

COUNCIL REPORT

To: Mayor and Council

From: Fire Department

Date: July 3, 2025

Subject: District of Mackenzie Emergency Program Review.

RECOMMENDATION:

THAT Council awards the contract for Emergency and Continuity Program Gap Analysis to Colliers Project Leaders in the amount of \$45,000 plus GST;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

BACKGROUND:

On November 8, 2023, the Government of British Columbia introduced the Emergency Disaster Management Act (EDMA) to modernize emergency management practices. This legislation was developed in response to the increasing frequency and complexity of emergencies, including wildfires, floods, pandemics, and cyber threats. Some of the significant additions to the EDMA include:

- Mandatory engagement with Indigenous communities, in alignment with the Declaration on the Rights of Indigenous Peoples Act (DRIPA);
- Defined responsibilities for local authorities, Indigenous governing bodies, and critical infrastructure owners;
- Post-event reporting requirements, the ability to declare a Local Recovery Period (LRP), and;
- Risk assessment and planning obligations for critical infrastructure.

Implications for the District of Mackenzie

The EDMA introduces new responsibilities and expectations for local governments, including:

- Updating emergency plans to reflect the four-phase model of Emergency Management (Mitigation, Preparedness, Response, and Recovery).
- Establishing formal engagement processes with Indigenous communities.
- Enhancing coordination with regional and provincial partners.
- Ensuring compliance with new reporting and recovery protocols.
- Reviewing and updating risk assessments, continuity plans, and Emergency Response Plans.

Justification for Emergency Program Review

A review of the current Mackenzie Emergency Program (MEP) is essential to ensure we are following the requirements set forth in the EDMA, such as:

- **Legal Compliance:** To ensure all municipal emergency management activities align with the EDMA's requirements.
- **Risk Reduction:** To identify and address gaps in hazard mitigation and preparedness.
- **Capacity Building:** To assess training needs and resource allocations under the new framework.
- **Community Engagement:** To strengthen relationships with Indigenous and community partners.
- **Transparency and Accountability:** To meet new standards for post-event reporting and public communication.

Proposals

The District of Mackenzie requested quotes from three agencies who could complete the work for the project in alignment with the District of Mackenzie Purchasing / Procurement Policy 3.1 and received the following responses.

- **Colliers Project Leaders** - \$30,000 was quoted for the Initial Analysis plus \$15,000 for an optional In-Depth review of the Emergency Program. The Colliers staff that would be assigned to this project have extensive experience working with the Province of BC on Emergency Programs, as well as previous experience with the District of Mackenzie and the regional District of Fraser-Fort George.

- **MNP** - \$30,000.00 was quoted for the Initial Analysis. MNP did not give an option for an additional In-Depth Review of the Emergency Program. The MNP staff that would be assigned to this project have experience in developing Emergency Programs, however a significant portion of their projects have been in Eastern Canada.
- **WSP** – No response has been received at the time of this council report.

BUDGETARY IMPACT:

\$45,000.00 would be allocated from the Indigenous Engagement Requirement Funding Program grant to support the recommendation. The District of Mackenzie received this grant funding in 2024 and 2025 from the Province of British Columbia to assist with coming into compliance with the Emergency Disaster Management Act.

COUNCIL PRIORITIES:

Community and Social Development

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

Environmental Sustainability

- The way we operate has an impact on the environment. We are committed to integrating sustainability and Environmental, Social and Governance factors (ESG) into our decision making and business practices.

Strong Governance and Finances

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

RESPECTFULLY SUBMITTED:

Micaiah Taylor, Deputy Emergency Program Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer