook was created. In moving forward, the Playbook is intended to be a living document that will be periodically reassessed with a view to enhancing or clarifying aspects identified by the fire service.

1. Purpose:

To establish minimum standards of training required for fire services personnel in British Columbia. This Playbook sets out a competency-based ladder that provides for a minimum level of sequential training and operational requirements that must be met by each fire department. The level of minimum standards that must be met by each fire department is determined by the Service Level provided by a fire department as determined by the Authority Having Jurisdiction that is responsible for that fire department.

2. Scope:

This **Playbook** and establishment of the **Service Level** requirement are intended to provide an industry recognized minimum standard of training that utilizes, and bridges to, the current National Fire Protection Association (NFPA) Firefighter qualifications. It is not intended to change or nullify any requirements or training related to other roles or functions in the fire service.

This Playbook establishes the minimum standards of training that must be met and does not encompass all roles or functions of the fire service. Some roles and functions will require additional training. This **Playbook** does not preclude the need for fire services to obtain and maintain training in these other roles or functions (example: pump operator).

This document is applicable to any fire service/department in British Columbia that provides fire services and includes municipal fire departments, volunteer fire departments, and fire departments established as a society under the *Society Act* of BC. For the purpose of this document, the term "Authority Having Jurisdiction" or "AHJ" correctly describes local or regional government. It does not apply to provincial Wildfire Management Branch (WMB) resources.

This document and program establishes the minimum standards for the skills and training necessary to perform the role of a firefighter and team leader at each designated level of competency.

This document and program does not cover the minimum standards for the skills and training necessary to perform other advanced or specific functions/roles such as, but not limited to: Incident Commander, Driver/Operator, Incident Safety Officer, or Rapid Intervention Team. **The competencies and/or requirements of these and other specific fire operations functions should be addressed through other applicable training programs and standards.**

3. Principles:

Each AHJ must select and declare its firefighting **Service Level** in order for the AHJ to determine which set of minimum standards are to be met. This declared **Service Level** needs to be fully reflected in the fire department's operating guidelines and policies. The AHJ's decision should be based upon:

- local conditions;
- consultation with representatives of local fire service delivery organization;
- availability of resources and the ability of those resources to respond;

- the realities of the community in terms of demographics, travel distances, fire hall locations, and staffing models; and
- the ability of the jurisdiction or organization to financially support the operations and meet all applicable safety and operational requirements.

There are three (3) **Service Level** options available under this **Playbook**. Each AHJ must carefully examine what level of service its department is mandated to provide and then meet the appropriate training and operations identified in the competency ladder. Ensuring compliance with minimum standards established in this **Playbook** is the responsibility of the AHJ.

It is the responsibility of each AHJ to immediately take steps to ensure implementation of the training requirements associated to the **Service Level** selected. The AHJ is responsible to ensure that any training provided internally or by an outside agency, meets the competencies and minimum standards identified in this **Playbook**. As a competency-based program, formal accreditation, while encouraged, is not required by this **Playbook**. Each firefighter must be provided training and evaluation in all competencies, both theoretical classroom and hands-on practical skills, that are identified in the curriculum. Assessments/evaluations of competencies can be carried out by the AHJ so long as the evaluation instruments follow the criteria of this **Playbook** and that detailed records of firefighter training and evaluation are maintained.

4. Competencies

The **Playbook** establishes and describes the minimum competencies required of firefighter roles in the following three (3) categories:

- Exterior Operations Level Firefighter
- Interior Operations Level Firefighter
- Full-Service Operations Level Firefighter

In addition, the **Playbook** establishes three new fire ground supervisory descriptions related to training competencies. These are:

- Exterior Operations Level Team Leader
- Exterior Operations Level Risk Management Officer
- Interior Operations Level Team Leader

The fire service has a number of well-established officer ranks within its structure. However, use of departmental officer rank identification is not included within this **Playbook** as they do not necessarily signify an operational role on the fire ground. The supervisory descriptions identified above do not require new “positions” in the department; they simply reflect specific skills and training required to lead a functional crew. Each department must determine the number of these trained individuals required for their AHJ/department.

5. Terminology:

Team Leader:

In this **Playbook** the term **Team Leader** is applied to identify the individual, whether they be a firefighter or officer, responsible for a specific crew function at an emergency incident.

*Background: On the fire ground most departments operate in a manner whereby not all activities are supervised by an officer; commonly there are simply not enough officers for all the functions being performed. Usually a functional role being performed, such as ventilation, results in the identification and assignment of a **Team Leader**. This individual may commonly be referred to as the **Ventilation Team Leader**, or some other functional description. Frequently a senior or more qualified firefighter will lead the team, even if they are not of officer rank. This reality is identified and accounted for in this **Playbook**. This terminology also recognizes the reality of elected officers in some department structures who may/may not have advanced operational qualifications or skills.*

Team Leaders require a higher degree of competency than those they are supervising. This is a worker safety requirement of WorkSafeBC as well as being operationally sound. This **Playbook** therefore identifies the minimum training competencies required for those individuals who will be assuming **Team Leader** roles within Exterior and Interior Operations Service Level departments.

Risk Management Officer:

The Incident Commander (IC) manages a specific incident in a safe and effective manner, while the Risk Management Officer role ensures that the department has in place Operational Guidelines, training programs and other administrative processes that ensure safe and effective operations at all incidents. In this **Playbook** the term **Risk Management Officer** is applied to identify the individual, usually a senior officer, responsible for ensuring administrative processes are followed to ensure an Exterior Operations Level department practices safe and effective fire ground operations as a matter of principle. This position does not replace either the Incident Commander (IC) or Safety Officer (ISO) role at a scene.

The **Risk Management Officer** may be the Fire Chief, or they may be another senior officer depending on the composition and structure of the department. Regardless of who performs the role, it is not a single incident function. Individuals may be trained, or assume, multiple diverse roles within a department or during fire ground operations.

6. Instruction and Evaluation:

The instruction and evaluation components of this **Playbook** are detailed within the document. There are clear expectations identified related to training materials, lesson plans, instructional qualifications, evaluation instruments, and training records database management. Training and evaluation can occur via either a 3rd party accredited training organization, or “in-house” using non-accredited instructors and evaluators. The decision on the most appropriate method for each department rests with the AHJ.

It is the responsibility of all fire departments/AHJ's to be able to accurately identify, record, edit and report out on a complete list of training records for each individual firefighter including specific training subjects covered at each training session. All training records must be kept in accordance with WorkSafeBC Regulations and any other regulatory requirements.

7. Maintenance Training:

This Playbook identifies the minimum training competencies required of all firefighters at each service level. The maintenance of training competencies is the responsibility of the Authority Having Jurisdiction and it is expected that this will be accomplished through ongoing skills maintenance training and education.

8. Authority to Amend:

The Fire Commissioner is empowered to make minor amendments in the form of corrections or clarifications to the content of the Playbook without approval of the Minister, providing there is no substantive change to the minimum standards outlined. Any other amendments are subject to the approval of the Minister pursuant to section 3 of the *Fire Services Act*. Amendments shall be posted to the Office of the Fire Commissioner (OFC) website.

