

CIFFC ANNUAL REPORT

2019-2020



*CANADIAN INTERAGENCY FOREST FIRE CENTRE INC.
CENTRE INTERSERVICES DES FEUX DE FORÊT DU CANADA INC.*

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CANADIAN INTERAGENCY FOREST FIRE CENTRE INC.
CENTRE INTERSERVICES DES FEUX DE FORÊT DU CANADA INC.

1749 ELLICE AVE. WINNIPEG, MB R3H 1A6

April 1, 2020

To the members of the Canadian Interagency Forest Fire Centre Inc. Board of Directors;

On behalf of the CIFFC Management Committee, I am pleased to present this Annual Report of the Canadian Interagency Forest Fire Centre, for the year ending March 31, 2020.

Kim Connors
Executive Director
Canadian Interagency Forest Fire Centre

Corporate Profile

CIFFC

The Canadian Interagency Forest Fire Centre Inc. (CIFFC) is a federal letters patent non-profit corporation and is operated by all ten provinces, two territories, and the federal government. The primary function of CIFFC is the operation of the Fire Centre in Winnipeg, Manitoba. The Fire Centre is operated by a permanent staff of seven dedicated individuals consisting of an Executive Director, three Managers (Operations, Strategic Planning, and Fire Science and Information), one Coordinator (Training), one Executive Assistant, and one Administrative Assistant.

STRUCTURE

The corporate structure is comprised of four levels of management which direct and are responsible for the operations of the corporation. The highest level of management is the Member Representatives comprised of appointees from the member agencies of CIFFC, the second level is the Board of Directors which is normally composed of Assistant Deputy Ministers responsible for wildland fire management and are appointed by the Members, the third level is the Management Committee which is normally comprised of Directors responsible for wildland fire management and are appointed by the Board of Directors, and the fourth level of Management is the Executive Director who is appointed by the Management Committee.

MEMBERS

The Members are the owners of CIFFC. They are required to meet once per year and their meetings are normally chaired by the Chair of the Board of Directors. They are responsible for approving the actions of the Board of Directors, changes to the Bylaws, and any other business the Members may wish to entertain.

BOARD OF DIRECTORS

The appointment of the Chair and Vice Chair of the Board of Directors (BoD) occurs at the annual meeting which is normally held each autumn. The Board was led by the Chair from Saskatchewan from January through December 2019, and on January 1, 2020, Northwest Territories assumed the role of Chair as per the rotational schedule.

The BoD meets at least twice per year and is responsible at a corporate level to review and, if acceptable, approve the policies, business and strategic plans, annual work plan, annual report, annual budget, appointment of auditor's, auditor's report, and any other items as requested by the Members.

MANAGEMENT COMMITTEE

Similar to the corporate boards, the Management Committee (MC) is comprised of representatives from each of the member agencies. In addition, the MC also has one representative each from Parks Canada and Société de protection des forêts contre le feu (SOPFEU). The MC is normally chaired by the Chair of the Executive Committee, holds an annual general meeting in February of each year, and has as many teleconference meetings as required throughout the year. The MC is responsible through the Executive Director to manage the day to day operations of CIFFC, authorize expenditures, and prepare relevant documents for BoD approval.

EXECUTIVE COMMITTEE

The Executive Committee is appointed by and reports to the BoD. This Committee is comprised of four MC appointees who serve on a rotational basis. Membership on the Executive Committee is continuous for the Federal government. Parks Canada and SOPFEU are not entitled to participate in the Executive Committee. The Executive Committee manages, through the Executive Director, the human resource duties of the corporation and any associated policies and directives, the Manual of Administration, and the associated investments of the CIFFC Pension Plan. Appointees to the Executive Committee for the 2019 calendar year were CA – Chair, NB – Past Chair, SK – Vice Chair, and NT – Director at Large.

CIFFC VISION*

To be the global leader of safe wildland fire resource sharing, cooperation and mutual aid.

CIFFC MISSION*

To provide timely, effective and efficient support to member agencies for the enhancement of national wildland fire preparedness, safety and response capability while fostering a culture of continuous improvement in wildland fire management programs and policies by facilitating interagency and international cooperation.

