



# City of Port Moody

## Report/Recommendation to Council

Date: May 3, 2022  
Submitted by: Community Services Department – Cultural Services Division  
Subject: 2022 UBCM Emergency Support Services Grant

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### 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 in 2022.

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### Recommended Resolution(s)

**THAT the submission of a UBCM Community Preparedness Fund Emergency Support Services grant application for \$25,000 for the 2022 intake in support of purchasing Emergency Support Services modernization equipment and completing a training exercise be authorized as recommended in the report dated May 3, 2022 from the Community Services Department – Cultural Services Division regarding the 2022 UBCM Emergency Support Services Grant.**

**AND THAT staff provide overall grant management.**

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### Background

UBCM manages 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 (ESS) 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 2022 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, the intake will focus on promoting knowledge sharing, enhancing mutual aid, and for applicants to act as host communities. The 2022 ESS Program Guide is included as **Attachment 1**.

For 2022, 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 2022 Port Moody ESS application is requesting funding to support the continued modernization of ESS equipment, additional supplies/equipment for a mobile ESS deployment, Reception Centre and Group Lodging supplies, and continued training to support staff in the effective delivery of both group lodging and reception centre services.

Emergency Preparedness requires ongoing training and exercises to ensure that staff are up to date and ready to provide ESS if required. Almost half of the grant amount requested is to support training and a significant exercise.

The 2022 grant application also includes a funding request to support the purchase of additional equipment such electrical components to support the mobile ESS Trailer, and a speaker, projector, and networking equipment to facilitate the sharing of information at a reception centre or group lodging facility.

Due to the submission deadline for the grant application and the gap of submitting this report to Council, staff have already submitted a 2022 application (**Attachment 2**). Staff have been notified of a provisional grant award for 2022 subject to Council's approval of the application. Please note that the first item in the budget included at the end of the application (installation of exterior electrical outlet) was deemed to be ineligible for the application. Should Council support this application, Council's resolution will be forwarded to EMBC in order to complete the process.

## Other Option(s)

THAT the report dated May 3, 2022 from the Community Services Department – Cultural Services Division regarding 2022 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. 2022 ESS Program and Application Guide.
2. 2022 Port Moody ESS Grant Application.

## Report Author

Devin Jain  
Manager of Cultural Services

## Report Approval Details

Document Title:	2022 UBCM Emergency Support Services Grant.docx
Attachments:	- Attachment 1 - 2022 ESS Program and Application Guide.pdf - Attachment 2 - 2022 Port Moody ESS Grant Application.pdf
Final Approval Date:	May 16, 2022

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

Anna Mathewson, General Manager of Community Services - May 3, 2022 - 7:38 PM

Rosemary Lodge, Manager of Communications and Engagement - May 4, 2022 - 5:48 PM

Paul Rockwood, General Manager of Finance and Technology - May 5, 2022 - 9:16 AM

Tim Savoie, City Manager - May 16, 2022 - 1:55 PM