



City of Port Moody

Report/Recommendation to Council

Date: February 1, 2021
Submitted by: Community Services Department – Cultural Services Division
Subject: 2021 UBCM Emergency Support Services Grant

Purpose

To obtain Council's approval to apply for the Union of BC Municipalities (UBCM) Emergency Support Services (ESS) Grant and obtain support for the proposed activities and overall grant management that will be undertaken if the City successfully secures funding in 2021.

Recommended Resolution(s)

THAT the submission of a UBCM Community Preparedness Fund Emergency Support Services grant application for \$25,000 for the 2021 intake in support of purchasing Emergency Support Services modernization equipment and completing a training exercise be authorized as recommended in the report dated February 1, 2021 from the Community Services Department – Cultural Services Division regarding the 2021 UBCM Emergency Support Services Grant;

AND THAT the City provide overall grant management in order to meet the grant obligations.

Background

UBCM has announced the availability of 2021 grant funding to municipalities for Emergency Support Services, through the Community Emergency Preparedness Fund (CEPF). The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency support services through volunteer recruitment, retention and training, including in-house training, and the purchase of ESS equipment. The focus of the ESS funding stream for the 2021 intake continues to be support of the modernization of local ESS programs in order to move toward digital registration and reporting through the Evacuee Registration and Assistance (ERA) Tool. Additionally, focus will also be on local ESS programs that prepare to act as host communities. The 2021 ESS Program and Application Guide is included as **Attachment 1**.

For 2021, the Emergency Support Services funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000 and will be paid upon completion of a project when final reporting requirements of UBCM are met (one year from grant approval). In

order to apply, the City requires a Council resolution indicating support for the current proposed activities and willingness to provide overall grant management.

Discussion

The 2021 Port Moody ESS application is requesting funding to support the continued modernization of ESS equipment, additional supplies/equipment for a mobile ESS deployment, and continued training to support staff in the effective delivery of both group lodging and reception centre services.

In 2020, the City registered with the Evacuee Registration and Assistance tool (ERA) in order expedite the process of people requesting services, to simplify records management and reduce the volume of hardcopy paperwork being retained by cities and the Province. Training for additional staff on the ERA tool will take place in 2021.

Emergency Preparedness requires ongoing training and exercises to ensure that staff are up to date and ready to provide ESS if required. ESS can be broken down into two services – reception centre services and group lodging services. In 2018, the Province requested that municipalities start becoming prepared to offer group lodging services themselves and reduce the reliance on hotels. It is important that the City continue to provide training to staff in these areas. The grant application includes exercises to support this ongoing training.

The 2021 grant application also includes a funding request to support the purchase of additional equipment such as two-way radios, whiteboards, portable lighting, and comfort items to outfit the ESS mobile reception centre trailer.

Due to the timing of submitting the grant application, which was due on January 29, 2021, the application has already been submitted (**Attachment 2**). Should Council support this application, Council's resolution will be forwarded to EMBC in order to complete the application process.

Other Option(s)

THAT the report dated February 1, 2021 from the Community Services Department – Cultural Services Division regarding 2021 UBCM Emergency Support Services Grant be received for information.

Financial Implications

Should Council not direct staff to apply for UBCM Emergency Support Services Grant funding, staff will be required to reduce ESS initiatives or seek out alternative funding sources.

Communications and Civic Engagement Initiatives

There are no communications or civic engagement initiatives associated with this report.

Council Strategic Plan Objectives

By applying for grant funding, the City will be able to modernize its ESS program and increase its capacity to provide emergency support services. This supports the strategic plan objective of Service Excellence.

Attachment(s)

1. 2021 ESS Program and Application Guide.
2. 2021 ESS Grant Application.

Report Author

Devin Jain

Manager of Cultural Services

Report Approval Details

Document Title:	2021 UBCM Emergency Support Services Grant.docx
Attachments:	- Attachment 1 - 2021 ESS Program and Application Guide.pdf - Attachment 2 - 2021 ESS Grant Application.pdf
Final Approval Date:	Feb 8, 2021

This report and all of its attachments were approved and signed as outlined below:

Ron Higo, General Manager of Community Services - Feb 3, 2021 - 10:06 PM

Dorothy Shermer, Corporate Officer - Feb 4, 2021 - 10:49 PM

Rosemary Lodge, Manager of Communications and Engagement - Feb 5, 2021 - 8:54 AM

Paul Rockwood, General Manager of Finance and Technology - Feb 5, 2021 - 9:33 AM

Tim Savoie, City Manager - Feb 8, 2021 - 1:32 PM