CIFFC VALUES*

CIFFC's organizational value statements are an important strategic component, particularly in an interagency corporation. These values provide guidance for performance and conduct; they form the foundation of the CIFFC cooperative network. CIFFC values:

- a safety-first attitude and culture in ourselves and our workforce;
- excellence and efficiency in all activities;
- the maximization of combined benefits to all member agencies;
- transparent, consultative, and fiscally responsible decision making;
- environmentally and socially responsible business practices;
- integrity and respect in all dealings among member agencies, staff, clients, and partners;
- resolution of issues through discussion and cooperation to achieve common goals; and,
- ownership of work and responsibility for decisions.

*CIFFC Strategic Plan—September 2013

Executive Director's Message

On behalf of the Management Committee, I am pleased to present the Canadian Interagency Forest Fire Centre Inc. (CIFFC) 2019-2020 Annual Report to the Board of Directors. This report highlights significant activities and progress of the CIFFC for the fiscal year 2019/2020.

The CIFFC Board of Directors held the annual meeting of the corporation on November 20, 2019 in Ottawa, Ontario. The Management Committee held their annual meeting February 4-5, 2020 in Yellowknife, Northwest Territories.

The 2019-2020 year was historic for CIFFC. The Board of Directors gave direction to seek approval from the Canadian Council of Forest Ministers to expand CIFFC's mandate to include the emergency pillars of prevention and mitigation, and to further seek the transfer of the FireSmart Canada brand to CIFFC leadership. Together, CIFFC and FireSmart Canada will continue to advance critical risk reduction efforts nation-wide.

Following our own very busy season in Canada, CIFFC received a request from Australia to assist with their unprecedented bushfire season. This marked the first time CIFFC has sent Canadian resources to Australia. The Canadian wildfire community sprung back into action with every CIFFC member agency providing personnel for mobilizations spanning November through March.

As our personnel returned safely to Canada towards the end of the fiscal year, the world was learning of the new and fast-spreading COVID-19 virus which evolved into a global pandemic not seen since the 1918 Spanish Flu. CIFFC quickly redirected its resources to coordinating protocols and information related to preparedness and response during the pandemic.

CIFFC continues to meet the challenges we face in the wildfire community thanks to our extraordinary staff who demonstrate great resiliency as we adjust to meet the evolving needs of our member agencies across the country. My deepest thanks to all who rose to the occasion as we faced daunting fire seasons, both nationally and internationally, and a global pandemic this year.

Stay safe.



Kim Connors
Canadian Interagency Forest Fire Centre Inc.

Fire Centre Operations

Seasonal Summary

The 2019 Fire Season was a busy one for CIFFC and its member agencies with significant activity in Alberta requiring support from domestic resources from late May until mid-August. The first crew resources from Canadian partners arrived in Alberta on May 22 with subsequent resources pouring in from across Canada in the weeks and months to follow.

By early June, CIFFC recognized the availability of resources domestically to support Alberta was drawing down and, although Canadian agencies would continue to recycle resources all season long, the immediate ability to deliver was limited. As such, CIFFC began reaching out to international partners for support. The first wave of firefighters and overhead staff from the United States arrived on June 4. Three more deployments of US staff occurred over the ensuing weeks and months for a total of 20 fire crews totaling 394 firefighters, and 24 overhead staff deployed to Alberta. A contingent of South African crews made up of 40 firefighters and 5 overhead arrived in Alberta in the third week of June and returned home at the end of July after two 14-day field deployments on fires in Alberta.

Meanwhile, the fire activity in the Yukon, Manitoba and Ontario was ramping up requiring the mobilization of resources from other Canadian agencies. The Yukon received support from BC by way of a tanker group in the waning days of June followed by crews in the first days of July. Yukon continued to receive additional support from BC with crews, overhead, an IMT, and equipment, and from other agencies with single resources throughout the month of July. In the first days of July Manitoba was supported by crews from both Saskatchewan and Quebec to help manage their fire situation. During early July, Ontario hosted airtanker groups from Quebec and then Alberta. As July wore on, the Ontario resource needs grew to include crews, overhead staff, and IMT personnel that arrived from Northwest Territories, Nova Scotia, New Brunswick, Parks Canada, and BC as well as equipment from several agencies to support the additional boots on the ground.

Alberta was still being supported regularly with crew and overhead staff by member agencies throughout the entire month of July. Finally, by mid-August all out-of-province staff had been returned home from Alberta and all other agencies as well.

The resilience and willingness of the CIFFC member agencies to support each other during the 2019 season was truly remarkable. One note of interest was that with the significant number of incident management teams mobilized, 30% were teams mixed with staff from multiple agencies. Consistent training and exchange standards coupled with a common ICS command and control structure have resulted in increased interoperability. Effective multi-agency teams demonstrate the success of those investments over the last number of years.

The focus shifted to Australia during late fall and early winter as their long-term drought resulted in an unprecedented fire season. Between November 15, 2019 and March 11, 2020, 242 Canadians representing every CIFFC member agency were deployed to the Australian states of New South Wales, Victoria, and South Australia.

The 2019 fire season was truly a remarkable one in terms of escalated domestic activity and the experience that the international deployments provided for both the participants and those coordinating the support.

Coordination Centre

The national preparedness level remained at Level 4 for 26 consecutive days from June 1 through June 26 during the 2019 fire season. CIFFC provided a CIFFC Representative (CREP) to the Alberta Provincial Fire Centre for over 6 consecutive weeks in order to assist in coordination of the mobilization and demobilization of domestic and international resources. The CREP is a key position providing the CIFFC Duty Officer with direct and immediate intelligence as well as supporting the receiving agency with administrative and short-term strategic planning.

CIFFC Duty Officers are normally scheduled from May 1 to August 31 with on-call support during the shoulder seasons. The Australian situation required another “full season” of scheduled Duty Officers running from mid-November to early March. In addition, CIFFC provided an Interagency Resource Representative (IARR) to the Australian National Resource Sharing Centre from November 15, 2019 - March 11, 2020 with 3 staff rotating through the role.

The coordination centre continues to adjust and refine the staffing model for the Duty Officer function as well as the CREP and IARR roles. In 2019-2020, a combination of permanent CIFFC staff, contract staff, and member agency staff were utilized in those functions to ensure an uninterrupted professional level of service delivery to our member agencies and our international partners.

Aircraft chartered through the CIFFC contract flew 26 missions transporting 2,391 fire personnel across Canada effectively and efficiently. The relationship built between CIFFC staff and the vendor combined with the commitment for continuous improvement resulted in more efficient use of the aircraft and an increased load factor over previous seasons.

Resource Exchanges

During the domestic fire season CIFFC responded to 205 Resource Orders, mobilizing 2,631 firefighters and 485 overhead personnel. Fewer airtankers were mobilized than average with 16 airtankers and 9 birddog aircraft deployed.

As noted, a significant number of staff were provided through our International partners to support operations in Alberta. IARRs from the United States and South Africa were mobilized to the CIFFC Coordination Centre in Winnipeg to provide management and oversight for the various deployments. To exercise the Canada Mexico agreement, one IARR was also mobilized from Mexico to CIFFC in anticipation of additional resource requirements which did not materialize.

On the international export side, all CIFFC member agencies contributed staff to one or more of the 14 contingents of Canadian wildland fire specialists and crews that were deployed to Australia during the “off-season” of 2019-2020. Ultimately, a total of 242 Canadians were mobilized for 30-38 day long deployments. The CIFFC Coordination Centre was active from mid-November to mid-March processing 75 individual Resource Orders to support the Australian resource requests.

National Meetings – Committees and Working Groups 2019-2020

Board of Directors (BoD)

The Board of Directors held the annual meeting of the corporation on November 20, 2019 in Ottawa, Ontario, and three conference calls to deal with regular business.

Highlights of the meeting were:

- Accepted and approved the audit report for the 2018/2019 fiscal year
- Appointed officers for the 2020 calendar year
- Appointed auditors for the 2019/2020 fiscal year

After adjourning the AGM of the BoD, the representatives were joined by other agency staff and consultant, Al Tithecott to receive a presentation on Mr. Tithecott's recommendations for expanding CIFFC's mandate. After some discussion, Mr. Tithecott was given direction on the next phase of his work.

On March 2, 2020, a special meeting of the BoD was held to receive the final report from Mr. Al Tithecott, *CIFFC Beyond 2020: Options and Opportunities*. After some discussion, the Board accepted the report and approved moving forward with Option 2 as recommended by CIFFC's Management Committee.

Option 2: CIFFC will undertake a broader wildland fire management mandate including leadership for wildland fire mitigation and prevention. This option will build on the existing governance structure overseeing CIFFC and a new partnership to support the FireSmart Canada brand under CIFFC leadership.

Management Committee (MC)

The Management Committee held their annual general meeting February 4-5, 2020 in Yellowknife, Northwest Territories, and three conference calls to deal with regular business.

Highlights of the year for the Management Committee include:

- Approved the CIFFC Succession Plan
- Agreed on a CIFFC 2.0 option to be recommended to the Board of Directors for approval and next steps
- Directed a full salary review be conducted at CIFFC
- Directed the development of options for an updated CIFFC revenue model
- Approved recommendations to improve equity, diversity, and inclusion within the wildland fire community
- Directed that CIFFC explore options to provide solid governance for ICS Canada
- Accepted the Department of National Defense as a non-voting member of the MC on a 1-year trial

Resource Management Committee (RMC)

The annual RMC face-to-face meeting was held October 26 - 28, 2019 in Calgary, Alberta. Some of the key points of discussion during this meeting were:

- Type 2 Wildland Fire Fighter Program and T2FIT
- International Readiness Deployment Plan (which would prove to be time very well spent as a month later, Canadians were being deployed to Australia)
- CIFFC Strategic Plan
- 10-year review of the WFX-FIT
- Military S-100m training
- Operational Period – duty day
- Agency reports with a focus on priorities and challenges
- Reviewing the role of the RMC and relationship with Working Groups

The RMC held a number of conference calls during the fiscal year with a target of one general RMC call per month supplemented by targeted calls for specific issues and projects.

Several Canadian Multi Agency Coordination Group (CMAC) calls were held through the November-February period to identify personnel availability and allocate resource orders for the Australian Deployments.

As the fiscal year wound up, the RMC began work on collecting and sharing COVID-19 best practices to help manage agency and CIFFC collective response to the pandemic.

The RMC provides leadership and direction to the Aviation, Coordination, Equipment, and Training Working Groups. Significant change occurred in all operations working groups in 2019-2020 with every single group receiving a new chair, as well as changes to participants due to ongoing retirements, agency restructuring, etc. The ongoing continuity issue presents both challenges and opportunities for the operations groups.

The RMC has been established to act as a forum for routinely engaging the membership on a formal basis focusing on the operational aspects of Wildland Fire Management and, specifically, mutual aid. The committee is responsible for strategic planning to ensure that the national exchange standards, business practices and processes are developed and maintained in order to provide safe, effective and efficient wildland fire management resource sharing nationally and internationally.

Training Working Group (TWG)

The TWG held its annual meeting October 16-18, 2019 hosted by PEI in Charlottetown. A new chair came on in January of 2020.

In 2019/20, National Course deliveries included:

- S-490 Advanced Wildland Fire Behaviour – Fredericton, NB - September 2019
- S-420 IMT Command and General Staff – Prince Albert, SK - October 2019
- S-590 Fire Behaviour Specialist – Hinton, AB - January 2020
- S-490 Advanced Wildland Fire Behaviour – Hinton, AB - February 2020

TWG goals and objectives for 2020/2021 are:

- Complete the development of a training standard for Chainsaw Operators (S-212)
- Complete the development of a training standard for STLD/TFLD (S-390)
- Revise the training standard for Crew Leader (S-230)
- Update the Canadian Glossary of Wildland Fire Terms
- Convert all CIFFC online courses to HTML
- Complete the revision of the FI-110 course
- Revise the S-100m course (including aide-memoire and TtT)
- Revise the Ignition Specialist course
- Establish instructor qualification requirements

In 2020/21, the following National Course deliveries are planned:

- S-490 Advanced Wildland Fire Behaviour course – QC, BC, ON
- S-420 IMT Command and General Staff course – Yellowknife, NT
- S-434 Ignition Specialist course – ON

Aviation Working Group (AWG)

The Aviation Working Group held its annual meeting November 3-4, 2019, hosted by Alberta in Hinton. Throughout the year, targeted conference calls occurred on an as required basis to support ongoing projects and data collection.

A couple of projects were completed including the S-378 training standard and the AOBD briefing template. Significant progress was also made on the HEBM training gap review along with the HAC fire knowledge competency course updates. A strategic discussion around Transport Canada fatigue management policies, a coordinated approach to pilot mentoring with HAC, and the WebAir application generated new action items. During the annual meeting, a number of agenda items regarding resource sharing were discussed and resolved, and general associated updates on issues such as fire chemicals and CRM training were dealt with.

In an ongoing effort to focus a more strategic lens, the agency annual reports targeted issues, priorities, and new initiatives within the respective member agency jurisdictions. This emphasis is a key element to the future success and relevancy of the working group.

During the annual meeting, the national Air Attack simulator was demonstrated by Alberta staff with extremely positive responses from the AWG members who support and recommend ongoing development and evolution of the simulator.

The AWG promotes the safe, effective and efficient use of aircraft and wildfire aviation personnel functions in association with national and international wildfire management agencies and other CIFFC Working Groups.

Coordination Working Group (CWG)

The Coordination Working Group held its annual meeting November 5-6, 2019 hosted by CIFFC in Winnipeg, Manitoba. Other project specific conference calls were held throughout the year.

The CWG is the newest operational working group and its mandate continues to evolve with the general understanding that the CWG is focused on the “mechanics” of domestic and international resource sharing. Much of the focus of the group continues to be around the MARS implementation guidelines and international operating plan, and recommending associated improvements to those documents along with the exchange standards and other initiatives that improve resource sharing.

During the annual meeting, a review of the initiatives implemented in 2019 revealed several successes including AREP Job Aids, the 14-hour duty day concept, the reassignment process, and Duty Officer National call schedule reduction. Other initiatives that require more work include the Type 2 Interagency IMT roster concept as well as general IMT assignment duration flexibility.

One major project on the horizon for the CWG is the online resource ordering and demobilization system which will completely modernize the resource requesting process. The needs analysis was completed in 2019/20 by CIFFC with input from a multi-agency project team supported by the CWG. Ongoing development will continue in 2020/21 and beyond.

During the annual meeting, agency reports were requested to focus on the top three issues faced by agencies in an ongoing effort to help identify strategic priorities for the group. These efforts will continue as the CWG develops its own identity and values as a group.

The CWG ensures that the national exchange standards, business practices, and processes are developed and maintained in order to provide for safe, effective, and efficient, wildland fire management resource sharing nationally and internationally.

Equipment Working Group (EWG)

The equipment working group held its annual meeting October 16-17, 2019 hosted by CIFFC in Winnipeg, Manitoba. Topic specific conference calls were also held during the year.

The annual meeting agenda focused on updates on ongoing projects and data collection such as Fire Camp mobile infrastructure, National inventory, and invasive species. Information relative to agency testing of equipment was also shared. Issues and concerns raised as a result of mobilizations in 2019 were tabled and resolved.

A more strategic discussion was held regarding the status of national standards and the EWG's ongoing role both with CGSB and ULC as well as maintaining existing CIFFC hand tool standards. A tour of a local personal protective equipment manufacturer prompted a project to review existing agency fireline clothing specifications to identify opportunities for standardization.

The EWG promotes, coordinates and disseminates common national and international research and development of forest fire equipment and related products.

