

To: Electoral Area Services Committee

Date: 2020-01-14

From: Tarina Colledge, Emergency management Specialist

File No: 3220-20

**Subject: State of Local Emergency Guide and Emergency Management Committee Approval**

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### INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to declaring, extending, and cancelling a State of Local Emergency (SOLE). Information is provided on the powers that FVRD can call upon during a State of Local Emergency. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

The Auditor General for Local Government Emergency Management audit recommended strengthening of emergency plans and increasing staff familiarity with plans and sub-plans.

### DISCUSSION

Two new tools have been created to advance FVRD's Emergency Management program: a Committee approval sheet and a Guide to Declaring a State of Local Emergency (SOLE).

The "Guide to Declaring a State of Local Emergency (SOLE)" has been created as a sub-plan to the Emergency Management plan that helps familiarize all staff and elected officials with the process to declaring a state of local emergency. This guide has images of the forms used to declare a SOLE. The templates will be available through Emergency Management and will also be added to a new section for EOC tools in Jostle.

The Emergency Management Executive Committee approval form is a record of committee approval on the content and purpose of projects created for the FVRD Emergency Management Program. It will

provide a history of the document succession and aid in measuring deliverable projects for the Emergency Management program.

#### **COST**

There are no costs associated with this report.

#### **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.