Definitions

For the purpose of this Playbook, the following definitions apply:

Appliances – various purpose-designed and built devices which can be deployed, to assist in the acquisition and delivery of water flows (e.g. nozzle, wye, gate valve).

Authority Having Jurisdiction (AHJ) – for the purpose of this document the AHJ is any local government or other entity or organization that provides fire services in British Columbia

Basic Firefighter Training Program – This was a “made in British Columbia” training program designed for firefighters working in fire services that provide only exterior fire suppression practices. The program is based upon the NFPA 1001 training curriculum involving those components which specifically address skills relevant to exterior firefighting only. Firefighters only trained in the Basic Firefighter Training Program are not trained to undertake offensive, interior attacks at structural or other fires and never should do.

Certification/Accreditation – is awarded to firefighters trained or qualified to meet or exceed a specific operational standard AND who are successfully evaluated by a third party organization, or by an agency on their behalf.

Competency/Requirement – is achieved by firefighters trained or qualified and evaluated to meet the operational requirements of a given standard or program but not necessarily certified by an accredited agency to that standard. Competency is recognized if full training and evaluation records for a given skill performed by the individual firefighter can clearly demonstrate that all identified competency requirements of the standard have been met.

Exterior Operations – is the **Service Level** that includes firefighting activities restricted to the control and/or extinguishment of fire from a position external to the building or object in question, and outside of any IDLH environment.

Full Service Operations – is the **Service Level** that includes activities that are undertaken by firefighters trained in the full spectrum of competencies outlined in the NFPA 1001 *Standard for Fire Fighter Professional Qualifications*.

Hose – water hose which is purpose-designed and built for structural firefighting. Size and type must be appropriate to the hazards and intended use.

IDLH (Immediately dangerous to life and health) - Is a descriptor commonly used to describe incident conditions that present an immediate threat to a person’s safety through inhalation or exposure (e.g. smoke, noxious vapor, super-heated air).

Incident Commander – is a designated and specifically trained individual responsible for safety, strategies and tactics during any fire service operation.

Incident Safety Officer (ISO) – is a trained firefighter with fire ground experience and education in identification of incident hazards before they become issues and capability of generating solutions or direct actions to avoid such hazards.

Interior Operations – is the **Service Level** that includes firefighting activities that include entry into structures and objects with the purpose of control and/or extinguishment of fire. This requires use of specialized protective equipment and procedures not covered by the training provided in relation to Exterior Operations **Service Level**.

Maintenance Training – ongoing training provided to firefighters to ensure previously acquired skills, abilities and knowledge are retained at a level sufficient to meet the associated competencies.

NFPA 1001 - National Fire Protection Association *Standard for Fire Fighter Professional Qualifications*. Pursuant to the *Fire Services Act* (BC) and this **Playbook**, NFPA standards have been identified in British Columbia as the standards upon which all firefighter competency training will be based and evaluated. The most current version of NFPA 1001 must be used.

PASS Alarm – Personal Alert Safety System. A purpose-designed and built device worn by a firefighter during operations that quickly identifies and sounds an alarm should the firefighter become incapacitated. PASS Alarms may be incorporated into an SCBA device by manufacturers.

Personal Protective Equipment (PPE) – Typically consists of purpose-made and regulated garments for structural firefighting including: protective boots, turn-out coat and pants, balaclava, helmet and firefighting gloves.

Pumping Apparatus – a purpose-designed built structural firefighting engine/pumper originally designed and built based upon NFPA 1901 and/or ULC S-515. This vehicle must be capable of delivering water flows to a fire hose and nozzle which are suitable for the hazards present in the community. It must have an on-board initial water supply and capability of drawing water from external sources for extended periods.

Rapid Intervention Team (RIT) – a dedicated crew of firefighters, at a minimum trained to conduct Interior Operations as set out in this **Playbook** and assembled within the time frames required under s. 31.23(4) of the *Occupational Health and Safety Regulation* under the *Workers Compensation Act*, ready to engage in firefighter rescue operations.

Risk Management Officer – an administrative position created within this **Playbook** framework to ensure that External Operations Level fire services are identifying and managing the risk and safety aspects of their operation. Areas of concern include: training program design, training records management, Bylaw management, Operational Guidelines, adherence to applicable regulations and standards, and other non-fire ground administrative matters related to safety and risk.

SCBA (Self-contained breathing apparatus) - is purpose-designed and built for firefighters to allow for operations in and around dangerous atmospheres.

Service Level – means Exterior Operations, Interior Operations or Full Service Operations

Team Leader – a firefighter or officer trained/qualified to lead a team of firefighters in the undertaking of a fire ground task, or set of tasks, as applicable to the operational **Service Level** provided by the department. Team Leader qualifications are not based, nor necessarily applicable, to a department rank. Requirements are set out in the Standards and Requirements sections of this document.

Instruction and Evaluation Requirements

Training and evaluation may be administered via 3rd party accredited providers, or be done “in-house” by qualified department personnel. The following describes the requirements for “In-House” delivery of **Playbook** training related requirements. If departments choose to utilize a 3rd party, providers will facilitate all training and evaluation instruments. It is recommended that departments ensure compliance when organizing training with any 3rd party provider to ensure compliance with the competencies required, at minimum.

1. Training Materials for departments choosing to train “In-House”

Exterior Operations Level:

- Exterior Operations Level training materials will be those included as part of the Exterior Operations Level Train-the-Trainer curriculum package, as provided by the OFC. Lesson plans, instructional techniques and evaluation tools and instruments are included as part of the curriculum package

Interior and Full-Service Operations Levels:

- Interior and Full-Service Level training materials must be obtained by the fire department from recognized third party instructional material providers such as IFSTA (Essentials), Jones & Bartlett (Fundamentals), or other organizations recognized by the OFC. These comprehensive materials include detailed reference articles, lesson plans, and skill sheets that can be used as a portion of the overall evaluation.

2. Instructor Qualification requirements for “In-House” training delivery

Exterior Operations Level:

- The fire service member responsible for the delivery of Exterior Operations Level training to firefighters must be a graduate of a current Train-the-Trainer for the Exterior Operations Level from a program recognized by the Office of the Fire Commissioner of BC. Contact the OFC for a list of qualifying programs.

Interior Operations Level:

- The fire service member responsible for the delivery of Interior Operations Level training programs must possess current NFPA 1001-FF2 Certification. It is optionally recommended that they also be certified as a Fire Service Instructor 1. In addition the individual responsible must ensure the training meets the requirements of *the Occupational Health and Safety Regulation* under the *Workers Compensation Act, Part 31*:

31.4 Instruction and direction

The employer must ensure the adequate instruction and direction of firefighters in the safe performance of their duties.

