



VILLAGE OF
VALEMOUNT

Let the mountains move you

EMERGENCY MANAGEMENT PLAN

"Stay Calm, Be Safe"

July 2021

Acknowledgements

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- ❖ Province of BC

FIRST NATIONS ACKNOWLEDGEMENT

The Village of Valemount respectfully acknowledges the unceded territory of the Simpcw First Nation, on which we live. As one of 17 Bands of the Secwepemc (or Shuswap) Nation, the Simpcw First Nation lands extend well beyond the borders of the Village of Valemount. Roughly 5,000,000 hectares of land within the Thompson River Valley is currently and historically used to live, fish, hunt, and gather plants for food, medicines and technology.



“The Simpcw are a culturally proud community, valuing healthy, holistic lifestyles based upon respect, responsibility and continuous participation in growth and education.”
(Mission Statement)

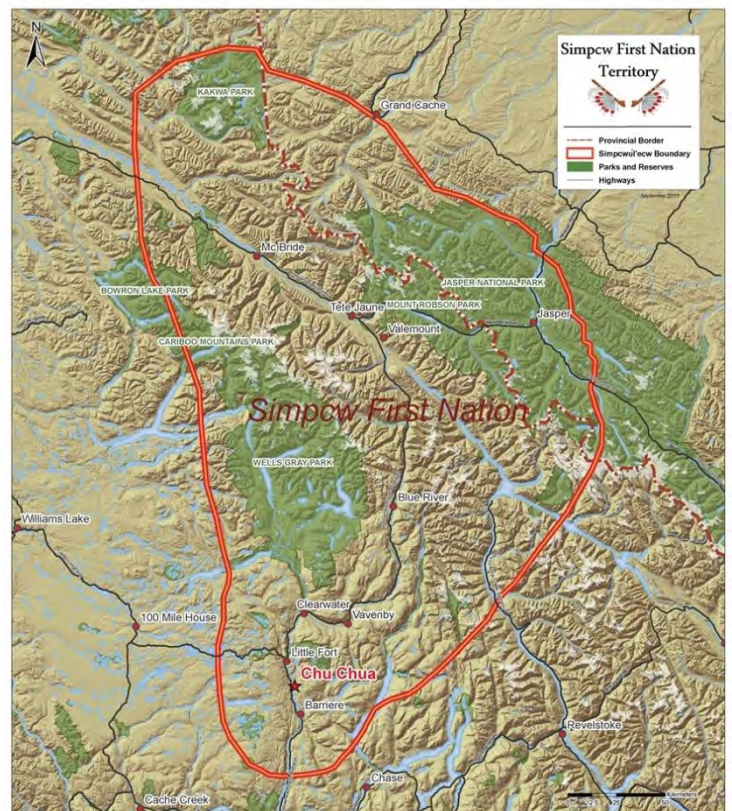


TABLE OF CONTENTS

- TABLE OF CONTENTS4
- RESPONSE GOALS7
- 1.0 PLAN ADMINISTRATION8
 - 1.1 Plan Maintenance8
 - 1.2 Record of Amendments8
 - 1.3 Plan Distribution.....9
 - 1.3.1 Internal Plan Distribution List9
 - 1.3.2 External Plan Distribution List9
 - 1.4 Acronyms/Abbreviations10
- 2.0 OVERVIEW OF THE PLAN11
 - 2.1 Purpose and Objectives11
 - 2.1.1 THE PURPOSE11
 - 2.1.2 THE OBJECTIVES11
 - 2.2 Scope.....11
 - 2.2.1 Geographical Boundaries11
 - 2.2.2 Assumptions.....12
 - 2.2.3 Confidentiality12
 - 2.3 Authority for the Plan12
 - 2.3.1 Provincial Legislation:.....12
 - 2.3.2 Village of Valemount Supporting Bylaws, Policies and Procedures:.....13
 - 2.3.3 Lines of Authority14
 - 2.4 Activation of the Emergency Plan15
- 3.0 PHASES OF EMERGENCY MANAGEMENT17
- 4.0 HAZARD, RISK AND VULNERABILITY ANALYSIS (HRVA)18
- 5.0 RESPONSE ORGANIZATION18
 - 5.1 Levels of Response18

5.1.1 Site Level	18
5.1.2 Site Support Level	18
5.1.3 Provincial Regional Coordination	19
5.1.4 Provincial Central Coordination	19
5.2 Management System	20
5.2.1 BC Emergency Management System (BCEMS)	20
5.2.2 Incident Command System (ICS)	20
6.0 RECOVERY ORGANIZATION	21
7.0 ROLES, RESPONSIBILITIES AND SUPPORT	21
7.1 MUNICIPAL OFFICE.....	21
7.2 GOVERNMENT AND EXTERNAL AGENCY SUPPORT	23
8.0 COMMUNICATION AND INFORMATION MANAGEMENT.....	27
9.0 LOGISTICAL CONSIDERATIONS	28
10.0 CRITICAL INFRASTRUCTURE.....	28
11.0 TRAINING AND EXERCISE PROGRAMS	28
12.0 FINANCIAL ASSISTANCE.....	30
12.1 Municipal Insurance Association of BC (MIABC).....	30
12.2 Compensation and Disaster Financial Assistance Regulation (C&DFA).....	30
12.2.1 Overview of Eligible Response and Recovery Costs	30
12.2.2 Response Costs	31
12.2.3 Recovery Costs	32
13.0 RELATED PLANS AND DOCUMENTS.....	33
13.1 Annexes.....	33
13.2 REFERENCE TOOLS	34
APPENDIX 1: GLOSSARY	35
APPENDIX 2: CONTACTS AND RESOURCES LIST	40
APPENDIX 3: RESOURCE INVENTORY AND SUPPLIER AGREEMENTS.....	41

APPENDIX 4: MUTUAL AID AGREEMENTS AND MOUS42

APPENDIX 5: CRITICAL INFRASTRUCE INVENTORY.....43

APPENDIX 6: MAPS OF VALEMOUNT AND SURROUNDING AREAS44

APPENDIX 7: ELIGIBLE AND INELIGIBLE RESPONSE COSTS.....45

APPENDIX 8: ELIGIBLE AND INELIGIBLE RECOVERY COSTS.....46

APPENDIX 9: STAFF TRAINING MATRIX AND VOLUNTEER BASE47

APPENDIX 10: COMMUNITY TRAINING AND EXERCISE SCHEDULE48

APPENDIX 11: EMBC REGIONAL OFFICES AND MAP49

APPENDIX 12: EMERGENCY MANAGEMENT BYLAWS AND RESOLUTIONS50

APPENDIX 13: PROVINCIAL LEGISLATION51

RESPONSE GOALS

The Village of Valemount supports a prescribed set of Response Goals as set out in the British Columbia Emergency Management System (BCEMS). These goals are to be used as the basis for all planning considerations, and are in priority as follows:

BCEMS Response Goals

- 1. Ensure the health and safety of responders*
- 2. Save lives*
- 3. Reduce suffering*
- 4. Protect public health*
- 5. Protect infrastructure*
- 6. Protect property*
- 7. Protect the environment*
- 8. Reduce economic and social losses*

1.0 PLAN ADMINISTRATION

1.1 Plan Maintenance

The Emergency Management Plan will undergo revision whenever:

- Community hazards or vulnerabilities change;
- The community governance structure and/or policy changes;
- Exercises or emergencies identify gaps or improvement in policy and procedures;
- An annual review takes place

Amendments will be documented in section 1.2 Record of Amendments and an updated Plan (or relevant portion of the Plan) will be distributed to those named on the distribution list.

The Emergency Program Coordinator (EPC) or alternate is responsible to ensure that an annual review of the plan is conducted, the plan is amended and annexes are updated when required.

All requests for additions, deletions, or amendments to this document should be directed to:

Emergency Program Coordinator
Village of Valemount
PO Box 168, 735 Cranberry Lake Road
Valemount, BC V0E 2Z0
Phone: 250-566-4435
Email: deputydof@valemount.ca

Minor revisions such as spelling, grammar, resource contact information, formatting and typos will be made as required. Major revisions such as changes in Provincial Acts and Regulations, reorganization of information within the document, addition of sections, elimination of content or changes in terminology will be processed by the EPC.

1.2 Record of Amendments

DATE	CHANGES	PAGE #	REVISION DATE

1.3 Plan Distribution

The plan will be distributed to internal departments and external partners, agencies and organizations. An electronic copy of the Village of Valemount Emergency Management Plan (VOVEMP) is available to the public through the VOV website; printed copies of the VOVEMP will be limited to select locations and personnel. For ease of navigation and to follow the structure of the plan, it is best viewed in digital formats, such as Adobe.

1.3.1 Internal Plan Distribution List

<u>Department or Position</u>	<u>Copy Type</u>	<u>Date</u>
Chief Administrative Officer	Paper	
Director of Finance	Paper	
Superintendent of Public Works	Paper	
Emergency Program Coordinator	Paper	
Emergency Administrator	Paper	
All Other Staff	Digital	

1.3.2 External Plan Distribution List

The Plan is available to all External Agencies and the general public through the official Village of Valemount website at www.valemount.ca.

Contact information for internal contacts in section 1.3, can be found in Appendix 2

1.4 Acronyms/Abbreviations

The following acronyms are used within this Plan:

CC	Community Contact
BC	British Columbia
BCEHS	British Columbia Emergency Health Services
BCEMS	British Columbia Emergency Management System
C&DFA	Compensation and Disaster Financial Assistance Regulation
ECC	Emergency Coordination Centre
EMBC	Emergency Management of British Columbia
EOC	Emergency Operations Centre
EPA	Emergency Program Act
EPC	Emergency Program Coordinator
ESS	Emergency Support Services
FLNRORD	Ministry of Forests, Land, Natural Resource Operations and Rural Development
FOIPPA	Freedom of Information and Protection of Privacy Act
HRVA	Hazard, Risk, and Vulnerability Analysis
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IT	Information Technology
PECC	Provincial Emergency Coordination Centre
PREOC	Provincial Regional Emergency Operations Centre
RC	Reception Centre
RCMP	Royal Canadian Mounted Police
RDM	Regional Duty Manager
SOLE	State of Local Emergency
VILLAGE	Village of Valemount
VOV	Village of Valemount
VOVEMP	Village of Valemount Emergency Management Plan; also referred to as the Plan

2.0 OVERVIEW OF THE PLAN

2.1 Purpose and Objectives

2.1.1 THE PURPOSE of the Emergency Management Plan is to outline the structure, organization and required actions that need to be taken before, during, and after an emergency/disaster.

Achievement of the purpose will promote safety and security, protect the environment, and reduce property and financial losses within the municipal boundaries of the Village of Valemount.

The Emergency Management Plan is comprised of this document with accompanying components attached as annexes for easier serviceability (see 13.0 for list of Annexes).

This plan does not provide operational guidelines for emergencies which are coordinated at the site by first responding agencies. First responding agencies are expected to maintain response plans that will work in conjunction with this Plan.

2.1.2 THE OBJECTIVES that will be met through the completion of this Plan, are as follows:

- Conduct a periodic review and update of the Plan;
- Identify the legislative requirements of the Plan;
- Summary of the potential hazards and risks present within the Village of Valemount;
- Identify internal and external communications procedures of notification of an emergency;
- Identify how provision of food, clothing, shelter, transportation, and medical services are provided to people affected by an emergency;
- Identify the functional roles and responsibilities of internal and external partners;
- Identify the logistical support and resource requirements necessary for Plan implementation;
- Identify critical infrastructure owned and maintained by the Village of Valemount;
- Outline a training and exercise program for staff assigned responsibilities in the Plan.

2.2 Scope

2.2.1 Geographical Boundaries

This Emergency Management Plan is intended for use within the municipal boundaries of the Village of Valemount. Valemount is a Tourism based rural community of approximately 1,025 residents over an area of 5.2 square kilometers, (see attached map in Appendix 6). Valemount is also the commercial center for another 700 people who live in the surrounding area and additionally serves as the accommodation and service hub for our tourism visitors. The Plan will address emergencies and disasters as they arise as well as potential threats as identified in the Hazard, Risk and Vulnerability Analysis (HRVA).

2.2.2 Assumptions

The following assumptions have been made:

- Staff and assisting/cooperating agency personnel are trained in their assigned duties;
- Staff will carry out their assigned responsibilities;
- Residents within the community will be self-sustaining for a minimum of 72 hours;
- Assisting/cooperating agencies are familiar with and are using the BCEMS standards;
- Assisting/cooperating agencies will develop necessary procedures for the delivery of their assigned emergency response and recovery responsibilities;
- Not all functions are required to be implemented in each emergency event.

2.2.3 Confidentiality

The VOVEMP contains both general and confidential information. General information is available to the public whereas some specific content is strictly for internal use and will not be contained in the public version of the VOVEMP; examples of exclusions include personnel phone lists, and details of critical infrastructure. These exclusions exist as the Village of Valemout is bound by the *Freedom of Information and Protection of Privacy Act (FOIPPA)*. Some pages and sections of the VOVEMP will be intentionally left blank for confidentiality purposes.

2.3 Authority for the Plan

The Emergency Management Plan is produced to meet the legislative requirements for the Village of Valemout under the *Emergency Program Act* and outlines the provisions for a safe and orderly preparation for, response to, and recovery from an emergency incident or event. The following legislation and supporting regulations identify the requirements for the Village of Valemout to:

Establish and maintain an emergency management program, develop and implement emergency plans, spend funds, take action in response to emergencies and disasters, and declare a State of Local Emergency.

2.3.1 Provincial Legislation:

(copies of documents identified with an asterix (*) are attached in Appendix 13) – the remaining documents are available in their entirety online.

Local Government Act: provides the legal framework for the establishment and continuation of local government.

Emergency Program Act. RSBC 1996: establishes and empowers the local authority to prepare plans for preparedness, response to and recovery from, any emergency in their jurisdiction and establishes responsibility for the Minister responsible for the Act. (*)

Emergency Program Management Regulation. B.C. Reg. 477/94: provides the structure of the Provincial Ministries related to the overall Emergency Management Program. (*)

Local Authority Emergency Management Regulation. B.C. Reg. 380/95: establishes the framework of local government responsibilities as assigned under the *Emergency Program Act*. (*)

Compensation and Disaster Financial Assistance Regulation. B.C. Reg. 124/95: establishes provincial compensation and the disaster financial assistance program parameters. (*)

Freedom of Information and Protection of Privacy Act (FOIPPA): sets out the access and privacy rights of individuals as related to the public sector; requires steps be taken to protect the privacy of personal information; and ensures public bodies are accountable to the public with their information practices

2.3.2 Village of Valemount Supporting Bylaws, Policies and Procedures:

(full copies of identified documents are attached as Appendix 12)

Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016: to establish an emergency program with the Village of Valemount. To delegate responsibility to the Emergency Program Coordinator to develop, manage, lead, amend and maintain the Emergency Management Program.

Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016, Amendment Bylaw No. 800, 2019: to delegate the authority to approve expenditures in the event of an emergency.

Note: In addition to the legislation and regulations listed above, individual hazards may be governed by specific statutes (i.e. Wildfire Act).

2.3.3 Lines of Authority

Mayor and Council – Policy Group

Council is responsible for the general direction and control of the response of the Village of Valemount to an emergency or disaster. Mayor and Council will be the spokespersons to help calm residents during a time of crisis and reassure them that emergency plans and procedures are being implemented to bring a quick resolution to the situation.

Emergency Responsibilities include:

- ✓ If required, Declare a State of Local Emergency, define parameters, and notify all parties;
- ✓ Delegate powers available under the Emergency Program Act, as required, and to monitor the use of such powers;
- ✓ Establish any emergency policy and legislation necessary to facilitate the response to an emergency or disaster;
- ✓ Appoint an Emergency Program Coordinator to facilitate emergency preparedness, response and recovery measures;
- ✓ Ensure that sufficient budget and staff are provided to maintain an essential level of emergency program preparedness;
- ✓ Declare termination of a State of Local Emergency and notify all parties; and
- ✓ Report the annual status of the emergency program to the Provincial Emergency Program.

Emergency Program Executive Committee (EPEC) – Standing Committee

The Executive Committee is accountable to the Council and is responsible for the following:

- ✓ Provide strategic direction and oversight to the Management Committee and Emergency Program Coordinator;
- ✓ Finalize the emergency management plan and present to Council;
- ✓ Approve emergency plans developed by the Management Committee.

Subject to the approval of the Council, the Executive Committee may:

- ✓ Make and amend its terms of reference, policies, and procedures;
- ✓ Enter into agreements with other regional districts or municipalities for the purpose of emergency assistance or the formulation of coordinated emergency preparedness, response or recovery; and
- ✓ Enter into agreements with individuals, bodies, corporations or other non-governmental agencies for the provision of goods or services.

Emergency Program Coordinator (EPC)

The Coordinator is responsible to the Emergency Program Executive Committee. Responsibility for maintaining the Emergency Management Plan rests with the Emergency Program Coordinator (EPC) and is supported by the Emergency Program Executive Committee (EPEC) and the Emergency Program Management Committee (EPMC). The EPC is also authorized and responsible for:

- ✓ providing leadership and administration for the emergency program;
- ✓ developing an emergency management plan and action plans;
- ✓ assembling all comments and overseeing document revisions;
- ✓ establishing and maintaining an Emergency Operations Centre;
- ✓ notifying all plan holders of any changes and providing revised pages or electronic files of the Plan; and
- ✓ keeping Mayor & Council, the CAO and key emergency staff informed on the status of the Plan.

Emergency Program Management Committee (EPMC)

The Emergency Program Management Committee is accountable to the Executive Committee.

Responsibilities of the Management Committee include:

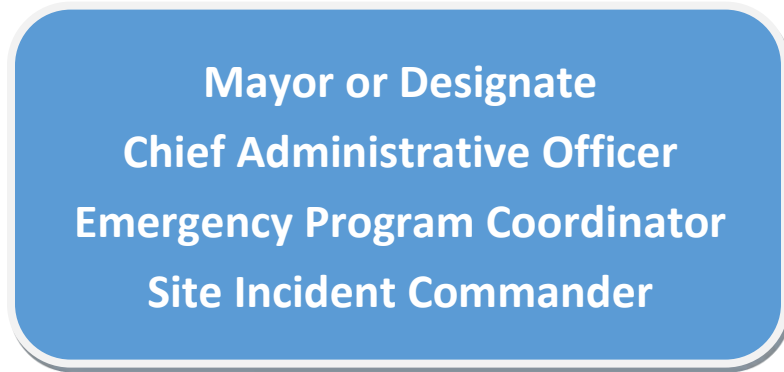
- ✓ Developing and implementing the emergency program and plans as directed by the Executive Committee;
- ✓ On-going assessment of hazards, risks and vulnerability;
- ✓ Evaluating progress of the emergency program annually;
- ✓ Developing the emergency strategic plan including recommending emergency program priorities, specifying procedures for the implementation and resource requirements;
- ✓ Maintaining a staffing and support plan for the Emergency Operations Centre (EOC); and
- ✓ Maintaining a training and exercise program.

2.4 Activation of the Emergency Plan

This Plan may be activated, in whole or part, if an emergency has occurred or appears imminent which may require action and coordination beyond normal operation procedures.

Activation of the Plan does not necessarily mean the Emergency Operations Centre (EOC) will be activated nor does it require a State of Local Emergency to be declared.

This Plan may be activated by any of the following:



When an Emergency Operations Centre needs to be activated, use the Emergency Operations Centre Guidelines ([under separate binder Annex B](#)).

3.0 PHASES OF EMERGENCY MANAGEMENT

Emergency Management is a continuous process consisting of four interconnected phases. These phases may occur sequentially or concurrently, but they are not independent of each other. The four phases are as outlined below:

PHASE	WHAT IT MEANS
Mitigation	<ul style="list-style-type: none"> • Steps are taken to identify, prevent, eliminate, or reduce the risk and impact of hazard. • The purpose of this phase is to protect lives, property, and the environment; reduce economic and social disruption; and improve response capabilities. • It covers structural measures (e.g., construction of floodways and dikes, earthquake retrofitting) and non-structural measures (e.g., building codes, land-use planning, tax and insurance incentives).
Preparedness	<ul style="list-style-type: none"> • Action is taken to prepare for emergency response and recovery. • Plans are created to support the continuity of emergency operations and other mission critical services. • Individuals, families, and neighbourhoods implement measures to prepare for and cope with the immediate impact of a disaster. • This phase includes the following activities: emergency and continuity planning, volunteer management, training, exercises, maintenance and continuous improvement, and public/stakeholder education.
Response	<ul style="list-style-type: none"> • Action is taken in direct response to an imminent or occurring emergency/disaster in order to manage its consequences. • The plan for continuity of emergency operations is activated, if necessary. • This phase involves measures to limit loss of life, minimize suffering, and reduce personal injury and property damage associated with disasters. Examples include emergency public/stakeholder information, fire-fighting, search and rescue, emergency medical assistance, evacuation, site support, and agency coordination.
Recovery	<ul style="list-style-type: none"> • Steps are taken to repair a community affected by a disaster and restore conditions to an acceptable level or, when feasible, improve them. (Note: The term “community” refers to everyone who is or could be affected by an emergency/disaster. This includes all levels of government, agencies, not-for-profit organizations, businesses, and individuals.) • This phase consists of several stages and works toward disaster risk reduction to minimize future damage to the community and environment. • It includes measures such as the return of evacuees, provision of psychosocial support, resumption of impacted businesses and services, provision of financial assistance, conduct of economic impact studies, and reconstruction. These measures are taken after an emergency/disaster in as timely a manner as possible.

(Source: BC Emergency Management System 2016)

4.0 HAZARD, RISK AND VULNERABILITY ANALYSIS (HRVA)

A Hazard, Risk, and Vulnerability Analysis (HRVA) is a requirement mandated by the Local Authority Emergency Management Regulation of the BC Program Act.

An HRVA provides critical, community specific information and is an assessment of:

- Hazards – source of potential harm
- Risk – likelihood of occurrence and severity of potential impacts
- Vulnerability – the people, property, infrastructure, environment, or other assets that would be endangered
- Impact – the consequences that may occur as the result of a hazard
- Resilience – the ability of a community to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner

No municipality has unlimited resources allowing them to plan for every hazard event possible, so some form of ranking is required when deciding which hazards are most important to plan for. The HRVA uses qualitative methods to identify the hazards which may pose the greatest risk to the Village of Valemount. The HRVA will provide information which will aid in preparation strategies for cost-effective, on-going emergency planning.

[\(Refer to Annex A for the detailed analysis\)](#)

5.0 RESPONSE ORGANIZATION

5.1 Levels of Response

As described by BCEMS, there are four recognized levels of response which are activated as necessary:

5.1.1 Site Level – An incident command post is established to direct all site response activities by single or unified command, i.e. police, fire, ambulance.

5.1.1.1 Emergency Support Services (ESS) – People in British Columbia forced from their homes by fire, floods, or other emergencies may receive emergency support services. Services may include food, lodging, clothing, emotional support, information about the crisis and family reunification. There may also be special services like first aid, child minding, pet care and transportation. [\(Refer to Annex E for the ESS Plan\)](#)

5.1.2 Site Support Level – When the site level requires additional support an Emergency Operations Centre (EOC) may be activated to oversee and coordinate all non-site activities in support of the Incident Commander.

5.1.2.1 Emergency Operations Centre (EOC) – The EOC supports and coordinates the overall emergency response activities within the Village of Valemount. Through the EOC, the Village of Valemount:

- Assesses the situation
- Provides support to the first responders, including resources
- Provides public information, including media briefings
- Coordinates the provision of food, clothing, shelter and transportation
- Liaises with volunteer groups
- Provides situation reports to the PREOC
- Submits Resource Requests when jurisdictional resources are exhausted or unable to fill the need
- Tracks finances
- Coordinates recovery of essential services
- Coordinates community recovery efforts
- Exercises additional emergency powers as required

(Refer to Annex B: Emergency Operations Centre Guidelines for a detailed guide)

The EOC serving the Village of Valemount is located at the Village Office Council Chambers, 735 Cranberry Lake Road, Valemount BC, V0E 2Z0 The phone # for the Village Office is 250-566-4435

5.1.3 Provincial Regional Coordination – If an emergency is very large, a Provincial Regional Emergency Operations Centre (PREOC) is activated to provide access to and coordination of provincial assets, specialists and information. An EOC normally turns to the PREOC for support when all other resources are exhausted, or when they require coordination that is outside their jurisdiction.

(Refer to Appendix 11: EMBC Regional Offices and Map)

The PREOC serving the Village of Valemount is the NEA PREOC located in Prince George at 3235 Westwood Drive, Prince George, BC, V2N 1S4 The phone # is 1-800-663-3456 (see Appendix 11)

5.1.4 Provincial Central Coordination – If a PREOC requires support, it requests assistance from the Provincial Emergency Coordination Centre (PECC), located at EMBC Headquarters in Victoria. PECC leads the overall provincial government response and provides policy guidance and coordination support for the regional levels, manages the acquisition and deployment of provincial, federal and inter-provincial resources, and provides support to other provincial ministries.

