

**PUBLIC SAFETY COMMITTEE**

**TO:** MAYOR AND COUNCILLORS

**SUBJECT: CEPF APPLICATION 2024 - LGPS10788**

**RECOMMENDATION:**

**THAT** staff be authorized to submit an application for a Union of BC Municipalities Community Emergency Preparedness Fund grant in support of the Evacuation Route Planning Toolkits – SE Quadrant (Edmonds) project, as outlined in the report titled “CEPF Application 2024 – LGPS10788<sup>1</sup>” dated April 24, 2024.

**REPORT**

The Public Safety Committee, at its meeting held on April 24, 2024, received and adopted the *attached* report seeking Council endorsement of an application for a Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) grant related to the Public Notification & Evacuation Route Planning funding stream 2024 intake.

On behalf of the Public Safety Committee,

Councillor J. Wang  
Chair

Councillor M. Santiago  
Vice Chair

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<sup>1</sup> Unique identifier assigned to the City of Burnaby by UBCM for the CEPF Public Notification & Evacuation Route Planning funding stream grant application.

**TO:** PUBLIC SAFETY COMMITTEE (PSC)  
**FROM:** GENERAL MANAGER COMMUNITY SAFETY  
**SUBJECT:** **CEPF APPLICATION 2024 - LGPS10788**  
**PURPOSE:** To request endorsement of an application for a Union of BC Municipalities Community Emergency Preparedness Fund (CEPF) grant related to the Public Notification & Evacuation Route Planning funding stream 2024 intake.

## **RECOMMENDATION**

**THAT** staff be authorized to submit an application for a Union of BC Municipalities Community Emergency Preparedness Fund grant in support of the Evacuation Route Planning Toolkits – SE Quadrant (Edmonds) project as outlined in the report titled “CEPF Application 2024 – LGPS10788” dated April 24, 2024.

## **1.0 POLICY SECTION**

The project described in this report, Evacuation Route Planning Toolkits – SE Quadrant (Edmonds), harmonizes with policy objectives contained in Burnaby Community Safety Plan (2020) and the Burnaby Strategic Plan (2022). Additionally, they correlate with the Province of BC’s Emergency and Disaster Management Act [SBC 2023] Chapter 37, 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)*.

## **2.0 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 Union of BC Municipalities (UBCM).

The application deadline for the 2024 intake for the Public Notification and Evacuation Route Planning funding stream is April 26, 2024. Council resolution providing endorsement is a requirement of the CEPF grant application.

## **3.0 GENERAL INFORMATION**

The Project aims to develop Evacuation Route Planning Toolkits that provide information for local governments, Host First Nations, and community members in the event of an emergency.

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 execute evacuations when an event occurs that requires these actions.

**3.1 Evacuation Route Planning Toolkits – SE Quadrant (Edmonds)**

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 staff on the evacuation framework (what they should know) and the importance of personal preparedness (what they can do).

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

Due to the dynamic nature of evacuations, communication and community engagement related to the evacuation planning toolkit may occur through a future full-scale exercise.

**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. No contributions from other sources are being sought for the Project.

UBCM CEPF grant funding available	\$30,000
Amount absorbed into existing budget allocations	<u>\$17,000</u>
Total estimated project cost	\$47,000

Respectfully submitted,

Dave Critchley, General Manager Community Safety

**REPORT CONTRIBUTORS**

This report was prepared by Yoriko Davidson, Emergency Management Assistant Coordinator, and reviewed by Charmaine Pflugrath, Emergency Management Coordinator and Scott Houston, Senior Management Risk, Insurance and Claims.