



## COUNCIL REPORT

Report Date: January 18, 2023  
Contact: Magnus Enfeldt  
Contact No.: 604.871.6268  
RTS No.: 15521  
VanRIMS No.: 08-2000-20  
Meeting Date: February 14, 2023  
[Submit comments to Council](#)

TO: Vancouver City Council

FROM: Miranda Myles, Manager, Community Resilience, Vancouver Emergency Management Agency (VEMA)

SUBJECT: Funding Application to the UBCM Community Emergency Preparedness Fund for Emergency Support Services

### Recommendations

THAT Council approve a funding application to the Union of British Columbia Municipality's Community Emergency Preparedness Fund – Emergency Support Services stream for \$30,000 towards the purchase of accessible supplies as described in Appendix A.

### Purpose and Executive Summary

The purpose of this report is to seek Council approval to proceed with an application for funding to the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for \$30,000.

If successful, the funds would be used by staff to purchase supplies that will improve the equity and accessibility of the delivery of Emergency Support Services (ESS).

### Council Authority/Previous Decisions

UBCM funding programs require a resolution of Council as part of the application package.

In 2020, Council approved an application to this funding stream for similar supplies for \$25,000, however, the application was not successful as the stream was oversubscribed and no funds were received by the City.

### City Manager's Comments

The City Manager concurs with the foregoing recommendations.

## **Context and Background**

The CEPF was created by the Province in 2017 with an allocation of \$32 Million. It is managed by the UBCM. The CEPF is a suite of funding streams intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies.

This report is seeking Council approval to apply for funds in the Emergency Support Services (ESS) stream. The ESS stream provides funding to support local authorities in building capacity for emergency support services including training, volunteer recruitment, and the purchase of equipment. The ESS funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$30,000.00 and the deadline to apply is January 27, 2023.

A resolution of Council is required for each funding application and may be submitted within a month following the application deadline.

## **Discussion**

In 2022 the City of Vancouver ESS team responded to over 60 incidents, primarily residential fires where residents were displaced. The team has also been deployed to other jurisdictions in the province, most recently during the 2021 wildfire season and atmospheric river. Experiences from these recent ESS incidents and recommendations from the Disability Alliance of BC have identified gaps in the supplies on hand to support people equitably.

Currently, the City stocks a few basic items including cots and blankets in the event people need to be supported in a group lodging setting. However, these supplies are limited and do not take in to account the functional needs of the all our residents. This funding would enable us to procure specialized equipment and supplies to enable ESS to provide more equitable and accessible support to evacuees. Having supplies such as mobility cots, walkers and canes would allow ESS to support a greater number of people. Additionally, having clothing and toiletries kits ready to go would ensure that people who are unable to go out to suppliers on their own can be supported.

## **Financial Implications**

Staff are recommending that the City request the maximum \$30,000 in UBCM funding. This will cover the cost of purchasing and receiving the items identified to improve accessibility of ESS services.

The entire project is estimated to cost \$30,000. There will be no incremental costs to the City as a result of receiving this grant.

## **Legal Implications**

If the funding application is successful, all applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM within 30 days. Grants are paid at the completion of the project and only when the final report requirements have been met.

**APPENDIX A**  
**UBCM Community Emergency Preparedness Fund Application**



**Community Emergency Preparedness Fund**  
**Emergency Support Services**  
**2023 Application Form**

Please complete and return the application form by **January 27, 2023**. All questions are required to be answered by typing directly in this form. If you have any questions, contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca) or (250) 387-4470.

<b>SECTION 1: Applicant Information</b>	<b>AP</b> <i>(for administrative use only)</i>
Local Government or First Nation Applicant: City of Vancouver	Date of Application: January 27, 2023
Contact Person*: Miranda Myles	Position: Manager, Community Resilience
Phone: 604-404-0552	E-mail: <a href="mailto:Miranda.Myles@vancouver.ca">Miranda.Myles@vancouver.ca</a>

\* Contact person must be an authorized representative of the applicant (i.e. staff member or elected official).