5.2 Management System

5.2.1 BC Emergency Management System (BCEMS)

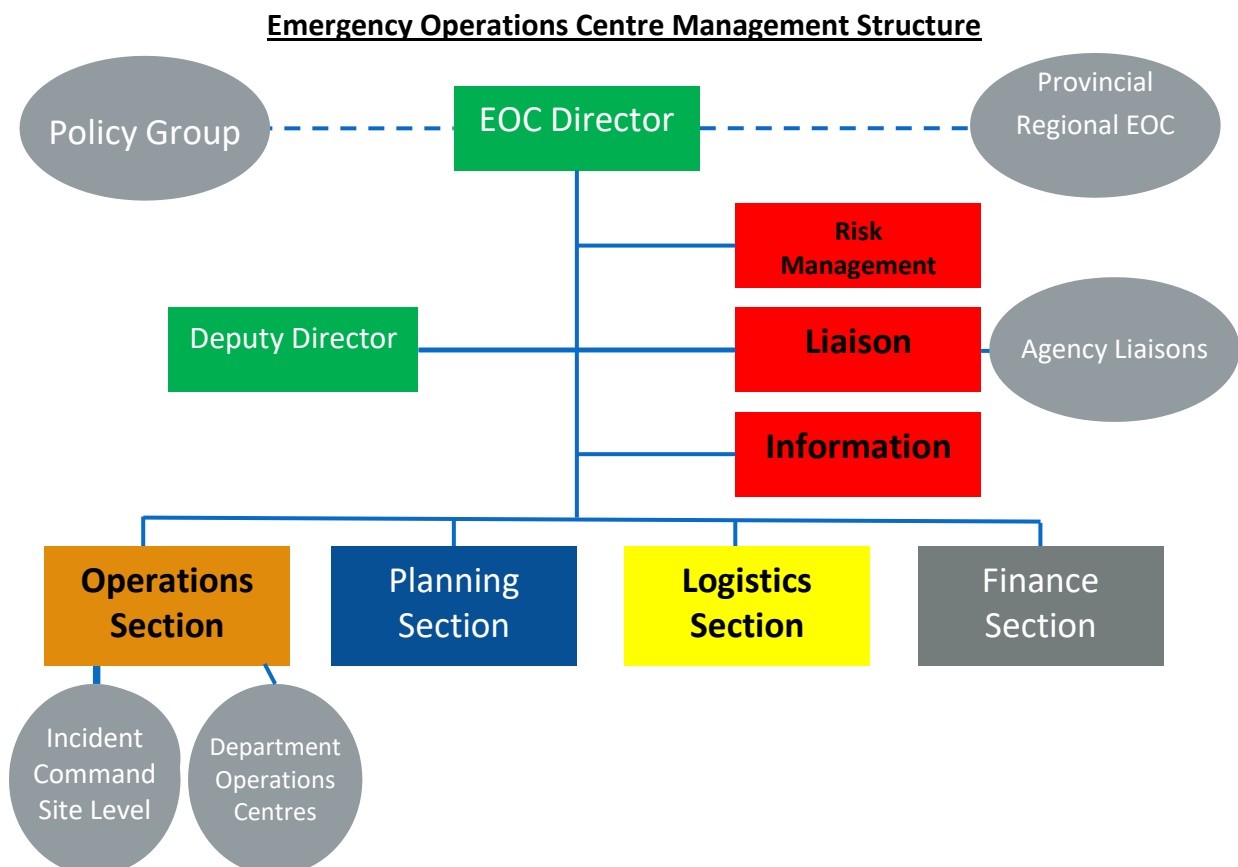
The Village of Valemount follows the management system known as the British Columbia Emergency Management System (BCEMS) which is a comprehensive management system that anticipates a coordinated and organized response and recovery to all major incidents. The broad spectrum of components of the BCEMS includes operations and control, qualifications, technology, training and publications.

5.2.2 Incident Command System (ICS)

ICS is a total system approach for command, control and coordination of an emergency response, and expands and collapses as necessary. This Plan uses the ICS structure when the EOC is activated.

ICS is composed of principles and features that ensure quick and effective resource commitment and minimize the disruption of normal operating procedures of responding agencies. ICS training is required to ensure that all who may become involved in an incident are familiar with ICS principles.

ICS is used at the site level and also when an Emergency Operations Centre (EOC) is activated (if required) to oversee and coordinate all non-site activities.



6.0 RECOVERY ORGANIZATION

Recovery is the phase of emergency management in which steps and processes are taken/implemented to:

- Repair communities affected by disaster
- Restore conditions to an acceptable level or, when feasible, improve them
- Restore self-sufficiency and increase resilience in individuals, families, organizations, and communities

(Refer to Annex I: Emergency Recovery Plan)

7.0 ROLES, RESPONSIBILITIES AND SUPPORT

This section identifies the essential emergency responsibilities of the internal (Municipal Office) and external support agencies (Federal and Provincial Agencies, Local Partners, Utilities and Transportation Agencies):

7.1 MUNICIPAL OFFICE

Chief Administrative Officer (CAO)

The CAO serves as the coordinating manager to assure the continued operation of municipal government services. The CAO will liaise with all municipal departments to ensure municipal bylaw, policies and strategic direction are adhered to. The single point of contact for Mayor and Council during an Emergency, is the CAO (or designate).

The CAO assumes the role of EOC Director at the EOC and is responsible for the following: activation of the EOC, ensuring the Policy Group and EOC staff have been notified, ensuring EMBC has been notified and a PEP task number has been assigned, advising the Policy Group on policies and procedures and the need to declare a SOLE if required, and establishing communication links between the EOC and Incident Command Post.

Finance and Fiscal Planning

The Finance Department is responsible for advising the EOC Director on all matters of a financial nature to facilitate the most effective emergency response. Financial services will manage all ordinary and extraordinary costs associated with a response to and recovery from a major emergency or disaster and will ensure appropriate tracking of all incurred expenses.

Information Technology (IT)

IT is responsible for maintaining the phone (landline) system, information network (computer) system and cell phones for all municipal departments and the EOC. The IT department will also assist in set-up of computer equipment in the EOC.

Public Works

The Public Works department is responsible for roads, water system, wastewater system, solid waste services, parks, and vehicle, equipment & machinery management. Public Works have developed functional plans for the following:

- Water Emergency Plan
- Wastewater Emergency Plan

Municipal Employees

In the event of a major emergency or disaster, municipal employees may be requested to make themselves available for work, subject to this being done safely and after personal and family needs have been met.

If the emergency occurs when the employee is at work, they should:

1. Ensure personal safety;
2. Attend to the safety needs of other employees, residents or any visitors in their immediate area;
3. Decide whether they have to leave work to attend to urgent family matters at home, or if they can remain at work;
4. Obtain information on the status of roads and/or road conditions;
5. Tell their supervisor that they are leaving, if they need to leave;
6. Immediately report to their supervisor, if they are staying at work and as soon as possible inform family members of their plan and where they can be contacted.

If the emergency occurs when employees are at home:

1. Ensure personal safety;
2. Attend to any medical or other needs that family members may have;
3. Help neighbors by attending to any lifesaving needs they may have;
4. Try to phone your supervisor through the Front Office to ascertain whether you are needed to report to work. If you can't reach your supervisor, report for work if possible, without putting your personal safety at risk;
5. Tell family or neighbors where you can be contacted prior to leaving for work.

7.2 GOVERNMENT AND EXTERNAL AGENCY SUPPORT

Federal and Provincial Agencies

The Province will coordinate available resources to provide emergency response assistance that supplements but does not substitute for community resources. EMBC coordinates Provincial support through the PReOC, if activated.

- **Public Safety and Emergency Preparedness Canada (PSEPC)**
 - Responsible for implementing a comprehensive approach to protect Canada's critical infrastructure and enhance Canada's emergency management framework
- **BC Emergency Health Services (BCEHS)**
 - BCEHS will provide ambulances, trained personnel and whatever other essential resources may be required to assess, treat, stabilize, transport and deliver patients with medical needs to appropriate medical care facilities
- **BC Coroner Service**
 - The BC Coroner Service is responsible for the recovery, identification and ultimate disposal of human remains, and more specifically, for: recovering the dead, recovering personal property, recovering evidence, determining the cause of deaths
- **Emergency Management British Columbia**
 - EMBC is a division of the Ministry of Justice and is administered under the BC Emergency Program Act. EMBC coordinates the provincial response to emergencies and provides specialized technology resources to support local government emergency response activities. On a day-to-day basis, EMBC is available to respond to local government and agency calls through the PReOC that is staffed 24/7 and provides training to municipal staff and volunteers.
- **Northern Health Authority**
 - The Village of Valemount (VOV) is serviced by the Northern Health Authority (NHA). The NHA is the administrative organization responsible for providing all publicly funded health services to the VOV. The NHA executes the duties of the Drink Water Officer pursuant to the Drinking Water Protection Act, which regulates the potable water supply activities of the VOV, and the implementation of emergency responses.
- **Valemount RCMP (RCMP)**
 - RCMP respond to emergencies on a daily basis in conjunction with other duties. In the event of a major emergency or disaster, Senior Officers activate specific Policies and Procedures for efficient, effective response and coordinated control. By nature of the federal government organization and provincial policing structure, the RCMP also has access to a broad range of resources. Responsibilities include: preserving life and property, providing security, protecting the scene, safeguarding the evidence, conducting

investigations, assisting other agencies, controlling traffic and crowds, coordinating the scene, recovering bodies, and reporting.

- An RCMP member will likely assume the role of IC for incidents where the police are the lead agency. Upon activation of the EOC, a senior RCMP member will report to the EOC and assume the role of Operations RCMP Branch Coordinator. Additional RCMP personnel may be called upon to support the EOC Planning Section in the event an evacuation plan is required.
- **Wildfire Management Branch**
 - The Wildfire Management Branch is a division of the Ministry of Forests, Lands and Natural Resource Operations. The Wildfire Management Branch is responsible for managing wildfires on both Crown and private lands outside of the boundaries of the VOV. In the event of an interface fire within the VOV boundaries, the Wildfire Management Branch would assist and support the VOV.

Local Partners

- **Regional District of Fraser Fort George (RDFFG)**
 - The Village of Valemount is part of the Regional District of Fraser-Fort George. Although Valemount is responsible for managing emergencies within its own municipal boundaries, the RDFFG may open its EOC in support of the Village if requested and needed. Valemount would still be the lead agency, and all other agencies would report to the Valemount EOC.
- **School District #47**
 - School District #47 (SD#47) will provide for the safety of children, teachers and staff. SD#47 is responsible for developing school emergency plans and ensuring that staff and students have been trained and exercised in the details of the plans. There are two public schools in the Village: Valemount Secondary School and Valemount Elementary School.
- **Valemount Health Centre**
 - The Valemount Health Centre (VHC) is a medical treatment and diagnostic centre. In the event of a major emergency or disaster, the VHC will implement their emergency plan to coordinate necessary medical services and support that will meet the needs of the emergency event. Responsibilities include: receiving centre for injured and distressed, provide acute medical care, provide diagnostic lab and radiology services, stabilize patients and prepare for transfer to a higher level of care, treat and release patients with non life-threatening injuries, and confirm death.
- **Police Based Victim Services Program**
 - The Police Based Victim Services Program provides support to people who are victims and/or witnesses of a crime or accident. The Victim Support Worker is trained and skilled

at supporting clients who are experiencing the immediate trauma and grief as a result of a critical incident. Stress debriefing after a critical incident is also a service provided by this program.

- **Salvation Army**
 - The Salvation Army may provide assistance to the VOV in the form of emergency resources for public welfare, short term accommodation, clothing, feeding, emergency responder critical incident stress issues, and ESS Reception Centre support.
- **St. John Ambulance**
 - St. John Ambulance has resources for communications, First Aid, mobile canteen services, and ESS Reception Centre medical support.
- **Red Cross**
 - The Canadian Red Cross may provide assistance to the VOV in the form of registration and inquiry services. This service will assist the public in locating immediate relatives who have left their homes as a result of the major emergency or disaster.
- **Valemount Volunteer Fire Department (VVFD)**
 - The Valemount Volunteer Fire Department is the lead agency for all operations involving fire suppression, rescue, motor vehicle accidents, and incidents involving basic hazardous materials within the Village boundaries. In the event of EOC activation, the VVFD will ensure that a VVFD representative reports to the EOC to assume the role of Operations Fire Branch Coordinator as necessary and available.
- **Emergency Support Services (ESS)**
 - Emergency Support Services is a municipally legislated program that is supported by trained volunteers. ESS provides short-term (72 hours) essential services to people affected by a major emergency or disaster. These services include: shelter, food, and essential clothing needs, and may also include family reunification, emotional support, first aid and referrals to pet care. The primary role of ESS is to care for the needs of people evacuated as a result of an emergency situation.

Utilities

- **BC Hydro**
 - BC Hydro is responsible for the supply of electrical services to customers throughout the VOV. This includes emergency response and restoration of services during emergencies
- **TELUS**
 - TELUS is responsible for providing telecommunications service to the VOV. TELUS will be requested to keep its equipment operational with primary emphasis on that equipment which is vitally needed by Valemount for an effective response to a major emergency or disaster.

Transportation Agencies

- **Canadian Transport Emergency Centre (CANUTEC)**
 - CANUTEC is a federal government agency in Ottawa to assist with the handling of hazardous material emergencies. CANUTEC can be called whenever immediate information is required for emergencies involving all hazardous materials including chemicals, chlorine, toxic gasses, radioactive substances, acids, corrosives. Scientists (chemists) will provide information on the dangers involved and the proper method of clean up. CANUTEC provides information from its extensive database and also makes every attempt to link emergency response personnel at a disaster site directly with individuals and organizations that can offer technical advice such as shippers, manufacturers of the product or others who handle the same product.
- **CN Rail**
 - CN Rail operates the rail-line that passes through Valemount. It provides rail right-of-way, rail bed and rail crossing service. CN Rail transports many varieties of regulated products and is responsible for their care.
- **Ministry of Transportation and Infrastructure (MOTI)**
 - The Ministry of Transportation and Infrastructure plans and improves transportation networks, builds new infrastructure, provides transportation services, and implements transportation policies, to allow for the safe and efficient movement of people and goods.

8.0 COMMUNICATION AND INFORMATION MANAGEMENT

The Village of Valemount is committed to providing effective communications to the public before, during and after emergency events by sharing:

- Accurate information early;
- Timely and appropriate emergency alerting;
- Notification regarding hazardous conditions that may require self-protective measures;
- When warnings of threats to public safety are received;
- When it is safe to return back home.

The Village uses the following platforms of communication:

- ❖ Voyent Alert! Notification - available (by sign-up) to all residents of the area;
- ❖ Use of a Mobile Highway Message Board;
- ❖ Internet – information through the Village of Valemount website page and the Facebook page;
- ❖ Phone – main office phone 250-566-4435;
- ❖ Local TV Station – VCTV
- ❖ Door-to-Door Notification

The Village will implement processes and maintain the ability to provide emergency information, which will include:

- Consistent messaging format and appropriate use of precedence level
 - **Emergency – Any message having life and death urgency**
 - **Priority – Important message/request with a specific time limit**
 - **Regular – Regular message traffic**
- A central point of contact for media resources;
- Procedures to gather, monitor and distribute emergency information;
- Procedures to approve information for release;
- Pre-scripted information;
- Preparedness guidelines and recommendations.

(Refer to Annex B: Emergency Operations Centre Guidelines)

9.0 LOGISTICAL CONSIDERATIONS

Logistics is a section of the Emergency Operations Centre (EOC) and is tasked with locating and acquiring all the necessary personnel, equipment and material items needed by the VOV to deal with the emergency or disaster, both to the site and in support of the EOC. This may include the provision of communications services, human resources, transportation or other necessary materials.

(Refer to Annex B: Emergency Operations Centre Guidelines)

10.0 CRITICAL INFRASTRUCTURE

The Local Authority Emergency Management Regulation requires that Local Authority emergency management plans “establish priorities for restoring essential services provided by the local authority that are interrupted during an emergency or disaster.”

The VOVEMP Critical Infrastructure Inventory ([Appendix 5](#)) identifies critical infrastructure for the Village and indicates the following: what its dependencies are (i.e. Hydro, Telus, etc), emergency backup support in place (i.e. backup generator) and who is responsible to get it operational again, if it is impacted during the emergency or disaster (i.e. Public Works).

11.0 TRAINING AND EXERCISE PROGRAMS

Training and exercises are an essential component of the emergency program. Training and exercising supports, tests, and validates the effective integration of the response activities of all levels of government and other emergency management partners such as critical infrastructure owners and operators, not-for-profit agencies, volunteers and the public.

Effective emergency management clearly defines the roles and responsibilities of all involved parties:

The **Individual** must be:

- aware of the specific hazards around them;
- willing to accept their strengths and vulnerabilities to respond and recover;
- capable of taking self-protective action; and
- willing to offer or receive support.

The **Community/Neighborhood** must be:

- aware of the general hazards in or near the community;
- willing to communicate with community members and take action;
- willing to offer or receive support; and

- capable of taking communal actions to provide for protection and/or transportation of vulnerable community members.

The **Village of Valemount** must be:

- aware of the regional hazards and those specific to the various areas;
- capable of providing hazard monitoring and of making provisions for appropriate threat awareness, alerting and notification;
- able to coordinate support to individuals that have exceeded their capacity to take action; and
- able to coordinate the restoration of services provided by the Village of Valemount.

The primary objectives of the training program are to:

1. Build the knowledge and skill sets of the Village of Valemount staff who function in operational EOC roles during emergencies;
2. Coordinate and present various emergency management courses and educational opportunities; and
3. Increase the understanding of roles and responsibilities during emergency situations;
4. Provide emergency education to the public.

The training and exercising for staff will include:

- Orientation information for new staff;
- Program component drills;
- Table-top bases exercises;
- Full-scale exercises;
- Access to education workshops and education courses as they become available.

[\(Excerpted and revised from RDFFG Emergency Plan 2019\)](#)

12.0 FINANCIAL ASSISTANCE

The Village of Valemount has two potential resources for financial assistance: the Municipal Insurance Association of BC (MIABC) and the Compensation and Disaster Financial Assistance Regulation (C&DFA).

12.1 Municipal insurance association of bc (MIABC)

The Village of Valemount is a member of MIABC – a reciprocal insurance pool that provides stable and broad liability and property insurance coverage, outreach programs and expert advice, and dependable support to its members to foster and maintain vibrant and thriving communities.

12.2 Compensation and Disaster Financial Assistance Regulation (C&DFA)

Under the Emergency Program Act and the Compensation and Disaster Financial Assistance Regulation (C&DFA), each municipality can receive financial assistance for eligible emergency response costs incurred during a major emergency or disaster, and assistance for some post-disaster recovery costs expended to repair or restore public works and facilities that are essential to municipal operation.

Under this legislation, EMBC is authorized to assist local governments with eligible costs for response and recovery, providing there is sufficient documentation.

12.2.1 Overview of Eligible Response and Recovery Costs

Local authorities may receive financial assistance from the province for 100% of eligible response costs. Under provincial regulation, local authorities may receive 80% of recovery and/or community recovery costs that exceed \$1,000 in total per event. Local authorities are responsible for the remaining 20% of eligible costs and all response and recovery costs that are not eligible for financial assistance from the province.

Expense Type	% of Eligible Costs
Local Authority Response	100%
Local Authority Recovery (accepted claim that exceeds \$1,000)	80%
Community Recovery (accepted claim that exceeds \$1,000)	80%
Recovery Administration	10%
Business Interruption	No eligible costs

Two criteria are common to all categories to qualify for financial assistance:

- Costs must be eligible, and
- Costs must be documented

12.2.2 Response Costs

Response measures means all efforts to save lives, reduce suffering, protect property, and other immediate objectives to reduce threats from major emergencies and disasters. Response may begin before impact if early information warns of an imminent event, and may continue as long as the event is in progress or the imminent threat exists. EMBC has a mandate which includes minimizing the economic and social impact from major emergencies and disasters.

There are two critical concepts in preparing a successful request for assistance with response expenditures:

- **Eligibility** – Response costs must be eligible. The province applies specific principles in determining eligibility.
- **Evidence** – Assistance will only be approved if proper documentation is provided.

Local authorities are expected to pay response costs first, then to submit claims to PEP for processing

Eligibility depends on a number of factors and includes:

- Type of Event
- Event Size or Magnitude
- Nature of Expenditure
- Contract and Equipment Rates
- Compensation through Other Means

(Refer to Appendix 7 for examples of Eligible and Ineligible Response Costs)

During the response phase, the local authority should take specific steps to seek assistance from the province for response expenditures:

- Step 1 – Document Rationale for Response Expenditures
- Step 2 – Pay Invoices
- Step 3 – Collect and Organize Documentation
- Step 4 – Prepare a Response Claim
- Step 5 – Submit Completed Response Claim

For more detailed information on Response Costs and Claims, please refer to Annex B: Emergency Operations Centre Activation Guide.

12.2.3 Recovery Costs

Recovery involves efforts to return municipal facilities and materials to pre-disaster conditions. Local government recovery applies to the repair or replacement of structures, equipment and materials that are essential to effective operation. Under the C&DFA Regulation, EMBC is allowed to assist municipalities with 80% of eligible costs required to repair or replace public facilities and materials, after applying a \$1,000 deductible to eligible costs per event.

(Refer to Appendix 8 for examples of Eligible and Ineligible Recovery Costs)

Community Recovery Costs

The Emergency Program Act also allows financial assistance for local authority efforts to support community recovery. Local authorities may qualify for up to 80% of eligible costs, including efforts to coordinate local recovery organizations and service providers.

Business Interruption Losses

This category of loss by local authorities does not qualify for financial assistance under BC legislation. This includes local authority costs and interrupted revenues that may not be immediately obvious, including lost income from public facilities and lost tax base. These loss types may arise from other impacts, such as public works and facilities damage, or the commitment of key local authority personnel to the emergency event.

The information provided above on Disaster Financial Assistance was excerpted from “Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations” (EMBC, September 2005).

13.0 RELATED PLANS AND DOCUMENTS

13.1 Annexes

The plans and documents listed below are fundamental but separate components of the Emergency Management Plan (EMP) and are attached as annexes (contained in separate binders). Most of these documents are the “how-to” portions of the EMP and contain confidential and/or sensitive information – the Annexes designated with an asterisk (*) are not available for viewing by the public.

- Annex A: Hazard, Risk and Vulnerability Analysis (HRVA)
(under revision, expected date Dec 2021)**
- Annex B: Emergency Operations Centre Guidelines ***
- Annex C: Declaring a State of Local Emergency ***

FUNCTIONAL ANNEXES

- Annex D: Emergency Evacuation Plan ***
- Annex E: Emergency Support Services Plan ***
- Annex F: Municipal Office and Visitor Information Centre Emergency Plan ***
- Annex G: Water Emergency Plan ***
- Annex H: Wastewater Emergency Plan ***
- Annex I: Emergency Recovery Plan ***

HAZARD SPECIFIC ANNEXES

- Annex J: Will be determined by completion of the Hazard, Risk and Vulnerability Analysis**
- Annex K: Community Wildfire Protection Plan**

OTHER PLANS

- Annex L: Business Continuity Plan ***
- Annex M: Northern Health Pandemic Plan**
- Annex N: Village of McBride Emergency Plan**
- Annex O: Trans Mountain Emergency Response Plans ***

13.2 REFERENCE TOOLS

The documents listed below contain information that will enhance the Emergency Plans and should be used as reference tools (available from the Municipal Office):

- Village of Valemount Official Community Plan**
- Village of Valemount Zoning Bylaw**

APPENDIX 1:

GLOSSARY

GLOSSARY

All-Hazards Approach	The Village of Valemount has adopted an all-hazards approach by recognizing and integrating common emergency management elements across all hazard types, and then supplementing these common elements with hazard specific sub-components to fill gaps only as required. An all-hazards emphasizes the common aspects of all hazards rather than all potential hazards in existence.
Agency	An agency is a division of government with a specific function, or a non-governmental organization (i.e. private contractor, business) that offers a particular kind of assistance.
Agency Representative(s); Agency Reps	An individual assigned to an incident from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Reps report to the Liaison Officer.
British Columbia Emergency Management System (BCEMS)	BCEMS is a comprehensive management system that ensures a coordinated and organized Provincial response and recovery to any and all emergency incidents. The broad spectrum of components of BCEMS includes: operations and control management, qualifications, technology, training and publications.
Chain of Command	A series of management positions in order of authority.
Command	The act of directing and/or controlling resources by virtue of explicit legal, agency, or delegated authority. May also refer to the Incident Commander.
Chief	The title for individuals responsible for command of functional sections: Operations, Planning, Logistics, and Finance. The term Chief is used at the site and the EOC.
Critical Infrastructure	Refers to processes, systems, facilities, technologies, networks, assets and services essential to the health, safety, security or economic well-being of people and the effective functioning of government. Disruptions of critical infrastructure could result in catastrophic loss of life, adverse economic effects, and significant harm to public confidence.

