

Table 1: Coquitlam’s CWRP Action Plan

Item #	Priority	Recommendation	Comments	Lead	Timeframe	Metric for Success	Funding Source
Education (Section 5.1)							
<i>Objective: Provide information to communities and citizens, empowering them to adopt and conduct FireSmart practices to mitigate the negative impacts of wildfire to their homes / businesses, properties, and neighbourhoods.</i>							
1	Moderate	This CWRP report and associated maps should be made publicly available on the City of Coquitlam website.	The CWRP may also be directly shared with local stakeholders who may be interested in collaborating on FireSmart and wildfire risk reduction activities.	City of Coquitlam (Communications, potential FireSmart Coordinator)	1 year	Available for download or viewing on the City's website	Eligible for UBCM CRI funding
2	Moderate	The City of Coquitlam should continue to build up and conduct a FireSmart engagement campaign within the municipality. FireSmart approaches for wildfire risk reduction should be promoted to residents, businesses, and stakeholders within the municipality.	Support and build on the strong level of resident engagement by continuing to hold FireSmart workshops or presentations. Aim to conduct the engagement and promotion campaign before and during the fire season. Include education specific to Coquitlam such as best practices for landscaping, preferred materials for use when conducting home renovations, and safe debris removal methods. Promote the use of the FireSmart Begins at Home app to allow residents to self-assess their home for wildfire risk, and/or provide contact information to request a home assessment by a Local FireSmart Representative. Consider holding wildfire emergency preparedness and evacuation preparation workshops through the existing H.E.R.O.E.S. program.	City of Coquitlam (Communications, Emergency Management, potential FireSmart Coordinator)	Yearly	Two or more events held per year; number of people who attend.	Eligible for UBCM CRI funding
3	Low	The City of Coquitlam should continue to work with other adjacent municipalities to share staff resources, collaboratively apply for grant funding, and hold FireSmart-informed events in tandem, as appropriate.	FireSmart-informed events may include a Fire Prevention Day / Week or a Wildfire Preparedness Day at the beginning of the fire season. Consider discussing FireSmart program goals and plans at any meetings of municipal Coquitlam Fire & Rescues in the Tri-Cities area.	City of Coquitlam (Communications, Coquitlam Fire & Rescue, potential FireSmart Coordinator)	Yearly	City of Coquitlam staff and/ or Coquitlam Fire & Rescue members continue to liaise with other adjacent municipalities.	Local government

COMMUNITY WILDFIRE RESILIENCY PLAN 2021

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4	High	The City of Coquitlam should complete current plans for a door-to-door campaign to engage with home owners in interface neighbourhoods and provide the opportunity for a home assessment (Northeast Sector FireSmart Initiative). The City of Coquitlam should conduct an additional review of interface neighbourhoods to identify any other properties that would benefit from assessment, and complete another campaign to engage with those properties as necessary.	Consider developing a database with the results of the door-to-door campaign in order to compile information about higher-risk neighbourhoods, as well as to gauge resident engagement and community uptake. Neighbourhoods with high resilience or high vulnerability attributes can be mapped.	City of Coquitlam (Coquitlam Fire & Rescue, Geomatics, potential FireSmart coordinator)	2 years	Engagement with 2500 residents to offer a home assessment; home ignition zone assessments provided for those who request them; spatial data developed that identifies further assessments required; action items for further home assessments planned for.	Eligible for UBCM CRI funding.
5	Low	The City of Coquitlam should assess whether there is a need for additional staff support for the fulfillment of these recommendations, and if so, should consider creating another term contract FireSmart Coordinator position.	An assessment should include an initial CFRC meeting to review CWRP recommendations and to determine if support in the next UBCM CRI funding year is required. Subsequently, periodic CFRC meetings that are held may re-assess this. Consider identifying the upcoming UBCM CRI grant funding deadline, and holding a decision-making meeting in advance of that date. A decision-making factor will likely include the current grant funding limit of \$50,000 per year for the City of Coquitlam. In order to gain funding for both a term contract salary and the associated FireSmart activities, a jointly submitted regional application may be most appropriate.	City of Coquitlam (all parties involved in CFRC)	1 year	Meeting of CFRC members is held with a decision made about necessity for renewing FireSmart Coordinator position in 2022-2023 funding year.	Eligible for UBCM CRI funding.

