



Meeting May 08, 2023
COUNCIL REPORT

PUBLIC SAFETY COMMITTEE

TO: MAYOR AND COUNCILLORS

SUBJECT: COMMUNITY EMERGENCY PREPAREDNESS FUND APPLICATION

RECOMMENDATION:

1. **THAT** Council approve the submission of a funding request by staff to the Community Emergency Preparedness Fund.

REPORT

The Public Safety Committee, at its meeting held on April 26, 2023, received and adopted the attached report seeking Council approval to submit a funding request to the Community Emergency Preparedness Fund.

Respectfully submitted,

Councillor J. Wang
Chair

Commissioner M. Santiago
Vice Chair



Meeting 2023 Apr 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
PUBLIC SAFETY COMMITTEE **DATE:** 2023 Mar 27

FROM: GENERAL MANAGER COMMUNITY
SAFETY **FILE:** 5350-20
Reference: UBCM-CEPF:
Notifications &
Evacuations 2023

SUBJECT: COMMUNITY EMERGENCY PREPAREDNESS FUND APPLICATION

PURPOSE: To provide information regarding a funding opportunity from the
Community Emergency Preparedness Fund.

RECOMMENDATION:

1. THAT Public Safety Committee recommend Council support staff submitting a funding request to the Community Emergency Preparedness Fund.

REPORT

1.0 INTRODUCTION

This report provides Council through the Public Safety Committee, with an overview of the Community Emergency Preparedness Fund (CEPF) grant opportunity and seeks to obtain Council's endorsement for an application in support of the *Evacuation Route Planning and Crisis Communications Strategy* (the "Project"). The grant funding will assist the Project with resources including the engagement of cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers.

2.0 POLICY SECTION

The two projects outlined in this report, Crisis Communications and Evacuation Route Planning Toolkits – NW Quadrant (Brentwood), harmonize with policy objectives contained in the City's *Moving Forward* initiative (2022) and the *Burnaby Community Safety Plan* (2020). Additionally, they correlate with the Province of BC's Emergency Program Act [RSBC 1996] Chapter 111, the Local Authority Emergency Management Regulation B.C. Reg. 380/95 O.C. 1075/95 and align with the *Evacuation Operational Guide for First Nations and Local Authorities in BC* (2022) and the *Broadcast Intrusive Alerts for Flood and Wildfire Emergency Operations Guidelines: Information for First Nations and Local Governments Requesting Alerts* (2022).

3.0 BACKGROUND

The CEPF is a suite of funding programs intended to enhance the resiliency of local governments, First Nations, and communities in responding to emergencies. Funding is provided by the Province of British Columbia and is administered by the Union of BC Municipalities (UBCM).

The application deadline for the 2023 intake for the Public Notification and Evacuation Route Planning funding stream is April 28, 2023. Council resolution providing endorsement is a requirement of the CEPF grant application.

4.0 EVACUATION PLANNING

The Project aims to develop Evacuation Route Planning Toolkits and a Crisis Communications Strategy that provide information for local governments, Host First Nations, and community members in the event of an emergency. The Project is broken down in the following activities:

- Activity 1 - Evacuation Route Planning Toolkits–NW Quadrant (Brentwood)

The decision to evacuate is influenced by many complex issues, often under a collapsing timeframe. Ensuring the safety of a community is the primary concern of evacuation planning and requires a focused and deliberate effort.

Progressive planning improves informed decisions for the efficient and safe evacuation of people, domestic and service animals, livestock, and personal property from an area of imminent or actual danger to an area of safety. Comprehensive data collection, modelling, analytics, and inclusive engagement informs integrated planning that culminates to effectively executed evacuations when an event occurs that requires these actions.

This project will leverage the successes of the Evacuation Planning Toolkits- NE Quadrant (Lougheed) prepared during 2022/23. The elements will include: data gathering, analytics, and modelling; zone, district and precinct delineation; primary and secondary evacuation route selection; alternate transportation mode alternatives; assembly and traffic control point identification; visualize and manage data and information using GIS; documentation development; a tabletop exercise; and, high-level socialization to the community on the evacuation framework (what they should know) and the importance of personal preparedness (what they can do).

- Activity 2 - Crisis Communications Strategy

Crisis communications strategies and plans are a crucial part of the City's emergency planning efforts, particularly related to shelter-in-place and evacuations followed by re-entry and recovery. Today more than ever before, the public demand for rapidly

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From: General Manager Community Safety
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disseminated, easily understandable and reliable information is extremely high and this demand needs to be met as soon as possible to prevent the spread of misinformation through unofficial channels.

Effective communications can help to reassure a community that emergency management and services are responding to the situation. This helps reduce anxiety levels and increases the likelihood that instructions will be followed. Crisis communication must be on-going, repetitive and transmitted through as many mediums as possible. Public notifications and emergency alerts may be used to deliver critical, life-saving information to the affected public during emergencies, including those that require evacuation. During a prolonged evacuation continued communications with the evacuated population must provide information on the status on their communities and plans for re-entry.

This project will result in modernization of the City's Crisis Communications Plan creating a relevant and flexible communications framework for hazards as identified in the City's Hazard Risk Assessment including those of high-risk, high-concern to the public, and support cohesive communication modes and message content appropriate for diverse audiences both internal and external to the City.

5.0 FINANCIAL CONSIDERATIONS

The UBCM CEPF Public Notification & Evacuation Route Planning funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$30,000.00. No contributions from other sources are being sought for the Project.

| | |
|-------------------------------------------|-----------------|
| UBCM CEPF grant funding available | \$30,000 |
| Existing 2023 Operating Budget allocation | <u>\$15,900</u> |
| Total estimated project cost | \$45,900 |

6.0 RECOMMENDATION

It is recommended that Council support the UBCM CEPF funding submission as it will enhance the City's evacuation route planning capacity and internal capabilities for public notifications and alerting.

Dave Critchley
GENERAL MANAGER COMMUNITY SAFETY

DC:cp

Copied to: Deputy Chief Administrative Officer and Chief Financial Officer
Senior Manager Risk Insurance and Claims
Emergency Management Coordinator
Manager Public Affairs