



# **CORPORATE SERVICES**

## **Emergency Management**

*2021 Business Plan*

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# Emergency Management

## OVERVIEW

The City is required to support, maintain and fund an emergency management organization.

Emergency Management develops and supports the City's ability to respond to emergency and disaster events. This section responds to and supports response and recovery from emergencies, develops emergency plans, coordinates City departments in response and recovery, trains city staff, provides public education, manages a volunteer program, and supports interagency and interdepartmental initiatives.

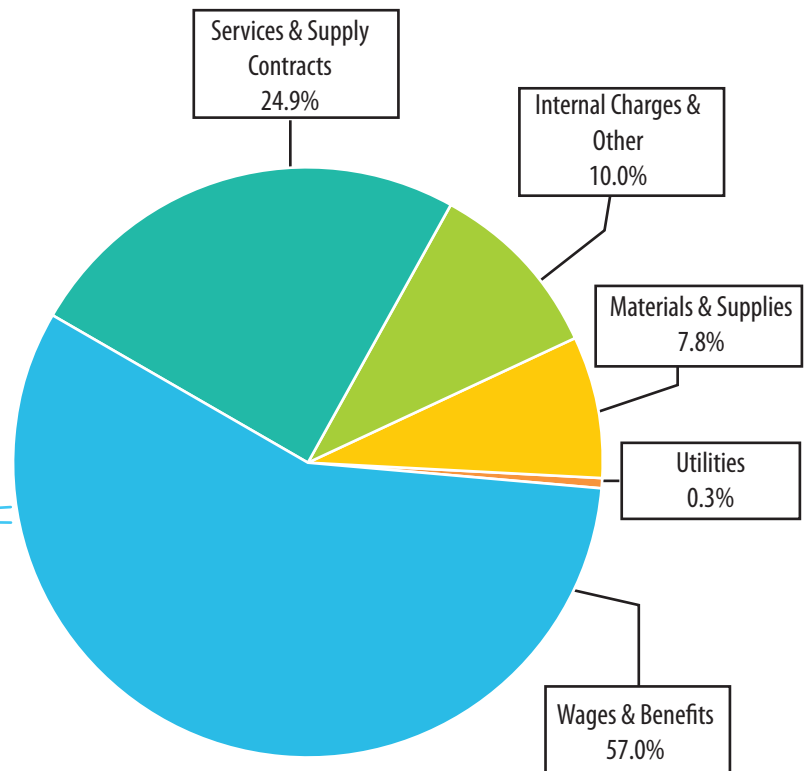
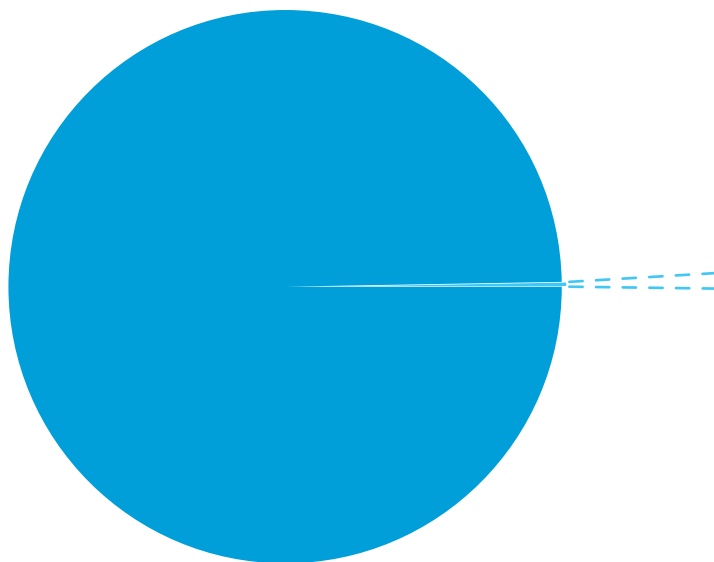
The Emergency Program Manager is responsible for 1 part-time contractor and 40 Emergency Social Service (ESS) volunteers.