Full-Service Operations Level:

- The fire service member responsible for the delivery of Full-Service Operations Level training programs must possess current NFPA 1001-FF2 Certification and certification as a Fire Service Instructor 1. In addition the individual responsible must ensure the training meets the requirements of the *Occupational Health and Safety Regulation* under the *Workers Compensation Act, Part 31:*
31.4 Instruction and direction

The employer must ensure the adequate instruction and direction of firefighters in the safe performance of their duties.

3. Evaluator Qualification requirements for “In-House” training delivery

Exterior Operations Level:

- Evaluations for the Exterior Operations Level must be conducted as part of the training program and under the direct responsibility of a graduate of a current BC Fire Training Officers Association (BCFTOA) Train-the-Trainer (TTT) program. Evaluation instruments for firefighter skill competencies are included as part of the Train-the-Trainer curriculum.

Interior and Full-Service Operations Levels:

- Evaluations for the Interior Operations and Full-Service Levels must be conducted as part of the training program and under the direct responsibility of a qualified instructor. Evaluation checklists can be obtained from the British Columbia Fire Training Officers Association (BCFTOA). Skill sheets and other basic evaluation tools included within the curriculum materials should be used. In addition, relevant competency evaluations based upon the current NFPA 1001 Standard should be utilized.

4. Student Tracking

Training providers and individual departments are required by WorkSafeBC to track training. Globally, the BCFTOA will voluntarily track all departments utilizing this Playbook as best they can. Departments are strongly encouraged to update the BCFTOA on a regular basis.

5. Exams and Skill Sheets

The BCFTOA can assist in the creation of evaluation tools for all service levels contained within this Playbook. Skills sheets will be available for all levels as well. Evaluation packages will be distributed to individual departments for “in-house” delivery upon request. Third party provider agencies, whose programs have been vetted as compliant with program competencies by the OFC and BCFTOA, are expected to utilize their own internal training and evaluation instruments.

6. Bridging and Prior Learning Assessment

Bridging from one level to a higher one within the Playbook is possible.

Provider agencies have agreed to recognize all graduates of training programs from other providers that meet, or exceed, the core competencies as described in this Playbook and as determined by the OFC. Only the core competencies will be universally recognized. Any materials covered above the core competencies can be evaluated for equivalency by the provider being considered.

Departments that train in-house and complete one of the accredited provider agencies evaluation processes will also be accepted by alternative providers.

In terms of Prior Learning Assessment for firefighters who may have previous training, at whatever level, the onus is on the Fire Chief to put in place any processes whereby the department determines, to their satisfaction, whether the prior learning and competencies of a firefighter meet the required training of that department.

7. Important Considerations for local decisions on Service Level and Training

It is important to recognize that a number of the certification components may not be applicable for all jurisdictions (e.g. fire hydrants). Therefore, the AHJ must identify the competencies that do not have application in their jurisdiction. These areas must be identified in the Service Level Policy Statement and must be reflected in the training program description and evaluation processes.

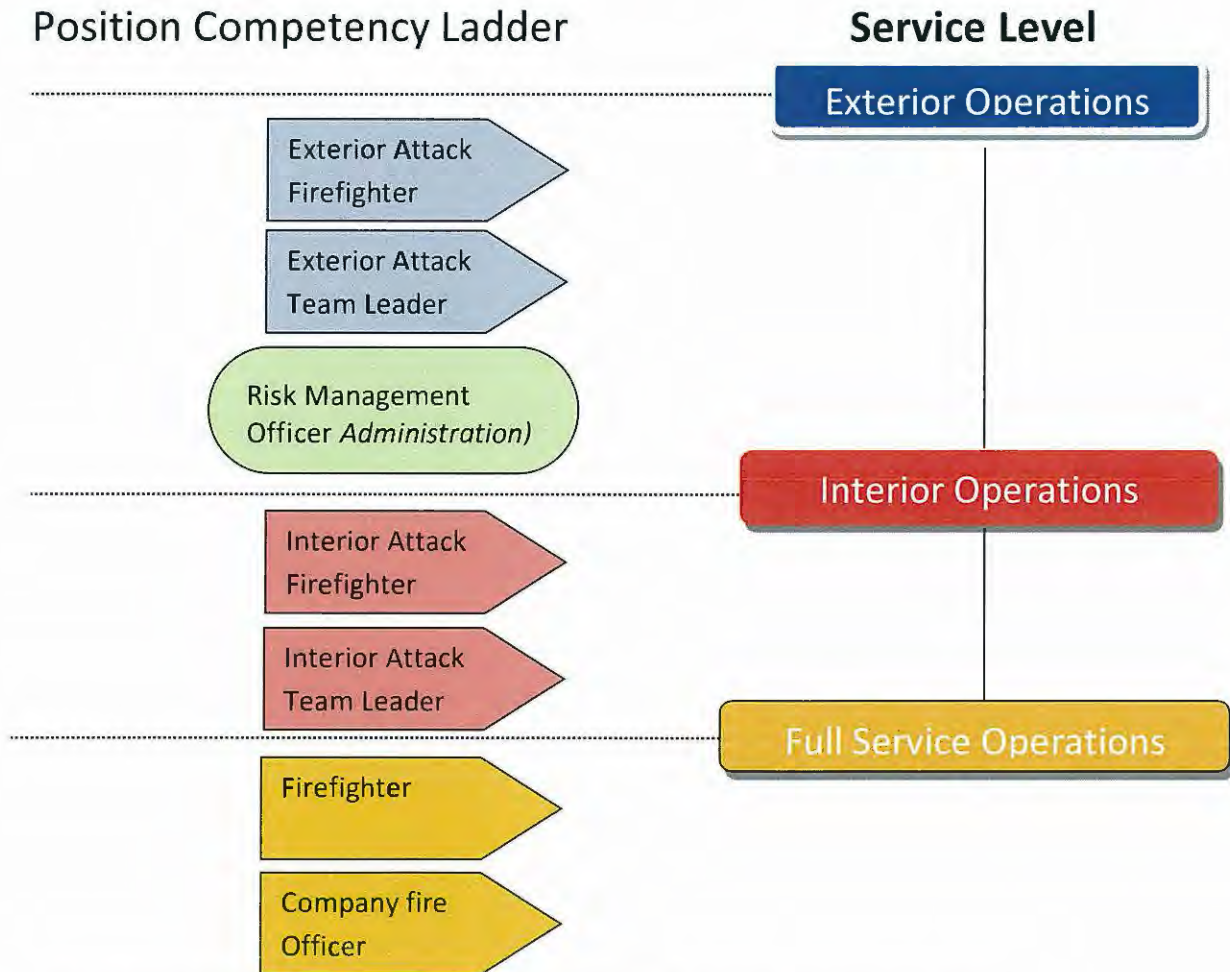
In addition, this Playbook is not an "all encompassing" program: additional training and competency in specific skill areas is required for a department to operate at an emergency incident such as driver training, pump operations, rapid intervention team, incident safety officer and others. These aspects of fire service function are beyond the scope of this Playbook, but are nonetheless still critical areas that must be addressed through training and operational procedure.