<b>SECTION 2: For Regional Projects Only</b>
1. <b>Identification of Partnering Applicants.</b> For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 4 in the Program & Application Guide for eligibility. N/A
2. <b>Rationale for Regional Projects.</b> Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request. N/A

<b>SECTION 3: Project Information</b>
3. <b>Project Information</b> A. Project Title: ESS Equipment/Supplies for Equity Denied Groups B. Proposed start and end dates. Start: April 2023 End: April 2024
4. <b>Project Cost &amp; Grant Request:</b> A. Total proposed project cost: \$30,000.00 B. Total proposed grant request: \$30,000.00

<p>C. Have you applied for or received funding for this project from other sources? If yes, please indicate the source and the amount of funding received or applied for.</p> <p>No</p>
<p>5. <b>Project Summary.</b> Provide a brief summary of your project in 150 words or less.</p> <p>The purpose of this project is to purchase supplies/equipment that expand the ability of ESS to support equity denied groups. The project will consist of two parts:</p> <p>1) Seek input from people with lived experience to validate the list of supplies/equipment that will make a difference to people with disabilities and those who have vulnerabilities that make them disproportionately impacted by emergencies; and</p> <p>2) Purchase the items recommended by people with lived experience as identified in part one of the project. The purchased items will be distributed and stored in existing containers around the City that would be accessed in support of ESS events.</p>
<p>6. <b>Emergency Plan.</b> Describe the extent to which the proposed project will <u>specifically</u> support recommendations or requirements identified in the local Emergency Plan.</p> <p>As part of the City's current emergency plans, a stockpile of basic supplies for ESS is kept on hand and stored in containers at twenty-two community centres around the City. The current stockpile contains one type of cot and blanket as well as water and other general ESS supplies. Through previous exercises, response to real events in the City, feedback from advisory groups representing people with lived experience, as well as through reviewing recommendations by the Disability Alliance of BC it is recognized that the type of cots we have are not appropriate for everyone. Additionally, there are supplies that are regularly needed to support equity denied groups during ESS events that we do not currently stock.</p> <p>Our emergency response capabilities need to be extended to support an all of society approach and not a one size fits all approach. In anticipation of changing legislation highlighting these concepts and with the City's Equity Framework and newly passed Accessibility Framework, it is critical that we expand the types of supplies on hand to improve our response capability to support a greater proportion of our residents.</p>

<p><b>SECTION 4: Detailed Project Information</b></p>
<p>7. <b>Proposed Activities.</b> What <u>specific</u> activities will be undertaken as part of the proposed project? Refer to Section 6 of the Program &amp; Application Guide for eligibility.</p> <p>1) <b>Validate List of Equipment/Supplies:</b> the first step in this project will be to validate what supplies will have the highest impact to equity denied groups during an ESS event. This will include validating with community serving organizations and advisory groups that work with people with disabilities, vulnerable populations and seniors to ensure the right supplies are purchased. We will also draw on existing resources such as the guides from the Disability Alliance of BC that provide supplies recommendations for reception centres and group lodging. The outcomes of this process would be shared with other communities and organizations in the region so that they may benefit from this project.</p>

2) Purchase Supplies: Purchase supplies that will enable ESS to be delivered to people more equitably. A sample list of supplies is attached with the budget.

3) Prepare Supplies: The purchased items will be packaged by staff and distributed to the ESS supply containers that are pre-positioned at key locations around the City for easy access in the event of an ESS activation.

4) Develop process to replenish supplies with cost-recovered funding from the Ministry of Emergency Management and Climate Readiness after supplies are deployed.

**8. Modernization of local ESS programs.** How will the proposed activities support the modernization of the local ESS program? Will the Evacuee Registration & Assistance (ERA) Tool be implemented?

The Emergency Program Act is undergoing a modernization project and a key concept will be an all of society approach. Adapting our existing ESS program to meet the needs of all the people who reside in the City is critical to ensuring ESS is modernized and does not do additional harm to those who are impacted by emergencies and are historically equity denied.

This project is focused on support for populations within the City that cannot access ESS in its current form and with the kinds of supplies the City has on hand. While the City is moving towards adoption and implementation of the ERA system and plan to use the tool as much as possible, we also recognize that equity denied groups and vulnerable populations may not be able to access ERA and therefore we need to be planning to support these people equitably.

By ensuring we have cots that meet the needs of people with mobility restrictions, supplies to support those who may not be mobile without the assistance of a wheel chair, walker etc. we can help to make ESS more accessible. If we can ensure more people with functional needs can stay and access ESS supports, they will be less likely to need to draw on health care and other services.

By ensuring we have supplies such as clothing and toiletries on hand we can make ESS more accessible to those who may be unable to go out and purchase these items for themselves using referral forms or through ERA.

**9. Capacity Building.** Describe how the proposed project will increase emergency response capacity (i.e. having the physical resources and the skills to respond to emergencies) in your community.

1. Having emergency equipment and supplies readily available can reduce response times. This can help to ensure that affected individuals receive help as quickly as possible and also reduces the amount of staff and volunteer time needed to source and distribute needed supplies.

2. Increased familiarity of staff and volunteers with the equipment and supplies needed to support a range of people with varying needs and abilities.

3. Ability for ESS to support a broader range of the population, thus reducing the need for some people to seek health supports or to slip through the cracks and not receive the support they need following an emergency.