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6	Low	The City of Coquitlam should promote awareness of and aim to increase uptake in the FireSmart Neighbourhood Recognition Program.	Prioritize promotion of this program in high-risk interface neighbourhoods. Promoting this program will increase the opportunity to engage directly with residents in neighbourhoods at higher risk, and empower residents to reduce risk on private property at the neighbourhood level. Engagement and promotion efforts should take advantage of existing neighbourhood associations and organizations to share information.	City of Coquitlam (Coquitlam Fire & Rescue, Corporate Communications, potential FireSmart Coordinator), consultant support	3 years	At least one neighbourhood has been certified.	Eligible for UBCM CRI funding.
7	Low	The Parks Division should maintain current engagement efforts to educate residents about negative impacts of dumping yard waste, and to enforce no-dumping policies on municipally-owned land.	Dumping can contribute to accumulations of flammable vegetation around properties in interface neighbourhoods. However, this has not been identified as an issue of significant concern in the interface, and current engagement strategies are deemed effective. These strategies engagement include direct outreach to residents when yard waste dumping is reported. Parks Division staff could consider informing residents of the interface fire hazard yard waste dumping poses when conducting engagement with residents.	City of Coquitlam (Parks Division)	Ongoing	Degree of in-person response to dumping complaints is maintained.	Eligible for UBCM CRI funding
8	Low	The City of Coquitlam should consider working with the Tri-Cities Off-Road Cycling Association to provide education on trail maintenance practices that do not increase fuel loading.	The City of Coquitlam should consider hosting a demonstration to illustrate best practices in Pinecone Burke Provincial Park or Eagle Mountain, when the operational fuel treatment phase is reached.	City of Coquitlam, (Parks Division), consultant support	2 years	Educational tour provided during operational fuel treatment.	Eligible for UBCM CRI funding
9	Moderate	The City of Coquitlam should maintain or expand the online public education strategy that has been established to promote FireSmart and wildfire education.	Information should continue to be shared on social media, the Coquitlam city website, through media and print releases, or other sources.	City of Coquitlam (Communications, Coquitlam Fire & Rescue, potential FireSmart Coordinator)	Ongoing	Current number of trial posts or media releases is maintained or increased, and engagement with posts and affirmative content in comments increases.	Local government funding

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10	Low	Identify and engage with commercial users of natural green spaces and municipal parks in Coquitlam (e.g., film industry) and provide FireSmart principles and practices to reduce the potential human-caused ignitions as a result of these activities.	FireSmart education to fulfill this recommendation could be provided in a number of ways - for example, as documents supplied during permitting process, or as a workshop delivered to representatives of a particular industry.	City of Coquitlam (Parks Division, potential FireSmart Coordinator), consultant support	2 years	Activity-specific FireSmart educational materials are compiled and provided to at least one group of commercial users of green space / municipal parks.	Eligible for UBCM CRI funding.
Legislation and Planning (Section 5.2)							
<i>Objective: Provide the means for Coquitlam to implement wildfire risk reduction actions through bylaws and legislation by outlining local government responsibilities regarding wildfire</i>							
11	Moderate	Complete Park plans for Coquitlam River Park and Ridge Park.	Coquitlam River Park and Ridge Park are two major parks in the Coquitlam interface. The Parks, Recreation, and Culture Master Plan (2017) references the possible development of Forest Management Plans for both these parks as an activity that could support goals for Natural Green Spaces in the municipality. It is recommended these proposed activities be undertaken, and that wildfire and forest health management strategies are incorporated into the planning process.	City of Coquitlam (Parks Division), consultant support	3- 5 years	Plans completed.	Local government funding.
12	High	Develop standard operating procedures that guide debris removal from hazard tree felling to prevent accumulations of surface fuels in municipal parks and green spaces.	Standard operating procedure would guide actions of Urban Forestry operations staff in the City of Coquitlam. As part of the fulfillment of this recommendation, the Parks Division should determine if this policy should stand alone, or be incorporated into existing documentation.	City of Coquitlam (Parks Division), consultant support	1 year	Standard operating procedures adopted.	Eligible for UBCM CRI funding.
13	Moderate	Complete a city-wide Urban Forest Management Plan.	The Urban Forest Management Plan should include management strategies for the natural green spaces at the wildland-urban interface. A strong climate change and forest health analysis is also recommended, as these forces can affect forest stands at the landscape level, and resultant patterns of mortality can increase wildfire risk.	City of Coquitlam (Parks Division)	6-8 years	Plan adopted.	Local government funding

