



# City of Richmond

## Report to Committee

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<b>To:</b>	Community Safety Committee	<b>Date:</b>	September 25, 2017
<b>From:</b>	Cecilia Achiam, MCIP, BCSLA General Manager, Community Safety	<b>File:</b>	09-5126-01/2017-Vol 01
<b>Re:</b>	<b>Emergency Programs Activity Report – August 2017</b>		

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### Staff Recommendation

That the staff report titled, "Emergency Programs Activity Report – August 2017," dated September 25, 2017 from the General Manager, Community Safety, be received for information.

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

REPORT CONCURRENCE	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:  CJ
APPROVED BY CAO (DEPUTY).  	

## Staff Report

### Origin

This report provides Council with an update on Emergency Programs (EP) activities. EP is reporting on its activities in support of its mandate to maximize the protection of life, public infrastructure, private property and the environment in the event of a major emergency or disaster. This activity report for EP provides information on each of the following areas:

1. Community Involvement/Public Education
2. Emergency Management Plans
3. City of Richmond Staff and Volunteer Education
4. Emergency Social Services Response

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

*Maintain emphasis on community safety to ensure Richmond continues to be a safe community.*

*1.1. Policy and service models that reflect Richmond-specific needs.*

*1.3. Improved perception of Richmond as a safe community.*

### Analysis

#### Community Involvement/Public Education

During the BC Wildfires, EP received daily requests for Emergency Social Service trained staff and volunteers to assist in supporting the regional reception centres in Kamloops, Chilliwack and 100 Mile House. One staff member and one volunteer provided support in Kamloops for 10 days, while another volunteer provided assistance at 100 Mile House. Another staff member and eight EP volunteers provided support to evacuees at the regional reception centre in Chilliwack.

#### Emergency Management Plans

Emergency programs staff regularly review emergency plans to ensure they are relevant in the event of an emergency disaster. Staff are currently reviewing:

- Evacuation Plan – Staff are reviewing and incorporating information provided by stakeholders into the plan. This initiative is on track for completion by the end of 2017.
- Information Plan – Staff are supporting Corporate Communications staff to ensure the plan integrates with the City's overarching Emergency Management Plan. This plan review is expected to be completed by the end of 2017.
- Dangerous Goods and Spill Response Plan – Staff are supporting Environmental Programs in their review of this plan. This plan review is due for completion by the end of 2017.

The City of Richmond Staff and Volunteer Education

*Volunteer Recruitment*

EP scheduled Volunteer Information sessions at City Hall on October 14, 2017 at 11:00 am and November 30, 2017 at 7:00 pm.

Future dates will be scheduled to continue the volunteer recruitment initiative.

*Emergency Operations Centre Education*

EP is working with Justice Institute of BC to modify and deliver EOC training to city staff this fall. Education will be followed up by functional exercises to incorporate hands on training.

Emergency Social Services Response

There was no Emergency Social Services response for Richmond in August.

**Financial Impact**

None.

**Conclusion**

EP staff and volunteers continue to grow engagement with the Richmond community to deliver personal preparedness, resiliency information and awareness while continuing to promote the RichmondBCAlert System for enrollment.

A handwritten signature in black ink, appearing to read 'Norman', with a stylized flourish underneath.

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

NK:nk