

Regional Approach to Emergency Management Grants

As we continue to build the regional emergency management model, emergency management grants will be used to support the growth and improvement of the full program benefiting all local authority and First Nation members. Under several grant programs, the regional emergency management program is eligible for the maximum funding available based on the number of eligible applicants included in the regional application. A larger funding base increases the options for projects and a regional approach ensures consistency and cost effectiveness in the Cowichan region.

Wherever practical, grants shall be applied for regionally (all four municipalities and the regional district). Projects will be determined based on need and, once finalized the regional Hazard Risk Vulnerability Assessment.

The regional emergency management program continues to build its partnerships with First Nations. Where First Nation partners choose to join in a regional application, this will be supported.

Expectations & Process for Regional Grants

Notwithstanding specific grant application requirements, the general process below will be used:

1. Grant projects will be presented to the CAO advisory committee for review and recommendation. Project briefs will provide budget and expectations for all partners.
2. Grant application will be drafted by Emergency Management Cowichan staff for recommended projects.
3. Grant application will be provided to the CVRD Board and CFO for approval, and shared with all applicant partners.
4. Where required by the grant, each applicant partner will provide an agreement or resolution in support of the Cowichan Valley Regional District as the administrator of the grant.
5. Grant will be administered by Emergency Management Cowichan, Cowichan Valley Regional District staff including project administration and financial reporting.

UBCM Community Emergency Preparedness Fund
Emergency Operations Centre (EOC) Grant – Regional Grant 2024

The Current Cowichan EOC Layout

As part of the regional approach to emergency management, the local authorities in the Cowichan area work together under a single Regional Emergency Operations Centre (REOC). This critical function (with teams, equipment, supplies and facilities) coordinates response and recovery actions, prioritizes resources, supports emergency response personnel in the field, and coordinates all official communications during a significant emergency.

Intent of the UBCM EOC Funding

The intent of this funding stream is to support eligible applicants to 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.

Cowichan’s 2024 EOC Grant Proposal

To increase REOC capacity in the region by applying for a 1-year fulltime temporary Training and Exercise Technician to:

- Develop and deliver exercises and drills for REOC staff and supporting functions to the REOC (Evacuation Group, Damage Assessment Group)
- Develop and deliver training specific to functions in the REOC for all communities

Budget attached.

FOR ACTION:

Each municipality to resolve:

For the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Operations Centre 2024 grant funding up to \$150,000 on behalf of insert Municipality.

Your resolution should be sought by February 23, 2024 if possible.



| 2024 CEPF EOC Grant Proposed Budget | | | | | |
|--|---|--|--------------|------------------|------------------|
| Project | Deliverable / Milestone | Hourly rate (includes benefits, leave) | Hour Est. | TOTAL | CEPF Portion |
| 1-Year temporary fulltime Training and Exercise Technician | Develop and deliver exercises and drills for REOC staff and supporting functions to the EOC (Evacuation Group, Damage Assessment Group) | \$ 62.50 | 780 | \$48,750 | \$48,750 |
| | Develop and deliver region-specific training specific for functions in the REOC for all communities | \$ 62.50 | 780 | \$48,750 | \$48,750 |
| | Administration | \$ 62.50 | 260 | \$16,250 | \$16,250 |
| | Year 1 Software licensing, office space and supplies | n/a | n/a | \$8,500 | \$8,500 |
| | Training licenses as needed (e.g. damage assessment training course license from BC Housing) | n/a | n/a | \$2,500 | \$2,500 |
| SUB-TOTAL | | | 1,820 | \$124,750 | \$124,750 |
| Equipment to assist with REOC supply movement and annual maintenance | Forklift | n/a | n/a | \$25,000 | \$25,000 |
| | Training for use of equipment and SOPs* IN KIND STAFF TIME | n/a | n/a | \$0 | \$0 |
| SUB-TOTAL | | | | \$25,000 | \$25,000 |
| PROJECT TOTAL | | | | \$149,750 | \$149,750 |

ESTIMATED EOC PROJECT DEVELOPMENT / IMPLEMENTATION IMPACTS

| | Core Service Impact Y/N | Extraordinary Impact Y/N | Description of Impact |
|-----------------------|-------------------------|--------------------------|---|
| HR | Y | N | Job Description Development, Hiring |
| IT/GIS | N | N | |
| Finance | Y | N | Invoice processing & payment, Final grant review, payroll |
| Procurement | N | N | Procurement of the forklift will likely fall within delegation authority of managers, and achieved through three quotes |
| Communications | N | N | |
| Other Internal Groups | N | N | |
| External Groups | Y | N | Training attendance (which is a requirement without the grant as well) |

UBCM Community Resiliency Investment (CRI)

FireSmart Duncan & Ladysmith 2024

What is FireSmart

FireSmart is a comprehensive wildfire mitigation program that aims to reduce the risk of wildfires damaging homes and communities. It involves various strategies such as vegetation management, creating defensible zones around properties, and promoting fire-resistant building materials and practises. FireSmart emphasizes community engagement and education to help individuals and communities in wildfire-prone areas prepare for and respond to wildfires safely and effectively.

