

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: February 3, 2026
Meeting Type: Regular Council Meeting

Prepared by: Lauren Sanbrooks, Grant Funding Specialist
Department: Finance & Administration

Title: Grant Application | Emergency Operations Centres Equipment and Training
Description: Regional grant for temporary relocation of EOC to Ellison Heritage Community Centre.

RECOMMENDATION

THAT the District of Lake Country support a regional grant application by the Regional District of Central Okanagan to the February 2026 intake of the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Emergency Operations Centres Equipment and Training stream;
AND THAT the Regional District of Central Okanagan (RDCO) be authorized to apply for, receive and manage the grant funding on behalf of the District of Lake Country.

EXECUTIVE SUMMARY

Staff are seeking Council's support to submit a regional application to the UBCM Community Emergency Preparedness Fund (CEPF) – Emergency Operations Centres Equipment and Training funding stream. Led by the Regional District of Central Okanagan, the application would request up to \$30,000 to support ongoing training cycle deliverables and staff development across six jurisdictions, as well as the temporary relocation of the Emergency Operations Centre (EOC) from the Kelowna Fire Department to the Ellison Heritage Community Centre. The Regional District of Central Okanagan would apply for, receive, and manage the grant funding on the District's behalf for the February 2026 intake.

DISCUSSION/ANALYSIS

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs designed to help First Nations and local governments prepare for emergencies and reduce risks from natural hazards in a changing climate. The program is funded by the Province of British Columbia and administered by the Union of BC Municipalities (UBCM).

The Emergency Operations Centres Equipment and Training funding stream supports eligible applicants in building local emergency management capacity through the purchase of essential equipment and supplies required to maintain or enhance EOC operations, as well as through training and exercises. This funding stream can cover up to 100% of eligible project costs, to a maximum of \$30,000.

If approved, grant funding will be used to continue EOC training cycle deliverables and staff development across the six participating jurisdictions, and to support the temporary relocation of the EOC from the Kelowna Fire Department to the Ellison Heritage Community Centre.

FINANCIAL IMPLICATIONS

None Budget Previously Approved Other (see below)

COMMUNICATION

This application was referred to internal departments.

ALTERNATE RECOMMENDATION(S)

1. THAT the District of Lake Country not support a regional grant application by the Regional District of Central Okanagan to the February 2026 intake of the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Emergency Operations Centres Equipment and Training stream.

Respectfully Submitted.

Lauren Sanbrooks, Grant Funding Specialist

Report Approval Details

Document Title:	Emergency Operations Centres Equipment and Training - Regional Grant Application.docx
Attachments:	
Final Approval Date:	Jan 28, 2026

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

Darren Lee, Fire Chief - Jan 20, 2026 - 11:53 AM

Trevor James, CFO, Director of Finance & Administration - Jan 20, 2026 - 6:01 PM

Reyna Seabrook, Director of Corporate Services - Jan 20, 2026 - 6:30 PM

Paul Gipps, Chief Administrative Officer - Jan 28, 2026 - 10:42 AM

Task assigned to Makayla Ablitt, Manager of Corporate Administration was completed by assistant Shara Glenn, Legislative and FOI Coordinator - Jan 28, 2026 - 10:58 AM