



Committee of the Whole Report

For the Meeting of January 25, 2018

To: Committee of the Whole **Date:** January 12, 2018
From: Paul Bruce, Fire Chief
Subject: Council Resolution for Emergency Operations Centre exercise Grant Application

RECOMMENDATION

That Council:

1. Authorize staff to apply for a \$25,000 grant through the Community Emergency Preparedness Fund for Emergency Operations Centre (EOC) training and exercise development and delivery.
2. Authorize the Mayor and City Clerk to execute any agreements related to a successful grant application.

EXECUTIVE SUMMARY

This report seeks a Council resolution to support a City of Victoria application to the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for \$25,000 towards Emergency Operations Centre (EOC) training and exercise development and delivery for City Staff.

The Community Emergency Preparedness Fund is a suite of funding programs administered by UBCM and is intended to enhance the resiliency of local governments and their residents in responding to emergencies. The Emergency Operations Centres & Training stream is intended to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises.

The local Authority Emergency Management regulation in the Emergency Program Act legislates that:

A local authority must, as part of the local emergency plan prepared by it under section 6 (2) of the Act, establish and maintain for all emergency response staff to whom responsibilities are assigned in the plan, a program of emergency response exercises, and a training program

PURPOSE

The purpose of this report is to seek a Council resolution to support a City of Victoria application to UBCM for emergency operations centre training and exercise development and delivery for City staff.

BACKGROUND

Emergency Operations Centres (EOC) are normally activated at the request of an Incident Commander or senior municipal official to provide overall jurisdictional direction and control, coordination and resource support during an emergency or disaster.

The EOC is the municipal facility activated prior to, or during, a major emergency or disaster when coordination and resource requirements at the site level cannot be managed through routine procedures. The EOC is largely staffed by municipal personnel representing City of Victoria Departments, and representatives from other agencies and trained volunteers. The EOC supports all response activities at the site and provides overall policy direction to the responders. Specifically, it centralizes information about the emergency; coordinates emergency response among municipal departments and agencies; identifies critical needs, and establishes emergency response priorities. In addition, the EOC provides timely information to the public concerning the major emergency or disaster.

The City of Victoria has recently entered an agreement with the Capital Regional District at 625 Fisgard Street for the use of their building space as an Emergency Operations Centre for City of Victoria staff. With the updates to the Emergency Program, the addition of new City staff, the new EOC space at the CRD, and updated IT resources for our Emergency Operations Centre, staff recognize the need for updated training and exercises which will provide staff with the necessary knowledge and skills to staff the Emergency Operations Centre in the event of an emergency or disaster.

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of British Columbia Municipalities. CEPF was announced as part of an \$80 million announcement from the Ministry of Transportation & Infrastructure.

ISSUES & ANALYSIS

The proposed project will consist of the development of Emergency Operations Centre training for all City staff who may have a role in the EOC in an emergency or disaster and will culminate in an EOC exercise that all EOC staff will participate in.

The training and exercise would be designed by a consultant who would work with the City of Victoria's Emergency Management division ensuring consistency with Emergency Management BC's (EMBC) and our regional partners.

OPTIONS & IMPACTS

Option 1: Support the City of Victoria's application for \$25,000 in grant funds through the Community Emergency Preparedness Fund (Recommended).

Option 2: That Council decline the endorsement of the Community Emergency Preparedness Fund application.

2015 – 2018 Strategic Plan

Objectives are consistent with and compliment the 2015 – 2018 Strategic Plan objectives, specifically to:

- Innovate and lead through internal city planning as well as community programs;

- engage and empower the community through our neighbourhood, volunteer, and education programs;
- Facilitate social inclusion and community wellness by consulting with key stakeholders such as the Disability Alliance of BC (DABC) and using the functional needs framework for activities that promote community resilience; and
- Plan for emergencies including climate change short and long-term, by taking an all-hazards approach.

Impacts to Financial Plan

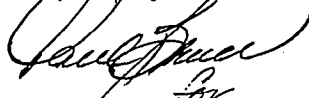
The current financial plan allocates funding for the emergency program, which includes the Emergency Operation Centre. This project is eligible for up to \$25,000 of grant funding from UBCM, which will assist us in developing knowledgeable and skilled staff for our Emergency Operations Centre who will strengthen our capacity to respond to emergencies and disasters in the City of Victoria. If successful, this \$25,000 would be added to the budget with offsetting funding from this grant.

Official Community Plan Consistency Statement

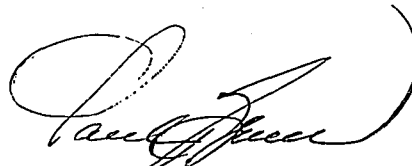
Emergency Management activities align with the Official Community Plan goals outlined in Section 18 – Emergency Management:

- Victoria is prepared to deal with known hazards and emerging threats, to limit the adverse impacts of events, and effectively manage emergencies;
- Victoria is able to respond rapidly and effectively to all emergencies, including events with long-term impacts and recovery times; and
- Victorians can rely on significant local sources for food, energy and materials to meet daily needs under emergency conditions.

Respectfully submitted,

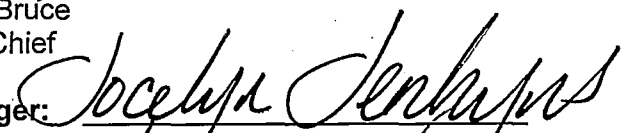


Tanya Patterson
Emergency Program Coordinator



Paul Bruce
Fire Chief

Report accepted and recommended by the City Manager:



Date: Jan 17, 2018

List of Attachments

Appendix A – 2018 EOC Program & Application Guide