Mitigation and Prevention Committee (MPC)

The CIFFC Mitigation and Prevention Committee is tasked with conducting work on behalf of the CIFFC Management Committee and the Wildland Fire Management Working Group (WFMWG). The MPC was chaired in 2019/20 by BC's representative, and the Committee Secretary role was filled by NL. The MPC has participation from twelve provincial and territorial wildland fire management agencies, Parks Canada, Indigenous Services Canada, the Canadian Forest Service, and cooperators including the Partners in Protection Association, FireSmart Canada, and the Institute for Catastrophic Loss Reduction.

The MPC is dedicated to developing and promoting programs and activities which reduce human caused fires, educate the public on wildfire prevention, and empower communities and homeowners to incorporate FireSmart principles for community and property protection and loss mitigation.

The MPC's efforts were limited by a decision taken by the CIFFC Management Committee and the WFMWG to provide only limited funding to the Committee while CIFFC and the WFMWG considered the long-term direction and role for the Mitigation and Prevention Committee. The MPC did make progress on a number of projects by utilizing WFMWG funding and in-kind and alternate resources.

The activities of the MPC for 2019/20 included:

1. MPC Secretariat services

A part-time consulting position has been funded through the WFMWG to provide project coordination and administrative support to the Mitigation and Prevention Committee. The position also assists the Committee chair in supporting the CIFFC Project Management Committee.

2. FireSmart Canada program support

Through a multi-year contract between Natural Resources Canada and the Partners in Protection Association, the MPC continued to support implementation and expansion of the FireSmart Canada program. Committee members and WFMWG funding support a range of FireSmart program activities and delivery of the annual Wildfire Community Preparedness Day.

3. Committee strategic directions

The Committee held its annual meeting in November 2019 in Ottawa, Ontario in conjunction with the Wildfire Canada conference. The Committee discussed renewing its strategic directions and began updating the MPC Charter and Terms of Reference. The Committee also discussed strengthening its collaborative efforts through a community of practice approach.

4. Collaborative projects

Committee members provided assistance and support to several external projects. These included a project undertaken by the Standards Council of Canada and the Institute for Catastrophic Loss Reduction to develop a methodology for undertaking case studies of fires in the wildland urban interface. The MPC also provided input and expertise to the Canadian Forest Service on a survey of approaches to wildfire risk assessment in communities.

Fire Science Committee (FSC)

The Fire Science Committee spent the year focusing on identifying a new path forward in a time when the Canadian research community continues to change and evolve through the establishment of Canada Wildfire and the initial stages of implementation for the Blueprint for Wildland Fire Science in Canada.

The annual face to face meeting was held in conjunction with the Wildland Fire Canada conference in Ottawa, Ontario on November 17, 2019. The meeting was utilized as a one-day workshop to identify the committee Vision and Mission, and to think about how to achieve the mission as a follow up to the 2018 workshop on "What is the Current and Future State of the CIFFC Fire Science Committee?" This workshop was a core recommendation from the CIFFC Strategic Plan ("Integrating fire science to support resource sharing") and the *Horizon and Foresight* report to ensure the committee continues to remain relevant and aligned with the wildland fire research community in Canada. In addition to committee member agencies, representatives from Academia (West and East) and Alaska Fire Science Consortium (a newly added non-core member) were in attendance.

In 2019/20, the FSC continued to support the sharing of knowledge among the wildland fire management and research community by hosting three significant National Fire Management Conversations. Topics included:

- *Conducting Wildland Urban Interface Fire Case Studies – Learning How Not to Burn (Alan Westhaver)* – January 2020
- *Operationalization of Wildfire Remote Sensing Science, Phase A Update (Dr. Josh Johnston)* – February 2020
- *Fire Behavior Prediction in the Next Generation of the CFFDRS (Dr. Mike Wotton)* – April 2020

The committee continues to work towards an updated Terms of Reference and Rebrand document by the end of 2020.