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14	High	Review the current Interface Wildfire Risk Management Development Permit Area to encompass newly developed neighbourhoods and to strengthen and update policy language as necessary within the Citywide Official Community Plan (CITYWIDE OCP).	Updates and revisions of the Interface Wildfire Risk Management Development Permit Area section of the Citywide OCP should be scheduled alongside revisions of the CWRP document itself and future neighbourhood plans.	City of Coquitlam, (Community Planning), consultant support.	Ongoing	Wildfire Development Permit Area section of the CITYWIDE OCP reviewed and updated as necessary.	Eligible for UBCM CRI funding
15	High	Review the Partington Creek Neighbourhood Plan and update or strengthen Interface Wildfire Risk Management policies as necessary within the document.	Use updated and strengthened policies to inform future neighbourhood plans for development in interface areas.	City of Coquitlam (Community Planning), consultant support.	1-2 years	Partington Creek Neighbourhood Plan reviewed and language updated at necessary.	Eligible for UBCM CRI funding
16	High	Identify interface wildfire risk management policies to include in the forthcoming Hazel-Coy Neighbourhood Plan.	Introduce wildfire mitigation policies by using the Interface Wildfire Risk Management policies in the Partington Creek Neighbourhood Plan as the foundation.	City of Coquitlam (Community Planning) consultant support	1-2 years	Finalized Hazel-Coy Neighbourhood Plan includes interface wildfire risk management policies.	Eligible for UBCM CRI funding.
Development Considerations (Section 5.3)							
<i>Objective: embed FireSmart practices and considerations into all development within Coquitlam.</i>							
17	High	Engage a qualified professional (such as a Local FireSmart Representative) to update or complete formal FireSmart assessments of critical infrastructure.	Plan and implement action items in the sequence of critical infrastructure importance.	City of Coquitlam (Coquitlam Fire & Rescue, potential FireSmart Coordinator), consultant support	3 years	Critical infrastructure assessments completed and action items being planned for.	Eligible for UBCM CRI funding
18	Moderate	Use fire-resistant construction materials, building design and landscaping for all critical infrastructure when completing upgrades or establishing new structures.	Plan and implement action items in the sequence of critical infrastructure importance.	City of Coquitlam (Engineering, Coquitlam Fire & Rescue, potential FireSmart Coordinator)	Ongoing	New critical infrastructure is FireSmart.	Local government funding

