

# Memo



To: Regular Meeting  
From: **Recovery Manager**  
Date: 2018-11-19  
Subject: Recovery Operations Update

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## Background

Grand Forks/RDKB Regional Emergency Program Recovery Manager will provide a detailed briefing to Council on:

- Recovery Strategic Objectives as endorsed by RDKB Board of Directors (included below)
- Overview of functional roles in the Recover Team (summary included below) and relationship to Provincial counterparts
- Review of work program (Gantt Chart, attached)

## Strategic Objectives

These objectives were developed by the Leadership Group based on BC Emergency Management System Principles, recovery literature, and professional experience of subject matter experts.

Our objective is to build back better by following these seven strategic objectives:

- 1) Protect Public Safety
  - a. Maintain emergency access across all land uses
  - b. Reduce flood risk exposure of households, transportation routes and sensitive land uses
  - c. Ensure all response, recovery, and long-term planning work supports the BC Emergency Management System priorities
- 2) Foster and Improve Health and Wellness and Support Housing Recovery
  - a. Reduce immediate suffering
  - b. Seek immediate, medium- and long-term housing recovery
  - c. Support household and community resilience
- 3) Deliver Permanent Solutions
  - a. Develop, seek funding for and implement flood protection and adaptation solutions including engineering, green infrastructure and land use bylaws and policies to improve climate resilience
  - b. Seek to optimize financial, social and environmental sustainability in solutions
- 4) Facilitate Economic Revitalization
  - a. Seek opportunities to advance recovery as investment in community

- resilience and development
  - b. Foster the environment for economic diversifications and new opportunities
  - c. Create opportunities for higher levels of support for economic and agricultural recovery
- 5) Facilitate Environmental Resilience & Adaptation
- a. Resolve environmental challenges caused by the flood
  - b. Advance ecosystem restoration and the protection of natural assets and ecosystem health
  - c. Seek opportunities for improving climate resilience at the ecosystem level
- 6) Engage Community and Stakeholders
- a. Create opportunities for participation of stakeholders and public in supporting decision making through consultation and community engagement
  - b. Ensure affected individuals and stakeholders are involved in decisions affecting their future
  - c. Use consistent, open and understandable communication tools and approaches
  - d. Continue and strengthen collaboration among local and senior governments
- 7) Ensure Equitable, Fair and Reasonable Decisions
- a. Support affected individuals with a case management approach that connects them with existing mandates and services wherever possible
  - b. Ensure fiscal accountability and responsibility and develop efficient solutions
  - c. Advocate for clarity of senior government decision making process, with recognition of local needs

## Recovery Team Summary of Roles

### Policy Group

- Two members of RDKB Board (Chair / Rural Grand Forks Director Roly Russell and Vice Chair / Christina Lake Director Grace McGregor) and two members of City Council (Mayor Brian Taylor and Councilor Neil Krog)
- Provides role to identify and bring forward improvements to Emergency Management policies, programs and related bylaws related to the flood response and recovery
- Provides continuity of understanding of recovery operations, funding and policy issues for Board and Council consideration
- Board or Council may consider additional roles for directors and members to liaise with Recovery Team via CAO/Corporate Services or agreed-upon channels (i.e. questions in advance of public or Board/Council meetings; providing links to community organizations or stakeholder groups needing presentations or engagement)

### Management Team

- Two managers from RDKB and City (GF Fire Rescue Dale Heriot, Dep Mgr Ops Cavan Gates; Kootenay Boundary Fire Rescue Chief Dan Derby, RDKB Manager of Planning and Development Donna Dean)
- Provides guidance and oversight to Recovery Management regarding implementation of strategic objectives; funding requests and spending approvals; integration with and referral into City and RDKB corporate, operations and planning functions
- In general Recovery Management reports to Management Team directly and raises issues to CAO level only when Management Team indicates that level of authority is required.