Meteorology Working Group (MWG)

The Meteorology Working Group annual face to face meeting was held in Ottawa, Ontario March 4-5, 2020. Work Plan Progress:

- The development of a national spot forecast standard is on-going. An inventory of agency spot forecasts was completed.
- Alberta adopted a red flag warning for the 2019 and 2020 season. Alberta reported that it was beneficial to have the red flag warnings during a wildland wildfire event.
- Inventory of Cloud pictures continues.
- The Kestrel vs Sling report developed by Saskatchewan was produce and disseminated to CIFFC member agencies.
- A report comparing the All-Weather Precipitation Gauge is being developed by SK.
- New CSA standards are being developed for all aspects of automatic weather stations including metadata, quality control, siting of the station and distribution of the data. Members of the MWG are subject matter experts working with CSA. Other members will participate during the public review period.
- The group wants to be more active in the development of the weather modules in the national CIFFC training courses. We would like to change the content for the effect of stable air on fire behaviour to reflect that the fire behaviour will follow the diurnal curve of temperature and RH. We plan to bring any suggested changes to the Science and Training working groups.
- Environment and Climate Change Canada (ECCC) is now a member of MWG. We are working together to improve the DataMart of ECCC, Mesonet for climatology and other meteorological concerns.
- A proposal for a Forecaster Exchange is underway.

Geospatial Working Group (GWG)

In addition to quarterly meetings, the GWG met face to face in conjunction with the IM/IT Committee in October in Edmonton, AB. Work Plan Progress:

- GWG to facilitate the national integration of Fire Polygon data in accordance to the approved CIFFC Spatial Polygon data standard. (Note: This task will require communication/consultation with agency IMIT reps.
 - Committee continues to assess and report the state of readiness for each agency.

- GWG to collect, compile and review metadata available for agency Reported Fires data standard and annual fire data (point and polygons). This information will contribute to the manuscript workplan item below & will provide key information to refining the Reported Fires data standard.
- GWG to support manuscript on Agency Fire Data contributing to national fire datasets.

IM/IT Committee

The Information Management/Information Technology Committee continued to meet monthly with its annual face to face meeting held in Edmonton, Alberta on October 23-25, 2019 in conjunction with the Geospatial Working Group at the Canadian Forest Service Northern Forestry Centre.

The agenda included updates on current IM/IT and Geospatial items, as well as presentations on a number of topics:

- Selecting an Architecture for NWT's next Decision Support System
- CWFIS and National Fire Information Framework
- Prometheus Software as a Service
- Alberta Wildfire Infrared Scanning Program
- National fuels map
- CIFFC Mapping Standard Symbology
- Drought Code for changing fuel grid assignments in wetlands
- Data Integration Workshop
 - Data Usage & Updating
 - Data Sharing
- Agency IM/IT initiatives / innovations / successes

Key Projects for 2020/2021

- Data Integration Project
 - Situation Report - testing and refinement of agency data feeds completed and SitRep went live by April 2019.
 - Data Sharing – in 2019, the Committee focused on development of a process for streamlined data sharing. In February 2020, the committee recommended to the CIFFC Management Committee that all integrated data at CIFFC be shared among CIFFC member agencies. This blanket approval would grant CIFFC members agencies immediate access to view and use these integrated data. This recommendation was denied. The Data Integration Project team is working on presenting an alternative.
- CIFFC Portal – Summer 2019 marked the first year for the new website and sitrep.