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19	Moderate	As part of future neighbourhood plans where wildfire policies are introduced and where an Interface Wildfire Risk Management Boundary has been established, engage the development community to explain the rationale and effects of the updated policy.	Relevant parties of the development community that might be consulted in this process include developers, builders, landscapers, and architects. Engagement could involve workshop(s), a virtual webinar, or educational materials posted online.	City of Coquitlam (Development Planning, Communications)	1 year after adoption of an updated plan and / or ongoing	At least one workshop held.	Eligible for UBCM CRI funding
20	Moderate	Develop standard operating procedures to guide ongoing windfiring monitoring for riparian area reserves adjacent to new developments.	Windthrow is a hazard to public safety and property, and also can result in high levels of surface fuel loading close to homes. Windfiring monitoring of riparian area reserves already occurs and is funded through operating budgets.	City of Coquitlam (Parks Division), consultant support	Ongoing	Current budget and reporting output for windfiring monitoring is expanded to include areas in new developments.	Local government funding
21	Moderate	A standard for the quantity and distribution of woody debris that is acceptable for retention after land clearing operations should be developed and incorporated into the Tree Management Bylaw.	A qualified professional should be retained to write this standard, the objective of which should be to prevent the hazardous accumulation of woody debris in close proximity to newly developed homes within interface neighbourhoods. This standard could be incorporated into the Tree Management Bylaw, and triggered when a tree cutting permit is applied for. It could be developed concurrently with the Urban Forest Management Plan that is also recommended for completion by this CWRP.	City of Coquitlam (Parks Division), consultant support	6-8 years if developed along same timeline as Urban Forest Management Plan; 3-5 if separate.	Standard developed and incorporated into Tree Management Bylaw.	Local government funding / potential eligibility for UBCM CRI funding
22	High	Encourage the installation of perimeter paths or laneways behind new subdivision developments which back onto natural green spaces or large parks in interface neighbourhoods.	Perimeter paths and laneways can increase access for first responders to interface areas. As well, depending on the area set aside, these features can increase the area of defensible space behind homes.	City of Coquitlam (Community Planning)	1-3 years	Policy incorporated into revised Interface Wildfire Risk Management Development Permit Area text.	Eligible for UBCM CRI funding.

Interagency Co-operation (Section 5.4)

Objective: To broaden from a department or agency single jurisdiction-based approach to a risk driven, multi-agency and multi-scalable approach.

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23	Low	The City of Coquitlam should continue to engage with utility companies to share information about planned maintenance activities, and to continue to promote right-of-way best management practices for regular brushing and clearing of woody debris and shrubs.	Implementation of best management practices can reduce fire risk, risk of potential damage to critical infrastructure and the possibility of subsequent outages.	City of Coquitlam (Coquitlam Fire & Rescue, potential FireSmart Coordinator), consultant support	Ongoing	Annual outreach before fire season is completed.	Eligible for UBCM CRI funding.
24	Moderate	Engage with utility companies to ensure that high-risk activities, such as vegetation management, pile burning, and harvesting do not occur during high/extreme fire danger times.	(none)	City of Coquitlam (Coquitlam Fire & Rescue, potential FireSmart Coordinator), consultant support	Ongoing	Annual outreach before fire season is completed.	Eligible for UBCM CRI funding.
25	High	Engage with private owners/operators of critical infrastructure to promote the completion of FireSmart Critical Infrastructure Assessments and plan mitigation work as a result of those assessments.	This could include assessments of BC Hydro, FortisBC, and Metro Vancouver water treatment facilities	City of Coquitlam (Coquitlam Fire & Rescue, potential FireSmart Coordinator), consultant support	3 years	Privately owned critical infrastructure are assessed.	Eligible for UBCM CRI funding.
26	High	Schedule CFRC meetings before and / or during fire season for information sharing and planning purposes.	Important topics to share information about may include FireSmart engagement campaign plans or findings, updates about changes to access of Pinecone Burke Provincial Park or Metro Vancouver Regional Parks, information sharing or updates from neighboring municipalities, industrial operators or other stakeholders, and/or fuel treatment plans.	City of Coquitlam (all parties involved in CFRC)	Ongoing	Meeting hosted annually.	Eligible for UBCM CRI funding.
27	Moderate	Continue to hold and / or participate in seasonal or annual meetings between Tri-City municipality Coquitlam Fire & Rescues (and Metro Vancouver, as appropriate) to promote inter-agency information sharing and wildfire preparedness.	Meetings are currently held seasonally (e.g., pre- and post- fire season) or annually between Tri-City municipality Coquitlam Fire & Rescues to share information. Metro Vancouver also currently holds information sharing meetings for the same purpose. It is recommended that this schedule of information sharing activities continue.	City of Coquitlam (Coquitlam Fire & Rescue)	Ongoing	Meeting hosted annually.	Eligible for UBCM CRI funding.

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28	High	Engage with BC Parks to promote the inclusion of wildfire management issues and strategies within the Pinecone Burke Provincial Park Management Plan (currently under development).	Relevant topics to be incorporated into this plan may include evacuation planning, emergency response planning, and strategies for fuel management and fire rehabilitation practices.	City of Coquitlam (Coquitlam Fire & Rescue, FireSmart Coordinator), consultant support	1 year	Engagement (meeting, or written communications) made.	Eligible for UBCM CRI funding.
29	High	Consider engaging with BC Parks to promote an update of the limited pre-attack / tactical response plan for Pinecone Burke Provincial Park.	(none)	City of Coquitlam (Coquitlam Fire & Rescue)	1 year	Engagement (meeting, or written communications) made.	Eligible for UBCM CRI funding.
30	Low	When the forthcoming Metro Vancouver Watershed Management Plan is complete, schedule a meeting to share information about the new plan and any identified wildfire management issues.	(none)	City of Coquitlam, Metro Vancouver Watershed	To be determined by report completion date.	Meeting hosted.	Eligible for UBCM CRI funding.
31	High	Continue to participate in the newly-established Task Force for wildfire preparedness in Metro Vancouver watersheds.	(none)	City of Coquitlam (Coquitlam Fire & Rescue)	2 years	Instances of engagement (written communication, meetings) continues	Eligible for UBCM CRI funding.
Cross-Training (Section 5.5)							
<i>Objective: To support the development of comprehensive and effective wildfire risk reduction planning and activities, as well as a safe and effective response.</i>							
32	Moderate	Maintain or expand the wildfire interface training program Coquitlam Fire & Rescue has established.	Various combinations of Coquitlam Fire & Rescue members are currently trained in SPP-WFF-1, S115, S-215, and SPP-WFF-1 Instructors, as well as participate in annual interface refresher trainings. Together this contributes to an overall robust training program.	City of Coquitlam (Coquitlam Fire & Rescue)	Ongoing	Proportion of Coquitlam Fire & Rescue members certified in basic wildfire interface and structure protection maintained.	Eligible for UBCM CRI funding.
33	Low	Pursue funding to enable Coquitlam Fire & Rescue members or potentially a FireSmart Coordinator to attend the annual FireSmart symposium.	Relevant learnings should be shared at CFRC meetings.	City of Coquitlam (Coquitlam Fire & Rescue, potential FireSmart Coordinator).	1 year	Attendance at 2022 FireSmart Conference	Eligible for UBCM CRI funding.

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34	Moderate	Continue holding wildfire interface and / or structure protection exercises with Metro Vancouver Watershed Protection Agency.	The last exercise with Metro Vancouver was held in 2017. Consider scheduling these exercises (table-top and / or practical) on a rotation of 3-5 years.	City of Coquitlam (Coquitlam Fire & Rescue), Metro Vancouver Watershed Protection Agency	2 years	Training exercises occur.	Eligible for UBCM CRI funding.
35	Moderate	Maintain or expand schedule of multi-agency training with BCWS.	Consider scheduling periodic multi-jurisdictional exercises (table-top and / or practical)	City of Coquitlam, BCWS	Ongoing	Training exercises occur.	Eligible for UBCM CRI funding.
36	Low	Engage with the Office of the Fire Commissioner to obtain guidance on requirements and best practices for wildfire interface training programming.	Guidance on training in the Engine Boss, Strike Team / Task Force Leader courses, and recommendations for in-house interface wildfire training (e.g., content and frequency of sessions) could be requested.	City of Coquitlam (Coquitlam Fire & Rescue)	1 year	Wildfire interface training program reviewed and updated in accordance with guidance from the Office of the Fire Commissioner.	Local government funding (training program review and update may be eligible for UBCM CRI funding).
Emergency Planning (Section 5.6)							
<i>Objective: To create specific wildfire response pre-incident plans so those responding to a wildfire emergency know who is available to help with what and when, and to improve Coquitlam's ability to respond to (during and after) a wildfire emergency.</i>							
37	Low	As Widgeon Marsh Regional Park is expanded and management planning is finalized, formalize an agreement between Metro Vancouver and Coquitlam Fire & Rescue that establishes the parameters of Coquitlam Fire/Rescue response within the newly developed park area.	(none)	City of Coquitlam (Coquitlam Fire & Rescue), Metro Vancouver Regional Parks staff.	6-8 years, pending completion of park expansion	Agreement adopted by Coquitlam Fire & Rescue and Metro Vancouver.	Eligible for UBCM CRI funding.