### “Leadership Group”

- Periodically the Policy Group, Management Team and Recovery Managers meet about emerging policy, funding, communication and staffing needs; reflect and refine strategic objectives; and identify strategies for political engagement with senior governments

### Recovery Management Structure

- 1) Recovery Manager and Deputy Manager (Graham Watt and Chris Marsh)
  - a. Provide coordination, resourcing and reporting functions for initiatives of the Recovery Team and as required individual Team Leads
  - b. Initiate funding requests and provide management and reporting to EMBC or other funders
  - c. Liaise with staff resources within respective (GF & RDKB) organizations where support for recovery initiatives is required
  - d. Provide briefings for senior staff or Council/Board as required
- 2) Planning Section Chief (Travis Arnold, RDKB)
  - a. Provides mapping, documentation and data management support for all aspects of Recovery Operations
  - b. Coordinates site deployment and management of data, forms, reporting and user management for the ‘Integrated Recovery Information System’
- 3) Finance Section Chief (Gina Camilleri, RDKB)
  - a. Tracks expenditure authorizations, funding requests and expenditures
  - b. Provides reporting and submission related to Recovery Team
- 4) Logistics Section Chief (Rachel Warriner, RDKB)
  - a. Provides coordination for resources and community supports relating to household and individual recovery and Recovery Team as required
  - b. Liaises with Wellness / Unmet Needs Committee and Case Managers
- 5) Operations Section Chief (not funded)
  - a. Provides coordination of recovery operations among team leads
  - b. Ensures span of control by managers not exceeded
- 6) Administrative Assistant / Logistics Support (Michele Cipressi, RDKB)

- 7) Consultants
  - a. Flood Issues Manager (Vivid Consulting)
    - i. Creating site-specific plans for dwellings currently under State of Local Emergency / Evacuation Order due to immanent risk
    - ii. Consults with homeowners, engineers / professionals, and emergency management and planning staff to support decisions regarding long-term habitability of sites
  - b. Advance Planning / Flood Emergency Plan (not yet funded)
    - i. Subject Matter Expert to develop flood emergency response plan for 2019 and beyond.
    - ii. Scope to include: captures key response operational learning from 2018 flood; estimates resources, materials and equipment required for protecting high risk sites; engages with local government, emergency management, business and industrial stakeholders; develops plan document(s) for use by Emergency Management Program.

#### Team Leads / Organizations

- 1) Critical Infrastructure
  - a. City Manager of Operations David Reid with project management / technical support by Michael Cassidy (Engineering Technologist) and other City and Regional District staff and consultants
  - b. Infrastructure repair (insurance, Disaster Financial Assistance, capital projects) and improvements including City and Greenwood / Midway sites
  - c. Flood protection infrastructure (dikes, stormwater improvements) and flood protection planning
- 2) Environment
  - a. Collective Roots Consulting (Contractor for RDKB for Kettle River Watershed Authority) Jessica Mace and Michael Tollis
  - b. Dealing with assessments for environmental damages (contamination, erosion) resulting with flood
  - c. Supporting planning, permitting, and stakeholder engagement and support for bank protection where regulations require 'Qualified Professional' (engineer, professional biologist) or Archaeological assessment, at an overview level.
- 3) Housing
  - a. Urban Matters (planning and housing specialists) Emmeline Marshall-Hill with support from Lee Prevost and Matt Thompson
  - b. Provide coordination, support and engagement on short, medium and long-term housing recovery needs
  - c. Provide additional consulting services for planning and engagement needs related to housing and community recovery
- 4) Wellness
  - a. Boundary Family Services – Darren Pratt

- b. Coordinates wellness and health resources and initiatives regarding support for flood affected individuals, families and others as needed
  - c. Oversees Wellness Working Group and Case Managers and supports case-specific resourcing needs and requests
- 5) Economic
  - a. Oversees and coordinates business, industry and agriculture impact assessment and recovery plans
  - b. Requests funds and advocates for capacity and business recovery needs

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## **Benefits or Impacts**

### **Policy/Legislation**

Multiple Federal, Provincial and Local policies and laws. Interacts with Official Community Plan, Zoning Bylaw, Floodplain Bylaw

### **Attachments**

Draft Recovery Work Plan (Gantt Chart)

### Report Approval Details

Document Title:	20181119RecoveryUpdateMemo.docx
Attachments:	- 181121DraftRecoveryGanttChart.pdf
Final Approval Date:	Nov 9, 2018

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Diane Heinrich was completed by assistant Daniel Drexler**

**Diane Heinrich - Nov 9, 2018 - 4:11 PM**