



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** November 17, 2017  
**From:** Cecilia Achiam, MCIP, BCSLA **File:** 09-5126-01/2017-Vol 01  
 General Manager, Community Safety  
**Re:** UBCM Community Emergency Preparedness Fund

### Staff Recommendation

1. That the report titled “UBCM Community Emergency Preparedness Fund”, dated November 17, 2017 from the General Manager, Community Safety be received for information;
2. That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support Emergency Social Services for Emergency Programs be approved;
3. That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support the Emergency Operations Centres & Training for Emergency Programs be approved;
4. That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the UBCM; and
5. That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.

Cecilia Achiam, MCIP, BCSLA  
 General Manager, Community Safety  
 (604-276-4122)

Att.

REPORT CONCURRENCE	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

## Staff Report

### Origin

Staff are seeking Council endorsement for an application to Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for grant funding to build local capacity to provide Emergency Social Services (ESS) and Emergency Operation Centre (EOC) and Training.

Applying for funding provided by the Province of British Columbia and administered by UBCM supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

*7.4. Strategic financial opportunities are optimized.*

### Analysis

Under the Emergency Program Act, municipalities, First Nations communities and regional districts are responsible for responding to emergencies in their jurisdiction, including providing emergency social services.

An EOC is a physical location where representatives come together during an emergency to coordinate response, recovery and resources, support emergency response personnel in the field and coordinate all official communications regarding the emergency.

ESS help preserve the well-being of residents of Richmond during or immediately following an emergency. The ESS program helps people affected by large emergencies, but may also assist during smaller emergencies such as house fires or disasters affecting a few members of a community. When people are forced to evacuate their homes, Staff and volunteers of the ESS program will often direct them to reception centres or group lodging facilities.

Emergency Programs continues to build local capacity to provide ESS through, volunteer recruitment and retention, training and the purchase of equipment. It is imperative for the City to train and exercise staff and volunteers for a coordinated response through the EOC.

Studies of recent disasters around the world show that prepared individuals and connected communities respond better, and recover faster, from emergencies when they occur. Grant funds will allow the City of Richmond to expand preparedness and resiliency programs, materials and supplies to serve a diverse community.

External funding would support Emergency Programs with initiating action plans promptly, leading to improved growth in developing a culture of preparedness and resilience. It would also help by creating valuable partnerships to increase the capacities of all of the involved organizations.

The maximum CEPF contribution is \$25,000 per application. The City is requesting the maximum contribution allowance of \$50,000 for the combined applications.

**Financial Impact**

None.

**Conclusion**

As part of the submission process, the Union of British Columbia Municipalities (UBCM) requires confirmation that Council endorses the application for funding. This project aligns with the City's goals and vision, and is well positioned to receive funding through the Community Emergency Preparedness Fund (CEPF) given the program criteria and the expected results of the project if program funding remains available.

Staff recommend the endorsement of the application to the CEPF for grant funding to support an enhanced ESS and EOC. The completion of this project will help the City achieve its ambition to be a resilient community.



Norman Kotze  
Manager, Emergency Programs  
(604-244-1211)

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