CANADIAN INTERAGENCY FOREST FIRE CENTRE INC. Statement of Financial Position

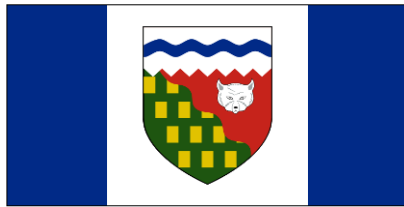
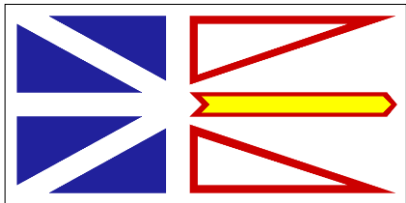
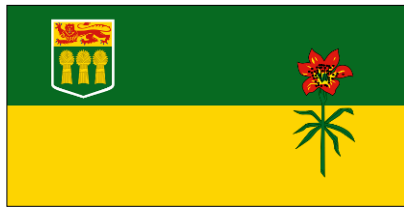
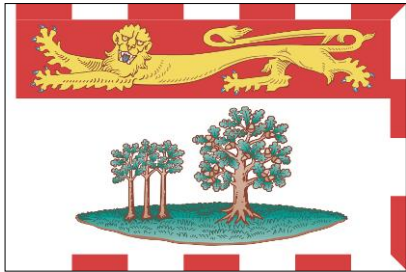
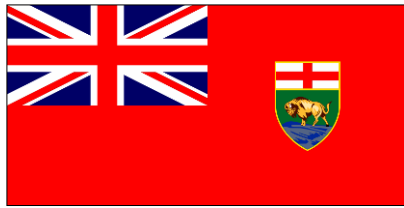
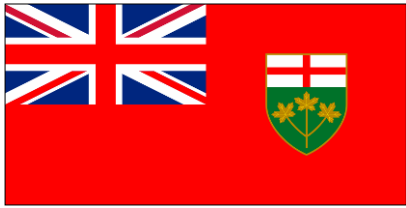
As at March 31	2020	2019
	\$	\$
Assets		
Current Assets		
Cash and bank	458,843	1,577,541
Due from members	1,466,536	904,921
Due from other organizations	9,240,852	-
Prepays and other	20,322	30,820
	<u>11,186,553</u>	<u>2,513,282</u>
Accrued pension asset (Note 4)	1,191,100	1,416,000
Capital assets (Note 5)	132,884	167,857
	<u>12,510,537</u>	<u>4,097,139</u>
Liabilities and Net Assets		
Current Liabilities		
Accounts payable and accrued liabilities	405,582	273,933
GST payable	11,329	84,199
Due to members	7,701,846	-
Due to other organizations (Note 3)	665,488	249,199
Deferred revenue (Note 6)	-	15,737
	<u>8,784,245</u>	<u>623,068</u>
Severance and sick leave liabilities (Note 4)	181,249	151,016
	<u>8,965,494</u>	<u>774,084</u>
Net Assets		
Invested in capital assets	132,884	167,857
Unrestricted	3,412,159	3,155,198
	<u>3,545,043</u>	<u>3,323,055</u>
	<u>12,510,537</u>	<u>4,097,139</u>

CANADIAN INTERAGENCY FOREST FIRE CENTRE INC. Statement of Operations

For the year ended March 31	2020	2019
	\$	\$
Revenue		
Contributions from members		
Membership levy (see Schedule)	902,985	880,104
Resource exchange	607,183	1,270,709
Administration fees		
International support	227,819	-
Air charter	87,338	188,743
Interest	24,513	15,135
Other	12,245	4,332
	<u>1,862,083</u>	<u>2,359,023</u>
Expenses		
Salaries and benefits	593,771	584,592
Special projects	324,147	539,490
Office rent	92,112	97,634
International support	64,844	-
Travel and automobile	58,521	54,758
Amortization	46,313	50,039
Professional services	45,561	24,704
Engine mount project	45,235	-
Pension	38,645	28,910
Telecommunications	33,233	31,106
Employee group benefits	22,836	20,191
Accounting fees	21,609	27,485
Information technology	20,115	22,071
Insurance	14,490	14,138
Office supplies and services	13,081	10,334
Repairs and maintenance	8,089	8,922
Bank charges	3,476	3,498
Postage and courier	2,944	3,049
Meals	2,461	5,100
Advertising and promotion	1,958	9,248
Training	1,250	-
	<u>1,454,691</u>	<u>1,535,269</u>
Excess of revenue over expenses before other item	407,392	823,754
Other Item		
Foreign currency exchange gain	296	196
Excess of revenue over expenses for the year	407,688	823,950



Progress Through Cooperation



CANADIAN INTERAGENCY FOREST FIRE CENTRE INC.
CENTRE INTERSERVICES DES FEUX DE FORÊT DU CANADA INC.