

NO: R241

COUNCIL DATE: December 20, 2021

REGULAR COUNCIL

TO: Mayor & Council **DATE: December 16, 2021**

FROM: General Manager, Parks, Recreation & Culture **FILE: 1855-04**
Fire Chief, Emergency Planning Coordinator

SUBJECT: Application for a Union of BC Municipalities - Community Emergency Preparedness Fund 2022 Grant

RECOMMENDATION

The Parks, Recreation & Culture Department and Surrey Fire Service recommends that Council:

1. Receive this report for information; and
2. Endorse an application for a Union of BC Municipalities – Community Emergency Preparedness Fund grant in support of an Emergency Support Services Modernization Project, as generally described in this report.

INTENT

The purpose of this report is to provide Council with an overview of the Community Emergency Preparedness Fund (“CEPF”) grant opportunity and to obtain Council’s support for an application in support of the Emergency Support Services Modernization Project (the “Project”) to purchase the Evacuee Registration and Assistance (“ERA”) tool to support the City’s local Emergency Support Services (“ESS”) Program. The ERA tool can be used by evacuees to self-register for support services, by responders to register evacuees and by suppliers to submit invoices.

BACKGROUND

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 BC and is administered by Union of BC Municipalities (“UBCM”).

The application deadline for the grant application is January 28, 2022. Council resolution is a requirement of the CEPF grant application.

DISCUSSION

City of Surrey - Emergency Support Services Modernization Project

The Project aims to improve the local ESS Program through the ERA tool by digitizing and modernizing ESS delivery. The ERA tool will streamline processes so that evacuated individuals can access services more easily and efficiently.

The Project is broken down in the following activities:

Activity 1: Purchase of Supplies and Equipment in Support of Modernization- Estimated Cost \$20,000

- Purchasing of mobile devices to be included in all reception centre and group lodging kits; and
- Purchasing mobile printers to be included in all reception centre and group lodging kits.

Activity 2: Training and Exercises for ESS Responders to Increase Capacity for the Provision of ESS- Estimated Cost - \$5,000

- Training all registered ESS volunteers with the ERA tool by completing in-house training sessions;
- Training and awareness with local suppliers by completing external training sessions; and
- Informing additional members within emergency program about ERA and add its use into plans and operational procedures.

Funding

The total cost of the project is estimated to be \$25,000. The ESS funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000. In order to ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the CEPF.

Finance Review

The Finance Department has reviewed this report and has no concerns.

SUSTAINABILITY CONSIDERATIONS

The work of the CEPF supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 Theme of Public Safety and Health & Wellness. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

- Emergency Preparedness and Prevention DO6: Surrey has proactive and coordinated emergency prevention measures in place, and can effectively deal with emergencies that arise;

- Emergency Preparedness and Prevention SD5: Build community resilience and capacity to respond effectively in an emergency;
- Emergency Preparedness and Prevention SD7: Strengthen and lead in localized emergency planning and response, including updating and developing needed recovery plans; and
- Health Services and Programs – DO5: Services and programs are responsive to shifting health and social needs, and local and external factors.

CONCLUSION

Based on the above discussion, it is recommended that Council authorize the submission of application for this grant of \$25,000 to assist staff in building local capacity for ESS service provision through the purchase of the ERA tool and related training. The Project will enhance the resiliency of Surrey in responding to emergencies through ESS modernization and training.

Laurie Cavan
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Fire Chief