Critical Resource	Material, personnel and finances that are in short supply and are needed by more than one incident management team, or local authority.
Disaster	An event that causes a serious disruption of the functioning of a community, and involves widespread losses and impacts that exceed the community's ability to cope using its own resources.
Emergency	A present or imminent event that requires prompt coordination of actions concerning persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment.
Emergency Management	The management of emergencies concerning all-hazards, including all activities and risk management measures related to prevention and mitigation, preparedness, response and recovery.
Emergency Operations Centre (EOC)	A designated facility established by a local government or private agency to coordinate the overall jurisdictional response and support to an emergency response.
Function	Function refers to the five major activities – Command, Operations, Planning, Logistics, and Finance. The term function is also used when describing the activity involved (i.e. the planning function)
Hazard	A source of potential harm, or a situation with a potential for causing harm, in terms of human injury; damage to health, property, the environment, and other assets; or some combination of these.
Hazard, Risk and Vulnerability Analysis (HRVA)	An HRVA is a comprehensive analysis of potential hazards, the risk that specific hazards will occur, possible vulnerabilities should specific hazards occur, and adverse impacts that a hazard may have on identified vulnerabilities.
Impact	The physical, environmental, psychosocial, economic, and political consequences or adverse effects that may occur as the result of a hazard; also referred to as a consequence.

Incident Commander	The individual responsible for the management of all incident operations at the incident site.
Incident Command Post (ICP)	The location at which the primary command functions are executed. The ICP may be shared with the incident base or other incident facilities.
Incident Command System	A standardized on-scene emergency management concept specifically designed to allow its user to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.
Mutual Assistance Agreement	A pre-arranged agreement developed between two or more entities to provide assistance to the parties of the agreement.
Operational Period	The period of time scheduled for execution of a given set of operational actions as specified in the action plan. Operational Periods can be of various lengths, although usually not over 24 hours.
Partner	Any individual, group, or organization that may assist in the response to a major emergency or disaster.
Prevention/Mitigation	Actions taken to eliminate or reduce the impact of disasters in order to protect lives, property, the environment, and reduce economic disruption. Prevention/mitigation includes structural mitigation measures (i.e. construction of dykes) and non-structural mitigative measures (i.e. building codes, land-use planning, and insurance incentives). Prevention and mitigation may be considered independently or one may include the other.
Resilience	The ability of a system, community, or society exposed to hazards to resist, absorb, accommodate, adapt to, transform, and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management.

Risk	The combination of the likelihood that a hazard will occur and the severity of potential impacts to health, property, the environment, and other assets, for a specific time period and location.
Risk-based	The concept that sound emergency management decision-making will be based on an understanding and evaluation of hazards, risks and vulnerabilities.
Risk Management	The use of policies, practices and resources to analyze, assess and control risks to health, safety, environment and the economy.
Unified Command	Unified Command is a unified team effort which allows all agencies with jurisdictional responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives, strategies and action plans. This is accomplished without losing or giving up agency authority, responsibility, or accountability.
Vulnerability (ies)	The conditions determined by economic, environmental, physical, and social factors, or processes which increase the susceptibility of an individual, a community, assets, or systems to the impacts of hazards.

Appendix 2: CONTACTS AND RESOURCES LIST

**Not included in public version,
contains confidential/sensitive information**

APPENDIX 3: RESOURCE INVENTORY AND SUPPLIER AGREEMENTS

**Not included in public version,
contains confidential/sensitive information**

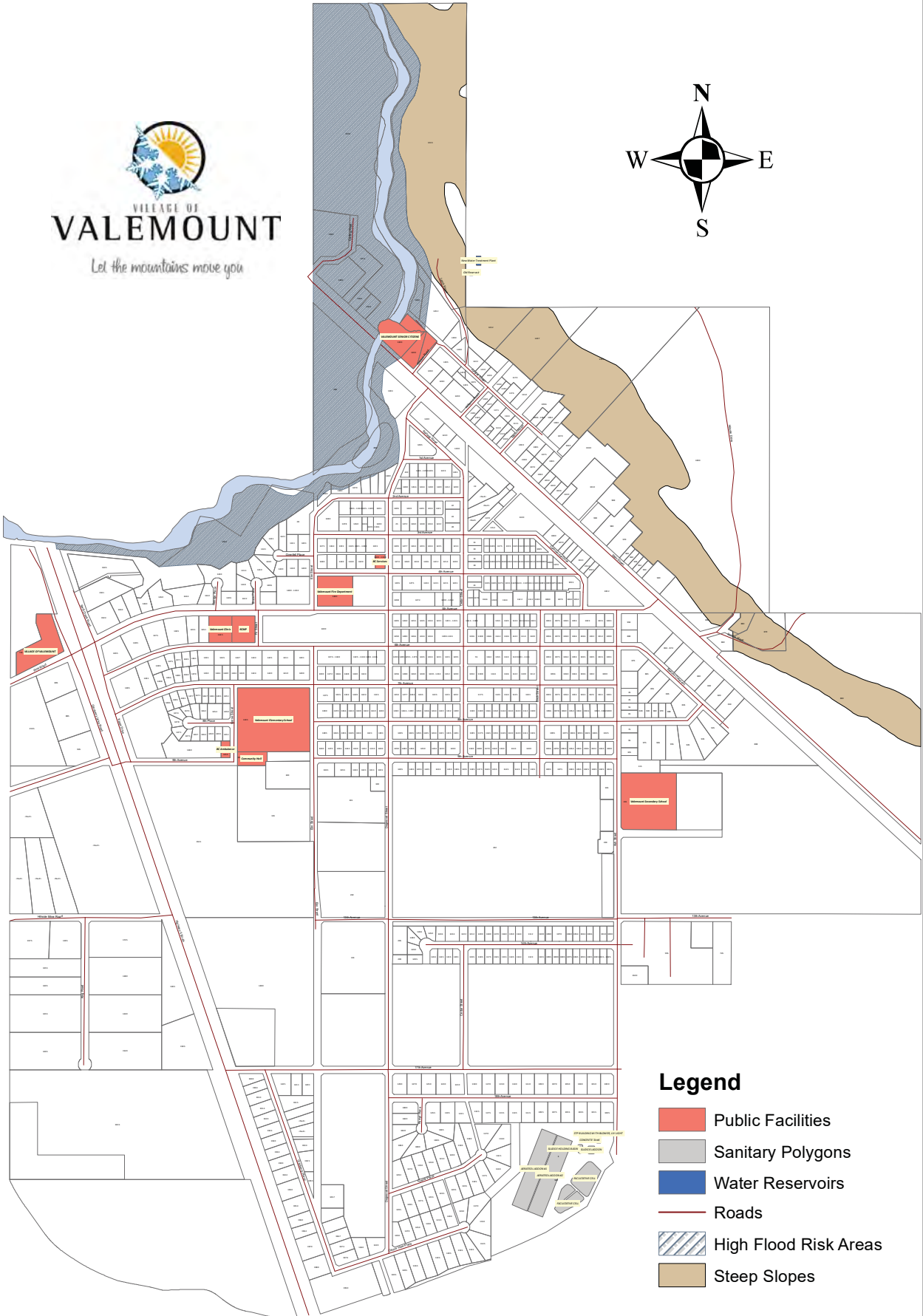
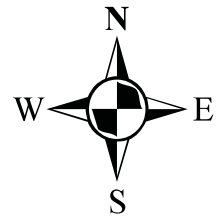
**APPENDIX 4:
MUTUAL AID AGREEMENTS
AND
MEMOS OF UNDERSTANDING
(MOUS)**

**Not included in public version,
contains confidential/sensitive information**







APPENDIX 5: CRITICAL INFRASTRUCTURE INVENTORY

**Not included in public version,
contains confidential/sensitive information**

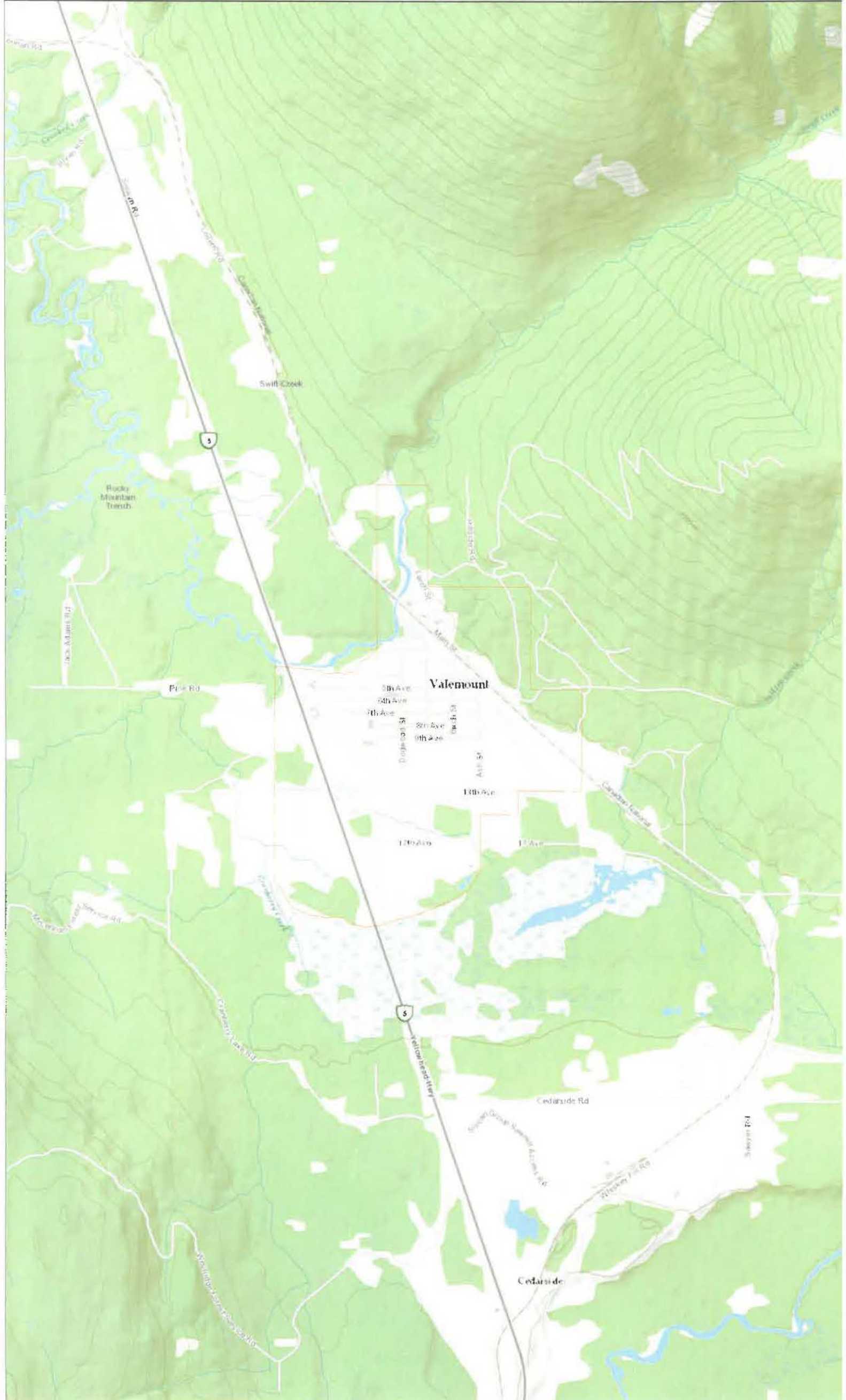
**APPENDIX 6:
MAPS OF VALEMOUNT
AND SURROUNDING AREAS**



Legend

-  Public Facilities
-  Sanitary Polygons
-  Water Reservoirs
-  Roads
-  High Flood Risk Areas
-  Steep Slopes





**APPENDIX 7:
ELIGIBLE AND INELIGIBLE
RESPONSE COSTS**

Examples of Eligible Response Costs

Examples of Eligible and Ineligible Response Costs		
(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)		
Response Item	Eligible	Not Eligible
Animal Evacuation and Rescue	<ul style="list-style-type: none"> Evacuation, shelter and feeding for livestock and poultry, including the restoration of facilities used for those purposes 	<ul style="list-style-type: none"> Evacuation and rescue costs for pets, backyard or hobby animals
Assets	<ul style="list-style-type: none"> Assets under \$100 (e.g., white boards) Assets over \$100 pre-approved by PEP through use of an Expenditure Authorization Form (EAF) 	<ul style="list-style-type: none"> Purchases where there is no approved EAF Assets where there is a suitable rental alternative
Backfilling Positions	<ul style="list-style-type: none"> Backfilling positions to temporarily cover full-time staff coordinating emergency response 	<ul style="list-style-type: none"> Regular wages / benefits of employees Compensatory time off (CTO) or banked time
Civil Litigation	<ul style="list-style-type: none"> Response costs not reimbursed through civil litigation award 	<ul style="list-style-type: none"> Assistance may be withheld pending outcome of proceedings, or amount must be refunded
Clean-up	<ul style="list-style-type: none"> Clean-up necessary to ensure public safety or is essential for public works 	<ul style="list-style-type: none"> Clean-up that is not essential to public safety or for public works
Damaged Equipment	<ul style="list-style-type: none"> Equipment damaged during eligible response activities may be considered as a recovery cost item 	<ul style="list-style-type: none"> Equipment damaged by events other than the emergency or disaster incident
Debris Removal	<ul style="list-style-type: none"> Costs of debris removal necessary to ensure public safety or essential for public works Necessary clearance from channels, streams, intakes & outfalls of sewers & storm drains, water supply reservoirs 	<ul style="list-style-type: none"> Debris removal that is not essential to public safety or for public works
Emergency Operations Centre	<ul style="list-style-type: none"> Facility rental if other than local authority facility EOC assets under \$100 (e.g., white boards) Equipment rental Cost of feeding EOC staff during an emergency Contractors serving in support capacities EOC materials and supplies Telephone and data services, including installation and operation while EOC is active After-action debrief costs, pre-approved by PEP 	<ul style="list-style-type: none"> EOC assets over \$100, except where PEP pre-approves the purchase through use of an Expenditure Authorization Form (EAF) Telephone or data services in place prior to EOC activation, and emergency installs that are not removed upon EOC deactivation
Emergency Response Measures	<ul style="list-style-type: none"> Establishment, operation of communication facilities Establishment of registration, inquiry services, emergency control headquarters Determining the areas and extent of the disaster Human rescue, transport & emergency health activities Food, clothing and shelter for evacuees Medical care to casualties and transportation, moving patients or casualties, their return after the disaster Protective health and sanitation facilities Remove hazardous materials, chattels, assets, and related storage and transportation costs Protection of publicly-owned institutions, utilities including equipment, materials, and labour Shelter and feeding for livestock, including the restoration of facilities used for those purposes 	<ul style="list-style-type: none"> Normal operating costs of government owned equipment Purchase of special, additional equipment to fight the disaster Costs incurred as a result of a disaster that are recovered from agencies such as the Canadian Disaster Relief Fund or from disaster fund raising drives

Examples of Eligible and Ineligible Response Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Response Item	Eligible	Not Eligible
Emergency Social Services	<ul style="list-style-type: none"> • Non-government owned facility rental if serving as a reception centre • Materials, supplies required to operate reception centres • Transportation of evacuees, including those in need of medical care, to a reception centre or other lodging and return home from same. 	
Environmental Protection	<ul style="list-style-type: none"> • Actions needed during response to protect potable water supplies, essential public lands, and health-related air quality 	<ul style="list-style-type: none"> • Response activities intended to protect other environments
Equipment	<ul style="list-style-type: none"> • Equipment under \$100 (e.g., shovels) • Equipment if justified by cost efficiencies of purchase over rental or lease options, or if rentals are not available. Must be pre-approved by PEP through use of an EAF 	<ul style="list-style-type: none"> • Equipment over \$100, except where PEP pre-approves • Normal operating costs or usage charges of local authority-owned equipment • Purchase of special, additional equipment
Equipment Rental	<ul style="list-style-type: none"> • Equipment needed during response to support objectives • Costs of rented equipment in feeding staff during an event 	<ul style="list-style-type: none"> • Equipment rented to conduct normal operations • Rental equipment rates that exceed <i>BC Equipment Rental Rates Guide</i>
Evacuation	<ul style="list-style-type: none"> • Food, shelter, clothing for persons evacuated • Evacuation costs for other populations at risk (e.g., elderly in care home) as determined by the EOC and PREOC 	<ul style="list-style-type: none"> • Evacuation costs before an Evacuation Order is issued or after an order has been rescinded (e.g., costs of transporting evacuees)
Facility Rental	<ul style="list-style-type: none"> • Rental of non-local authority community hall or facility • Incremental janitorial and utilities • Facility damage due to occupation 	<ul style="list-style-type: none"> • Hall, facility rental to own community(self) or loss of use charges
Fire Services	<ul style="list-style-type: none"> • Costs of special fire protection of local authority facilities (e.g., external sprinklers) not otherwise reimbursed • Use of fire vehicles outside local authority jurisdiction under conditions of PEP Policy Bulletin 00-11 	<ul style="list-style-type: none"> • Costs of fire protection of private facilities • Fire service charges reimbursed through the Office of the Fire Commissioner
Fuel, Oil, Lubricants	<ul style="list-style-type: none"> • Incremental costs related to the response efforts during the event 	<ul style="list-style-type: none"> • Normal consumption of fuel, oil, lubricants for non-emergency activities
Fundraising	<ul style="list-style-type: none"> • Not Applicable 	<ul style="list-style-type: none"> • Expenses that are recovered from agencies, such as Canadian Disaster Relief Fund, or from disaster fundraising drives
Goods and Services Tax	<ul style="list-style-type: none"> • GST for the portion not recoverable by GST rebate. All local authorities are eligible, except municipalities and regional districts. 	<ul style="list-style-type: none"> • GST that is recoverable by rebate • GST paid by municipalities and regional districts
Inventory	<ul style="list-style-type: none"> • Supplies related to the response operations in support of public safety 	<ul style="list-style-type: none"> • Stockpiling of inventory by the local authority
Materials	<ul style="list-style-type: none"> • Materials needed during response to protect public safety • Costs of materials in feeding response personnel 	<ul style="list-style-type: none"> • Materials used to conduct normal operations

Examples of Eligible and Ineligible Response Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Response Item	Eligible	Not Eligible
Medical Care, Health Services	<ul style="list-style-type: none"> • Medical care to casualties, moving patients, and their return following the disaster • Protective health and sanitation facilities 	<ul style="list-style-type: none"> • Normal medical care and health service operational costs • Purchase of special, additional medical or health care equipment to assist response
Mutual Aid Costs	<ul style="list-style-type: none"> • Resources (personnel, equipment, materials) needed during response at site or site support to protect public safety 	<ul style="list-style-type: none"> • Costs associated with backfilling personnel by the lending jurisdiction
Office Supplies	<ul style="list-style-type: none"> • Related to the operation of special communication facilities, emergency control headquarters, reception centres 	<ul style="list-style-type: none"> • Stockpiling of office supplies by the local authority
Overtime Wages	<ul style="list-style-type: none"> • Incremental costs related to the event, plus reasonable benefits 	<ul style="list-style-type: none"> • Overtime wages that cannot be attributed to event • Regular wages, benefits of employees • Base operating costs, such as salaries or regular wages of employees, Compensatory Time Off (CTO) or banked overtime • Excessive overtime and benefit rate payments
Police Services	<ul style="list-style-type: none"> • Costs of police protection and security to enhance public safety, including mutual aid from other municipal police forces, e.g., patrols of hazardous areas, evacuated areas • Evacuation costs and resources when evacuation order in place, including mutual aid 	<ul style="list-style-type: none"> • Costs of police protection of private facilities • Mutual aid charges from RCMP sources under provincial contract
Preventative Works and Mitigation	<ul style="list-style-type: none"> • Protection of publicly-owned institutions and utilities from the current threat, including equipment, materials, and labour 	<ul style="list-style-type: none"> • Works undertaken as preventative measures to guard against future disasters without prior approval from PEP • Damage to local authority facilities if prior assistance was not used for the preventative work as required
Provincial Sales Tax	<ul style="list-style-type: none"> • All PST 	<ul style="list-style-type: none"> • Not Applicable
Public Works	<ul style="list-style-type: none"> • Emergency repairs to public works required to support response objectives 	<ul style="list-style-type: none"> • Repair or replacement of public works may be eligible under recovery • Costs to enhance public works to better than pre-disaster condition
Scalping of Gravel Beds	<ul style="list-style-type: none"> • Scalping when there is an unusually heavy disaster-related deposition, and then only the cost of removing the deposition 	<ul style="list-style-type: none"> • All other scalping of gravel beds
Search and Rescue	<ul style="list-style-type: none"> • Rescue, transportation, emergency health arrangements 	<ul style="list-style-type: none"> • SAR services not related to the event
Service Contracts	<ul style="list-style-type: none"> • Contracts directly related to the response efforts 	<ul style="list-style-type: none"> • Contracts not related to the event

Examples of Eligible and Ineligible Response Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Response Item	Eligible	Not Eligible
Staffing Expenses	<ul style="list-style-type: none"> • Paid overtime costs and benefits • Feeding emergency response staff during an event that would not usually be provided 	<ul style="list-style-type: none"> • Regular wages, benefits of employees • Base operating costs, such as salaries or regular wages of employees, Compensatory Time Off (CTO) or banked overtime • Excessive overtime and benefit rates
Supplies	<ul style="list-style-type: none"> • Supplies from local government stores consumed in response 	<ul style="list-style-type: none"> • Stockpiling costs, materials, equipment or other costs related to these activities
Telephone Charges	<ul style="list-style-type: none"> • All telephone charges if rented or leased for event • Airtime charges only if not rented for event (volunteer or staff private phone) 	<ul style="list-style-type: none"> • Telephone charges and equipment used for normal operations
Temporary Wages	<ul style="list-style-type: none"> • Costs of backfilling a regular position with a temporary employee due to incident 	<ul style="list-style-type: none"> • Base salaries or regular wages of regular employees
Travel	<ul style="list-style-type: none"> • Incremental costs related to the event 	<ul style="list-style-type: none"> • Travel costs that cannot be attributed to event
Tree Pruning, Removal	<ul style="list-style-type: none"> • Pruning or removal of trees that constitute an imminent threat to public safety 	<ul style="list-style-type: none"> • Landscaping not essential to the public welfare
Vehicle Repairs	<ul style="list-style-type: none"> • Reimbursement for repair or replacement for damage to or loss of vehicles and related equipment will be limited to the lesser of the insurance deductible or \$1,000. 	<ul style="list-style-type: none"> • Cost of maintaining vehicles used in response, including extraordinary maintenance attributable to emergency conditions (e.g., smoke, dust, surface debris)
Volunteer Expenses	<ul style="list-style-type: none"> • Volunteer expenses that are attributable to the event (e.g., mileage, meal reimbursement, phone charges) in accordance with PEP Policy rates 	<ul style="list-style-type: none"> • Volunteer expenses that cannot be attributed to event • Loss of volunteer personal equipment (e.g., eyeglasses, clothing, computer equipment) reimbursed directly from PEP under policy. Volunteer may submit claim.
Wages	<ul style="list-style-type: none"> • Paid overtime costs and benefits 	<ul style="list-style-type: none"> • Regular wages, benefits of employees • Base operating costs, such as salaries or regular wages of employees, Compensatory Time Off (CTO) or banked overtime • Excessive overtime and benefits rates

For more information on eligible and ineligible response costs, refer to Schedule 5 of the *C& DFA Regulation*, and Part 3 of the Regulation, which can be viewed at the PEP website (www.pep.bc.ca)

(Excerpted from *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations*, September 2005, Revised January 2008)

**APPENDIX 8:
ELIGIBLE AND INELIGIBLE
RECOVERY COSTS**

Examples of Eligible Recovery Costs

Examples of Eligible and Ineligible Recovery Costs (This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)		
Recovery Item	Eligible	Not Eligible
Administrative Costs	<ul style="list-style-type: none"> Incremental costs related to recovery plan projects (financial assistance up to 10% of eligible costs as deemed appropriate by PEP) 	<ul style="list-style-type: none"> Base operating costs
Appliances	<ul style="list-style-type: none"> Repair to pre-disaster condition or replacement only of the value of basic models 	<ul style="list-style-type: none"> Repair or replacement to the value of enhanced models
Appraisals, Inspections	<ul style="list-style-type: none"> Inspection, planning, or design to determine costs of restoration or replacement 	<ul style="list-style-type: none"> Base or normal operating costs of local authority staff
Backfilling Positions	<ul style="list-style-type: none"> Backfilling positions to temporarily cover full-time staff conducting disaster assistance surveys and assessments, if supporting documentation is provided 	<ul style="list-style-type: none"> Backfilling positions for staff doing non-disaster related work
Books, Paper, Records	<ul style="list-style-type: none"> Books, papers, records essential to local authority functions and operations 	<ul style="list-style-type: none"> Books, papers, records that are not essential to local authority functions and operations
Bridges	<ul style="list-style-type: none"> Repair or replacement of bridges that are essential for local authority functions and operations to pre-disaster condition * 	<ul style="list-style-type: none"> Repair or replacement of non-essential bridges Costs to enhance bridge to better than pre-disaster condition
Buildings, Facilities	<ul style="list-style-type: none"> Repair, replacement of public facilities that are essential to local authority functions to pre-disaster condition * Removal of damaged buildings that constitute a threat to public safety 	<ul style="list-style-type: none"> Repair or replacement of non-essential buildings, facilities Costs to enhance buildings, facilities to better than pre-disaster condition
Business Interruption	<ul style="list-style-type: none"> Not Applicable 	<ul style="list-style-type: none"> Loss of operational income, loss of revenue, cancellation of work projects, or other business interruption losses
Civil Litigation	<ul style="list-style-type: none"> Recovery costs not reimbursed through civil litigation award 	<ul style="list-style-type: none"> Recovery costs that are reimbursed through civil litigation (amount must be refunded to the Province)
Clean-up	<ul style="list-style-type: none"> Clean-up necessary to ensure public safety or essential for public works 	<ul style="list-style-type: none"> Other clean-up costs

Examples of Eligible and Ineligible Recovery Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Recovery Item	Eligible	Not Eligible
Community Recovery Support	<ul style="list-style-type: none"> • Overtime costs and benefits for local authority staff devoted to community recovery • Backfilling positions to temporarily cover full-time staff coordinating emergency response • Facility rental to support community recovery, if other than local authority facility • Recovery Centre assets under \$100 • Contractors serving in support capacities • Telephone and data services, including installation and operation while Recovery Centre is active • Costs of materials, supplies, rented equipment that would not usually be provided • Reasonable volunteer expenses (e.g., mileage, hourly rate, meal reimbursement, phone charges) 	<ul style="list-style-type: none"> • Base operating costs, such as salaries or regular wages of employees, Compensatory Time Off (CTO) or banked overtime • Local authority donations to disaster victims, including businesses • Charges for use of own (local authority) facilities • Volunteer expenses that cannot be attributed to event • Loss of volunteer personal equipment (e.g., eyeglasses reimbursed directly from PEP under Policy Bulletin 00.02. Volunteer may submit claim.) • Recovery centre assets over \$100
Contents	<ul style="list-style-type: none"> • Equipment, material, office supplies, institutional furnishings, books, papers, records essential to local authority functions and operations 	<ul style="list-style-type: none"> • Contents not essential to local authority functions and operations
Contractor Rates	<ul style="list-style-type: none"> • Contractor rates that do not exceed BC Equipment Rental Rates Guide 	<ul style="list-style-type: none"> • Contractor rates in excess of BC Equipment Rental Rates Guide
Damaged Equipment	<ul style="list-style-type: none"> • Equipment damaged while undertaking eligible response may be considered 	<ul style="list-style-type: none"> • Equipment damaged by events outside eligible response
Damaged Land, Eroded Land	<ul style="list-style-type: none"> • Not Applicable 	<ul style="list-style-type: none"> • Costs related to non-essential access routes and removal of debris
Dams, Breakwaters	<ul style="list-style-type: none"> • Repair or replacement of essential dams and breakwaters to pre-disaster condition * 	<ul style="list-style-type: none"> • Repair or replacement of non-essential dams, breakwaters • Costs to enhance dams, breakwaters to better than pre-disaster condition
Debris Removal	<ul style="list-style-type: none"> • Removal of damaged structures that constitute a threat to public safety • pruning or removal of trees that constitute a threat to public safety • removal of emergency works and the restoration of their sites to pre-disaster condition, and • necessary clearance of debris and wreckage from channels and streams, intakes and outfalls of sewers and storm drains and water supply reservoirs. 	<ul style="list-style-type: none"> • Costs for scalping of gravel beds • Other debris removal costs that are not a threat to public safety.