Core Services

- Emergency Management



## DEPARTMENT'S SHARE OF CITY'S OPERATING EXPENDITURE BUDGET



### Operating Expenditure Budget:

\$ 236,213

- EMERGENCY MANAGEMENT 0.2%
- REMAINING CITY BUDGET 99.8%

## LEVEL OF SERVICE

- Deliver emergency response and recovery training to 80+ staff and ESS volunteers.
- Manage and maintain the Emergency Coordination Centre.
- Develop and facilitate training and exercise for City staff and work with external organizations.
- Public education on emergency preparedness
- Identifying risks, maintaining Emergency Response and Recovery Plan
- Planning for response and recovery with other City departments and external organizations
- Operate Emergency Coordinate Centre (ECC) during emergency events impacting the City of Nanaimo

Measure	2018	2019	2020 YTD (Sept)
ECC Staff Exercises*	4	4	2
ECC Activations	5 <i>(3 actual, 2 operational)</i>	4 <i>(2 actual, 2 operations)</i>	1 <i>(COVID-19)</i>
ESS Call Outs	18 <i>23 adults, 5 children, 3 pets</i>	34 <i>47 residents and 12 pets, attended 2 open houses</i>	13 <i>95 adults, 48 children. 85 hours - Include support to RDN and Halalt First Nation</i>
ESS Volunteer Hours	500	678	344
ESS Exercises (Table top)	2	2	1 <i>(reduced due to COVID-19)</i>
Public Education Sessions/Events	8	8 <i>(2 Open Houses)</i>	3 <i>(reduced due to COVID-19)</i>
Community Emergency Exercises	3	3	1 <i>(reduced due to COVID-19)</i>

\* Staff take ongoing training courses through EMBC.

## 2020 ACHIEVEMENTS

- Ongoing Participant in Fire Station 1 Build for ECC room
- Hosted and participated in Military exercise
- 2020 Covid Response - ECC Activation
- Post Disaster Staging – Initial meetings with Community Partners. This is on hold due to Covid Response and protocols
- Education - Public Presentations, Emergency Preparedness Week and Great BC Shakeout
- Covid 19 – Acute Care Backup facility established in partnership with Public Health Services Organization and Island Health
- Member of UBC Maritime Disruption Study
- Wildfire ECC Training Exercise – Covid 19 virtual exercise
- Interim Action Review – Covid 19 spring response
- Member of Port Security Working Group
- Airport Live Exercise Planning Group
- Planning and Development of Mid Island Emergency Preparedness App with 5 other Island Communities and University of British Columbia – in development
- Host of weekly Medical Health Officer updates with Mid-Island Communities and Snuneymuxw First Nations as part of Covid-19 response
- Working with Finance Department and ECC Finance section – submitted claims for interim recovery of funds for Covid Response with successful recovery of \$85k. Funding recovery is ongoing.
- Presented at 2020 Provincial Conference to BC communities on the City of Nanaimo program for virtual ESS Response.

## 2021 OPPORTUNITIES

- Update Hazard Risk Vulnerability Assessment to reflect Climate Resiliency Study and Covid-19 response
- Update Emergency Response and Recovery Plan based on updated HRVA and Covid 19 response protocols.
- Training for City Staff and ongoing Public Education for preparedness
- Working in partnership with Mid Island Communities - development of a user friendly Mid-Island Portal for Voyent Alert! to allow residents to get updates from City of Nanaimo and surrounding areas through a single portal.

