

## **COMOX VALLEY EMERGENCY MANAGEMENT PROGRAM REGIONAL SERVICE DELIVERY APPROACH FORWARD**

### **Purpose**

To establish a truly Regional Emergency Management Program service under the existing Bylaw 1341 being “Comox Valley Emergency Program Extended Service Bylaw No. 1341, 1991” by expanding the service to include the City of Courtenay, Town of Comox, and the Village of Cumberland as service participants rather than the current contracted service agreements. K’ómoks First Nation will continue to be supported and participate through strong collaborative engagement at all levels of the program.

### **Current Delivery Structure**

- The Comox Valley Emergency Management Program (CVEP) is delivered through the Comox Valley Regional District which provides management and administration of the program.
- It provides coordinated emergency programming and planning through a formal regional district service with only electoral areas serving as the participants and voting members.
- Through administrative service agreements with the municipalities of Town of Comox (Comox), City of Courtenay (Courtenay), and Village of Cumberland (Cumberland) services are also provided to their jurisdictions that meet Emergency Program Act requirements at this time. (current agreements expire at the end of December 2023).
- Strategic direction is provided by the Comox Valley Emergency Management Program Administrative Committee, a partnership of all Comox Valley Chief Administrative Officer’s (CAO), and staff representation from K’ómoks First Nation.
- At this time, the Electoral Areas Services Committee serves as an advisory body to the Board on the CVEP. Ultimately the Area Directors retain decision-making authority concerning the administration and operation of the service through the voting model established under the *Local Government Act*.
- CVEP reports to the Committee of the Whole/ Electoral Areas Services Committee identified as ‘Executive Committee’ in the Comox Valley Emergency Plan.

### **Proposed Delivery Structure**

- Amending the participants under “Comox Valley Emergency Program Extended Service Bylaw No. 1341, 1991” (Bylaw No. 1341) to include Courtenay, Cumberland, and Comox.
- A regional service delivered for all local governments in equal partnership with each local government providing representatives for the purpose of regional operational advance planning for response and recovery. (Warming Centres, Floods, Wildfires)
- Deliver a regional program for all local governments in equal partnership, with each providing representatives to aid in operational advanced planning for response and recovery. (examples Warming Centres, Floods, Wildfires)
- Continued management and administration by the Comox Valley Regional District.

- CVEP Admin engages those local government representatives that would be part of the regional advisory/executive committee, e.g. mayors, alternates and CAO's. (terms of reference will be developed)
- Have one point of contact for emergency management in the Comox Valley. To support local or regional Emergency Operations Centre(s) and/or all first responders.
- Through a regional approach, we will work to address and adapt to new provincial changes being phased in as part of the Emergency Program Act modernization that will use the lens of disaster risk reduction, whole of government, all-of-society approach, and integrating Declaration on the Rights of Indigenous Peoples Act (DRIPA).

The services provided by the Emergency Management Program meet all of the requirements of the Emergency Program Act on behalf of all local governments at this time. The Comox Valley Emergency Management Program will continue to plan and adjust as the new legislation begins to phase in, with a projected roll out of spring 2023.

**Benefit Comparison Table**

A double ✓✓ indicates a belief that the benefit would be further enhanced.

Benefits	Status Quo	Regional Service
Advance planning of resources to address our shared Hazard Risk and Vulnerability Analysis events,	✓	✓✓
Full board participation in governance of the service (current process is only Electoral Areas Services Committee)		✓
Actioning response – the current model depends on a protracted request for service and is inclined to respond to emergencies not preplan	✓	✓✓
Equal input on strategic direction, work plan, priorities, and projects	✓	✓✓
Renewal of service agreement every five years	✓	N/A
Long-term coordinated planning and stability		✓
Support of volunteer programs Emergency Support Services and Emergency Radio Communications Team	✓	✓
Sharing of resources (i.e. staffing of Emergency Operations Center (EOC))	✓	✓✓
Enhanced public perception and trust		✓
Clear organizational lead for training and development of a functioning EOC	✓	✓✓
Strengthened regional advocacy voice for the Comox Valley		✓
The opportunity for developing a truly regional collaborative approach to emergency management, EOC response, and community recovery structures		✓✓

### Challenges / Opportunities

- Demands from increased response to Climate related events.
- Following up on Fracture on Fifth After Action Report, including training of local government staff.
- Securing necessary participants for eight-hour three shift EOC model.
- Meeting the legislative process requirements (dependent on changes that come from the Modernization of Emergency Management Legislation in BC).
- Develop policies to clearly define procedures, decision-making /governance structures.
- Crafting Terms of References for Emergency Management Program Committees and Emergency Operation Centre policy-decision leadership group that will offer clarity on roles, responsibilities.

### Proposed Regional Budget (270)

(February 14, 2023)

Area/Community	Proposed for 2023
Electoral Areas A, B & C	\$227,173
Comox	\$99,053
Courtenay	\$201,971
Cumberland	\$29,444

In the regional service, through Bylaw No. 1341, service costs will be in line with typical tax requisition processes based on assessed value. These costs will be similar to contributions collected under the service agreements that used a formula based on converted hospital taxes.

#### Proposed Next Steps:

- 1) Seek Mayor and Council's support in principle, provide to CVEP through CAO.
- 2) Chief Administrative Officer's meet to consider above and next steps for service definition.