Examples of Eligible and Ineligible Recovery Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Recovery Item	Eligible	Not Eligible
Enhancements	<ul style="list-style-type: none"> Defined as any change or difference between pre-event and post-event structural specifications: <ul style="list-style-type: none"> change in specifications with no increased costs building to meet structural specifications due to application of codes, standards, requirements, where copies of orders are provided building to accommodate physical changes where damage reshapes, transforms natural landscapes causing reconstruction changes 	<ul style="list-style-type: none"> Enhancements that will result in increased costs Works undertaken as preventative measure to guard against future disasters without prior approval from PEP
Equipment	<ul style="list-style-type: none"> Equipment essential to local authority functions and operations 	<ul style="list-style-type: none"> Equipment that is not essential to local authority functions and operations
Equipment Rentals	<ul style="list-style-type: none"> Equipment needed to repair damage when not used for normal operations Contractor rates that do not exceed BC Equipment Rental Rates Guide 	<ul style="list-style-type: none"> Equipment rented for use on normal local authority operations Equipment and contractor rates in excess of BC Equipment Rental Rates Guide
Eroded Land	<ul style="list-style-type: none"> Repair of eroded land for essential access routes 	<ul style="list-style-type: none"> Repair of eroded land for non-essential access routes
Facility Rental	<ul style="list-style-type: none"> Facility rental of outside community hall or facility 	<ul style="list-style-type: none"> Hall or facility rental to own local authority community or loss of use charges
Fixtures	<ul style="list-style-type: none"> Repair to pre-disaster condition or replacement only the value of basic models 	<ul style="list-style-type: none"> Costs to purchase fixtures to better than pre-disaster condition or beyond the basic model
Food Services	<ul style="list-style-type: none"> Costs of materials, supplies, rented equipment in feeding staff during recovery operations that would not usually be provided 	<ul style="list-style-type: none"> Food service costs that would normally be provided to staff
Fundraising	<ul style="list-style-type: none"> Not Applicable 	<ul style="list-style-type: none"> Expenses that are recovered from relief agencies or from disaster fundraising drives
Furniture	<ul style="list-style-type: none"> Furniture repair to pre-disaster condition or replacement only of furniture essential to local authority functions and operations 	<ul style="list-style-type: none"> Costs to purchase furniture that is not essential to local authority functions and operations
Goods and Services Tax	<ul style="list-style-type: none"> GST paid is claimable at the portion not recoverable by GST rebate 	<ul style="list-style-type: none"> GST that is recoverable by rebate
Income Loss	<ul style="list-style-type: none"> Not Applicable 	<ul style="list-style-type: none"> Loss of operational income or revenue, or cancellation of work projects
Institutional Furnishings	<ul style="list-style-type: none"> Institutional furnishings essential to local authority functions and operations 	<ul style="list-style-type: none"> Institutional furnishings not essential to local authority functions and operations
Insurance	<ul style="list-style-type: none"> Private insurance deductible amounts 	<ul style="list-style-type: none"> Insured losses
Inventory	<ul style="list-style-type: none"> Inventory that is essential to local authority functions and operations (proof of inventory, consumption and replenishment is required) 	<ul style="list-style-type: none"> Stockpiling costs for materials, equipment, or other related costs

Examples of Eligible and Ineligible Recovery Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Recovery Item	Eligible	Not Eligible
Land Improvement	<ul style="list-style-type: none"> • Compensation of private land owner for legal encroachment under state of local emergency 	<ul style="list-style-type: none"> • Costs for illegal encroachment or improvement of land/property for the purpose of damage reduction
Landscaping	<ul style="list-style-type: none"> • Landscaping if essential to public welfare 	<ul style="list-style-type: none"> • Landscaping not essential to public welfare
Linking of Separate Disasters	<ul style="list-style-type: none"> • Not Applicable 	<ul style="list-style-type: none"> • Accumulating recovery costs of two or more distinct disastrous events
Materials	<ul style="list-style-type: none"> • Materials needed to repair damage when not used for normal operations or work • Replacement of local authority materials / stores damaged or destroyed in responding to emergency or in repairing damaged public facilities • Material damaged by disaster that is essential to local authority functions and operations, e.g., inventory 	<ul style="list-style-type: none"> • Material that is not essential to local authority functions and operations • Construction materials in storage or available for construction purposes
Mitigation	<ul style="list-style-type: none"> • Not Applicable 	<ul style="list-style-type: none"> • Works undertaken as preventative measures to guard against future disasters
Office Furnishings	<ul style="list-style-type: none"> • Office furnishings essential to local authority functions and operations 	<ul style="list-style-type: none"> • Office furnishings that are not essential to local authority functions and operations
Overtime Wages	<ul style="list-style-type: none"> • Paid out incremental costs related to the event, plus benefits • CTO paid out 	<ul style="list-style-type: none"> • Overtime wages not attributed to event • CTO if not paid out • Excessive overtime rate payments
Ownership	<ul style="list-style-type: none"> • Reconstruction or replacement of structures, equipment, and materials for which there is proof of local authority ownership, including any titles, rights, or privileges assigned by way of a lease or permit 	<ul style="list-style-type: none"> • Facilities and materials that are not owned directly by the local authority, or where the local authority can provide no proof of ownership, title, right, or privilege assigned by way of lease or permit
Project Admin Costs	<ul style="list-style-type: none"> • Project administration costs 	<ul style="list-style-type: none"> • Normal operating costs
Provincial Sales Tax	<ul style="list-style-type: none"> • All PST 	<ul style="list-style-type: none"> • Not Applicable
Public Works	<ul style="list-style-type: none"> • Repair or replacement of public works (e.g. streets, roads, bridges, dams, breakwaters, wharves, docks, retaining walls) that are essential to local authority functions and operations to pre-disaster condition * 	<ul style="list-style-type: none"> • Repair or replacement of non-essential public works • Restoration to better than pre-disaster condition
Recreational Facilities	<ul style="list-style-type: none"> • Repair, replacement of recreational facilities that are essential to local authority functions and operations to pre-disaster condition * 	<ul style="list-style-type: none"> • Repair or replacement of non-essential recreational facilities • Costs to enhance recreational facilities to better than pre-disaster condition

Examples of Eligible and Ineligible Recovery Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Recovery Item	Eligible	Not Eligible
Retaining Walls	<ul style="list-style-type: none"> Repair or replacement of retaining walls that are essential to local authority functions and operations to pre-disaster condition * 	<ul style="list-style-type: none"> Repair or replacement of non-essential retaining walls Costs to enhance retaining walls to better than pre-disaster condition
Roads	<ul style="list-style-type: none"> Repair or replacement of local authority streets and roads as public works essential to local authority functions and operations to pre-event condition * 	<ul style="list-style-type: none"> Repair or replacement of non-essential roads Costs to enhance roads to better than pre-disaster condition
Salaries	<ul style="list-style-type: none"> Salaries for backfilled positions when full-time staff conduct recovery project assessments and determination of recovery costs 	<ul style="list-style-type: none"> Normal, regular salaries and operating expenses of employees
Scalping of Gravel Beds	<ul style="list-style-type: none"> The cost of removing the unusually heavy event-related deposition in confined water courses 	<ul style="list-style-type: none"> Other scalping of gravel beds
Structural Repair	<p>Restoration to pre-disaster condition: *</p> <ul style="list-style-type: none"> Foundations, footings, seals, slab floors, pilings, structural walls and attached garages Framing, roofing, doors, windows, material, wall coverings, mouldings, fixtures and finishings Filling and levelling to restore essential access Parking areas, pumps, services/connections, space and water heating equipment Retaining walls as part of the public facility or essential to sustain land adjacent to, and critical to a public facility Existing protective works designed to protect banks from erosion 	<ul style="list-style-type: none"> Restoration to better than pre-disaster condition
Structure Loss Destroyed	<ul style="list-style-type: none"> Compensation for loss only when costs for reconstruction exceeds the BC Assessment Authority replacement value 	<ul style="list-style-type: none"> Compensation for loss of structure when costs do not exceed B.C. Assessment Authority replacement value
Structures – Flood Plain	<ul style="list-style-type: none"> A public safety facility built or installed in an area after being designated under Municipal Act as flood plain, provided that the Ministry of Water, Land and Air Protection or the Canadian Mortgage & Housing Corporation determine it to have been properly flood protected 	<ul style="list-style-type: none"> Structures in flood plains that are not properly flood protected
Structures Depreciated	<ul style="list-style-type: none"> Not Applicable 	<ul style="list-style-type: none"> Neglect or deterioration of structures prior to disaster
Supplies	<ul style="list-style-type: none"> Supplies needed to repair damage when not used for normal operations, work (proof of inventory, consumption, replenishment required) 	<ul style="list-style-type: none"> Supplies used for normal operation Stockpiling supplies
Travel	<ul style="list-style-type: none"> Incremental costs related to the event 	<ul style="list-style-type: none"> Travel costs not attributed to the event
Tree Pruning, Removal	<ul style="list-style-type: none"> Pruning or removal of trees that constitute a threat to public safety due to the event 	<ul style="list-style-type: none"> Other pruning or removal of trees

Examples of Eligible and Ineligible Recovery Costs

(This table presents examples only and is not comprehensive. Refer to the C & DFA Reg for exact wording.)

Recovery Item	Eligible	Not Eligible
Unoccupied Premises	<ul style="list-style-type: none"> • Unoccupied premises under construction will be considered occupied with a valid certificate of occupation for the premises under construction 	<ul style="list-style-type: none"> • Unoccupied government premises underconstruction
Vehicle Repairs	<ul style="list-style-type: none"> • Not Applicable 	<ul style="list-style-type: none"> • Cost of repairing or replacing vehicles lost ordamaged in a disaster
Volunteer Expenses	<ul style="list-style-type: none"> • Volunteer expenses that are attributable to the recovery (e.g., mileage, phone charges) 	<ul style="list-style-type: none"> • Volunteer expenses not attributed to recovery
Wharves,Docks	<ul style="list-style-type: none"> • Repair or replacement of essential public wharves or docks to pre-disaster condition * 	<ul style="list-style-type: none"> • Repair or replacement of non-essential wharves, docks • Costs to enhance wharves, docks to better thanpre-disaster condition

* For other than pre-disaster condition, see "Enhancements."

For more information on eligible and ineligible recovery expenses, refer to the C&DFA Regulation, accessible through the PEP website (www.pep.bc.ca).

(Excerpted from *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations*, September 2005, Revised January 2008)

APPENDIX 9: STAFF TRAINING MATRIX AND VOLUNTEER DATABASE

**Not included in public version,
contains confidential/sensitive information**

APPENDIX 10: COMMUNITY TRAINING AND EXERCISE SCHEDULE

Under revision, available September 2021

APPENDIX 11: EMBC REGIONAL OFFICES AND MAP



To report a provincial emergency, contact Emergency Management BC's Emergency Coordination Centre

1 800 663-3456

Emergency Management B.C. Office Contacts

<p>South West Region 14292 Green Timbers Way Surrey, B.C. V3T 0J4 Tel: 604-586-4390 Fax: 604-586-4334 Email: EMBC.SWEAdmin@gov.bc.ca</p>	<p>Central Region 1255–D Dalhousie Drive Kamloops, B.C. V2C 5Z5 Tel: 250-371-5240 Fax: 250-371-5246 Email: EMBC.CTLAdmin@gov.bc.ca</p>
<p>South East Region 101–333 Victoria Street Nelson, B.C. V1L 4K3 Tel: 250-354-5904 Fax: 250-354-6561 Email: EMBC.SEAdmin@gov.bc.ca</p>	<p>North East Region 3235 Westwood Drive Prince George, B.C. V2N 1S4 Tel: 250-612-4172 Fax: 250-612-4171 Email: EMBC.NEAdmin@gov.bc.ca</p>
<p>North West Region Suite 1B–3215 Eby Street Terrace, B.C. V8G 2X8 Tel: 250-615-4800 Fax: 250-615-4817 Email: EMBC.NWEAdmin@gov.bc.ca</p>	<p>Vancouver Island Region Block A - Suite 200 2261 Keating Cross Road Saanichton B.C. V8M 2A5 Tel: 250-952–5848 Fax: 250-952-4304 Email: EMBC.VIRAdmin@gov.bc.ca</p>

Headquarters

Block A – Suite 200
2261 Keating Cross Road
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V8M 2A5
Tel: 250-952-4913
Fax: 250-952-4888

Recovery and Funding Programs

Block A – Suite 200
2261 Keating Cross Road
Saanichton B.C.
V8M 2A5
Tel: 250-952-5505
Toll Free: 1-888-257-4777
Fax: 250-952-5542

Email: dfa@gov.bc.ca

EMBC Regional Map

APPENDIX 12:
EMERGENCY MANAGEMENT
BYLAWS AND RESOLUTIONS



VILLAGE OF
VALEMOUNT

Let the mountains move you

**Village of Valemount
Emergency Program Regulatory
Bylaw No. 757, 2016**

The Village of Valemount

Emergency Program Regulatory Bylaw No. 757, 2016

A bylaw to establish an emergency program within the Village of Valemount

WHEREAS the Village of Valemount Council is required to prepare a local emergency plan respecting preparation for, response to, and recovery from emergencies and disaster,

AND WHEREAS the Village of Valemount wishes to provide a comprehensive management program to prepare for, respond to and recover from emergencies and disasters,

NOW THEREFORE, the Council of the Village of Valemount in an open meeting assembled enacts as follows:

SECTION 1 - CITATION

- 1.1 This Bylaw shall be cited as the Emergency Program Regulatory Bylaw No. 757, 2016.

SECTION 2 - INTERPRETATION

- 2.1 In this bylaw, "Act" means the Emergency Program Act.
- 2.2 Unless otherwise specifically stated, the words used in this bylaw shall have the same meaning as words have in the Act.
 - (a) "Council" means the municipal council of the Village of Valemount;
 - (b) "declaration of a state of local emergency" means a declaration of the Council or the Mayor that an emergency exists or is imminent in the municipality;
 - (c) "disaster" means a calamity that:
 - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature; and
 - (ii) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;
 - (d) "emergency" means a present or imminent event that:
 - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature; and

- (ii) requires prompt coordination of action or special regulation of persons or property, to protect the health, safety or welfare of people or to limit damage to property;
- (e) "Mayor" means that person elected by the Village of Valemount, and includes the person designated as Acting Mayor at the relevant time when the "Mayor" is absent, or otherwise unable to act or when the Office of the Mayor is vacant; and
- (f) "Valemount Emergency Management Organization" means the Emergency Program Executive Committee, Emergency Program Management Committee, Emergency Coordinator and such other persons appointed and functional groups established, and which are charged with emergency preparedness, response and recovery measures.

SECTION 3 - EMERGENCY PROGRAM

- 3.1 In accordance with the provisions of the Act, an Emergency Program, comprising:
- a) the Council;
 - b) an Executive Committee;
 - c) an Emergency Program Coordinator; and
 - d) an Emergency Program Management Committee
- is hereby established.

SECTION 4 - THE COUNCIL

- 4.1 The Council is at all times responsible for the general direction and control of the response of the Village of Valemount to an emergency or disaster, and in particular to:
- a) declare a State of Local Emergency;
 - b) delegate powers available under the Emergency Program Act, as required, and to monitor the use of such powers;
 - c) establish any emergency policy and legislation necessary to facilitate the response to an emergency or disaster; and
 - d) prepare an emergency plan respecting preparation for, response to, and recovery from an emergency or disaster.

- 4.2 Notwithstanding the provisions of subsection 4.1, the Mayor may carry out the responsibilities specified in clauses (a) and (b) where, because of the circumstances of an emergency or disaster, it is not possible to assemble a quorum of the Council, and provided the Mayor has made every effort to obtain the consent of the other members of the Council.
- 4.3 The Mayor will appoint an Emergency Program Coordinator to facilitate emergency preparedness, response and recovery measures.
- 4.4 The Council will ensure that sufficient budget and staff are provided to maintain an essential level of emergency program preparedness.
- 4.5 The Council will report the annual status of the emergency program to the Provincial Emergency Program.

SECTION 5 – EMERGENCY PROGRAM EXECUTIVE COMMITTEE
(STANDING COMMITTEE)

- 5.1 The Executive Committee is accountable to the Council.
- 5.2 The Executive Committee must comprise, at minimum:
 - a) one Councillor;
 - b) the Chief Administrative Officer;
 - c) the Emergency Program Coordinator;
 - d) heads of selected functional departments or their designates as determined by the Council; and
 - e) such other members that the Council may determine.
- 5.3 The Executive Committee must:
 - a) provide strategic direction and oversight to the Management Committee and Emergency Program Coordinator;
 - b) finalize the emergency strategic plan and present to Council; and
 - c) approve emergency plans developed by the Management Committee.
- 5.4 The Executive Committee may strike such sub-committees and work groups as deemed necessary.
- 5.5 Subject to the approval of the Council, the Executive Committee may:

- a) make and amend its terms of reference, policies, and procedures;
- b) enter into agreements with other regional districts or municipalities for the purpose of emergency assistance or the formulation of coordinated emergency preparedness, response or recovery; and
- c) enter into agreements with individuals, bodies, corporations or other non-government agencies for the provision of goods or services.

SECTION 6 – EMERGENCY PROGRAM COORDINATOR

- 6.1 The Coordinator is accountable to the Executive Committee.
- 6.2 The Coordinator is responsible for:
 - a) providing leadership and administration for the emergency program;
 - b) coordinating and/or supervising any sub-committees or work groups;
 - c) developing an emergency strategic plan and action plans;
 - d) maintaining all emergency plans and documentation;
 - e) providing an annual status report on the level of preparedness;
 - f) coordinating a training and exercise program;
 - g) coordinating with other governments, non-government agencies, First Nations and private sector;
 - h) establishing and maintaining an Emergency Operations Centre; and
 - i) establishing, coordinating and supporting volunteer programs.

SECTION 7 – EMERGENCY PROGRAM MANAGEMENT COMMITTEE

- 7.1 The Emergency Program Management Committee is accountable to the Executive Committee.
- 7.2 The Management Committee must comprise, at minimum:
 - a) the Emergency Program Coordinator, (the Chair);

- b) representatives of agencies having direct operational responsibilities during a major emergency. Members should include representatives of police, fire, administration, public works, Emergency Social Services (ESS), communications, search and rescue, health services, ambulance and may include a member of the Council. It can also include representatives from agencies with an interest in safety, and bring in others for consultation and advice.

7.3 The responsibilities of the Management Committee include:

- a) developing and implementing the emergency program and plans as directed by the Executive Committee;
- b) on-going assessment of hazards, risks and vulnerability;
- c) evaluating progress of the emergency program annually;
- d) developing the emergency strategic plan including recommending emergency program priorities, specifying procedures for implementation and resource requirements;
- e) maintaining a staffing and support plan for the Emergency Operations Centre (EOC); and
- f) maintaining a training and exercise program.

7.4 The Management Committee may strike such sub-committees and work groups as deemed necessary.

SECTION 8 – EMERGENCY RESPONSE

- 8.1 The Emergency Management Program will conform to the “B.C. Emergency Management System (BCEMS).
- 8.2 The Chief Administrative Officer is designated as the Emergency Operations Centre (EOC) Director.

SECTION 9 – LIABILITY

- 9.1 As enabled by the Act, no person, including, without limitation, the Council, the Mayor, members of the Village of Valemout Emergency Management Organization, employees of the Village of Valemout, a volunteer or any other persons appointed, authorized or requested to carry out measures relating to emergencies or disasters, is liable for any loss, cost expense, damages or injury to persons or property that result from:

- a) the person in good faith doing or omitting to do any act that the person is appointed, authorized or required to do under this bylaw, unless, in doing or omitting to do the act, the person was grossly negligent; or
- b) any acts done or omitted to be done by one or more of the persons who were, under this bylaw, appointed, authorized or required by the person to do the acts, unless in appointing, authorizing or requiring those persons to do the acts, the person was not acting in good faith.

SECTION 10 – REPEALS

Village of Valemount Municipal Emergency Measures Bylaw, No. 428, 1996, and all amendments thereto, are hereby repealed.

Read A First Time This 9th Day of August, 2016.

Read A Second Time This 9th Day of August, 2016.

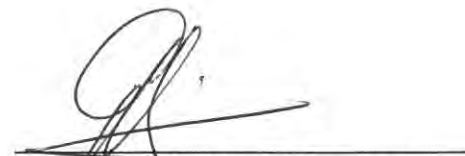
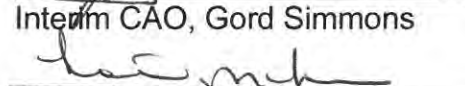
Read A Third Time This 9th Day of August, 2016.

Third Reading Rescinded This 23rd Day of August, 2016

Read A Third Time This 13th Day of September 2016

Reconsidered and Adopted this 11th day of October, 2016


Mayor, Jeannette Townsend


Interim CAO, Gord Simmons

Interim CO, Lor. McNee

Certified to be a true copy of the Bylaw 757, 2016 as adopted by Council Resolution #353/16, dated this 11th day of October, 2016.

Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016, Amendment Bylaw No. 800, 2019.

A BYLAW TO AMEND THE VILLAGE OF VALEMOUNT VILLAGE OF VALEMOUNT EMERGENCY PROGRAM REGULATORY BYLAW NO. 757, 2016

WHEREAS Council of the Village of Valemount wishes to amend "Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016 to delegate the authority to approve expenditures in the event of an emergency;

NOW THEREFORE The Council of the Village of Valemount, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016, Amendment Bylaw No. 800, 2019".