BC Firefighter Competency Matrix

Requirements

- Determination by the AHJ of the Service Level appropriate to community needs
- Policy Statement describing fire department’s authority and Service Level
- WorkSafeBC firefighter coverage in place
- WorkSafeBC safety and functional requirements in place (Eg. firefighter fitness records, Employer/Worker OH&S program representatives, Rapid Intervention Team OG)
- A Training Record recording and retention process which permits ready identification of the current training level and/or certification of each firefighter. It must also provide for retention of all records previously undertaken by every firefighter and kept indefinitely, regardless if they leave the department
- Appropriate equipment and apparatus available to meet the declared Service Level requirements

Position Competency Ladder



** Each level in the Competency Ladder has identified requisite minimum training requirements described within this document that must be met.

	<p>The following competencies extracted from NFPA 1001 – FF1 must be met to achieve the requirements for Exterior Ops Firefighter <i>(specific competency lesson plans and evaluations are available from the OFC and partner training provider agencies)</i></p>	<p>Job Performance Requirements (Exterior Firefighter competencies)</p>	<p>External Operations - Firefighter</p>
	<p>Emergency Scene Traffic NFPA 1001 5.3.3</p>		
	<p>Safety & Communications NFPA 1001 5.1.1, 5.1.2, 5.2, 5.2.1, 5.2.2, 5.2.3, 5.3.2, 5.3.17, 5.3.18</p>		
	<p>PPE and Self Contained Breathing Apparatus NFPA 1001 5.1.2, 5.2, 5.3, 5.3.1, 5.3.2, 5.5.1</p>		
	<p>Ropes and Knots NFPA 1001 5.1.2, 5.3.20, 5.5.1</p>		
	<p>Fire Streams, Hose and Appliances NFPA 1001 5.3.7, 5.3.8, 5.5.1, 5.5.2</p>		
	<p>Ventilation NFPA 1001 5.3.11, 5.5.1</p>		
	<p>Water Supply NFPA 1001 5.3.15, 5.5.1, 5.5.2</p>		
	<p>Ladders NFPA 1001 5.3.6, 5.5.1</p>		
	<p>Rehabilitation Area (REHAB) NFPA 1001 5.1.1, NFPA 1500, NFPA 1584</p>		
	<p>Introduction to Basic Fire Behavior and Building Construction NFPA 220, NFPA 921, NFPA 1001 5.3.11, 5.3.12, 5.3.13 NFPA 5000</p>		
	<p>Dangerous Goods or Hazmat Awareness <i>(from NFPA 472)</i>¹</p>		
	<p>Gas & Electrical Safety for Firefighters <i>(supplied by a BC Utility utilizing an evaluation mechanism)</i>²</p>		
	<p>Incident Command System 100 <i>(from BCEMS curriculum)</i>³</p>		
	<p>All of Exterior Operations Firefighter PLUS completion of the following competencies from NFPA 1001 – FF1</p>	<p>Job Performance Requirements (NFPA 1001 – FF1 competencies)</p>	<p>Interior Operations - Firefighter</p>
	<p>Organization, Safety and Communications NFPA 1001 5.2.4</p>		
	<p>RIT Training – pertinent to jurisdictional hazards NFPA 1001 5.3.9 NFPA 1407, NFPA 1500</p>		
	<p>Self Contained Breathing Apparatus NFPA 1001 5.3.1, 5.3.5, 5.3.9</p>		
	<p>Search and Rescue NFPA 1001 5.3.9</p>		
	<p>Fire Behavior NFPA 1001</p>		
	<p>Fire Extinguishers NFPA 1001 5.3.16</p>		
	<p>Building Construction NFPA 1001 5.3.11, 5.3.12 <i>(not sure how far the exterior takes the Building Construction)</i></p>		
	<p>Forcible Entry NFPA 1001 5.3.4</p>		
	<p>Ventilation NFPA 1001 5.3.12</p>		
	<p>Loss Control NFPA 1001 5.3.13, 5.3.14</p>		
	<p>Live Fire Exterior NFPA 1001 5.3.7, 5.3.8, 5.3.10, 5.3.19</p>		

	All of NFPA 1001 – FF2 competencies (except Hazmat and Medical Response) and with the addition of:	Job Performance Requirements (NFPA 1001 – FF2 competencies)	Full Service Operations - Firefighter
	Live Fire Exterior and Interior		
	Hazmat Operations (NFPA core competencies plus 6.6)		

	Completion of the Operational Firefighter requirements for either the Exterior or Interior Service Level PLUS the following competencies from NFPA 1021:⁴	Job Performance Requirements (NFPA 1021 – competencies)	Team Leader Exterior & Interior
	- Incident Command and Fire Attack NFPA 1021 4.1.1, 4.2.1, 4.2.2, 4.2.3		
	- Pre-Incident Planning, Size-up and Incident Action Planning NFPA 1021 4.5.2, 4.5.3, 4.6, 4.6.1, 4.6.2		
	- Fire ground Accountability NFPA 1021 4.6.1, 4.6.2		
	Live Fire – Exterior (Recommended for Exterior Operations)NFPA 1001 5.3.7, 5.3.8, 5.3.19		
	Live Fire Exterior and Interior (Recommended for Interior Operations)		
	Completion of the Team Leader requirements for the Exterior Operations level PLUS the following courses (1 from each area):		Risk Management Officer
	Incident Action Planning (operational) ⁵	One of	
	Incident Safety Officer NFPA 1521 6.1 – 6.7.2 (operational)	One of	
	FCABC/LGMA Chief Officer Orientation (administrative)		
	Beyond Hoses and Helmets, or equivalent (administrative)		
	Fire Officer 1 (NFPA 1021)	Job Performance Requirements (NFPA 1021 – competencies)	Company Fire Officer
	Incident Command 200		
	Fire Service Instructor 1		
	Emergency Scene Management (Fireground control)		

Footnotes:

1. Can utilize any training provider, including internal, that meets the competencies of NFPA 472 – Awareness Level
2. Can utilize any program, developed by a registered Gas or Electrical Utility within the Province of BC, which includes an evaluation instrument based upon current recommended practice
3. Can utilize any training provider, including internal, using certified training and evaluation based upon the BCEMS model
4. Can utilize any training provider, including internal, that meets the competencies of NFPA 1021 – Fire Officer Professional Qualifications
5. Recognized program with subject matter covering areas such as strategies and tactics, fire ground command, emergency scene management, or other program acceptable to the OFC

Exterior Operations Service Level Definition

Exterior Operations Level fire service firefighters shall not enter any building, vehicle, dumpster or other object if an IDLH atmosphere is present. If an IDLH atmosphere is present, Exterior Operation firefighters shall only engage in external fire suppression activities. Operational Guidelines that restrict them to Exterior Operations must be written and enforced by the department, even though they may possess equipment that would otherwise permit them to respond at a higher level.

On occasions where the department responds to a simple incident, such as a pot on the stove or electrical outlet fire and an IDLH atmosphere does not yet exist, it is reasonable to address the issue from inside the structure. However, if an IDLH atmosphere develops or the fire progresses beyond the object of origin, or the environment or structure become compromised in any way, all firefighters must immediately withdraw to the exterior and combat the situation from the outside.