The Current Cowichan FireSmart Program

The CVRD delivers the FireSmart program for the nine Electoral Areas of the CVRD, the City of Duncan, and the Town of Ladysmith. This program is 98% grant funded. Firesmart activities in Cowichan are coordinated through a regional committee which includes all partner municipalities and several First Nations in the Cowichan Area to ensure program alignment and cost effectiveness.

Intent of the UBCM Funding

The FireSmart Community Funding and Support program provides funding to local governments and First Nations in BC for community-based Firesmart planning and activities that reduce the community's risk from wildfire.

Duncan and Ladysmith FireSmart 2024 Grant Proposal

This project will focus on wildfire risk mitigation community preparedness in the City of Duncan and the Town of Ladysmith where communities are in close proximity to high or extreme wildfire risks, including:

- Fuel treatment of 5 hectares in Holland Creek in Ladysmith
- Prescription plan and fuel treatment for several hectares in Duncan forested areas (e.g. Centennial Park)
- Full time 2-year temporary firesmart position dedicated to Duncan and Ladysmith
- Structural Protection Unit upgrades for region and phase 1 SPU development for Ladysmith
- Education and awareness events, plant nursery programs, library programs and home assessments

Budget attached.



FOR ACTION:

For Duncan and Ladysmith to resolve:

For the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Resiliency Investment (CRI) FireSmart Funding and Community Supports 2024 grant funding up to \$800,000 on behalf of insert Municipality.

Your resolution should be sought by October 31, 2023 if possible.

| 2024 UBCM FireSmart Grant Proposed Budget City of Duncan | | |
|--|--|------------------|
| Project | Deliverable / Milestone | TOTAL/Hours |
| 1-Year FireSmart CRI (Duncan) | Public education around wildfire, and resiliency | |
| | Community Planning | |
| | Planning & Development Fuel Management (FMP) | |
| | FireSmart Activities for Residential Areas | |
| SUB-TOTAL | | \$200,000 |
| 2-Year FireSmart CRI (Duncan) | Public education around wildfire, and resiliency | |
| | Community Planning | |
| | Fuel Mitigation 5 ha. | |
| | FireSmart Activities for Residential Areas | |
| SUB-TOTAL | | \$200,000 |
| PROJECT TOTAL | | \$400,000 |

| 2024 UBCM FireSmart Grant Proposed Budget Ladysmith | | |
|---|---|------------------|
| Project | Deliverable / Milestone | Budget Total |
| 1-Year FireSmart CRI | Public education around wildfire, and resiliency | |
| | Community Planning | |
| | Emergency Planning SPU Program | |
| | FireSmart Activities for Residential Areas | |
| SUB-TOTAL | | \$200,000 |
| 2-Year FireSmart CRI | Public education around wildfire, and resiliency | |
| | Community Planning | |
| | Fuel Management Holland Creek (Fuel Mitigation) 5 Ha. | |
| | FireSmart Activities for Residential Areas | |
| SUB-TOTAL | | \$200,000 |
| PROJECT TOTAL | | \$400,000 |

ESTIMATED FIRESMART PROJECT DEVELOPMENT / IMPLEMENTATION IMPACTS

| | Core Service Impact Y/N | Extraordinary Impact Y/N | Description of Impact |
|-----------------------|-------------------------|--------------------------|---|
| HR | Y | N | Job Description Development, Hiring |
| IT/GIS | N | N | |
| Finance | Y | N | Invoice processing & payment, Final grant review, payroll |
| Procurement | Y | N | Procurement of fuel management |
| Communications | N | N | |
| Other Internal Groups | N | N | |
| External Groups | Y | N | Duncan and Ladysmith FDs/staff engaged as needed to review fuel plan, comms materials |

UBCM Community Emergency Preparedness Fund

Disaster Risk Reduction and Climate Adaptation Grant – Regional Grant 2024

The Current Cowichan Approach

Risk reduction and mitigation initiatives have been locally and regionally planned and implemented. Structural projects require substantial effort to manage and coordinate, and for grant eligibility, must often be shovel ready.

Intent of the UBCM DRRCA Funding

The intent of this funding stream is to support risk reduction and resiliency building for natural hazards and climate-related risks. This is accomplished through the development and implementation of accurate foundational knowledge of natural hazards and the risks associated with BC's changing climate; and by developing effective strategies to prepare for, mitigate, and adapt to those risks.

Cowichan's 2024 DRRCA Grant Proposal

To develop foundational knowledge about governance, policies and processes that can support resilient communities, EMC is applying for a fulltime temporary 2-year mitigation specialist position. This role would have the following objectives:

- Risk and Resiliency Planning:
 - o Plan and prioritize options and develop recommendations to reduce current and/or potential impacts.
 - o Develop risk resilience plans, including for both extreme temperatures and drought
- Land Use Planning and Education:
 - o Examine existing land use planning that contributes to long-term disaster risk reduction-climate adaptation and develop guidelines for relevant plans, bylaws, and policies across five local authorities where gaps exist.
 - o Develop a process for risk review across all five local authorities enabling proper checks and balances in new developments and major events to protect against drought, wildfire and flooding risk.
 - o Develop disaster risk reduction-climate adaptation policies and practices for the maintenance of publicly owned land, such as parks and open spaces, and/or publicly owned buildings.
 - o Deliver community education and awareness projects (e.g., community workshops, story maps, public education projects) that are primarily focused on community-level disaster risk reduction-climate adaptation.



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- Incorporate community and cultural values by engaging Indigenous Knowledge Holders and Indigenous Leaders to ensure mitigation measures are inclusive, appropriate and supportive of the community (including equity-denied populations, Indigenous organizations, Indigenous Nations, local governments, agricultural sector, critical infrastructure owners).

Budget attached.

FOR ACTION:

For municipal information only. No resolution needed by municipalities (funding is achievable with one applicant).

For the CVRD to resolve:

To apply for, receive, and manage the 2024 UBCM Community Emergency Preparedness Fund for Disaster Risk Reduction and Climate Adaptation grant funding up to \$300,000.

Resolution should be sought by October 6, 2023 if possible.



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2024 CEPF DRRCA Grant Proposed Budget

| Project | Deliverable / Milestone | Hourly rate (includes benefits, leave) | Hour Est. | TOTAL | CEPF Portion | |
|--|--|--|--------------|------------------|------------------|------------------|
| Category 1 - Risk resiliency assessment and planning | Plan and prioritize options, develop recommendations to reduce current and/or potential impacts across five local authorities | \$ 72.00 | 500 | \$36,000 | \$36,000 | |
| | Develop risk resiliency plans for high likelihood hazards (e.g. Drought) | \$ 72.00 | 1,060 | \$76,320 | \$76,320 | |
| | Administration | \$ 72.00 | 260 | \$18,720 | \$18,720 | |
| | Year 1 Software licensing, office space and supplies | n/a | n/a | \$15,000 | \$15,000 | |
| SUB-TOTAL | | | 1,820 | \$146,040 | \$146,040 | |
| Category 2 - Non structural projects - land use planning and education | Examine existing land use planning that contributes to long term disaster risk reduction and climate adaptation to develop guides, plans, bylaws, and/or policies across five local authorities where gaps/misalignment exist. | \$ 72.00 | 500 | \$36,000 | \$36,000 | |
| | Develop governance, processes, and education around risk review (e.g. for new developments and approval of major planned events) in particular to protect against drought, wildfire and flooding risks. | \$ 72.00 | 560 | \$40,320 | \$40,320 | |
| | Develop disaster risk reduction policies and practices for the maintenance of publically owned land and buildings | \$ 72.00 | 300 | \$21,600 | \$21,600 | |
| | Deliver community education and awareness projects (workshops, story maps and public education projects) that are primarily focused on community-level disaster risk reduction and climate adaptation. | \$ 72.00 | 200 | \$14,400 | \$14,400 | |
| | Administration | \$ 72.00 | 260 | \$18,720 | \$18,720 | |
| | Year 2 Software licensing, office space and supplies | n/a | [10] | n/a | \$10,000 | \$10,000 |
| | SUB-TOTAL | | | 1,820 | \$141,040 | \$141,040 |
| PROJECT TOTAL | | | | \$287,080 | \$287,080 | |

ESTIMATED DRRCA PROJECT DEVELOPMENT / IMPLEMENTATION IMPACTS

| | Core Service Impact Y/N | Extraordinary Impact Y/N | Description of Impact |
|-----------------------|-------------------------|--------------------------|---|
| HR | Y | N | Job Description Development, Hiring |
| IT/GIS | N | N | |
| Finance | Y | N | Invoice processing & payment, Final grant review |
| Procurement | N | N | |
| Communications | Y | N | Some support may be required for use of Plan Your Cowichan if that tool is used |
| Other Internal Groups | N | N | Integration of any current water level monitoring data (ENV, ENG) |
| External Groups | Y | Y | Municipal partners will need to provide bylaws/policies for review, participate in review of new proposed guidelines, and if desired will be required to implement changes to their bylaws/processes. |