2. AMENDMENTS

2.1 Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016 is hereby amended by adding the following text to Section 8.2:

- "a) The EOC Director is authorized to expend Municipal funds which are not included in the financial plan of the Municipality, required for the preservation of life, health and the protection of property during an emergency or disaster, on the following basis:
 - i. up to and including \$500,000 at the discretion of EOC Director; and,
 - ii. \$500,001 and above, at the discretion of the Council.

- b) Any expenditure made in accordance with subsection 8.2.a) must be presented to the Council in a report under the signature of the Mayor."

READ A FIRST TIME ON THE	9th Day of April, 2019
READ A SECOND TIME ON THE	9th Day of April, 2019
READ A THIRD TIME ON THE	9th Day of April, 2019
RECONSIDERED AND ADOPTED ON THE	23rd Day of April, 2019



MAYOR, Owen Torgerson



Corporate Officer, Wayne Robinson

Certified to be a true and correct copy of the Village of Valemount Emergency Program Regulatory Bylaw No. 757, 2016, Amendment Bylaw No.800, 2019, as adopted by Council Resolution No. 160/19.



Corporate Officer

APPENDIX 13: PROVINCIAL LEGISLATION

EMERGENCY PROGRAM ACT

[RSBC 1996] CHAPTER 111

This Act is current to May 19, 2021

See the [Tables of Legislative Changes](#) for this Act's legislative history, including any changes not in force.

EMERGENCY PROGRAM ACT

[RSBC 1996] CHAPTER 111

Contents

Part 1 — Definitions and Application

- 1 Definitions

Part 2 — Administration

- 2 Provincial Emergency Program
- 3 Committees
- 4 Powers and duties of minister
- 5 Ministerial orders
- 6 Local authority emergency organization

Part 3 — Emergencies, Disasters and Declared Emergencies

Division 1 — Emergencies and Disasters

- 7 Implementation of Provincial emergency plans
- 8 Implementation of local emergency plans

Division 2 — Declaration of State of Emergency

- 9 Declaration of state of emergency
- 10 Powers of minister in declared state of emergency
- 10.1 Powers of Lieutenant Governor in Council in declared state of emergency
- 10.2 Enforcement
- 11 Cancellation of declaration of state of emergency

Division 3 — Declaration of Local Emergency

- 12 Declaration of state of local emergency
- 13 Powers of local authority in declared state of local emergency
- 14 Cancellation of declaration of state of local emergency
- 15 Notification of termination of declaration of state of local emergency

Part 4 — General

- 16 Expenditures
- 17 Recovery of costs
- 18 Exemption from civil liability
- 19 Compensation for loss
- 20 Disaster financial assistance
- 21 Appeals to director on eligibility for disaster financial assistance
- 22 Appeals to director on amounts of disaster financial assistance
- 23 Repealed
- 24 Variation of disaster financial assistance
- 25 Mandatory assistance
- 26 Conflict
- 27 Offence
- 28 Power to make regulations

Part 1 — Definitions and Application

Definitions

- 1 (1) In this Act:

"declaration of a state of emergency" means a declaration of the minister or the Lieutenant Governor in Council under section 9 (1);

"declaration of a state of local emergency" means a declaration of a local authority or the head of a local authority under section 12 (1);

"director" means the person appointed under section 2 (3) as the director of the Provincial Emergency Program;

"disaster" means a calamity that

- (a) is caused by accident, fire, explosion or technical failure or by the forces of nature, and
- (b) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;

"electoral area" means an electoral area as defined in the *Local Government Act*;

"emergency" means a present or imminent event or circumstance that

- (a) is caused by accident, fire, explosion, technical failure or the forces of nature, and
- (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;

"government corporation" has the same meaning as in the *Financial Administration Act*, and includes the South Coast British Columbia Transportation Authority continued under the *South Coast British Columbia Transportation Authority Act* and any of its subsidiaries;

"head of a local authority" means

- (a) for a municipality, the mayor or a person designated by the municipal council to act in the capacity of mayor in the mayor's absence, and
- (b) for an electoral area in a regional district, the chair of the board of the regional district, or, in the chair's absence, a vice chair;

"jurisdictional area" means any of the following for which there is a local authority:

- (a) a municipality;
- (b) an electoral area;
- (c) a national park;

"local authority" means

- (a) for a municipality, the municipal council,
- (b) for an electoral area in a regional district, the board of the regional district, or
- (c) for a national park, the park superintendent or the park superintendent's delegate if an agreement has been entered into with the government of Canada under section 4 (2) (e) in which it is agreed that the park superintendent is a local authority for the purposes of this Act;

"local emergency plan" means an emergency plan prepared under section 6 (2);

"Provincial Emergency Program" means the Provincial Emergency Program continued under section 2 (1);

"Provincial emergency plans" means the emergency plans prepared under section 4 (1);

"volunteer" means a volunteer registered by a local authority or the Provincial Emergency Program for the purpose of responding to a disaster or an emergency.

- (2) A local authority has responsibility under this Act for the jurisdictional area for which it is the local authority.

Part 2 — Administration

Provincial Emergency Program

2 (1) The Provincial Emergency Program is continued.

- (2) The Provincial Emergency Program is responsible for carrying out the powers and duties vested in it under this Act or by the minister.

- (3) A director and any officers and employees required to enable the Provincial Emergency Program to perform its duties and exercise its powers may be appointed in accordance with the *Public Service Act*.

Committees

- 3 (1) The minister may appoint the committees the minister considers necessary or desirable to advise or assist the Lieutenant Governor in Council, the minister or the director.
- (2) The members of committees appointed under subsection (1) who are not officers or employees of the government, or officers or employees of an agency of the government,
- (a) are to be reimbursed for reasonable travelling and out of pocket expenses necessarily incurred in the discharge of their duties under this Act, and
 - (b) may be paid remuneration for their services as the Lieutenant Governor in Council may order.

Powers and duties of minister

- 4 (1) The minister must prepare emergency plans respecting preparation for, response to and recovery from emergencies and disasters.
- (2) The minister may do one or more of the following:
- (a) conduct public information programs relating to emergency preparedness and recommend preventive measures to alleviate the effects of emergencies or disasters;
 - (b) make surveys and studies to identify and record actual and potential hazards that may cause emergencies or disasters;
 - (c) make payments and grants, subject to any terms or conditions that the minister may impose, to local authorities or other persons or organizations for the purposes of assisting in emergency prevention, preparedness and response;
 - (d) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs;
 - (e) enter into agreements with the government of Canada or of any other province, or with any agency of such a government, dealing with emergency plans and programs;
 - (f) review and recommend modification of local emergency plans of local authorities;
 - (g) establish training and training exercise programs;
 - (h) provide support to volunteers as prescribed in the regulations;
 - (i) delegate in writing to the director any of the powers or duties vested in the minister by this Act, except a power
 - (i) to make a declaration of a state of emergency,
 - (ii) to cancel a declaration of a state of emergency,
 - (iii) to cancel a declaration of a state of local emergency, or
 - (iv) to make an order under section 13 (2).

Ministerial orders

- 5 The minister may, by order, do one or more of the following:
- (a) divide British Columbia into various subdivisions for the purpose of organizing integrated plans and programs in relation to emergency preparedness, response and recovery;
 - (b) require local authorities of the municipalities or electoral areas located within a subdivision referred to in paragraph (a) to prepare, in cooperation with designated ministries, integrated plans and programs, satisfactory to the minister, to deal with emergencies;
 - (c) establish procedures required for the prompt and efficient implementation of plans and programs to meet emergencies and disasters;
 - (d) require a person to develop plans and programs in cooperation with one or more local authorities, designated ministries and government corporations and agencies to remedy, alleviate or meet any emergency that might arise from any hazard to persons or property and that is or may be created by
 - (i) the person engaging in any operation,

- (ii) the person utilizing any process,
- (iii) the person using property in any manner, or
- (iv) any condition that exists or may exist on the person's land.

Local authority emergency organization

- 6 (1) Subject to sections 8 (2), 13 (2) and 14 (3), a local authority is at all times responsible for the direction and control of the local authority's emergency response.
- (2) Subject to subsection (2.1), a local authority must prepare or cause to be prepared local emergency plans respecting preparation for, response to and recovery from emergencies and disasters.
- (2.1) For the purposes of subsection (2), a local authority that is the board of a regional district must ensure that it has one local emergency plan that applies, or 2 or more local emergency plans that in the aggregate apply, to all of the electoral areas within the regional district.
- (3) A local authority that is a municipal council or the board of a regional district must establish and maintain an emergency management organization to develop and implement emergency plans and other preparedness, response and recovery measures for emergencies and disasters and, for that purpose,
- (a) if the local authority is a municipal council, the municipal council must establish and maintain an emergency management organization with responsibility for the whole of the municipality, and
 - (b) if the local authority is the board of a regional district, the board of the regional district must establish and maintain
 - (i) one emergency management organization with responsibility for all of the electoral areas within the regional district, or
 - (ii) 2 or more emergency management organizations that in the aggregate have responsibility for all of the electoral areas within the regional district.
- (3.1) Without limiting subsection (3), a local authority that is a municipal council or the board of a regional district may
- (a) appoint committees the local authority considers necessary or desirable to advise and assist the local authority, and
 - (b) appoint a coordinator for each emergency management organization established by it under subsection (3).
- (3.2) The minister may, by order, establish one or both of the following:
- (a) if a local authority has not complied with subsections (2) and (2.1), the date by which the local emergency plan or plans required under those subsections must be prepared, with power to establish, for the board of a regional district, different dates for the preparation of local emergency plans for different electoral areas within the regional district;
 - (b) if a local authority has not complied with subsection (3), the date by which the emergency management organization or organizations required under that subsection must be established, with power to establish, for the board of a regional district, different dates for the establishment of emergency management organizations for different electoral areas within the regional district.
- (4) A local authority may, in writing, delegate any of its powers and duties under this Act to the committee, emergency management organization or coordinator referred to in subsection (3), except the power to make a declaration of a state of local emergency.

Part 3 — Emergencies, Disasters and Declared Emergencies

Division 1 — Emergencies and Disasters

Implementation of Provincial emergency plans

- 7 The minister or a person designated in a Provincial emergency plan may, whether or not a state of emergency has been declared under section 9 (1), cause a Provincial emergency plan to be implemented if, in the opinion of the minister or the designated person, an emergency exists or appears imminent or a disaster has occurred or threatens.

Implementation of local emergency plans

- 8** (1) A local authority or a person designated in the local authority's local emergency plan may, whether or not a state of local emergency has been declared under section 12 (1), cause the plan to be implemented if, in the opinion of the local authority or the designated person, an emergency exists or appears imminent or a disaster has occurred or threatens in
- (a) the jurisdictional area for which the local authority has responsibility, or
 - (b) any other municipality or electoral area if the local authority having responsibility for that other jurisdictional area has requested assistance.
- (2) If a Provincial emergency plan has been implemented under section 7, a local emergency plan may be implemented or its implementation may be continued under subsection (1) of this section if and to the extent that the local emergency plan is not in conflict with the Provincial emergency plan.

Division 2 — Declaration of State of Emergency

Declaration of state of emergency

- 9** (1) If satisfied that an emergency exists or is imminent, the minister or the Lieutenant Governor in Council may, by order, declare a state of emergency relating to all or any part of British Columbia.
- (2) A declaration of a state of emergency under subsection (1) must identify the nature of the emergency and the area of British Columbia in which the emergency exists or is imminent.
- (3) Immediately after a declaration of a state of emergency is made, the minister must cause the details of the declaration to be published by a means of communication that the minister considers most likely to make the contents of the declaration known to the majority of the population of the affected area.
- (4) A declaration under subsection (1) expires 14 days from the date it is made, but the Lieutenant Governor in Council may extend the duration of the declaration for further periods of not more than 14 days each.
- (5) Subsections (2) and (3) apply to each extension under subsection (4) of the duration of a declaration of a state of emergency.

Powers of minister in declared state of emergency

- 10** (1) After a declaration of a state of emergency is made under section 9 (1) and for the duration of the state of emergency, the minister may do all acts and implement all procedures that the minister considers necessary to prevent, respond to or alleviate the effects of an emergency or a disaster, including, without limitation, any or all of the following:
- (a) implement a Provincial emergency plan or any Provincial emergency measures;
 - (b) authorize a local authority to implement a local emergency plan or emergency measures for all or any part of the jurisdictional area for which the local authority has responsibility;
 - (c) require a local authority for a municipality or an electoral area to implement a local emergency plan or emergency measures for all or any part of the municipality or electoral area for which the local authority has responsibility;
 - (d) acquire or use any land or personal property considered necessary to prevent, respond to or alleviate the effects of an emergency or disaster;
 - (e) authorize or require any person to render assistance of a type that the person is qualified to provide or that otherwise is or may be required to prevent, respond to or alleviate the effects of an emergency or disaster;
 - (f) control or prohibit travel to or from any area of British Columbia;
 - (g) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of British Columbia;
 - (h) cause the evacuation of persons and the removal of livestock, animals and personal property from any area of British Columbia that is or may be affected by an emergency or a disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property;
 - (i) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program or if otherwise considered by the minister to be

necessary to prevent, respond to or alleviate the effects of an emergency or disaster;

- (j) cause the demolition or removal of any trees, structures or crops if the demolition or removal is considered by the minister to be necessary or appropriate in order to prevent, respond to or alleviate the effects of an emergency or disaster;
 - (k) construct works considered by the minister to be necessary or appropriate to prevent, respond to or alleviate the effects of an emergency or disaster;
 - (l) procure, fix prices for or ration food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or equipment within any part of British Columbia for the duration of the state of emergency.
- (2) After a declaration of a state of emergency is made under section 9 (1),
- (a) the director or such other person as the minister may appoint is responsible for the coordination and implementation of necessary plans or programs prepared under this Act, and
 - (b) all persons and agencies involved in the coordination and implementation are subject to the control and direction of the director or the other person appointed by the minister.

Powers of Lieutenant Governor in Council in declared state of emergency

- 10.1** (1) After a declaration of a state of emergency is made under section 9 (1), and for the duration of the state of emergency, the Lieutenant Governor in Council may, subject to this section, make regulations as follows to prevent, respond to or alleviate the effects of an emergency or a disaster:
- (a) making an exception to an enactment;
 - (b) establishing limits on the application of an enactment;
 - (c) establishing powers, duties, functions or obligations that apply in place of or in addition to an enactment;
 - (d) establishing conditions in relation to anything done or established under paragraphs (a) to (c).
- (2) Without limiting subsection (1) and subject to this section, the Lieutenant Governor in Council may make regulations as follows to prevent, respond to or alleviate the effects of an emergency or a disaster:
- (a) suspending the application of a provision that establishes a limitation period or a period of time within which a proceeding or process must be commenced or a step must be taken in a proceeding or process;
 - (b) setting out a replacement limitation period or period of time for one suspended under paragraph (a) of this subsection;
 - (c) authorizing an issuer of a permit, licence or other authorization to modify the conditions of a permit, licence or other authorization or to add or remove conditions of a permit, licence or other authorization;
 - (d) authorizing a person, tribunal or other body that has a statutory power of decision to waive, suspend or extend a mandatory time period relating to the exercise of that power.
- (3) The Lieutenant Governor in Council may make a regulation under subsection (1) or (2) only if satisfied that the benefit of making the regulation is proportionate to the benefit of the continued application of the enactment as it is before the making of the regulation.
- (4) A limitation period or period of time established under subsection (2) (b) or extended by authorization under subsection (2) (d) may extend beyond the date when the relevant declaration of a state of emergency expires or is cancelled.
- (5) If a provision establishing a limitation period or a period of time within which a proceeding or process must be commenced or a step must be taken in a proceeding or process is temporarily suspended by regulation under subsection (2) (a) and the regulation does not provide for a replacement limitation period or period of time, the limitation period or period of time resumes running on the date on which the relevant declaration of a state of emergency expires or is cancelled, and the temporary suspension period is not to be counted.
- (6) If a provision requiring the payment of a fee is temporarily suspended by a regulation under subsection (1) or (2) and the regulation does not provide for a replacement fee, no fee is payable at any time with respect to things done during the temporary suspension period.

- (7) This section does not authorize regulations
- (a) shortening a limitation period or a period of time within which a proceeding or process must be commenced or a step must be taken in a proceeding or process, or
 - (b) increasing the amount of a fee.
- (8) A regulation under subsection (1) or (2) may be made retroactive to a specified date that is not earlier than the date of the relevant declaration of a state of emergency and, if made retroactive, is deemed to have come into force on the specified date.

Enforcement

- 10.2** The Lieutenant Governor in Council may, by regulation, specify that a failure to comply with a provision of a regulation made under section 10.1 (1) or (2) is to be treated as though it were a failure to comply with the Act to which that provision relates.

Cancellation of declaration of state of emergency

- 11** (1) When, in the opinion of the minister or the Lieutenant Governor in Council, an emergency no longer exists in an area in relation to which a declaration of a state of emergency was made under section 9 (1), the minister or the Lieutenant Governor in Council must make an order cancelling the declaration of a state of emergency in respect of that area.
- (2) Immediately after an order is made under subsection (1) or a declaration of a state of emergency expires under section 9 (4), the minister must cause the details of the cancellation or expiry of the declaration of a state of emergency to be published by a means of communication that the minister considers most likely to make the contents of the cancellation order or the fact of the cancellation or expiry known to the majority of the population of the affected area.

Division 3 — Declaration of Local Emergency

Declaration of state of local emergency

- 12** (1) A local authority or, if a local authority consists of more than one person, the head of the local authority, may, at any time that the local authority or the head of the local authority, as the case may be, is satisfied that an emergency exists or is imminent in the jurisdictional area for which the local authority has responsibility, declare a state of local emergency relating to all or any part of the jurisdictional area.
- (2) A declaration of a state of local emergency under subsection (1) must identify the nature of the emergency and the part of the jurisdictional area in which it exists or is imminent, and the declaration must be made
- (a) by bylaw or resolution if made by a local authority, or
 - (b) by order, if made by the head of a local authority.
- (3) The head of a local authority must, before making a declaration under subsection (1), use best efforts to obtain the consent of the other members of the local authority to the declaration and must, as soon as practicable after making a declaration under subsection (1), convene a meeting of the local authority to assist in directing the response to the emergency.
- (4) Immediately after making a declaration of a state of local emergency, the local authority or the head of the local authority, as the case may be, must
- (a) forward a copy of the declaration to the minister, and
 - (b) cause the details of the declaration to be published by a means of communication that the local authority or the head of the local authority, as the case may be, considers most likely to make the contents of the declaration known to the population of the affected area.
- (5) Subject to section 14 (3), a declaration of a state of local emergency expires 7 days from the date it is made unless it is earlier cancelled by the minister, the Lieutenant Governor in Council, the local authority or the head of the local authority.
- (6) Despite subsection (5), the local authority may, with the approval of the minister or the Lieutenant Governor in Council, extend the duration of a declaration of a state of local emergency for periods of not more than 7 days each.

- (7) Subsections (2) and (4) apply to each extension under subsection (6) of the duration of a declaration of a state of local emergency.

Powers of local authority in declared state of local emergency

- 13** (1) After a declaration of a state of local emergency is made under section 12 (1) in respect of all or any part of the jurisdictional area for which a local authority has responsibility and for the duration of the state of local emergency, the local authority may do all acts and implement all procedures that it considers necessary to prevent, respond to or alleviate the effects of an emergency or a disaster, including any or all of the following:
- (a) implement its local emergency plan or any local emergency measures;
 - (b) subject to this section, exercise, in relation to the part of the jurisdictional area affected by the declaration, any power available to the minister under section 10 (1) (d) to (l);
 - (c) subject to this section, authorize, in writing, any persons involved in the operation of a local emergency plan or program to exercise, in relation to any part of the jurisdictional area affected by a declaration, any power available to the minister under section 10 (1) (d) to (l).
- (2) If a state of local emergency has been declared under section 12 (1), the minister may order a local authority to refrain or desist, either generally or in respect of any matter, from exercising any one or more of the powers referred to in subsection (1) (b) or (c).
- (3) Immediately after making an order under subsection (2), the minister must cause the details of the order to be communicated to the local authority affected by the order and to any other persons the minister considers appropriate.
- (4) Immediately after the details of an order are communicated to a local authority under subsection (3), the local authority referred to in the order must comply with the order and must direct every person under its direction or control to refrain or desist from doing any act that the local authority is ordered to refrain or desist from doing.
- (5) For the purposes of subsections (3) and (4), the details of an order are communicated to a local authority when those details are communicated to any one of the members of the local authority.
- (6) The local authority of a municipality or electoral area may, during or within 60 days after declaring a state of local emergency, by bylaw ratified by the minister responsible for the administration of the *Community Charter*, but without obtaining the approval of the electors or the assent of the electors, borrow any money necessary to pay expenses caused by the emergency.

Cancellation of declaration of state of local emergency

- 14** (1) The minister or the Lieutenant Governor in Council may cancel a declaration of a state of local emergency at any time the minister or the Lieutenant Governor in Council considers appropriate in the circumstances.
- (2) The local authority or the head of the local authority must, when of the opinion that an emergency no longer exists in the part of the jurisdictional area in relation to which a declaration of a state of local emergency was made,
- (a) cancel the declaration of a state of local emergency in relation to that part
 - (i) by bylaw or resolution, if the cancellation is effected by the local authority, or
 - (ii) by order, if the cancellation is effected by the head of the local authority, and
 - (b) promptly notify the minister of the cancellation of the declaration of a state of local emergency.
- (3) A declaration of a state of local emergency made in respect of a part of a jurisdictional area ceases to have any force or effect on the making of a declaration of a state of emergency by the minister or the Lieutenant Governor in Council relating to that part of the jurisdictional area.

Notification of termination of declaration of state of local emergency

- 15** (1) Immediately after the termination of a declaration of state of local emergency, the local authority having responsibility for the area in respect of which the declaration was made must cause the details of the termination to be published by a means of a communication that the local authority considers most likely to make the contents of the termination or the fact of the termination known to the majority of the population of the affected area.
- (2) For the purposes of subsection (1), a declaration of a state of local emergency is terminated when

- (a) it expires under section 12 (5) or (6),
- (b) it is cancelled by the minister or the Lieutenant Governor in Council under section 14 (1),
- (c) it is cancelled by bylaw, resolution or order under section 14 (2), or
- (d) it ceases to have any force or effect under section 14 (3) as a result of the making of a declaration of a state of emergency under section 9 (1).

Part 4 — General

Expenditures

- 16** (1) Any expenditures under this Act considered necessary or advisable by the minister to make payments or grants under section 4 (2) (c) or (d) or to implement a Provincial emergency plan or Provincial emergency measures under section 7 or 10 (1) (a) may be paid out of the consolidated revenue fund without an appropriation other than this section.
- (2) Nothing in subsection (1) authorizes the minister to make a payment for disaster financial assistance out of the consolidated revenue fund.

Recovery of costs

- 17** (1) If an emergency or a disaster is threatened or caused in whole or in part by the acts or omissions of a person and expenditures are made by the government or a local authority to prevent, respond to or alleviate the effects of the emergency or disaster, the person must, on the request of the minister or head of a local authority, pay to the Minister of Finance or the local authority the lesser of
- (a) the portion of the expenditures that is equal to the portion of the liability for the occurrence of the emergency or disaster that is attributable to the person, and
 - (b) the amount demanded by the minister or head of a local authority.
- (2) Nothing in subsection (1) relieves a person from any other liability.

Exemption from civil liability

- 18** No person, including, without limitation, the minister, the other members of the Executive Council, the director, a local authority, the head of a local authority, a member of a local authority, a volunteer and any other person appointed, authorized or required to carry out measures relating to emergencies or disasters, is liable for any loss, cost, expense, damage or injury to person or property that results from
- (a) the person in good faith doing or omitting to do any act that the person is appointed, authorized or required to do under this Act, unless, in doing or omitting to do the act, the person was grossly negligent, or
 - (b) any acts done or omitted to be done by one or more of the persons who were, under this Act, appointed, authorized or required by the person to do the acts, unless in appointing, authorizing or requiring those persons to do the acts, the person was not acting in good faith.

Compensation for loss

- 19** (1) Despite section 18, if as a result of the acquisition or use of a person's land or personal property under section 10 (1) (d) or 13 (1) (b) or (c), the person suffers a loss of or to that property, the government or the local authority that acquired or used or directed or authorized the acquisition or use of the property must compensate the person for the loss in accordance with the regulations.
- (2) Despite section 18, if a person suffers any loss of or to any land or personal property as a result of any other action taken under section 7, 8 (1), 10 (1) or 13 (1), the government or the local authority, as the case may be, that took or authorized or directed the taking of the action may compensate the person for the loss in accordance with the regulations.
- (3) If any dispute arises concerning the amount of compensation payable under this section, the matter must be submitted for determination by one arbitrator or 3 arbitrators appointed under the [Arbitration Act](#) and
- (a) the person who is to be compensated must, in a notice served on the minister, elect whether one or 3 arbitrators are to be appointed, and
 - (b) the [Arbitration Act](#) applies to the dispute.