Exterior Operations require at least three personnel to be carried out safely and effectively. A target response time, as applicable and acceptable to the AHJ, should be established.

Exterior Operations Team Leaders are trained to supervise safe exterior operations only. The Exterior Operations Risk Management Officer is an administrative role focused on ensuring departmental safe work practices and adherence to the relevant regulations and standards.

The External Operations Level applies to all external fire ground operational functions except support positions such as, but not restricted to: rehab/first aid, first medical responder, vehicle driver. Specific training for these roles, and applicable to the hazards involved, is still required for these positions and must be addressed elsewhere in departmental training programs.

Exterior Operations Requirements

Administration

- Policy Statement from governing organization describing authority to operate and mandated service level
- WorkSafe BC coverage in place
- The AHJ must create and retain records of the training taken by each firefighter
- Completion of Exterior Attack Training Requirements

Equipment

- Personal Protective Equipment (as required by WSBC/NFPA)
- Pumping Apparatus, hose and appliances
- Adequate water supply and flow

Fire Ground Requirements (WorksafeBC)

- Incident Commander (Supervision)
- SCBA worn for any IDLH atmospheres
- A firefighter must be trained and provided with the appropriate resources/PPE in order to perform the work expected

Interior Operations Service Level Definition

Interior Operation Fire Departments may engage in internal fire suppression activities within simple structures or objects such as a vehicle, single family dwelling or other small structure. Interior Operations may also include other structures that the AHJ has assessed and pre-planned for such that they determine the structure to be safe for Internal Operations qualified firefighters. Firefighters must be trained specific to the risks associated with these structures.

Interior Operations Level fire services will have Operational Guidelines, that must be written and enforced by the department, that describe advanced training in fire operations activities that allow for a calculated fire attack within permitted structures and objects.

Interior operations must be undertaken in accordance with the requirements of WorkSafeBC (including, in particular, s. 31.23 of the *Occupational Health and Safety Regulation* made under the *Workers Compensation Act* (BC)).

Before any entry to a fire-involved structure is made, the fire department must have qualified Team Leaders on scene and ensure that the correct requirement for water and suppression activities can be maintained at all times as per the Incident Action Plan.

Interior Operations require a contingent of personnel on scene to meet the WorkSafeBC *Occupational Health and Safety Regulation* requirements. A target response time, as applicable and acceptable to the AHJ, should be established.

Interior Operations Team Leaders are trained to supervise safe interior operations. Team Leaders must follow established Operational Guidelines or Procedures for safety during all fire ground operations.

The Incident Commander must recognize the need, and staff appropriately, for a Rapid Intervention Team (RIT) with trained firefighters following the requirements of WorkSafe BC Regulations.

Interior Operations Requirements

Administration

- Policy Statement from governing organization describing authority to operate and service level
- WorkSafe BC coverage in place
- The AHJ must create and retain records of the training taken by each firefighter
- Completion of Interior Attack Training Requirements

Equipment

- Personal Protective Equipment (as required by WSBC/NFPA)
- Pumping Apparatus, hose and appliances
- Adequate water supply and flow

Fire Ground Requirements (WorkSafe BC)

- Incident Commander (Supervision)
- SCBA worn
- Rapid Intervention Team (RIT) capability (s. 31.23(4) OS&H Reg.)
- PASS Alarm (may be integrated into SCBA)
- A firefighter must be trained and provided with the appropriate resources/PPE in order to perform the work expected

Full Service Level Definition

Full Service Operations Fire Departments are equipped and have completed the appropriate training identified in this **Playbook** to provide a full spectrum of fire services. These services are based on the competencies included within the NFPA Firefighter and Fire Officer Standards.

Full service fire departments will have Operational Guidelines that must be written and enforced by the department, that describe advanced training in fire operations activities.

These fire departments are organized such that the suppression activities that occur are based on response protocols which include the appropriate staffing levels, and number and type of apparatus on scene.

Full-service level fire services should utilize Incident Action Plans based on standardized responses for all types of fire suppression activities matched against an established benchmark.

Full Service Operational Requirements

Administration

- Policy Statement from governing organization describing authority to operate and service level
- Worksafe BC coverage in place
- The AHJ must create and retain records of the training taken by each firefighter
- Completion NFPA 1001 Firefighter 2 training competencies
- Completion of NFPA 1021 Level 1 Fire Officer training competencies

Equipment

- Personal Protective Equipment (as required by WSBC/NFPA)
- Pumping Apparatus, hose and appliances
- Adequate water supply and flow

Fire Ground Requirements (WorksafeBC)

- Incident Commander (Supervision)
- SCBA worn
- Rapid Intervention Team (RIT) capability (s. 31.23(4) OS&H Reg.)
- PASS Alarm (may be integrated into SCBA)
- A firefighter must be trained and provided with the appropriate resources/PPE in order to perform the work expected

Playbook Compliance Checklist

(Fire Department Internal Use)

Department Name: _____

Date: _____

Firefighter Competency and Training Playbook Checklist			
<p>1. Does your local government have a bylaw to establish the fire department or if you are a registered society, do your constitution and bylaws provide the mandate to establish a fire department? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>Note: If the answer is "no" the fire department will not be considered by the Office of the Fire Commissioner for deployments under the Provincial Mobilization Plan. If "yes", identify the functions that the fire department is authorized by the local authority to deliver?</i></p>			
<p>2. Is your local authority/registered society registered with WorkSafe BC? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>Note: If the answer is "no" the fire department will not be considered by the Office of the Fire Commissioner for deployments under the Provincial Mobilization Plan.</i></p>			
<p>3. Is there a policy statement determining if the fire department will provide either a defensive/exterior or an offensive/interior structure fire attack type for fire suppression? Yes <input type="checkbox"/> No <input type="checkbox"/></p>			
<p>4. Is there a policy statement determining the training standards to which the fire department will train? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>Note: If the answer is "no" the fire department will not be considered by the Office of the Fire Commissioner for deployments under the Provincial Mobilization Plan. If "yes", what standards have been adopted for the fire department?</i></p>			
<p>5. Who coordinates your department's firefighter training? Please list positions:</p>			
<p>6. Is there a Training Records database and records management system that provides detailed records for the training of each firefighter? Yes <input type="checkbox"/> No <input type="checkbox"/></p>			
<p>7. Does the training records system maintain records for every members training in perpetuity (their lifetime)? Yes <input type="checkbox"/> No <input type="checkbox"/></p>			
Fire Department Service Level Identification		Yes	No
Exterior Operations – Buildings, Vehicles, Dumpsters			
Interior Operations – Simple structures			
Full Service			
Other Comments			

Name of Individual completing the Checklist

Title/Position

Training Organizations

(Information only)

The following professional organizations can assist with agency direction and training provider contacts:

FCABC – Fire Chiefs Association of BC www.fcabc.ca

BCFTOA – BC Fire Training Officers Association www.bcftoa.com

OFC – Office of the Fire Commissioner of BC <http://embc.gov.bc.ca/ofc/index.htm>

BC Wildfire Management Branch www.bcwildfire.ca

FPOABC – Fire Prevention Officers Association of BC www.fpoabc.bc.ca

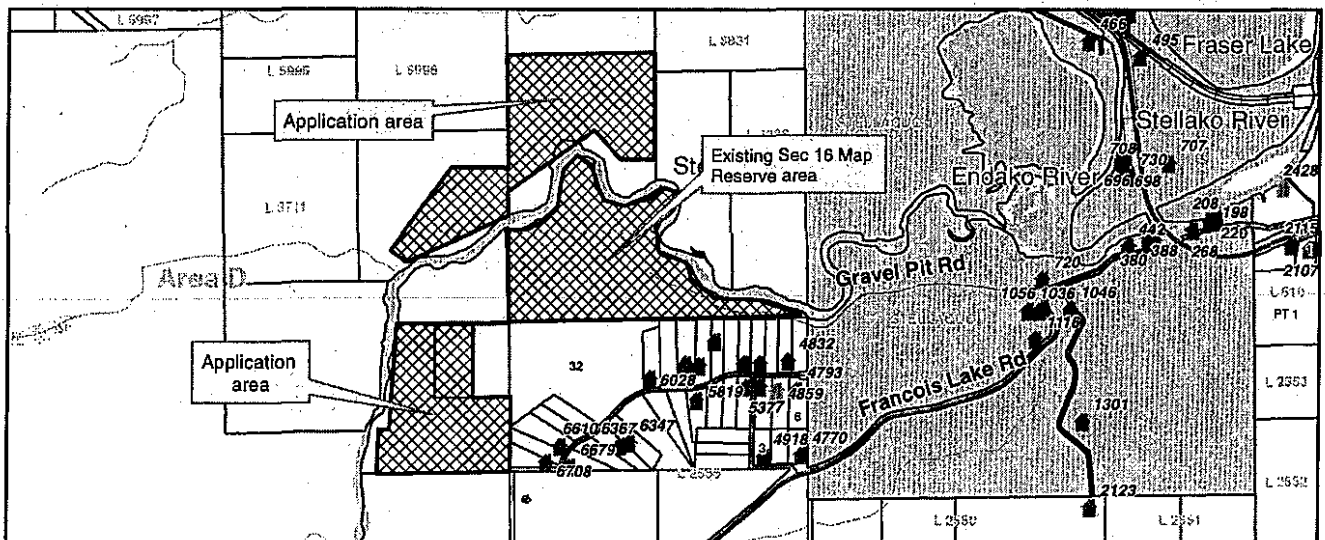
FNESS – First Nations Emergency Services Society of BC www.fness.bc.ca



MEMORANDUM

To: Rural Directors
 From: Maria Sandberg, Planner
 Date: October 24, 2014
 Re: Land Referral File No. 7409741, Ministry of Transportation and Infrastructure

This application is regarding an amendment to an existing Section 16 Map Reserve application for Aggregate and Quarrying purposes. The application area is located along the Stellako River, 5 kilometres southwest of the Village of Fraser Lake. The application area is approximately 108.94 ha in size.



A section 16 Map Reserve under the *Land Act* temporarily withdraws Crown land from disposition for any purpose the minister considers advisable in the public interest, including for the use of a government body.

The application area is partially within an existing Order-In-Council Reserve for a Wildlife Management Area held by the Ministry of Environment. MoTI asked for a Notation of Interest over the OIC Reserve so that MoTI would be notified if anyone applies for a Temporary Permit to remove gravel from this area, and the future use of the land is limited. MoTI also plans to discuss the location with the Ministry of Environment to see how their shared interest can be accommodated. The site is applied for to meet the long term objectives of the MoTI to identify and secure quality aggregate sources for the ongoing maintenance of highways.

Both the existing and proposed map reserve areas are located adjacent to the Deer Acres subdivision, with approximately 20 residences.

The majority of the application area is zoned Recreational (P2) and designated as Parks and Recreation in the Endako, Fraser Lake, Fort Fraser Rural Official Community Plan. The purpose of this designation is to protect areas having significant recreational or environmental attributes. Policy 3.8.2 (5) states that the natural character and recreational resource of the Stellako River will be protected. A small portion of the southern application area adjacent to the residential subdivision is zoned Rural Resource RR1.

If the Ministry of Transportation and Infrastructure places a map reserve over this land it is unlikely that the land would be able to be used for any parks or recreation purpose. Also, the location, adjacent to the Stellako River, is not an ideal location for the gravel extraction.

As the land is identified as appropriate for park or recreation purposes, and that the natural character and recreational resource of the Stellako River should be protected, staff must recommend that the Province be informed that the Regional District objects to the proposed Section 16 Map Reserve application for Aggregate and Quarrying purposes.

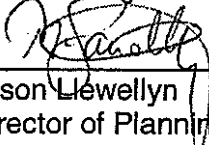
It is noted that sand and gravel extraction are not subject to Regional District Zoning.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409741.

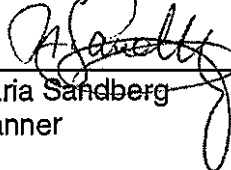
Rural Directors – All/Directors/Majority

Reviewed by:

 for

Jason Llewellyn
Director of Planning

Written by:



Maria Sandberg
Planner



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409741

Electoral Area:	D
Applicant:	Ministry of Transportation and Infrastructure
Existing Land Use:	Vacant
Zoning:	Recreational (P2)
Plan Designation	Parks and Recreation (P)
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	Not in the ALR
Access Highway:	None
Archaeological Site:	There are some archaeological sites in the application area according to mapping that was provided to the Regional District by the provincial Archaeology Branch.
Building Inspection:	Not within the building inspection area
Fire Protection:	Not within a Rural Fire Protection Area
Other comments:	<p>The majority of the application area is zoned Recreational (P2) and designated as Parks and Recreation in the Endako, Fraser Lake, Fort Fraser Rural Official Community Plan. The purpose of this designation is to protect areas having significant recreational or environmental attributes for recreation purposes. Policy 3.8.2 (5) states that the natural character and recreational resource of the Stellako River will be protected.</p> <p>The Ministry of Transportation and Infrastructure map reserve will unnecessarily restrict the recreational use of the lands in the long term. Also, the location, adjacent to the Stellako River, is not an ideal location for gravel extraction. The most appropriate use of the land is identified as park or recreation, and it is a priority that the natural character and recreational resource of the Stellako River be protected. Therefore, the Regional District Board recommends that the Province not allow the proposed Section 16 Map Reserve application for Aggregate and Quarrying purposes.</p>