# Emergency Management

## KEY INITIATIVES FOR 2021

ONGOING

TRAINING

• ECC staff exercises (4 per year) and training

FACILITIES

• Continue involvement on ECC design for Fire Station #1

PUBLIC EDUCATION

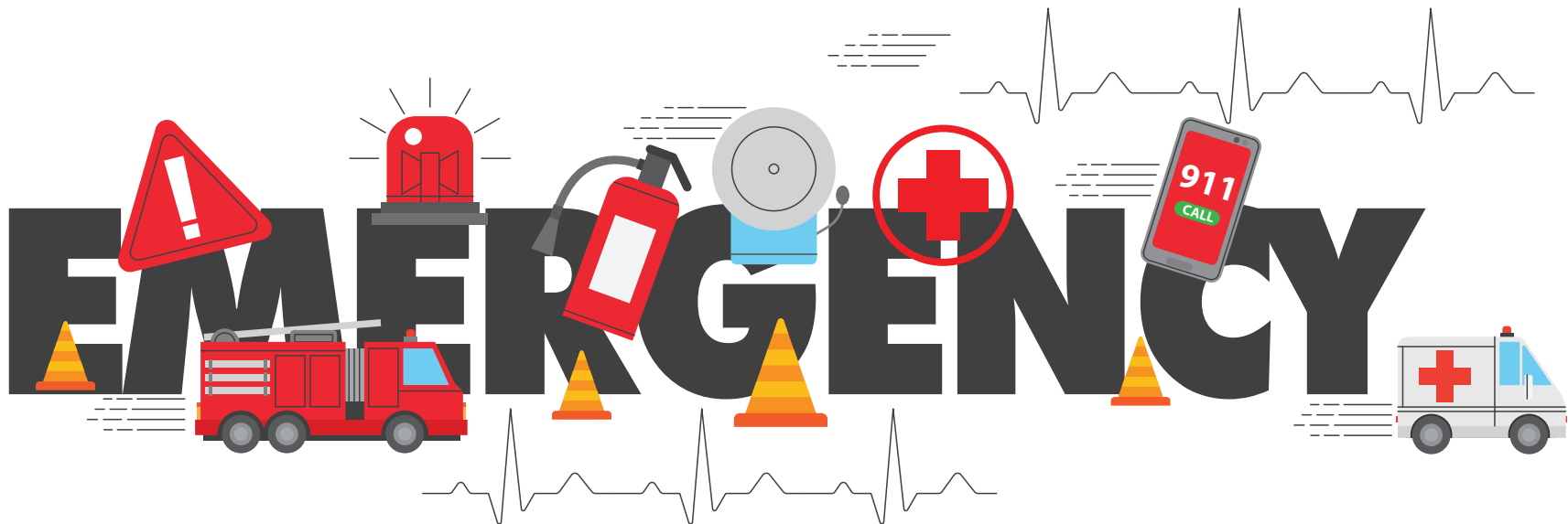
• Public education and advertising

QUARTER

3

PLANS

• Update Emergency Response and Recovery Plan and Hazard, Risk and Vulnerability Analysis (HRVA) once Climate Resiliency Study is complete



## PROPOSED OPERATING BUDGET

	2020	2021	2022	2023	2024	2025
<b>Revenues</b>	<b>Approved Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
Emergency Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Annual Operating Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditures</b>						
Emergency Management	\$ 224,348	\$ 236,213	\$ 238,347	\$ 242,977	\$ 247,697	\$ 252,740
<b>Annual Operating Expenditures</b>	\$ 224,348	\$ 236,213	\$ 238,347	\$ 242,977	\$ 247,697	\$ 252,740
<b>Net Annual Operating Expenditures</b>	\$ 224,348	\$ 236,213	\$ 238,347	\$ 242,977	\$ 247,697	\$ 252,740
Staffing (FTEs) - Budgeted	1.0	1.0	1.0	1.0	1.0	1.0

# Emergency Management

## PROPOSED OPERATING BUDGET

	2020	2021	2022	2023	2024	2025
<b>Expenditure Summary</b>	<b>Approved Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
Wages & Benefits	\$ 130,065	\$ 134,501	\$ 137,191	\$ 139,935	\$ 142,734	\$ 145,588
Services & Supply Contracts	59,570	58,766	59,942	61,139	62,363	63,612
Materials & Supplies	15,850	18,500	16,296	16,494	16,699	16,905
Utilities	800	800	816	832	849	866
Internal Charges & Other	18,063	23,646	24,102	24,577	25,052	25,769
<b>Annual Operating Expenditures</b>	<b>\$ 224,348</b>	<b>\$ 236,213</b>	<b>\$ 238,347</b>	<b>\$ 242,977</b>	<b>\$ 247,697</b>	<b>\$ 252,740</b>

