



University Neighbours Association (UNA)

Role of UNA

Summary Report

September 2012

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1.0 INTRODUCTION

In a continued commitment to emergency preparedness the University Neighbourhoods Association (UNA) contracted Emergency Response Management Consulting Ltd. (ERMC) to conduct a review of legislation and documentation. The purpose of the review was to better understand the role of UNA in an emergency or disaster event impacting the area. In addition to the review, ERMC conducted interviews with key personnel from Metro Vancouver, University of British Columbia, and UNA. The purpose of each interview was to identify the expectations, if any, from UNA in an emergency or disaster event.

2.0 PROJECT SCOPE/METHODOLOGY

To accomplish this ERMC conducted a review of the following documents:

- Emergency Act, [R.S.C., 1985, c. 22 (4th Supp.)]
- Emergency Program Act [RSBC 1996] Chapter 111
- Emergency Program Management Regulation [B.C. Reg. 200/98]
- University Act [RSBC 1996] Chapter 468
- Local Authority Emergency, Emergency Management Regulation [B.C. Reg. 380/95]
- Society Act
- Neighbours' Agreement 2008
- Unofficial Consolidation of By-Laws of University Neighbourhoods Association

In addition to the review of the above acts and regulations, ERMC conducted interviews with the following personnel:

- Ron Holton, Chief Risk Officer University of British Columbia Vancouver
- Rod Tulett, Security & Emergency Coordinator for Metro Vancouver

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3.0 FINDINGS AND RECOMMENDATIONS

One of the key findings, as a result of the review of legislation and documentation noted in the Section 2.0 of this report, is that the University Neighbourhoods Associations (UNA) is not a jurisdictional area. This helps UNA better understand their overall authority for providing emergency response support to the residents in an emergency or disaster event.

UNA was founded as a society, as per the Society Act. As a society, UNA has key purposes that include the following: to provide "...for the well-being of the Residents with regard to health, safety, education, culture, recreation, comfort or convenience of the Residents."¹

As per the definition in the Emergency Program Act, Part 1 – Definitions and Application, the UNA does not meet the criteria of a municipality, electoral area, nor a national park. Based on this finding, UNA is not required to develop an emergency plan. UNA falls under the jurisdiction of the Metro Vancouver area. Metro Vancouver is the local authority having jurisdiction (AHJ) for the area. As the local authority, Metro Vancouver has the responsibility "for the direction and control of the local authority's emergency response..." as per the Emergency Program Act. Metro Vancouver provides fire, police, and ambulance services to support any incident occurring at housing developments operated through UNA. This does not eliminate the need for UNA to carry out emergency preparedness activities to support a major disaster in where Metro Vancouver emergency services may be overwhelmed and potentially delayed to support the residents living in the area of the university.

The University of British Columbia and the University Neighbourhoods Association have a Neighbour's Agreement that outlines the purposes of the UNA.

One of the purposes of the UNA is to provide "the provisions of services, amenities and facilities for the development of good neighbourhoods within the Designated Local Areas, and which promote community health, safety, sustainability, communication, interaction, culture, recreation, comfort or convenience for the Residents."² In addition the agreement states that UNA will provide "Municipal-Like Services"³. The Municipal-Like Services are defined as "operation, regulation, maintenance, repair, and replacement"⁴ of services such as water and sanitation. This excludes the requirement for UNA to provide emergency or preparedness activities to protect the residents of a major emergency/disaster. Having said the latter, the agreement identifies that UNA may conduct activities that may engage UNA during the

¹ Society Act, Section 2(C)

² Neighbour's Agreement 2008, Section 2

³ Neighbour's Agreement 2008, Section 3

⁴ Neighbour's Agreement 2008, 5.0

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response phase of any emergency to liaise with “the RCMP, fire department and other security and law enforcement agencies located at the camp.”

UNA may not be required to provide emergency response or management services but does play a key role in ensuring residents are better prepared to deal with the first 72 hours of a wide spread emergency or disaster.

ERMC has identified the following areas UNA should provide assistance to the residents and Metro Vancouver emergency services in an emergency:

- UNA should assist with providing a strategy to communicate with the residents to ensure they are aware of the situation and any specific actions required. In addition, UNA can provide information around specific issues and/or hazards that are present within the community. This should be done by completing a community hazard and risk assessment to identify the risks that could impact the residents. With this information UNA can work UBC and Metro Vancouver to try and mitigate or develop response plans to deal with these hazards.
- UNA should provide general awareness to the residents on how to better prepare themselves if a disaster or widespread emergency occurs. This can be done through documentation to assist residents in getting better prepared in the first 72 hours of an emergency or disaster.
- UNA should serve as a communication conduit between Metro Vancouver and the residents. UNA needs to develop communications strategy that includes a plan on how to communicate with the public in an emergency or disaster. The plan needs to identify the tools that UNA can utilize to communicate with the public, the sources where information can come through and how the information will be provided to the residents i.e. website, radio, TV, Inquiry line.
- UNA should develop an evacuation plan that identifies facilities and a process to evacuate residents in the case where Metro Vancouver is busy dealing with a widespread disaster event.

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4.0 SUMMARY AND NEXT STEPS

ERMC would like to thank UNA for the opportunity to assist them in their emergency preparedness needs. ERMC recommends following steps should be strongly considered by UNA as they move forward:

- Conduct a hazard and risk assessment to ensure emergency preparedness
- Develop plans to address communications with the residents, Metro Vancouver, and other stakeholders in an emergency
- Develop an evacuation plan and assign a reception centre for short term evacuation in the case Metro Vancouver's resources are overwhelmed

ERMC is available to provide support to UNA in actioning on the above steps.