124°58'0"W

49

124°56'0"W

SITE MAP

BCGS Mapsheet: 93K006

Lat/Long: 54° 2' 50.399" N 124° 57' 12.472" W

54°4'0"N

54°4'0"N

L.R. Plan 9741

5342

DL 5196 PT DL 5196

PT DL 3830

LET A Plan 8312
DL 3830

TRANS CANADA HWY No. 16 3TU623

Hwy 16 W

ON RAILWAY 2RY 157

Hwy 16

DL 5994

DL 6341 PT DL 6341

DL 5196

PT DL 3830

DL 5997

DL 5197

DL 3831

BKA

DL 5995

DL 5996

DL 6800

POWER TRANSMISSION R/W Plan 8352

GAS/OIL R/W Plan 6457

POWER TRANSMISSION R/W Plan 5696 DL 3710
DL 3710

DL 5999

DL 4086

93K006

DL 2554

GAS/OIL R/W Plan 6694

DL 2558

POWER TRANSMISSION R/W Plan 8342

DL 3712

BK C

L 32 Plan 8674

Zeta Rd

REM N 1/2

Ely Subdivision Rd

DL 2555

DL 2557

REM DL 2555

PT SW 1/4

POWER TRANSMISSION R/W Plan 8440

REM DL 2555

W 1/2 NW 1/4 W 1/2 NW 1/4

54°2'0"N

54°2'0"N

BKA

BKA

BK B

PT DL 2185
DL 2185

L.A. Plan 8778

PTN ADJ TO STELLAKO R

REM NW 1/4

PT NE 1/4

DL 2559

NE 1/4

BK B

DL 2558

S 1/2

L.A. Plan 9200

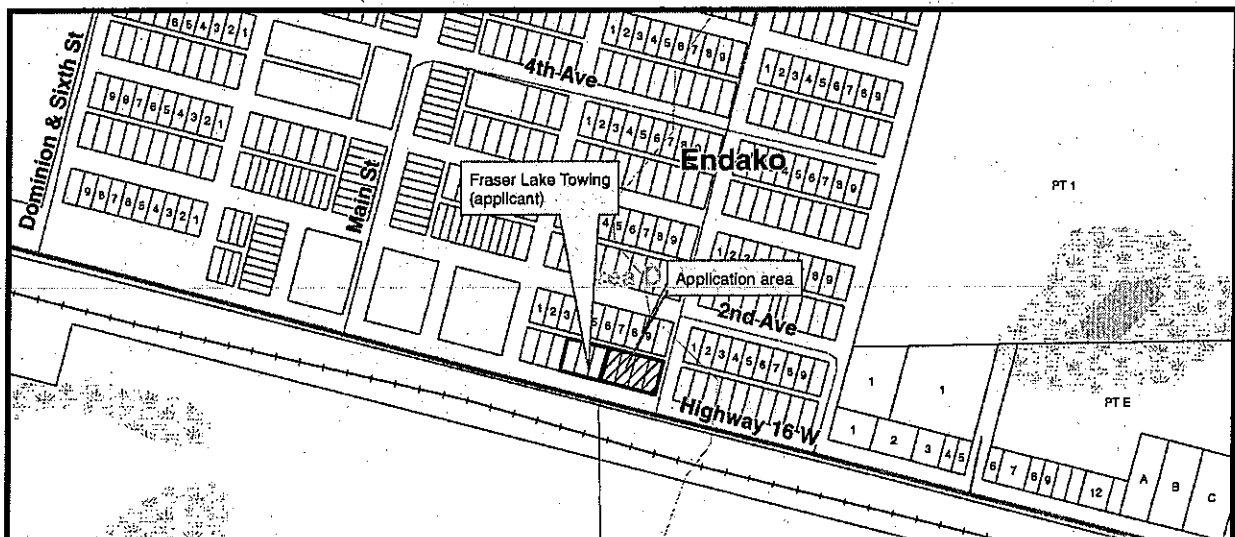
Francis Lake Rd



MEMORANDUM

To: Rural Directors
 From: Maria Sandberg, Planner
 Date: October 22, 2014
 Re: Land Referral File No. 7409742 (Fraser Lake Towing)

This application is regarding the direct sale of Crown Land for industrial purposes. The application area is located in the town-site of Endako and consists of 4 lots with the combined size of ± 0.22 ha. The applicant owns the adjacent properties zoned Heavy Industrial (M2), where their "Fraser Lake Towing" business is located. They wish to acquire the Crown land to develop a parking and covered storage area in connection with their business.



The application area is zoned R5 and the proposed industrial use is not permitted under the current zoning. Therefore, an OCP amendment and rezoning of the application area is required to accommodate the proposed use of the land.

Currently Regional District staff are aware of a number of bylaw compliance and trespass issues in connection with Fraser Lake Towing. The Planning Department would like to see these compliance issues resolved prior to the support of any rezoning to allow an expansion of the use.

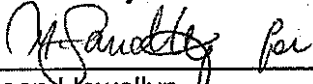
Also, the lots are very small in size (564 square metres each) and are not serviced by sewage or water. To prevent the lots from being individually sold for residential purposes by the applicant if the OCP and rezoning application is denied, it is recommended that the four lots are consolidated into one parcel.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409742.

Rural Directors – All Directors/Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Maria Sandberg
Planner