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38	High	Develop an evacuation plan (or plans) for priority interface neighbourhood areas.	Evacuation planning can establish the guidelines, requirements, and considerations for conducting this type of emergency response. An evacuation plan can be a more detailed, operationally-focused document that supports Coquitlam's overall Disaster Management Plan. Consider including a spatial data component to this plan. The evacuation plan should be regularly updated as development in the northeast and northwest areas of the city continues, and testing of the evacuation plan should occur regularly.	City of Coquitlam (Coquitlam Emergency Program, Coquitlam Fire & Rescue, other departments as necessary)	3 years	Plans developed and adopted by the municipality	Eligible for UBCM CRI funding.
39	Moderate	Engage with Metro Vancouver Regional Parks to promote the development of an evacuation plan for Widgeon Marsh Regional Park	<i>(none)</i>	City of Coquitlam (Coquitlam Fire & Rescue), Metro Vancouver Regional Parks staff.	6-8 years, pending completion of park expansion.	Evacuation plan adopted.	Local government funding, potential eligibility for UBCM CRI funding
40	Moderate	Maintain and promote availability of Clean Air Spaces at public facilities during air quality advisory alert periods.	<i>(none)</i>	City of Coquitlam (Emergency Management, Communications, other departments as appropriate)	Ongoing	Number of clean air spaces offered maintained.	Local government funding.
Vegetation Management (Section 5.7)							
<i>Objective: reduce the potential wildfire intensity and ember exposure to people, infrastructure, structures, and other values through manipulation of both the natural and cultivated vegetation that is within or adjacent to a community.</i>							
41	High	Proceed with detailed assessment, prescription development, and treatment of fuel treatment units identified and prioritized in this CWRP.	Treatment sites that fall entirely within Coquitlam municipal parks can be led by the Parks Division. Treatment sites that occur on Crown land (including within Pinecone Burke Provincial Park), if authorized to be treated by the City of Coquitlam, can be led by Coquitlam Fire & Rescue or potentially a FireSmart Coordinator if appropriate.	City of Coquitlam (Parks Division, or Coquitlam Fire & Rescue or potential FireSmart Coordinator), consultant support	5 years	Prescriptions written and implemented for all proposed treatment units.	Eligible for UBCM CRI funding.

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42	Moderate	As part of fuel treatment implementation, Coquitlam should develop interpretive signage to demonstrate pre- and post-fuel treatment forest stands conditions.	Interpretive signage could include text explaining the purpose of the fuel management treatment, connection to the CWRP, and FireSmart practices residents nearby can take to reduce wildfire hazards around their yards and homes.	City of Coquitlam (Parks Division, Corporate Communications, potential FireSmart Coordinator), consultant support	5 years	Signage installed during implementation phases.	Eligible for UBCM CRI funding.
43	High	When operational fuel treatments are conducted, re-assessment should occur between 5-10 years after treatment by a qualified professional. This can be completed with a CWRP update or as a stand-alone exercise.	A more specific date for reassessment could be identified when fuel management prescriptions for treatment of the recommended areas are developed.	City of Coquitlam (Parks Division, potential FireSmart Coordinator), consultant support	Ongoing	Monitoring scheduled and completed.	Eligible for UBCM CRI funding.