<p><b>10. Host Community Capacity.</b> Describe how the proposed project will increase emergency response capacity as a host community?</p> <p>Should the City be requested to support another community with an ESS response, we will be in a better position to receive and adequately support people with a range of needs. Additionally, should we need to support another community with mutual aid we would be able to loan or redistribute supplies to our neighbours if requested and we are able to do so.</p>
<p><b>11. Transferability.</b> Describe the extent to which the proposed project may offer transferable resources and supplies and knowledge sharing with other local governments and/or First Nations (e.g. ESS volunteers/responders, training resources, cots, blankets, etc.).</p> <p>The validated list of supplies to support equity denied groups can be shared and help to inform others on where to purchase and what kinds of supplies will be useful.</p> <p>Additionally, should our ESS volunteers be called on to support regional or provincial responses they will have more awareness and familiarity with the needs of the populations they are serving by having had the chance to be trained and supporting people in Vancouver.</p>
<p><b>12. Partnerships.</b> In addition to Question 1, if applicable, identify any partners you will collaborate with on the proposed project and specifically outline how you intend to work together and enhance mutual aid.</p> <p>We will seek input and advice to validate the items before purchase is made from community serving groups, advisory committees and known organizations like the Disability Alliance of BC that have advice relevant to the types of supplies that would improve the equity and accesibility of ESS.</p> <p>Having these items stocked will enable us to be ready to support community; should another municipality or organization request support from Vancouver it will enable us to be ready to provide that mutual aid. If another community requested supplies from Vancouver and were able to cover the cost of restocking we would be able to share these items.</p>
<p><b>13. Evaluation.</b> How will the project be evaluated? How will performance measures and/or benchmarks be used to measure outcomes? (e.g. tracking the number of training events and recruitments, external evaluators, etc.)</p> <p>The success of the project will be in acquiring the supplies/equipment listed in the attached budget, once this list is validated by the communities which they are intended support to support.</p>
<p><b>14. Progress to Date.</b> If you received funding under prior CEPF intakes for the Emergency Support Services funding stream, please describe the progress you have made in increasing ESS capacity through prior projects.</p> <p>N/A</p>

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

**SECTION 5: Required Attachments**


Only complete applications will be considered for funding.

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

- Council or Board resolution, Band Council resolution or First Nation 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.
- For regional projects only: Council or Board resolution, Band Council resolution or First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

**SECTION 6: Signature** Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, 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) we understand that this project may be subject to a compliance audit under the program.

Name: Miranda Myles	Title: Manager, Community Resilience
Signature*:  <i>A certified electronic of original signature is required.</i>	Date: January 20, 2023

\* Signatory must be an authorized representative of the applicant (i.e. staff member or elected official).

Submit applications to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

## UBCM Community Emergency Preparedness Fund

### Emergency Support Services

### 2023 Grant Application

<b>ORGANIZATION</b>	<b>City of Vancouver</b>
<b>PROJECT TITLE</b>	<b>ESS Supplies for People Disproportionately Impacted by Emergencies</b>
<b>PROJECT PURPOSE</b>	<b>Purchase of supplies and equipment to support people disproportionately impacted by emergencies (pillows, clothing, care kits, walkers, wheel-chairs, mobility cots)</b>
<b>LENGTH OF PROJECT</b>	<b>1 year</b>
<b>TOTAL BUDGET</b>	<b>\$30,000</b>
<b>DATE</b>	<b>January 16, 2023</b>

<b>PROPOSED BUDGET:</b>					
Description	Base Quantity	Unit of Measure	Unit Price	Value	Comments
CARE KITS	30	BOX	\$100.00	\$3,000.00	Backpack Food Water Personal hygiene products Medical supplies Socks / Underware Menstrual hygiene products Pet food Hand warmers
Clothing packages - Winter	30	EA	\$200.00	\$6,000.00	Based on EMBC ESS cost recovery amounts per person
Clothing packages - Summer	30	EA	\$150.00	\$4,500.00	Based on EMBC ESS cost recovery amounts per person
Walkers	12	EA	\$77.99	\$935.88	
Canes	11	EA	\$26.99	\$296.89	-
Crutches	11	EA	\$28.85	\$317.35	-
WHEEL CHAIR, REGULAR MANUALLY OPERATED	4	EA	\$500.00	\$2,000.00	
Pillows	100	EA	\$5.00	\$500.00	-
COT - SPECIAL NEEDS COT	25	EA	\$221.49	\$5,537.25	
COT - SPECIAL NEEDS COT-IV Pole	25	EA	\$12.08	\$302.00	
Shipping costs (COTS)	1	EA	\$6,604.00	\$6,604.00	Shipping costs for COTS

**TOTAL                    \$29,993.37**