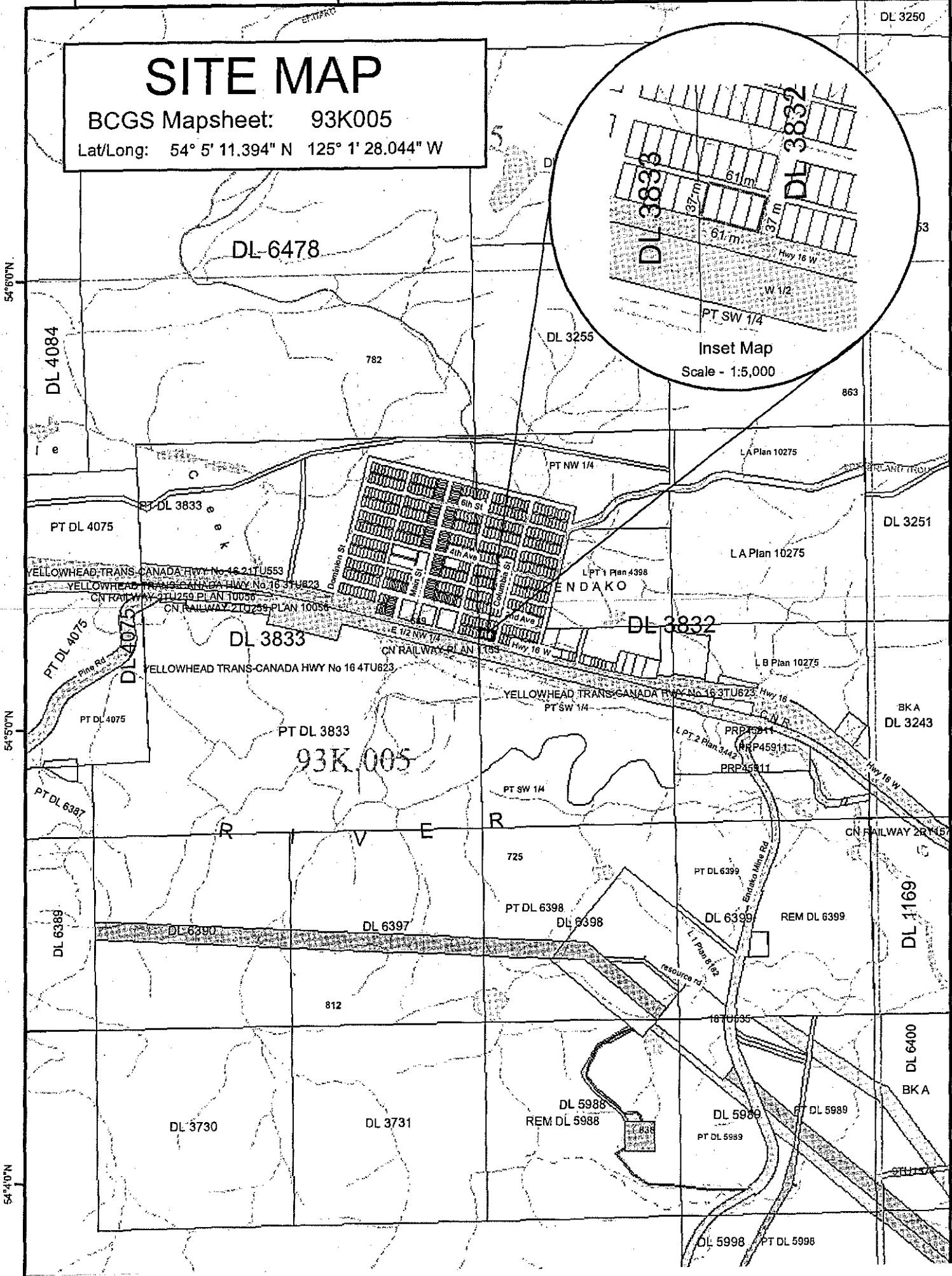
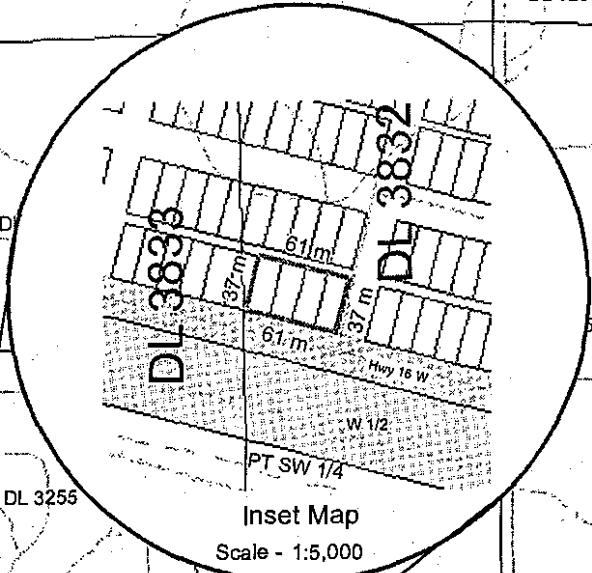
REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409742

Electoral Area:	D
Applicant:	Fraser Lake Towing
Existing Land Use:	Vacant
Zoning:	Country Residential (R5) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
Plan Designation	Community Centre (CC) in the Endako, Fraser Lake, Fort Fraser Rural Official Community Plan Bylaw No. 1487, 2008
Proposed Use Comply With Zoning:	No
If not, why?	Industrial purposes not permitted in R5 zone
Agricultural Land Reserve:	Not in the ALR
Access Highway:	Highway 16 W and Columbia Street
Archaeological Site:	Not according to our mapping
Building Inspection:	Within the building inspection area
Fire Protection:	Not within Rural Fire Protection area
Other comments:	<p>Proposed use does not comply with current R5 zoning. An OCP amendment and rezoning of the application area is required to accommodate the proposed use of the land.</p> <p>Currently Regional District staff are in discussions with the applicant regarding bylaw compliance and trespass issues in connection with the industrial operation. It is likely that approval of OCP and rezoning bylaws will therefore not be recommended until these issues are resolved.</p> <p>The lots are small in size and are not serviced by sewage or water. To prevent the lots from being sold by the applicant for residential use if the OCP and rezoning application is denied, it is recommended that the four lots are consolidated into one parcel.</p>

SITE MAP

BCGS Mapsheet: 93K005

Lat/Long: 54° 5' 11.394" N 125° 1' 28.044" W



54

Management Plan

September 23, 2014

Fraser Lake Towing Ltd

250-699-6132

Background:

The proposed use for the lot in question is to secure parking and covered storage. We would like to extend our fence around the entire area leaving lot # 11 as natural drainage, as well as leaving the natural vegetation to help visually block the new storage site. The current area adjacent to the existing property is currently zoned Residential R1 but the company will be applying to rezone it to M2 Heavy Industrial. Our current property is zoned heavy industrial.

Fraser Lake Towing Ltd is an environmentally conscious company. We store and dispose of all our waste in accordance to EPA regulations. On site storage is kept to a minimum.

For Commercial activity – the location of competition, potential market statement – Competition for auto wrecking is Houston to Prince George.

Location:

General Description - The property is adjacent to existing property.

Access Plans - Access would be from the existing driveway along Highway 16

The seasonal expectation of use – Year Round

The land use on parcel, adjacent parcels and surrounding area – Current business on adjacent property.

Infrastructure:

New Facilities or infrastructure proposed – Fence highway – covered shelter for storage next year.

Existing and proposed roads and their use by season and connections to public roads – Highway frontage, existing drive.

First Nations:

My wife and co-owner of the business is Stelat'en First Nations – We currently employ 10-20 band members seasonally.

Environmental:

Land Impacts –

Cutting of vegetation – Minimal – 6 trees – some brush and small grass

Soil disturbance – Minimal – mostly gravel and sand

Management of pesticides, herbicides – none

Visual impacts – will fence the property line along highway 16 to match existing fencing, the back of the subject property is treed.

Known Archaeological sites – none

Types of Construction methods and materials used – Fencing, posts, chain link, metal fencing

Sound – Minimal – vehicle storage

Odor – minimal

Gas or – minimal

Fuel emissions etc – none, I cleaned up already

Water or land covered by water impacts

Drainage effect – lot 11 and most of lot 12 to remain untouched for drainage of winter run off.

Flood potential – none

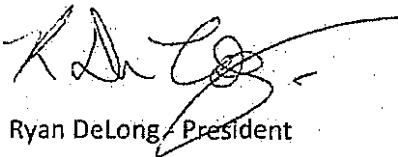
Fish and Wildlife Habitat

Bushy areas surrounding to remain untouched

Emergency Plan:

Emergency Services is volunteer from fire department rescue out of Fraser Lake.

Fire protection – cleaning of long grasses, finish gravelling area. Neighbor has a water pump truck I help maintain for use around community in case of emergency.



Ryan DeLong / President