



City of Port Moody

Report/Recommendation to Council

Date: January 31, 2020
Submitted by: Finance and Technology Department – Financial Services Division
Subject: UBCM 2020 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 2020.

Recommended Resolution(s)

THAT the submission of a UBCM Community Preparedness Fund Emergency Support Services grant application for \$25,000 for the 2020 intake in support of purchasing Emergency Support Services modernization equipment and completing training exercise be authorized as recommended in the report dated January 31, 2020 from the Finance and Technology Department – Financial Services Division regarding UBCM 2020 Emergency Support Services Grant;

AND THAT the City provide overall grant management and pay for the costs to meet the grant obligations.

Background

UBCM has announced the availability of 2020 grant funding to municipalities for Emergency Support Services, through the Community Emergency Preparedness Fund (CEPF). The intent of this funding is to build local capacity to provide emergency support services through training, volunteer recruitment and retention, and the purchase of equipment. Starting in 2020, the focus of the ESS funding stream is to support the modernization of local ESS programs in order to move toward electronic registration and reporting.

The 2020 Program and Application Guide is included as **Attachment 1**.

For 2020, 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 2020 Port Moody ESS application is requesting funding to support the modernization of ESS equipment, and training to support staff in the effective delivery of both group lodging and reception centre services.

Provincially, ESS is moving to an electronic registration system to 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. For Port Moody to be able to operate electronically, the purchase of equipment is necessary. The grant application is requesting funding for the purchase of Microsoft Pros, a printer, and other associated supplies such as battery packs and data hubs to allow Port Moody to provide this service electronically.

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. In 2019, the City received a UBCM grant to purchase group lodging supplies. Staff have also been working on updating the City's group lodging plan. The next step in being prepared to provide group lodging services is for staff to participate in a functional exercise. The grant application is also requesting funding for a Table Top Exercise where staff participate in both a mock Reception Centre and Group Lodging activation. This exercise will be the first time staff will simulate providing both these services at the same time.

Other Option(s)

THAT the report dated January 31, 2020 from the Finance and Technology Department – Financial Services Division regarding UBCM 2020 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. UBCM Emergency Support Services 2020 Program & Application Guide.

Report Author

Trina Peters
Accountant

Report Approval Details

Document Title:	UBCM Grant Funding - Emergency Support Services.docx
Attachments:	- Attachment 1 - UBCM Emergency Support Services 2020 Program and Application Guide.pdf
Final Approval Date:	Feb 4, 2020

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

Paul Rockwood, General Manager of Finance and Technology - Jan 30, 2020 - 3:46 PM

Tim Savoie, City Manager - Feb 4, 2020 - 10:24 AM