Disaster financial assistance

- 20** (1) The Lieutenant Governor in Council may, by regulation, establish criteria by which the eligibility of a person to receive disaster financial assistance is to be determined.
- (2) The Lieutenant Governor in Council or the minister may provide disaster financial assistance in accordance with the regulations to persons who suffer loss as a result of a disaster.

Appeals to director on eligibility for disaster financial assistance

- 21** (1) A person may, by delivering to the director a written notice of appeal within 60 days after receipt of notice that the person was determined not to meet the eligibility criteria set under section 20 (1), appeal that determination.
- (2) If a written notice of appeal is not received by the director within the time limited for an appeal under subsection (1), the person in respect of whom the determination was made may not appeal the determination.
- (3) If a written notice of appeal is received by the director within the time limited for an appeal under subsection (1), the director must review the appellant's eligibility for disaster financial assistance in accordance with the information contained in the notice of appeal and may, but need not, do one or both of the following in conducting that review:
- (a) request additional information from the appellant;
 - (b) convene a hearing.
- (4) After conducting a review under subsection (3), the director may
- (a) confirm the determination, or
 - (b) overturn the determination and direct that the person be considered to be eligible to receive disaster financial assistance.
- (5) The director must inform the appellant of the decision reached under subsection (4).
- (6) A decision under subsection (4) is final and conclusive and is not open to question or review in a court on any grounds.

Appeals to director on amounts of disaster financial assistance

- 22** (1) A person may, by delivering to the director a written notice of appeal within 60 days after receipt of disaster financial assistance provided under section 20, appeal the amount of that disaster financial assistance.
- (2) If a written notice of appeal is not received by the director within the time limited for an appeal under subsection (1), the person is deemed to have accepted the sum paid by way of disaster financial assistance in full settlement of the person's loss, and no proceedings to determine or seek an increase in the amount of the disaster financial assistance provided for that loss may be brought by that person.
- (3) If a written notice of appeal is received by the director within the time limited for an appeal under subsection (1), the director must review the amount of disaster financial assistance in accordance with the information contained in the notice of appeal and may, but need not, do one or both of the following in conducting that review:
- (a) request additional information from the appellant;
 - (b) convene a hearing.
- (4) After conducting a review under subsection (3), the director may confirm, increase or decrease the amount of the disaster financial assistance and must inform the appellant of the decision.
- (5) A decision under subsection (4) is final and conclusive and is not open to question or review in a court on any grounds.

Repealed

- 23** [Repealed 2003-7-14.]

Variation of disaster financial assistance

- 24** (1) If a person is, under section 22, determined to be entitled to disaster financial assistance in an amount that is greater than the disaster financial assistance, if any, provided to the person under section 20, the government must promptly provide to the person the additional amount of disaster financial assistance decided by the director.

- (2) If the director determines, under section 22, that a person is entitled to an amount of disaster financial assistance that is less than the amount of disaster financial assistance provided to the person under section 20, the person must repay to the government the amount of the disaster financial assistance that was an overpayment within 60 days after being informed of the director's decision under section 22.

Mandatory assistance

- 25** (1) If a person who is authorized to do so under section 10 (1) (e) or 13 (1) makes an order requiring a person to provide assistance, the person named in the order must provide the assistance required by the order.
- (2) A person's employment must not be terminated by reason only that the person is required to provide assistance under this section.

Conflict

- 26** Unless otherwise provided for in a declaration of a state of emergency made under section 9 (1) or in an extension of the duration of a declaration under section 9 (4), if there is a conflict between this Act or the regulations made under this Act and any other Act or regulations, this Act and the regulations made under this Act prevail during the time that the declaration of a state of emergency made under section 9 (1) and any extension of the duration of that declaration is in effect.

Offence

- 27** (1) A person commits an offence who
- (a) contravenes this Act or the regulations, or
 - (b) interferes with or obstructs any person in the exercise of any power or the performance of any duty conferred or imposed under this Act.
- (2) A person who commits an offence under subsection (1) is liable to imprisonment for a term of not more than one year or to a fine of not more than \$10 000 or to both imprisonment and fine.

Power to make regulations

- 28** (1) The Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*.
- (2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:
- (a) assigning responsibility to ministries, boards, commissions or government corporations or agencies for the preparation or implementation of all or any part of plans or arrangements to deal with emergencies or disasters;
 - (b) delegating to any person or committee appointed under this Act or to any one or more members of the Executive Council any of the powers vested by this Act in the minister or the Lieutenant Governor in Council, except the power to make an order for a declaration of a state of emergency or to make regulations;
 - (c) respecting the assessment of damage or loss caused by an emergency or disaster, the processing of claims for compensation for the damage or loss and the payment of compensation for the damage or loss;
 - (d) respecting eligibility for, the processing of claims for and the payment of disaster financial assistance;
 - (e) governing the sharing of costs incurred by the government or by a local authority in conducting emergency operations;
 - (f) respecting the registration, responsibilities and training of and training exercises for volunteers and volunteer agencies;
 - (g) requiring persons to develop plans and programs in cooperation with one or more local authorities, designated ministries and government corporations and agencies to remedy, alleviate or meet any emergency that might arise from any hazard to persons or property and that is or may be created by
 - (i) the person engaging in any operation,
 - (ii) the person utilizing any process,
 - (iii) the person using property in any manner, or
 - (iv) any condition that exists or may exist on the person's land;
 - (h) respecting the form and content of emergency plans;

- (i) in respect of any power available to a local authority under section 13 (1);
- (j) respecting the form and content of any notice of appeal delivered to the director under section 21 (1) or 22 (1).

EMERGENCY PROGRAM MANAGEMENT REGULATION

**[includes amendments up to
B.C. Reg. 200/98]**

B.C. Reg. 477/94
O.C. 1498/94

Deposited December 16, 1994

This consolidation is current to May 18, 2021.

Emergency Program Act**EMERGENCY PROGRAM MANAGEMENT REGULATION**

[includes amendments up to B.C. Reg. 200/98]

Contents

- 1 Interpretation
- 2 Provincial Emergency Program
- 3 Emergency plans and procedures of ministers
- 4 Emergency plans and procedures of government corporations
- 5 Inter-Agency Emergency Preparedness Council
- 6 Role of ministers in relation to hazards
- 7 Role of ministers in emergency or disaster
- 8 Role of government corporations in emergency or disaster
- 9 Authority for policing and fire fighting in declared state of emergency

Schedule 1**Schedule 2****Interpretation****1** In this regulation:

"Act" means the *Emergency Program Act*;

"officer in charge" means commissioner as defined in the *Police Act*.

[am. B.C. Reg. 200/98, s. (a).]

Provincial Emergency Program**2** (1) The Provincial Emergency Program must

- (a) prepare and maintain a hazard, risk and vulnerability study that identifies potential emergencies and disasters that could affect all or any part of British Columbia,
- (b) assess the potential impact on people or property of the emergencies and disasters referred to in paragraph (a),
- (c) make recommendations to the minister respecting emergency prevention, preparedness, response and recovery strategies in relation to
 - (i) legislation, regulation and policy, and
 - (ii) the creation and maintenance of an emergency management program,
- (d) provide advice and assistance to other ministers in the development and implementation of multiministry or multiagency emergency plans and procedures,
- (e) provide advice and assistance to local authorities in the development of local emergency management organizations and local emergency programs, and
- (f) coordinate or assist in coordinating the government's response to emergencies and disasters.

(2) On the request of the minister, the Provincial Emergency Program must

- (a) prepare, or assist the minister in the preparation of, Provincial emergency plans,

- (b) participate on behalf of or in conjunction with the government in any initiatives by which coordinated plans may be developed and cooperation and mutual assistance may be fostered between the government and its agencies and one or more of the federal government, the governments of neighbouring provinces, states and territories and any of their agencies in respect of the prevention of, preparation for, response to and recovery from emergencies and disasters, and
 - (c) assist local authorities with response to or recovery from emergencies or disasters that are of such magnitude that the local authorities are incapable of effectively responding to or recovering from them.
- (3) In addition to any other functions the Provincial Emergency Program is required or entitled to perform under the Act or this regulation, the Provincial Emergency Program may do one or more of the following:
- (a) provide advice and assistance to other ministers in emergency prevention, preparedness, response and recovery;
 - (b) conduct training and training exercise programs for individuals or organizations concerned with emergency planning and operations;
 - (c) provide advice and assistance to business and industry in relation to emergency preparedness, response and recovery;
 - (d) assist in the coordination of emergency plans between local authorities and the government, government corporations and government agencies.

Emergency plans and procedures of ministers

- 3** (1) Each minister must develop emergency plans and procedures to be followed in the event of an emergency or disaster.
- (2) The emergency plans and procedures referred to in subsection (1) may include plans and procedures to assist local authorities with response to or recovery from emergencies or disasters that are of such magnitude that the local authorities are incapable of effectively responding to or recovering from them.
- (3) The emergency plans and procedures of a minister that are referred to in subsections (1) and (2) must
- (a) be coordinated and consistent with the emergency plans and procedures of every other minister,
 - (b) set out, in business continuation plans and procedures, the manner in which and the means by which that minister will continue to provide essential services despite an emergency or disaster,
 - (c) set out the manner in which and the means by which the government will respond to the hazards for which that minister is designated as the key minister in Schedule 1, and
 - (d) set out the manner in which and the means by which that minister will perform the duties, if any, set out for that minister in Schedule 2 or as may be imposed on that minister by the Lieutenant Governor in Council.

Emergency plans and procedures of government corporations

- 4** Each government corporation referred to in Schedule 2 must develop emergency plans and procedures that set out the manner in which and the means by which the government corporation will perform the duties set out for it in Schedule 2.

Inter-Agency Emergency Preparedness Council

- 5** (1) In order to facilitate the coordination of the plans and procedures referred to in section 3, every minister referred to in Schedule 2 must appoint one representative to a committee to be known as the Inter-Agency Emergency Preparedness Council.
- (2) At the request of the council, a minister responsible for any designated government corporation or other government agency may appoint a representative from a government corporation or other government agency for which the minister has responsibility.
- (3) The council must meet at least twice a year.
- (4) The Provincial Emergency Program must
- (a) provide a representative to act as co-chair to the council,
 - (b) provide a representative to act as the council's secretary, and

- (c) provide a reasonable level of funding to support the operations of the council.
- (5) The other co-chair for the council must be selected on an annual basis by the council.
- (6) The council must, at the request of and in the manner and at the times required by the Lieutenant Governor in Council or the minister, report to the minister on
 - (a) the activities of the council since the date of its last report or for such other period as may be required, and
 - (b) any other matters specified in the request.
- (7) The council must
 - (a) recommend emergency preparedness, response and recovery measures to each minister, and
 - (b) provide to each minister referred to in Schedule 2 the assistance necessary to ensure that that minister's emergency plans and procedures are coordinated and consistent with the plans and procedures of all other ministers and with the government's overall emergency preparedness strategies.

Role of ministers in relation to hazards

- 6 A minister referred to in Schedule 1 is responsible for coordinating the government's response to the occurrence of any of the hazards for which the minister is designated as the key minister in that schedule.

Role of ministers in emergency or disaster

- 7 In the event of an emergency or disaster, whether declared or not, each minister referred to in Schedule 2
 - (a) must cause the minister's emergency plan and procedures to be implemented
 - (i) in accordance with the directions, if any, of the Lieutenant Governor in Council, and
 - (ii) in a manner that is, to the greatest extent possible, coordinated and consistent with the implementation of the emergency plans and procedures of every other minister referred to in Schedule 2,
 - (b) must make staff and resources available, to the greatest extent possible, on the request of the Lieutenant Governor in Council, the director or any other minister carrying out emergency measures, and
 - (c) may, on the request of a local authority, provide to the local authority such advice and assistance as is practicable in respect of emergency response.

Role of government corporations in emergency or disaster

- 8 In the event of an emergency or disaster, each government corporation referred to in Schedule 2 must implement its emergency plans and procedures to the extent required.

Authority for policing and fire fighting in declared state of emergency

- 9 Without limiting section 10 (1) of the Act, in the event of a declaration of a state of emergency
 - (a) the Lieutenant Governor in Council or the Attorney General may
 - (i) assume jurisdiction and control over all police forces in British Columbia, as described in section 1.1 of the *Police Act*, and their reserve, auxiliary or special forces, and
 - (ii) appoint the officer in charge to exercise the authority of the chief constable of those forces, and
 - (b) the Lieutenant Governor in Council or the Attorney General may
 - (i) assume the jurisdiction and control of all fire fighting and fire prevention services in all or any part of British Columbia, and
 - (ii) appoint the fire commissioner to exercise authority over those services.

[am. B.C. Reg. 200/98, s. (b).]

Schedule 1

Ministers Responsible for Coordinating Government Response to Specified Hazards

HAZARD GROUPS	HAZARD	KEY MINISTERS
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Accidents	<ul style="list-style-type: none"> • air crashes • marine accidents • motor vehicle: crashes 	Attorney General Attorney General Attorney General
Atmosphere	<ul style="list-style-type: none"> • snow storms • blizzards • ice storms and fog • hailstorms • lightning • hurricanes • tornadoes • heat waves 	Attorney General Attorney General Attorney General Attorney General Attorney General Attorney General Attorney General
Dam Failure	• dam failure (includes foundations and abutments)	Environment, Lands and Parks
Disease and Epidemics	<ul style="list-style-type: none"> • human diseases • animal diseases • plant diseases • pest infestations 	Health Agriculture, Fisheries and Food Agriculture, Fisheries and Food Agriculture, Fisheries and Food
Explosions and Emissions	<ul style="list-style-type: none"> • gas and gas leaks (pipeline) • gas and gas leaks (gas wells) • mine • other explosions 	Environment, Lands and Parks Energy, Mines and Petroleum Resources Energy, Mines and Petroleum Resources Municipal Affairs
Fire — Urban and Rural	• fire (urban and rural — excludes interface fire)	Municipal Affairs
General	• General — non-specific or not identified	Attorney General
Geological	<ul style="list-style-type: none"> • avalanches: <ul style="list-style-type: none"> — highways — other • debris avalanches and debris flows • landslides: <ul style="list-style-type: none"> — highways — other • submarine slides • land subsidence 	Transportation and Highways Attorney General Environment, Lands and Parks Transportation and Highways Attorney General Environment, Lands and Parks Energy, Mines and Petroleum Resources
Hazardous materials	<ul style="list-style-type: none"> • hazardous spills <ul style="list-style-type: none"> — general (on site or transport routes) — radiation — infectious materials 	Environment, Lands and Parks Health Health
Hydrologic	<ul style="list-style-type: none"> • drought • erosion and accretion • flooding • ice jams • storm surges 	Attorney General Environment, Lands and Parks Transportation and Highways Transportation and Highways Attorney General
Power outage	• electrical power outage	Attorney General
Riots	• riots/public disorder	Attorney General
Seismic	<ul style="list-style-type: none"> • ground motion effects • Tsunamis 	Attorney General Attorney General
Space object	• space object crash	Attorney General
Structural	• structural collapse	Attorney General
Terrorism	• terrorism (hostile act against state)	Attorney General
Volcanic	<ul style="list-style-type: none"> • ash falls • pyroclastic flows • lava flows • mudflows 	Attorney General Attorney General Attorney General Attorney General
Wildfire	• wildfire (includes interface fire)	Forests

Schedule 2

Duties of Ministers and Government Corporations in the Event of an Emergency

MINISTER OF AGRICULTURE, FISHERIES AND FOOD

- provide advice to farmers, aquaculturists and fishers on the protection of crops, livestock and Provincially managed fish and marine plant stocks;
- coordinate the emergency evacuation and care of poultry and livestock;
- inspect and regulate food quality;

- identify food and potable water supplies;
- assist the Minister of Health in the inspection and regulation of food safety.

ATTORNEY GENERAL

- provide advice to local governments and Provincial ministries and government corporations on legal matters relating to the preparation and promulgation of emergency orders, regulations, declarations and contractual arrangements;
- prepare, promulgate and implement orders relating to law enforcement and internal security
- through the police force having jurisdiction, provide:
 - advice to local authorities respecting the maintenance of law and order;
 - reinforcement of local police services;
 - security control of emergency areas;
 - traffic and crowd control;
 - search and rescue services for missing persons on land and in inland waters;
- provide coroner's services including the operation of temporary morgues, identification of the dead and registration of death;
- through the Provincial Emergency Program:
 - provide a 24-hour capability to direct requests for emergency assistance to appropriate municipal, provincial, federal or private sector agencies;
 - serve as the point of contact for requests for emergency assistance from and to the government of Canada, unless otherwise specified in intergovernmental agreements;
 - administer the emergency assistance vote to cover those of the incremental costs
 - (a) that are incurred by local governments, ministries and government corporations in responding to an emergency, and
 - (b) that the minister has approved;
 - organize and administer registered volunteers and temporary workers as requested or detailed in emergency response plans;
 - coordinate the emergency response activities of supporting ministries as requested or detailed in emergency response plans.

MINISTER OF ENVIRONMENT, LANDS AND PARKS

- provide professional and technical advice and direction at hazardous material spills or pollution spills;
- ensure the proper disposal of hazardous wastes and pollutants;
- assess and monitor air quality;
- provide flood forecasts and bulletins;
- provide flood assessment, technical services and planning staff at government operation centres in the case of floods;
- provide conservation officers to act as special constables to reinforce police forces in law and order and traffic duties;
- provide dam safety and inspection services.

MINISTER OF FINANCE AND CORPORATE RELATIONS

- provide risk management services in respect of possible compensation and liability claims;
- arrange the assignment of suitably qualified public employees from various ministries to special emergency duties;
- coordinate, in cooperation with ministries, the establishment and maintenance of Emergency Financial Response and Back-up Teams throughout British Columbia.

MINISTER OF FORESTS

- provide Ministry of Forests personnel, equipment, supplies, telecommunications equipment, aviation support and weather information to assist in emergency response operations.

MINISTER OF GOVERNMENT SERVICES

- provide government aircraft and vehicles;
- provide for the leasing or purchase of emergency supplies and equipment;
- through government communications office, coordinate the Provincial government emergency information services.

MINISTER OF HEALTH

- provide public health measures including epidemic control and immunization programs;
- provide and coordinate ambulance services and triage, treatment, transportation and care of casualties;
- provide the continuity of care for persons evacuated from hospitals or other health institutions and for medically dependant persons from other care facilities;
- provide standard medical units consisting of emergency hospitals, advanced treatment centres, casualty collection units and blood donor packs;
- inspect and monitor potable water supplies;
- inspect and regulate food quality with the assistance of the Minister of Agriculture, Fisheries and Food;
- provide critical incident stress debriefing and counselling services;
- provide support and supervision services for physically challenged or medically disabled persons affected by an emergency.

MINISTER OF MUNICIPAL AFFAIRS

- through the office of the fire commissioner, coordinate fire fighting in a declared state of emergency.

MINISTER OF SOCIAL SERVICES

- provide the following:
 - food, clothing and shelter in private or congregate facilities;
 - registration and information to assist in locating and reuniting of families;
 - care of children who are not accompanied by a guardian or custodian, and mentally challenged persons;
 - necessary financial assistance or assistance in kind;
- provide clothing, food, shelter, registration and information services as may be required by emergency workers;
- provide assistance to local authorities in the planning and operation of emergency social services consisting of emergency feeding, clothing, lodging, registration and inquiry and personal services.

MINISTER OF TRANSPORTATION AND HIGHWAYS

- coordinate and arrange for transportation, engineering and construction resources.

BRITISH COLUMBIA FERRY CORPORATION

- provide priority loading for the transport of emergency personnel, equipment and supplies;
- provide ferries to serve as reception centres, hospitals, response centres or other emergency facilities.

BRITISH COLUMBIA HYDRO AND POWER AUTHORITY

- coordinate the restoration of electric facilities, taking into account domestic, commercial, industrial and government requirements;
- interrupt hydro services when they pose a threat to life or property;
- conduct safety measures in respect to B.C. Hydro dams, including initiating warnings in the event of dam failures.

BRITISH COLUMBIA RAIL LIMITED

- provide priority movement of emergency personnel, equipment and supplies;

- in cooperation with Transport Canada, assist at railway crashes, derailments in the conduct of rescue operations, removal of debris and the cleanup of hazardous material;
- provide railcars for emergency facilities;
- provide specialized equipment.

BRITISH COLUMBIA SYSTEMS CORPORATION

- provide technical advice and assistance on the acquisition of telecommunications equipment, systems and computers.

BRITISH COLUMBIA TRANSIT

- coordinate requirements for public transportation, including school and privately owned buses.

BRITISH COLUMBIA BUILDINGS CORPORATION

- provide priority allocation of government buildings for operational accommodation, storage or other emergency requirements;
- make emergency rental or lease arrangements for private sector buildings or other infrastructure requirements;
- assess damage to government buildings.

Note: this regulation repeals B.C. Regs. 467/59, 472/59, 20/63, 59/63, 101/63, 92A/66, 48/69, 666/76 and 243/83.

[Provisions of the [Emergency Program Act](#), R.S.B.C. 1996, c. 111, relevant to the enactment of this regulation: section 28]

**LOCAL AUTHORITY
EMERGENCY MANAGEMENT
REGULATION**

B.C. Reg. 380/95
O.C. 1075/95

Deposited September 8, 1995

This consolidation is current to May 18, 2021.

Emergency Program Act
**LOCAL AUTHORITY EMERGENCY
MANAGEMENT REGULATION**

Contents

- 1 Interpretation
- 2 Local emergency plans
- 3 Powers of a local authority
- 4 Duties of a local authority

Interpretation

- 1 In this regulation "**Act**" means the *Emergency Program Act*.

Local emergency plans

- 2 (1) A local authority must reflect in the local emergency plan prepared by it under section 6 (2) of the Act
 - (a) the potential emergencies and disasters that could affect all or any part of the jurisdictional area for which the local authority has responsibility, and
 - (b) the local authority's assessment of the relative risk of occurrence and the potential impact on people and property of the emergencies or disasters referred to under paragraph (a).
- (2) Each municipal council and each board of a regional district that qualifies as a local authority under section 1 (1) of the Act must reflect in its local emergency plan, unless it is documented elsewhere,
 - (a) the commitment of the local authority to provide policy guidance and direction to the emergency management organization established by that local authority under section 6 (3) of the Act, and
 - (b) the procedures by which that guidance and direction is to be provided.
- (3) A local authority must, as part of the local emergency plan prepared by it under section 6 (2) of the Act,
 - (a) require a periodic review and updating of the local emergency plan and establish a procedure for that review and revision,
 - (b) establish and maintain for all emergency response staff to whom responsibilities are assigned in the plan,
 - (i) a program of emergency response exercises, and
 - (ii) a training program,
 - (c) identify the procedures by which emergency resources, including, without limitation, personnel, equipment, facilities and financial resources, may be obtained from sources within or outside of the jurisdictional area for which the local authority has responsibility,
 - (d) establish the procedures by which the plan is to be implemented,
 - (e) establish procedures by which those persons who may be harmed or who may suffer loss are notified of an emergency or impending disaster,
 - (f) coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority,

- (g) establish the priorities for restoring essential services provided by the local authority that are interrupted during an emergency or disaster, and
 - (h) recommend to service providers the priorities for restoring essential services not provided by the local authority that are interrupted during an emergency or disaster.
- (4) A local authority may incorporate into its local emergency plan any confirmed, potential or anticipated assistance and resources of other levels of government or other non-government bodies.

Powers of a local authority

- 3 Nothing in this regulation or the Act prevents a local authority from
- (a) entering into mutual aid agreements with one or more local authorities for emergency resources of all types and subsequent cost recovery,
 - (b) entering into agreements with non-government organizations for emergency resources of all types and subsequent cost recovery, and
 - (c) providing emergency training to and conducting emergency exercises with persons residing or carrying on business in the jurisdictional area for which the local authority has jurisdiction.

Duties of a local authority

- 4 Each municipal council and each board of a regional district that qualifies as a local authority under section 1 (1) of the Act must, on the request of and within the time required by the minister, submit to the minister
- (a) the local emergency plan as prepared under section 6 (2) of the Act and updated under section 2 (3) (a) of this regulation,
 - (b) the schedule and content of any emergency training or exercise program, and
 - (c) any other emergency prevention, preparedness, response or recovery information that the minister considers necessary to assist the minister in preparing or establishing procedures required for the prompt and efficient implementation of plans and programs to meet emergencies and disasters.

[Provisions of the [Emergency Program Act](#), R.S.B.C. 1996, c. 111, relevant to the enactment of this regulation: section 28]

**COMPENSATION AND
DISASTER FINANCIAL
ASSISTANCE REGULATION**

**[includes amendments up to
B.C. Reg. 211/2015, November
28, 2016]**

B.C. Reg. 124/95
O.C. 310/95

Deposited March 31, 1995

This consolidation is current to May 18, 2021.

