



Community Emergency Preparedness Fund

Emergency Operations Centres Equipment and Training 2024 Application Worksheet

Please complete and return the worksheet with all required attachments by **February 23, 2024**. Applicants will be advised of the status of their application within 90 days of the application deadline.

All questions must be answered by typing directly in this form. **As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank.**

If you have any questions, contact cepf@ubcm.ca or (604) 270-8226 ext. 220.

SECTION 1: Primary Applicant Information

First Nation or Local Government Name:
City of Port Moody

File number*:
LGPS-10491

**Refer to the LGPS Online Application Form submission confirmation email*

SECTION 2: Detailed Project Information

1. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Section 6 of the *Program and Application Guide* for eligibility.

a) Purchase of equipment and supplies, equipment installation

As identified in Coastal Response AAR the need for large visual boards:

Purchase of two large screen TV's and stands to support Planning and Logistical requirements

b) Training and exercises

Functional Extreme Temperature Exercise involving First Nations, City of Coquitlam and PoCo as well other neighbouring local authorities

2. Alignment with funding stream. Describe how your activities align with the intent of this funding stream (build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises).

This proposal seeks to obtain funding for activities that will enhance the capacity of the City of Port Moody and its partners, including First Nations and neighbouring local authorities, to respond effectively to a regional emergency. The activities include acquiring equipment that will improve the visual awareness of the staff in the Emergency Operations Centre (EOC) and conducting an exercise that will test the Tri-City response approach. This project will not only benefit the EOC staff, but also foster

collaboration and coordination among the Tri-City partners in the event of a regional crisis.

3. Engagement with First Nations and/or Indigenous Organizations. In the following questions, please identify the specific bands, Treaty First Nations and/or Indigenous organizations as well as the specific traditional territory, reserve, or other First Nation's land that may be impacted by the proposed project.

- a) Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?

To this point the City of Port Moody has not yet consulted with the Kwikwetlam First Nation regarding their involvement in the proposed Extreme Temperature Exercise and the preparatory training. We will contact them as soon as we receive approval for our application and invite them to collaborate with us in the planning, implementation, and evaluation of the exercise. In case our application is rejected, we will still seek to engage them in potential EOC training with the limited funding we have available.

- b) Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?

If the City of Port Moody is successful with the UBCM 2024 Emergency Operation Centre Equipment and Training Funding for enhancing our capacity to cope and respond to extreme temperature events.

We will be reaching out to our partners at the Kwikwetlam First Nation to participate in this project. City of Port Moody would welcome their participation in the pre-exercise education sessions, the exercise development process, and the extreme temperature exercise itself. Our aim is to foster collaboration not only for this educational opportunity, but for all future endeavors, as this is one of our priorities.

- c) Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

The City of Port Moody has been actively engaging with local First Nations and Indigenous organizations. An example of current engagement is below:

- The executive and senior leadership of the city participated in a Blanket Ceremony
- Engagement with First nations coordination and development a plan to support Ceremonial Fires
- Consultation with the Tsleil-Waututh Nation with the cities FireSmart Program and future fuel treatment in the community
- City of Port Moody is currently in the hiring phase of a Manager of Indigenous Relations
- Collaboration with local authorities in the Tri-Cities regarding a potential partnership program for the Indigenous Engagement Funding Program
- City of Port Moody Council is currently discussing a recommendation from staff to install our own truth and reconciliation sidewalk

- City web page has a dedicated educational Indigenous Peoples and Reconciliation stand alone web page.

If applicable, please submit evidence of support for the proposed activities from First Nations and/or Indigenous organizations identified above. This could be in the form of a letter, email or other correspondence.

- 4. Engagement with Neighbouring Jurisdictions and Affected Parties.** Identify any neighbouring jurisdictions and/or partners (e.g., equity-denied populations, organizations that participate in the EOC program, etc.) you will engage with as appropriate to the project. Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

The City of Port Moody Emergency Management works closely with internal staff and our ESS team to provide EOC education and preparedness for the city. The City of Port Moody Emergency Management also communicates with other neighbouring local authorities and invites them to join our training and functional tabletop exercises. For example, other local authorities have agreed to participate in the Extreme Temperature Exercise. Port Moody recognizes that to deal with and prepare for events like extreme temperature, the Tri-City communities must work together and collaborate to assist and respond for the benefit of the citizens.

- 5. Comprehensive, cooperative, regional approach and benefits.** Describe how the project will contribute to a comprehensive, cooperative and regional approach to EOCs. What regional benefits will result from this project?

The Port Moody extreme temperature exercise is an example of how the city is contributing to a comprehensive, cooperative, and regional approach to emergency operations centre (EOC). The exercise aims to:

- Test and evaluate the city's EOC activation, operation, and deactivation procedures, as well as its extreme temperature response plan.
- Enhance the skills and knowledge of the city's EOC staff as well local First Nations and neighbouring communities. emergency personnel, as well identify areas for improvement and training gaps.
- Strengthen communication and collaboration among the city's EOC, and the other participating EOC's and exercise players
- Identify and address any gaps, challenges, and best practices in the city's EOC functions, and provide recommendations for improvement to strengthen even further Port Moody's commitment for preparedness for response to an emergency event.

By conducting this exercise, the city is demonstrating its commitment and readiness to deal with extreme temperature events, which we are witnessing more frequently and severe due to climate change. The exercise also provides an opportunity for the city to share its experiences and lessons learned with other municipalities and stakeholders, and to learn from their feedback and suggestions.

- 6. Additional Information.** Please share any other information you think may help support your submission.

SECTION 3: Required Attachments

Only complete applications will be considered for funding.

The following separate attachments are required to be submitted as part of the application:

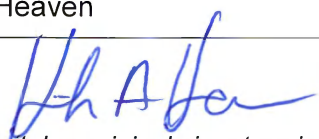
- ☒ Band Council resolution, Treaty First Nation resolution, local government Council or Board resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding. Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).
- ☐ For regional projects only: Band Council resolution, Treaty First Nation resolution, or local government Council or Board resolution, from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

SECTION 4: Signature This worksheet is required to be signed by an authorized representative of the applicant (i.e., staff member or elected official). Please note all application materials will be shared with the Province of BC.

I certify that to the best of my knowledge: (1) all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) it is understood that this project may be subject to a compliance audit under the program.

Name: Kirk Heaven

Title: Deputy Fire Chief / EPC

Signature*: 

Date: January 31, 2024

**A certified digital or original signature is required.*

Documents should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB.

All documents should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cepf@ubcm.ca.

Please note "2024-EOC" in the subject line.