[Link to Point in Time](#)

Emergency Program Act

COMPENSATION AND DISASTER FINANCIAL ASSISTANCE REGULATION

[includes amendments up to B.C. Reg. 211/2015, November 28, 2016]

Contents

Part 1 — Compensation

- 1 Definitions
- 2 Compensation must be paid
- 3 Procedure for the payment of required compensation
- 4 Arbitration
- 5 Compensation may be paid
- 6 Procedure for paying available compensation
- 7 Arbitration

Part 2 — Disaster Financial Assistance

Division 1 — Interpretation

- 8 Definitions and application

Division 2 — Acceptance of Claim

- 9 Eligibility for assistance
- 10 Acceptable claims
- 11 Calculation of assistance for eligible materials
- 12 Calculation of assistance for eligible structures

Division 3 — Limits on Payment of Assistance on Accepted Claims

- 13 Limit to assistance
- 14 Multiple claims for assistance for repair
- 15 No assistance for structures in flood plain area
- 16 Claimant must act to protect property
- 17 Effect of litigation on payment of assistance
- 18 Restrictive covenants

Division 4 — Process for Payment of Assistance

- 19 Payment process

Part 3 — Disaster Financial Assistance for Local Government Body

Division 1 — Interpretation

- 20 Definitions and application

Division 2 — Acceptance of Claim

- 21 Eligibility for assistance
- 22 Acceptable claims
- 23 Structural repair, rebuilding or replacement
- 24 Calculation of assistance for eligible materials
- 25 Calculation of assistance for public facilities
- 26 Calculation of assistance for compensation payment
- 27 Calculation of assistance for general administration costs

Division 3 — Limits on Payment of Assistance on Accepted Claims

- 28 Limit to assistance
- 29 Multiple claims for assistance for repair

30 No assistance for structures in flood plain area

31 Claimant must act to protect property

32 Effect of litigation on payment of assistance

Division 4 — Process for Payment of Assistance

33 Payment process generally

Schedule 1

Schedule 2

Schedule 3

Schedule 4

Schedule 5

Part 1 — Compensation

Definitions

1 In this regulation:

"Act" means the *Emergency Program Act*;

"assessed value" means assessed value determined under the *Assessment Act*;

"manufactured home" has the same meaning as in the *Manufactured Home Act*;

"structure" includes trailers and manufactured homes that are not capable of being readily moved and are insured for fire and theft.

Compensation must be paid

2 An owner of real or personal property that is lost or damaged as a result of being acquired or used under section 10 (1) (d) or 13 (1) (b) or (c) of the Act is entitled to compensation under this Part for that property in an amount equal to the lesser of

- (a) the amount required to repair the property to the condition it was in immediately before its use or acquisition, and
- (b) the amount required to replace the property with property of the nature, value and quality of the property being replaced.

Procedure for the payment of required compensation

3 (1) The government or the local authority, as the case may be, that is obligated to provide compensation for lost or damaged property under section 2 must, within 60 days after the later of the conclusion of the emergency or disaster in response to which the property was used or acquired and the date on which the government or local authority receives a claim for compensation under section 2,

- (a) make an offer of compensation to the owner referred to in section 2, or
- (b) if no offer is made or the offer made is rejected, appoint a person to act as an adjuster to assess the amount of compensation that is payable under section 2.

(2) If an offer made under subsection (1) (a) is accepted, the government or local authority, as the case may be, must promptly provide to the claimant the amount of the accepted offer.

(3) If a person is appointed as adjuster under subsection (1) (b), the adjuster must determine the amount of compensation that the adjuster considers should be paid under section 2 and must notify the claimant of that determination.

(4) The adjuster must notify the government or local authority by which the adjuster was appointed of the amount of compensation that the adjuster has determined should be paid under section 2 and whether

- (a) the claimant agrees with the determination, or
- (b) the claimant disputes the determination.

(5) After receiving a notice from an adjuster under subsection (4) (a), the government or local authority, as the case may be, must promptly

- (a) provide to the claimant the amount of compensation determined by the adjuster, or
 - (b) if the government or local authority disputes the determination, proceed under subsection (6).
- (6) After receiving a notice from an adjuster under subsection (4) (a) with which the government or local authority disagrees or a notice under subsection (4) (b), the government or local authority, as the case may be, must promptly
- (a) notify the claimant as to the claimant's right to elect the number of arbitrators to be appointed under section 19 (3) (a) of the Act, and
 - (b) initiate arbitration under section 19 of the Act.

Arbitration

- 4 If an arbitration is held in respect of the amount of compensation that is to be provided to a claimant under section 2, the government or local authority, as the case may be, must, promptly after receiving notice of the result of the arbitration, make payment to the claimant of the amount determined in the arbitration to be payable.

Compensation may be paid

- 5 (1) The government may, but need not, provide compensation under section 19 (2) of the Act to a person who claims compensation under section 6 in respect of the claimant's real or personal property that was lost or damaged as a result of any action taken by the government under section 7, 8 (1) or 10 (1) of the Act, other than the acquisition or use of the property under section 10 (1) (d) of the Act.
- (2) The government may in its sole discretion set guidelines respecting
- (a) the claimants or classes of claimants to which compensation may be paid under this section,
 - (b) the period of time within which a claim for compensation under this section must be received by the government,
 - (c) the basis on which the amounts of compensation that may be paid under this section are to be calculated, and
 - (d) the maximum amount of compensation that may be paid under this section to any one claimant.
- (3) No claimant referred to in subsection (1) may receive any compensation under this Part in excess of the amount to which the claimant is entitled under subsection (2) (c) or (d).

Procedure for paying available compensation

- 6 (1) A claimant referred to in section 5 (1) must, within the period of time specified under section 5 (2) (b), provide to the government written notice that the person is claiming compensation.
- (2) After the government receives the notice referred to in subsection (1), it may
- (a) determine that the claimant is not eligible to receive compensation under this section, or
 - (b) if it considers that the claimant may be eligible for compensation,
 - (i) make an offer of compensation to the person, or
 - (ii) if no offer is made or the offer made is rejected, appoint a person to act as an adjuster to assess the amount of compensation, if any, to which the claimant may be entitled.
- (3) If the government makes a determination under subsection (2) (a), no compensation is payable to the claimant under this section.
- (4) If an offer made under subsection (2) (b) (i) is accepted, the government must promptly provide to the claimant the amount of the accepted offer.
- (5) If a person is appointed as adjuster under subsection (2) (b) (ii), the adjuster must, in consultation with the claimant, determine the maximum amount of compensation that could be paid under the guidelines established under section 5 (2) and notify the claimant of that determination.
- (6) The adjuster must notify the government of the maximum amount of compensation that the adjuster has determined could be paid to the claimant under section 5 and whether
- (a) the claimant agrees with the determination, or
 - (b) the claimant disputes the determination.

- (7) After receiving a notice from an adjuster under subsection (6), the government must determine the amount of compensation, if any, that it is willing to provide to the claimant and must
- (a) if that amount is equal to the maximum amount referred to in subsection (6), promptly provide payment of that amount to the claimant and notify the adjuster of that payment, or
 - (b) in any other case, notify the adjuster, in writing, of the amount of compensation, if any, it is prepared to provide to the claimant.
- (8) An adjuster who receives a notice under subsection (7) (b) must advise the claimant as to the amount of compensation, if any, the government is prepared to provide and seek a written notice of acceptance of that offer from the claimant.
- (9) If the claimant accepts the amount of compensation offered under subsection (7) (b), the claimant must provide a written notice of acceptance to the adjuster and the adjuster must provide that written notice of acceptance to the government.
- (10) After receiving a written notice of acceptance under subsection (9), the government must promptly provide to the claimant payment of the amount offered and notify the adjuster of that payment.
- (11) If the claimant does not accept the amount of compensation offered under subsection (7) (b), the claimant must, if the claimant wishes to have the claim arbitrated, provide written notice to the minister
- (a) requesting the initiation of the arbitration proceedings provided for in section 19 (3) of the Act, and
 - (b) electing the number of arbitrators to be appointed under that section.

Arbitration

- 7 (1) The arbitrators in an arbitration under section 6 (11) must determine the amount of compensation, if any, to which the claimant is entitled under the guidelines established by the government under section 5 (2).
- (2) The government must, promptly after receiving notice of the result of the arbitration, make payment to the claimant of the amount determined under subsection (1).

Part 2 — Disaster Financial Assistance

Division 1 — Interpretation

Definitions and application

- 8 (1) In this Part and in Schedules 1 to 4:

"charitable or volunteer organization" means a not for profit charitable organization that

- (a) in the opinion of the minister, provides a benefit or service to the community at large,
- (b) has been in existence for at least 12 months, and
- (c) is a society as defined in section 1 of the *Societies Act* or a registered extraprovincial non-share corporation as defined in section 167 of that Act;

"eligible business materials", in relation to a small business, means items essential to the operation of the small business;

"eligible business structure", in relation to a small business, means a structure that is essential to the operation of the small business;

"eligible charitable or volunteer materials", in relation to a charitable or volunteer organization, means items essential to the operation of the charitable or volunteer organization;

"eligible charitable or volunteer structure", in relation to a charitable or volunteer organization, means a structure that is essential to the operation of the charitable or volunteer organization;

"eligible claimant" means a claimant described in section 9 (a) to (e);

"eligible costs" does not include costs or expenses

- (a) recoverable at law, or for which insurance was reasonably and readily available,

- (b) of a class or kind for which provision is made in whole or in part under any other program offered by local, provincial, federal or international governments or agencies,
- (c) to repair damage caused to a structure or facilities by a hazard if assistance had previously been provided to prevent damage from that or a similar type of hazard and that assistance was not used for that preventive work as required,
- (d) that are a normal risk of a business, trade, calling or enterprise,
- (e) for repair, rebuilding or replacement that cannot be considered essential to a home, livelihood or community service, including, without limitation, non-essential roads and bridges, landscaping or pleasure items,
- (f) for repair, rebuilding or replacement of a structure owned by industry, a government corporation or a business that is not a small business, other than a structure owned by a government corporation supplying sewer or water services,
- (g) to repair, rebuild or replace items or facilities for which there is no proof of ownership, title or rights and privileges assigned by way of lease or permit,
- (h) to repair, rebuild or replace structures, including, without limitation, buildings, fixtures, retaining walls, dikes and septic systems, that had significantly deteriorated before the disaster through neglect or undue wear and tear, or
- (i) that, in the case of a charitable or volunteer organization, are incurred as a result of a disaster and are recovered from agencies such as the Canadian Disaster Relief Fund or from disaster fund raising drives;

"eligible expense" means

- (a) eligible personal expense as defined in Schedule 1,
- (b) eligible small business expense as defined in Schedule 2,
- (c) eligible farm operation expense as defined in Schedule 3, or
- (d) eligible charitable or volunteer expense as defined in Schedule 4;

"eligible farm materials", in relation to a farm operation, means items essential to the operation of the farm operation;

"eligible farm structure", in relation to a farm operation, means a structure that is essential to the operation of the farm operation;

"eligible materials" means

- (a) eligible personal effects,
- (b) eligible business materials,
- (c) eligible farm materials, or
- (d) eligible charitable or volunteer materials;

"eligible personal effects" means

- (a) for an owner of a structure referred to in section 9 (a), the necessities of life owned by and required for the owner or any of the other permanent residents of the structure, and
- (b) for a tenant in a structure referred to in section 9 (b), the necessities of life owned by and required for the tenant or any of the other permanent residents of the structure;

"eligible residence" means a structure owned by a claimant and occupied by the claimant as the claimant's principal residence;

"eligible structure" means

- (a) an eligible residence,
- (b) an eligible business structure,
- (c) an eligible farm structure, or
- (d) an eligible charitable or volunteer structure;

"farm operation" means an operation that

- (a) is identified in the current assessment of the British Columbia Assessment Authority as a developing or established agricultural operation,
- (b) is owned and operated by a person whose full-time employment is as a farmer, and
- (c) is the means by which the owner of the farm operation derives the majority of that person's income;

"principal residence" means, in relation to an individual claiming assistance under this Part, the residence that is occupied by the individual as the individual's home, the residence in which the majority of the individual's personal effects are located and

- (a) the residence of which the individual is, at the time of the occurrence of the disaster in respect of which the assistance is claimed, an owner and for which the individual
 - (i) received a grant under section 2 of the *Home Owner Grant Act* or would have been entitled to receive such a grant but for section 2 (3) of that Act or Schedule 1 or Schedule 2 of that Act, or
 - (ii) is entitled or would, but for section 2 (3) of the *Home Owner Grant Act* or Schedule 1 or Schedule 2 of that Act, be entitled to receive a grant under section 2 of that Act as a result of becoming an owner of the residence after the date on which the last grants under that Act were provided,
- (b) if the individual is not an owner of a residence, the residence of which the individual is, at the time of the occurrence of the disaster in respect of which the assistance is claimed, an eligible occupant within the meaning of the *Home Owner Grant Act* and for which a person, other than the individual,
 - (i) received a grant under section 3, 4 or 5 of that Act for the benefit of the individual or would have been entitled to receive such a grant but for section 3 (4), 4 (4) or 5 (4) of that Act or Schedule 1 or Schedule 2 of that Act, or
 - (ii) is entitled or would, but for section 3 (4), 4 (4) or 5 (4) of that Act or Schedule 1 or Schedule 2 of that Act, be entitled to receive a grant for the benefit of the individual under section 3, 4 or 5 of that Act as a result of the individual becoming an eligible occupant of the residence after the date on which the last grants under that Act were provided, or
- (c) if, at the time of the occurrence of the disaster in respect of which the assistance is claimed, the individual is neither an owner of a residence nor an eligible occupant of a residence within the meaning of paragraph (b) or is an owner or eligible occupant of a residence but has permanently ceased residing in the residence of which the individual is an owner or eligible occupant, the residence in which the individual resides for at least 1/2 of each year or of which the individual has assumed occupancy for the purpose of residing there for at least 1/2 of each year;

"small business" means a business

- (a) that is managed by the owner of the business on a day to day basis,
- (b) the income from which is the owner's major source of income,
- (c) the gross sales of which are less than \$1 million per year, and
- (d) that employs less than 50 employees at any one time.

- (2) This Part applies in the event of a disaster in respect of which the Lieutenant Governor in Council or the minister has determined that disaster financial assistance may be provided.

[am. B.C. Reg. 211/2015, s. 18.]

Division 2 — Acceptance of Claim

Eligibility for assistance

- 9 The following claimants may be eligible to receive assistance under this Part if they have, before receiving that assistance, provided notice to the Provincial Emergency Program of any civil litigation they have initiated to recover some or all of the loss, costs or damages they suffered as a result of the disaster and if and to the extent only that their claim has been accepted under this Part:
- (a) an owner of a structure damaged or destroyed in a disaster if the structure constituted the principal residence of the owner;
 - (b) a tenant whose eligible personal effects, while in the tenant's principal residence, are damaged or destroyed in a disaster;

- (c) the owner of a small business;
- (d) the owner of a farm operation;
- (e) a charitable or volunteer organization.

Acceptable claims

- 10** (1) Subject to sections 11 and 12 and subsection (2) of this section, any one or more of the following claims may be accepted from an eligible claimant:
- (a) a claim for eligible personal expenses as that term is defined in Schedule 1;
 - (b) a claim for eligible small business expenses as that term is defined in Schedule 2, if and to the extent that the claimant is the owner of a small business and can demonstrate that without the claimed assistance the future of the business could be placed in jeopardy;
 - (c) a claim for eligible farm operation expenses as that term is defined in Schedule 3, if and to the extent that the claimant is the owner of a farm operation and can demonstrate that without the claimed assistance the future of the farm operation could be placed in jeopardy;
 - (d) a claim for eligible charitable or volunteer expenses as that term is defined in Schedule 4, if and to the extent that the claimant is a charitable or volunteer organization and can demonstrate that without the claimed assistance the future of the charitable or volunteer organization could be placed in jeopardy.
- (2) No claim under section 1 (a) of any of Schedules 1 to 4 may be accepted for structural repair to or for the rebuilding, replacement or relocation of a structure unless the claimant is the owner of the structure in respect of which the claim is made.

Calculation of assistance for eligible materials

- 11** A claim for any item of eligible materials damaged or destroyed in a disaster may be accepted for not more than an amount equal to the lesser of
- (a) the cost to repair the item to the condition it was in immediately before the disaster, and
 - (b) the cost to replace the item with a basic model of that item.

Calculation of assistance for eligible structures

- 12** (1) A claim for an eligible structure damaged or destroyed in a disaster may be accepted for an amount equal to the lesser of
- (a) the cost to repair the structure to the condition it was in immediately before the disaster,
 - (b) the cost to rebuild the structure,
 - (c) the cost to replace the structure, and
 - (d) the assessed value of the structure.
- (2) Despite subsection (1), if an eligible structure is damaged or destroyed in a disaster and in the opinion of the director retention of the structure on the land on which the structure stood before the disaster constitutes a potential threat to life or safety, the Provincial Emergency Program may accept a claim for that eligible structure for an amount equal to the lesser of
- (a) the cost to relocate the structure and to repair it to the condition it was in immediately before the disaster, and
 - (b) the assessed value of the structure.
- (3) The cost to repair an eligible structure under subsection (1) (a) or (2) (a) includes the costs needed to repair the structure to a condition that meets the prevailing codes in the applicable area.
- (4) The cost of relocation under subsection (2) (a) does not include the costs to acquire the land to which the eligible structure could be relocated.

Division 3 — Limits on Payment of Assistance on Accepted Claims

Limit to assistance

- 13** Subject to this Division, the amount of assistance payable under this Part in respect of any claim accepted under Division 2 is 80% of the amount by which the amount of the accepted claim exceeds \$1 000, to a maximum payable

under this Part for an accepted claim of \$300 000.

[am. B.C. Reg. 85/2005.]

Multiple claims for assistance for repair

- 14** If assistance has been provided under this regulation on 2 occasions to repair, rebuild or replace a structure in a disaster prone area, a claimant seeking assistance to repair, rebuild or replace the structure is ineligible to receive that further assistance unless the minister determines that, after the second occasion, all corrective or preventive actions reasonably possible to avoid recurrence of the damage or destruction were taken.

No assistance for structures in flood plain area

- 15** If an area is designated under the *Municipal Act* as flood plain and a structure is built or installed in that area after the area has been so designated, no assistance will be provided to repair, rebuild or replace the structure if it is damaged in a flood unless the structure was determined by the Minister of Environment, Lands and Parks or by Canada Mortgage and Housing Corporation to have been properly flood protected.

Claimant must act to protect property

- 16** Assistance for an accepted claim may be reduced or denied if, in the minister's opinion, the claimant took no or insufficient action to protect the claimant's property before, during or after the occurrence of a disaster.

Effect of litigation on payment of assistance

- 17** (1) If civil litigation is initiated by a claimant to recover some or all of the loss, costs or damages suffered as a result of a disaster, assistance must not be paid to the claimant under this regulation unless
- (a) before payment of the assistance, the claimant agrees, in a manner satisfactory to the Provincial Emergency Program, that if judgment is awarded to the claimant in the litigation and the judgment includes an award in respect of an eligible expense for which assistance is provided, the claimant will repay to the government the portion of the amount recovered under the judgment that is attributable to that eligible expense up to a maximum amount repayable under this paragraph of the amount of assistance received by the claimant in respect of that eligible expense, or
 - (b) the assistance is paid after the conclusion of the litigation in an amount that reflects the recovery made by the claimant under the judgment.
- (2) For the purposes of subsection (1) (a), if less than the full amount of the judgment referred to in that subsection is recovered by the claimant, the portion of the amount recovered under the judgment that is attributable to an eligible expense is the proportion of the amount recovered that the judgment awarded in respect of the eligible expense bears to the whole of the judgment amount awarded.

Restrictive covenants

- 18** If assistance is claimed for or in respect of a structure and one or more restrictive covenants are registered on the title to the land on which the structure was located,
- (a) if the placement or construction of the structure was not done in compliance with the restrictive covenants and that breach contributed in whole or in part to the damage to the structure, no assistance is payable under this Part in respect of the structure, or
 - (b) if assistance is available to the claimant, the maximum amount of assistance available to the claimant is the lesser of
 - (i) the amount to which the claimant would have been entitled under section 12 (1), and
 - (ii) the amount required to repair, rebuild or replace the structure to a reasonable standard that conforms with the restrictive covenant.

Division 4 — Process for Payment of Assistance

Payment process

- 19** (1) In this section "**adjuster**" means a person appointed to act as an adjuster under subsection (2).
- (2) If a disaster occurs for which assistance may be provided under this Part, the minister must appoint one or more persons to act as adjusters for the area affected by the disaster.

- (3) A person seeking assistance under this Part must, within 90 days after the Lieutenant Governor in Counsel or the minister makes a determination under section 8 (2) that disaster financial assistance may be provided, notify the Provincial Emergency Program that assistance will be sought.
- (4) On receipt of a notification under subsection (3), the Provincial Emergency Program must
 - (a) provide to the applicant a form to be completed by the applicant to apply for assistance, and
 - (b) notify the applicant of the identity of the persons appointed as adjusters and the means by which those persons may be contacted.
- (5) The applicant must, promptly after receipt by the applicant of the form referred to in subsection (4) (a), provide to an adjuster the completed application form along with all available documentation in support of the claim including invoices for any essential goods or services acquired before the application was submitted.
- (6) An adjuster who receives the documentation referred to in subsection (5) must determine the amount of assistance the adjuster considers appropriate under this regulation and must notify the claimant of that determination.
- (7) The adjuster must notify the Provincial Emergency Program of the amount of assistance that the adjuster recommends under this regulation and must include a statutory declaration of the applicant in which the applicant must
 - (a) indicate whether the applicant agrees with the recommendations of the adjuster, and
 - (b) if the applicant disagrees with parts of those recommendations, state which parts the applicant is in disagreement with and why.
- (8) After receiving a notice from an adjuster under subsection (7), the Provincial Emergency Program must review the adjuster's recommendation and must notify the adjuster, in writing, of the results of that review and, if some or all of the claim has been accepted by the Provincial Emergency Program, of the amount of assistance that is to be provided to the applicant and the adjuster must advise the applicant of that amount.
- (9) After the amount of assistance that is to be provided to an applicant under this section has been determined, the Provincial Emergency Program must promptly pay that amount to the applicant.

Part 3 — Disaster Financial Assistance for Local Government Body

Division 1 — Interpretation

Definitions and application

20 (1) In this Part and in Schedule 5:

"eligible local government body materials", in relation to a local government body, means equipment and materials essential to the functions and operation of the local government body including, without limitation, essential office and institutional furnishings;

"eligible local government body structure", in relation to a local government body, means a structure that is essential to the functions and operations of the local government body including, without limitation, government and public buildings, schools, hospitals, public libraries, penal institutions, welfare institutions, police stations, fire stations, and structures essential to the operation of public recreational facilities such as bathing beaches, zoos and parks;

"eligible public works" includes streets, roads, bridges, dams, breakwaters, wharves, dikes, levees, drainage facilities, flood control and irrigation systems and publicly owned sewer and water utilities;

"eligible costs" does not include costs or expenses

- (a) recoverable at law, or, subject to section 22 (3), for which insurance was reasonably and readily available,
- (b) of a class or kind for which provision is made in whole or in part under any other program offered by local, provincial, federal or international governments or agencies,
- (c) to repair damage caused to a structure or facilities by a hazard if assistance had previously been provided to prevent damage from that or a similar type of hazard and that assistance was not used for that preventive work as required,

- (d) that are a normal risk of a business, trade, calling or enterprise,
- (e) for repair, rebuilding or replacement that cannot be considered essential to the public welfare including, without limitation, non-public roads and bridges or landscaping,
- (f) that are normal operating expenses including, without limitation, regular salaries or equipment operating costs,
- (g) to repair or replace items or facilities for which there is no proof of ownership, title or rights and privileges assigned by way of lease or permit,
- (h) to repair, rebuild or replace structures, including, without limitation, buildings, fixtures, retaining walls, dikes and septic tank systems, that had significantly deteriorated before the disaster through neglect or undue wear and tear, or
- (i) incurred as a result of a disaster that are recovered from agencies such as the Canadian Disaster Relief Fund or from disaster fund raising drives;

"local government body" means

- (a) an educational body within the meaning of the *Freedom of Information and Protection of Privacy Act*,
- (b) a local government body within the meaning of the *Freedom of Information and Protection of Privacy Act*,
- (c) a health care body within the meaning of the *Freedom of Information and Protection of Privacy Act*, or
- (d) a social services body within the meaning of the *Freedom of Information and Protection of Privacy Act*;

"public facility" means an eligible local government body structure or any one of the eligible public works.

- (2) This Part applies in the event of a disaster in respect of which the Lieutenant Governor in Council or the minister has determined that disaster financial assistance may be provided to a local government body.

[am. B.C. Reg. 201/2006.]

Division 2 — Acceptance of Claim

Eligibility for assistance

21 A local government body may be eligible to receive assistance under this regulation

- (a) if it has, before receiving that assistance, provided notice to the Provincial Emergency Program of any civil litigation it has initiated to recover some or all of the loss, costs or damages it suffered as a result of the disaster, and
- (b) if and to the extent only that its claim has been accepted under this Act.

Acceptable claims

- 22** (1) Subject to sections 23 to 27 and subsection (2) of this section, a claim for eligible local government body expenses as that term is defined in Schedule 5 may be accepted from a local government body.
- (2) No claim for structural repair to or rebuilding or replacement of a public facility under section 1 (a) of Schedule 5 may be accepted unless the claimant is the owner of the public facility in respect of which the claim is made.
- (3) A local government body that has elected for self-insurance is entitled to the assistance available under this Part even though private insurance could have been purchased.

Structural repair, rebuilding or replacement

23 (1) Subject to section 25, no claim may be accepted for repair, rebuilding or replacement of a public facility damaged or destroyed in a disaster unless

- (a) the repair, rebuilding or replacement is completed to a standard that
 - (i) adheres to the prevailing codes in the affected area, and
 - (ii) is approved by the government, and
- (b) subject to subsection (2), the tendering practices and wage rates used for the repair, rebuilding or replacement are approved by
 - (i) the local government body, and
 - (ii) the government.

- (2) A claim for repair, rebuilding or replacement of a public facility for which the approvals required by subsection (1) (b) have not been provided may be accepted in exceptional circumstances and with the prior approval of the Provincial Emergency Program.

Calculation of assistance for eligible materials

- 24** A claim for any item of eligible local government body materials damaged or destroyed in a disaster may be accepted for not more than the lesser of
- (a) the cost to repair the item to the condition it was in immediately before the disaster, and
 - (b) the cost to replace the item with a basic model of that item.

Calculation of assistance for public facilities

- 25** (1) A claim for a public facility damaged or destroyed in a disaster may be accepted for an amount equal to the lesser of
- (a) the cost to repair the public facility to the condition it was in immediately before the disaster,
 - (b) the cost to rebuild the public facility,
 - (c) the cost to replace the public facility, and
 - (d) the assessed value of the public facility.
- (2) Despite subsection (1), if a public facility is damaged or destroyed in a disaster and in the opinion of the director retention of the public facility on the land on which the public facility stood before the disaster constitutes a danger to public safety or to the provision of essential local services, the Provincial Emergency Program may accept a claim for that public facility for an amount equal to the lesser of
- (a) the cost to relocate the public facility and to repair it to the condition it was in immediately before the disaster, and
 - (b) the assessed value of the public facility.
- (3) The cost of relocation under subsection (2) (a) does not include the costs to acquire the land to which the public facility could be relocated.

Calculation of assistance for compensation payment

- 26** A claim in respect of the compensation a local government body is obligated to pay under Part 1 as a result of a disaster may be accepted for not more than the lesser of
- (a) the amount of compensation actually paid by the local government body, and
 - (b) the amount determined by the Provincial Emergency Program to represent an appropriate amount of compensation in all of the circumstances.

Calculation of assistance for general administration costs

- 27** A claim for general administration costs under section 1 (g) of Schedule 5 may be accepted for not more than the lesser of
- (a) the general administration costs actually paid by the local government body, and
 - (b) the amount determined by the Provincial Emergency Program to represent an appropriate amount of general administration costs in all of the circumstances.

Division 3 — Limits on Payment of Assistance on Accepted Claims

Limit to assistance

- 28** Subject to this Division, the amount of assistance payable in respect of any claim accepted under Division 2 is
- (a) for claims referred to in section 1 (d) of Schedule 5, 100% of the amount of the accepted claim,
 - (b) for claims referred to in section 1 (g) of Schedule 5, the percentage of the amount of the accepted claim, up to a maximum of 10%, that the Provincial Emergency Program determines is appropriate, and
 - (c) for any other claim, 80% of the amount by which the amount of the accepted claim exceeds \$1 000.

Multiple claims for assistance for repair

- 29 If assistance has been provided under this regulation on 2 occasions to repair, rebuild or replace a public facility in a disaster prone area, the local government body seeking assistance to repair, rebuild or replace the public facility is ineligible to receive that further assistance unless the minister determines that, after the second claim was made, the local government body took all corrective or preventive actions that could reasonably have been taken to avoid recurrence of the damage or destruction.

No assistance for structures in flood plain area

- 30 If an area is designated under the *Municipal Act* as flood plain and a public facility is built or installed in that area after the area has been so designated, no assistance will be provided to repair, rebuild or replace the public facility if it is damaged in a flood unless the structure was determined by the Minister of Environment, Lands and Parks or by Canada Mortgage and Housing Corporation to have been properly flood protected.

Claimant must act to protect property

- 31 Assistance for an accepted claim may be reduced or denied if the minister determines that the local government body claimant took no or insufficient action to protect the claimant's property before, during or after the occurrence of a disaster.

Effect of litigation on payment of assistance

- 32 (1) If civil litigation is initiated by a local government body claimant to recover some or all of the loss, costs or damages suffered as a result of a disaster, assistance must not be paid to the claimant under this regulation unless
- (a) before payment of the assistance, the claimant agrees, in a manner satisfactory to the Provincial Emergency Program, that if judgment is awarded to the claimant in the litigation and the judgment includes an award in respect of an eligible expense for which assistance is provided, the claimant will repay to the government the portion of the amount recovered under the judgment that is attributable to that eligible expense up to a maximum amount repayable under this paragraph of the amount of assistance received by the claimant in respect of that eligible expense, or
 - (b) the assistance is paid after the conclusion of the litigation in an amount that reflects the recovery made by the claimant under the judgment.
- (2) For the purposes of subsection (1) (a), if less than the full amount of the judgment referred to in that subsection is recovered by the claimant, the portion of the amount recovered under the judgment that is attributable to an eligible expense is the proportion of the amount recovered that the judgment awarded in respect of the eligible expense bears to the whole of the judgment amount awarded.

Division 4 — Process for Payment of Assistance**Payment process generally**

- 33 (1) If a disaster occurs for which assistance may be provided under this Part, a local government body that intends to make a claim for assistance must
- (a) promptly notify the Provincial Emergency Program that it will be seeking assistance under this section, and
 - (b) specify the purposes for which that assistance will be sought.
- (2) The Provincial Emergency Program must, after reviewing the notice provided by a local government body under subsection (1), notify the local government body as to whether it is eligible to receive some or all of the requested assistance.
- (3) A local government body that has provided a notice under subsection (1) and that has been advised under subsection (2) that it is eligible for assistance under this section must, promptly after being advised of its eligibility, submit a recovery plan to the Provincial Emergency Program detailing the various projects it intends to undertake for cleanup and restoration and the recovery plan may be phased if the works detailed in the plan will take time to complete.
- (4) A recovery plan submitted under subsection (3) must include
- (a) an estimate of the response costs,

- (b) for each project within the recovery plan, a description of the damage incurred, the work to be done and an estimate of the costs required to restore a public facility to pre-disaster condition,
 - (c) an identifying project number assigned by the claimant to each project in the recovery plan, and
 - (d) any other information the Provincial Emergency Program may require.
- (5) Recovery plans must be approved by the Provincial Emergency Program before implementation, and any work undertaken before that approval is given may ultimately be determined to be ineligible for assistance.
- (6) The Provincial Emergency Program may appoint persons to act as adjusters and to conduct on-site assessments to confirm the damage described and costs estimated in the recovery plan.
- (7) The Provincial Emergency Program may, in respect of a recovery plan submitted for approval, approve the plan as submitted, approve the plan subject to terms and conditions that the Provincial Emergency Program may impose or reject the plan and must, after approving or rejecting the plan,
- (a) notify the local government body of that decision, and
 - (b) if the plan is approved or is approved subject to terms and conditions, notify the local government body that funding for the approved plan will be made available in accordance with this section.
- (8) After it receives notice under subsection (7) that its recovery plan has been approved, the local government body must, at any time that it becomes aware that it will require assistance in an amount greater than the amount estimated in its recovery plan, notify the Provincial Emergency Program in writing of the increased funding, by project, stating the amount required and why the increase is needed.
- (9) Subject to subsection (10), claims made under this section in respect of a project referred to in the recovery plan may be submitted to the Provincial Emergency Program
- (a) on the completion of that project, or
 - (b) if the project is phased as contemplated by subsection (3), at the end of each phase.
- (10) All claims under this section must be submitted within 18 months after the date of the approval notice provided by the Provincial Emergency Program under subsection (7).
- (11) Claims submitted under subsection (9) must be prepared on the following basis:
- (a) recovery plan projects required to restore facilities must be distinguished and recorded separately from ongoing maintenance and other routine repair work;
 - (b) accounts must be maintained separately by project numbers assigned in the recovery plan;
 - (c) accurate time sheets for labour and equipment must be kept by project number to assist in the calculation of eligible costs;
 - (d) all invoices for goods and services must be kept by project number and must be accompanied by statements indicating the reason for purchasing the goods and services and their applicability to recovery operations.
- (12) After a claim has been submitted under subsection (9), the Provincial Emergency Program must review the claim and must notify the local government body, in writing, of the results of that review and, if some or all of the claim has been accepted, of the amount of assistance that is to be provided to the local government body in respect of that claim.
- (13) After determining the amount of assistance that is to be provided to a local government body under this section, the Provincial Emergency Program must promptly provide payment of that amount to the local government body along with an explanation as to how the final amount was determined and the reasons for the deletion of any claimed items.

Schedule 1

- 1** For the purposes of section 10 (1) (a) "**eligible personal expenses**" means eligible costs incurred or required for
- (a) structural repair to or replacement of an eligible residence including
 - (i) foundations, footings, seals, slab floors, pilings, structural walls and attached garages,
 - (ii) framing, roofing, doors, windows, materials, wall coverings, mouldings, fixtures and finishings,
 - (iii) filling and levelling to restore essential access,
 - (iv) wells, pumps, septic or sewer connections, water connections, electrical servicing and space and water heating equipment and gas connections,

- (v) retaining walls that form part of the eligible residence or that are essential to sustain land that is immediately adjacent to and critical to the eligible residence, and
 - (vi) existing protective works designed to protect banks from erosion,
- (b) repair to or replacement of eligible personal effects including,
- (i) for the kitchen or dining room, a stove, refrigerator, table and chairs, electrical appliances, table service and kitchen utensils, cleaning supplies and equipment, drapes and curtains and floor coverings,
 - (ii) for the living room, a hide-a-bed or chesterfield, a radio or a stereo system, occasional chairs and tables, lamps, floor coverings, drapes and curtains, and a television,
 - (iii) for the bedrooms, bedding, bedroom suites, box springs and mattresses, lamps, floor coverings, drapes and curtains,
 - (iv) floor coverings, curtains, towels and toiletries for one bathroom only,
 - (v) for the laundry room, a washer, a dryer, an iron, an ironing board, laundry supplies, curtains and floor coverings,
 - (vi) miscellaneous items such as clothing, household tools, prescription medicines, a sewing machine, a vacuum cleaner, a telephone, a mirror, a freezer, freezer food and root vegetables stored in a root cellar, and
 - (vii) specialized clothing, tools or equipment that are required for the claimant's current trade or profession and are essential for the claimant's ability, at the time of the claim, to earn the claimant's livelihood,
- (c) clean up and debris removal including
- (i) casual labour, including the owner, at the British Columbia minimum hourly rate, up to a maximum of 100 person-hours, unless the Provincial Emergency Program authorizes additional labour, and
 - (ii) commercial services and rentals, provided that those services and rentals are not on a continuing basis and conform to rates listed in the Province of B.C. Equipment Rental Rate Guide, copies of which are held by adjusters,
- (d) reasonable protective works and other measures undertaken during the occurrence of the disaster to protect life and property, including reasonable costs incurred in the removal and storage of the contents of the eligible residence, and
- (e) other necessary responses to the disaster including, with the approval of the Provincial Emergency Program, temporary accommodation, if emergency shelter is not available, for up to 3 days, or, in exceptional circumstances, for a period longer than 3 days,
- but does not include costs incurred or required for or in relation to
- (f) seasonal or recreational structures, their contents, and associated roads or bridges,
 - (g) damages that are the direct result of inadequate drainage or internal sewer or storm backup for which insurance was reasonably and readily available,
 - (h) damage to contents located in basements, crawl spaces or similar low-lying storage areas, unless the basement, crawl space or storage area was being used as an essential living area,
 - (i) unoccupied homes under construction,
 - (j) construction materials in storage or available for use for home construction,
 - (k) outbuildings, detached or semi-detached garages or carports, or their contents,
 - (l) jacuzzis, patios, pools, fences, garden tools or landscaping,
 - (m) jewelry, collectibles, artwork, antiques, silverware, furs, decorative items, money and securities or books and printed matter,
 - (n) pets, pet supplies, livestock, poultry, pens, corrals, feeds, outfittings, saddlery or beekeeping equipment and supplies,
 - (o) recreational items such as fishing equipment, hunting equipment, camera equipment, dark-room equipment, skates, skis, camping equipment, bicycles, games, toys, audio-visual equipment or lawn furniture,

- (p) automobiles, recreation vehicles, motorcycles, boats, planes, snowmobiles or other readily insured vehicles and vessels,
- (q) chemicals, preservatives, fuels or other like items,
- (r) wharves, docks, floats, jetties and other foreshore or backshore improvements,
- (s) illegal encroachments on or improvements of land or structures for the purpose of damage reduction, and
- (t) eroded or damaged land except for essential access routes and the removal of debris.

Schedule 2

1 For the purposes of section 10 (1) (b) "**eligible small business expenses**" means eligible costs incurred or required for

- (a) structural repair to or replacement of eligible business structures including
 - (i) foundations, footings, seals, slab floors, pilings, structural walls and attached garages,
 - (ii) framing, roofing, doors, windows, materials, wall coverings, mouldings, fixtures and finishings,
 - (iii) filling and levelling to restore essential access,
 - (iv) parking areas, pumps, services and connections and space and water heating equipment,
 - (v) retaining walls that form part of an eligible business structure or that are essential to sustain land that is immediately adjacent to and critical to an eligible business structure, and
 - (vi) existing protective works designed to protect banks from erosion,
- (b) repair to or replacement of eligible business materials including
 - (i) books and papers required to carry out the business,
 - (ii) tools and equipment essential to the business,
 - (iii) business furnishings, and
 - (iv) inventory at replacement cost,
- (c) clean up and debris removal including
 - (i) casual labour, including the owner and the owner's employees, at the British Columbia minimum hourly rate, up to a maximum of 100 person-hours unless the Provincial Emergency Program authorizes additional labour, and
 - (ii) commercial services and rentals, provided that those services and rentals are not on a continuing basis and conform to rates listed in the Province of B.C. Equipment Rental Rate Guide, copies of which are held by adjusters, and
- (d) reasonable protective works and other measures undertaken by the small business owner during the occurrence of the disaster to protect life and property, including reasonable costs incurred in the removal and storage of the contents of an eligible business structure,

but does not include

- (e) loss of wages or business operation income or loss of business opportunity, or
- (f) costs incurred or required for or in relation to
 - (i) damages that are the direct result of inadequate drainage or internal sewer or storm backup for which insurance was reasonably and readily available,
 - (ii) unoccupied business premises under construction,
 - (iii) construction materials in storage or available for construction purposes, unless those materials are inventory,
 - (iv) outbuildings and their contents unless essential to the operation of the business,
 - (v) landscaping,
 - (vi) eroded or damaged land except for essential access routes and the removal of debris,
 - (vii) chemicals, preservatives, fuels and other like items unless those items are inventory, and
 - (viii) illegal encroachments on or improvements of land or structures for the purpose of damage reduction.

Schedule 3

- 1 For the purposes of section 10 (1) (c) "**eligible farm operation expenses**" means eligible costs incurred or required for
- (a) structural repair to or replacement of eligible farm structures including
 - (i) filling and levelling to restore essential access to fields and outbuildings,
 - (ii) parking areas, pumps, services and connections and space and water heating equipment essential to farm operations,
 - (iii) fences on working farms where livestock is kept, excluding ornamental fences,
 - (iv) retaining walls that form part of an eligible farm structure or that are essential to sustain land that is immediately adjacent to and critical to an eligible farm structure, and
 - (v) existing protective works designed to protect banks from erosion,
 - (b) repair to or replacement of eligible farm materials including
 - (i) standing and harvested crops for which insurance was not available in British Columbia and for which no other government financial aid or program exists,
 - (ii) farm machinery that was not insurable,
 - (iii) bedding, pesticides, mulch, feed, seed and product losses including fertilizers, biocides, hormones and supplements essential to farm operations, and
 - (iv) livestock and poultry essential to farm operations for which insurance was not available,
 - (c) clean up and debris removal including
 - (i) restoration of farmland to a workable condition, including, without limitation, removal of debris, replacement of topsoil, restoration of fertility by manure or commercial fertilizer and land levelling where land gouging or surface erosion has occurred, provided that the cost of restoration does not exceed the previous assessed value of the land unit being restored and that the land was, before the occurrence of the disaster, in production or was being left fallow in accordance with good farming practices,
 - (ii) casual labour, including the owner and members of the owner's family, at the British Columbia minimum hourly rate, up to a maximum of 100 person-hours, unless the Provincial Emergency Program authorizes additional labour,
 - (iii) commercial services and rentals, provided that those services and rentals are not on a continuing basis and conform to rates listed in the Province of B.C. Equipment Rental Rate Guide, copies of which are held by adjusters, and
 - (iv) use of own equipment, excluding depreciation costs, at rates listed in the B.C. Equipment Rental Rate Guide plus fuel and lubricants not included in the rates listed in that guide, and
 - (d) reasonable protective works and other measures undertaken by the farm operator during the occurrence of the disaster to protect life and property, including reasonable costs incurred in the removal from the farmland and in the storage of machinery, livestock, poultry, harvested crops, or other items essential to farm operations,

but does not include

- (e) loss of income due to loss of production or market,
- (f) loss of value of land because of damage, unless the cost to restore the land is greater than the assessed value of the land immediately before the occurrence of the disaster,
- (g) costs incurred or required for or in relation to
 - (i) pets, pet supplies, pens, corrals, outfittings or saddlery, unless essential to farm operations,
 - (ii) private roads, except for essential access to fields and outbuildings,
 - (iii) construction materials in storage or available for construction purposes,
 - (iv) decorative landscaping, or
 - (v) illegal encroachments on or improvements of land or structures for the purpose of damage reduction.

Schedule 4

- 1 For the purposes of section 10 (1) (d) "**eligible charitable or volunteer expenses**" means eligible costs incurred or required for

- (a) structural repair to or replacement of eligible charitable or volunteer structures including
 - (i) foundations, footings, seals, slab floors, pilings, structural walls and attached garages,
 - (ii) framing, roofing, doors, windows, materials, wall coverings, mouldings, fixtures and finishings,
 - (iii) filling and levelling to restore essential access,
 - (iv) wells, pumps, septic or sewer connections, water connections, electrical servicings and space and water heating equipment,
 - (v) retaining walls that form part of an eligible charitable or volunteer structure or that are essential to sustain land that is immediately adjacent to and critical to an eligible charitable or volunteer structure,
 - (vi) outbuildings essential to the operation of the organization, and
 - (vii) existing protective works designed to protect banks from erosion,
 - (b) repair to or replacement of eligible charitable or volunteer materials including
 - (i) business books, papers, tools, equipment, and furnishings essential to the operation of the organization, and
 - (ii) inventory for sale, at replacement cost,
 - (c) clean up and debris removal including
 - (i) casual labour, including organization members, at the British Columbia minimum hourly rate, up to a maximum of 100 person-hours, unless the Provincial Emergency Program authorizes additional labour, and
 - (ii) commercial services and rentals, provided that those services and rentals are not on a continuing basis and conform to rates listed in the Province of B.C. Equipment Rental Rate Guide, copies of which are held by adjusters,
 - (d) reasonable protective works and other measures undertaken by the charitable or volunteer organization during the occurrence of the disaster to protect life and property, including reasonable costs incurred in the removal and storage of the contents of eligible charitable or volunteer structures,
- but does not include
- (e) damage to church property or private recreational facilities unless, in the case of church property, the property constitutes a facility essential to the secular needs of the community or in the case of a facility, the facility is run in the community's interest and is unrestrictedly accessible to the public,
 - (f) loss of wages or operational income or lost business opportunity, or
 - (g) costs incurred or required for or in relation to
 - (i) damages that are the direct result of inadequate drainage or internal sewer or storm backup for which insurance was reasonably and readily available,
 - (ii) unoccupied premises under construction,
 - (iii) construction materials in storage or available for construction purposes,
 - (iv) landscaping,
 - (v) eroded or damaged land except for essential access routes and the removal of debris,
 - (vi) chemicals, preservatives, fuels and other like items, or
 - (vii) illegal encroachments on or improvements of land or structures for the purpose of damage reduction.

Schedule 5

[am. B.C. Reg. 238/95.]

1 For the purposes of section 22 (1) "**eligible local government body expenses**" means eligible costs incurred or required for

- (a) structural repair to or replacement of a public facility including
 - (i) foundations, footings, seals, slab floors, pilings, structural walls and attached garages,
 - (ii) framing, roofing, doors, windows, materials, wall coverings, mouldings, fixtures and finishings,
 - (iii) filling and levelling to restore essential access,
 - (iv) parking areas, pumps, services and connections and space and water heating equipment,

- (v) retaining walls that form part of a public facility or that are essential to sustain land that is immediately adjacent to and critical to the public facility, and
- (vi) existing protective works designed to protect banks from erosion,
- (b) repair to or replacement of eligible local government body materials including books, papers and other records essential to local government body functions and operation,
- (c) clean up and debris removal including
 - (i) removal of damaged structures that constitute a threat to public safety,
 - (ii) pruning or removal of trees that constitute a threat to public safety,
 - (iii) removal of emergency works and the restoration of their sites to pre-disaster condition, and
 - (iv) necessary clearance of debris and wreckage from channels and streams, intakes and outfalls of sewers and storm drains and water supply reservoirs, and
- (d) emergency response measures including
 - (i) the rescue and transportation of and the emergency health arrangements and feeding, shelter and clothing for persons evacuated as a result of a disaster,
 - (ii) shelter and feeding for livestock, including the restoration of facilities used for those purposes,
 - (iii) measures taken to reduce the extent of damage by the removal of hazardous materials, valuable chattels, and assets from the area of immediate risk, including the provision of storage space and transportation costs,
 - (iv) measures to determine the area and extent of the disaster,
 - (v) containment of the disaster including the provision of essential services, equipment, material and labour for protective works, both for individual protection and for that of publicly owned institutions and utilities,
 - (vi) the provision of emergency medical care to casualties of the disaster or of a resulting epidemic including the transportation of casualties from an apprehended disaster area and their return following the disaster or the transportation of regular patients to make way for casualties and their return following the disaster,
 - (vii) the establishment and implementation of special security measures, and
 - (viii) the establishment and operation of any one or more of special communications facilities, special registration and inquiry services, emergency control headquarters, and protective health and sanitation facilities,
- (e) the deductible amounts for insurance costs,
- (f) costs of inspection, appraisal, planning or design if the services for which the costs are incurred are essential to the local government body's ability to determine the costs of repair, rebuilding or replacement, provided that the claim, under this paragraph
 - (i) must exclude costs incurred by the permanent staff of local government body agencies, and
 - (ii) may include the cost of temporarily filling positions of full-time staff while those full-time staff are engaged in conducting disaster assistance surveys and assessments if documentation is available specifying the positions being filled, the persons employed and the actual time during which they were so employed,
- (g) general administrative costs arising out of individual projects within a recovery plan submitted under section 33 (3),
- (h) replacing local government body stores or materials that are damaged or destroyed in responding to emergencies or in repairing public facilities damaged in disasters, and
- (i) payment by the local government body of compensation it is obligated to pay under Part 1 as a result of the disaster,

but does not include

- (j) loss of operational income,
- (k) amounts paid to private contractors in excess of the rates listed in the B.C. Equipment Rental Rate Guide, or
- (l) costs incurred or required for or in relation to

- (i) damages that are the direct result of inadequate drainage or internal sewer or storm backup for which insurance was reasonably and readily available,
- (ii) works undertaken as preventive measures to guard against future disasters for which prior approval of the Provincial Emergency Program has not been obtained,
- (iii) construction materials in storage or available for construction purposes, unless those materials are inventory,
- (iv) Repealed. [B.C. Reg. 238/95.]
- (v) landscaping,
- (vi) eroded or damaged land except for essential access routes and the removal of debris,
- (vii) Repealed. [B.C. Reg. 238/95.]
- (viii) illegal encroachments on or improvements of land or structures for the purpose of damage reduction,
- (ix) scalping of gravel beds other than the cost incurred or required to remove a deposition that is unusually heavy and that is directly related to the disaster,
- (x) the purchase of special or additional equipment to fight the disaster,
- (xi) salaries of permanent employees, except for overtime,
- (xii) expenditures related to preventative measures taken before the disaster, including equipment purchased or measures taken that would or should be a normal part of preparations to avoid or mitigate the effects of a disaster,
- (xiii) eroded or damaged land except for essential access routes and removal of debris,
- (xiv) chemicals, preservatives, fuels and other like items,
- (xv) unoccupied government premises under construction,
- (xvi) costs incurred in relation to illegal encroachment on or improvement of land for the purpose of damage reduction, and
- (xvii) costs incurred due to the cancellation or rescheduling of regular works projects.

[Provisions of the *Emergency Program Act*, R.S.B.C. 1996, c. 111, relevant to the enactment of this regulation: sections 19, 20 and 28]