

# District of Barriere

## REPORT TO COUNCIL

<b>Date:</b> May 4, 2020	<b>File:</b> 530.20/Rpts
<b>To:</b> COUNCIL	<b>From:</b> T. Buchanan, Legislative Services Manager
<b>Re:</b> Administration Update	

**Joint TNRD Mutual Aid Agreement:** The provincial government has issued various ministerial orders to local governments during the COVID-19 crisis. Specific reference to Ministerial Order Number 84 relates to mutual aid agreements. Specifically, the order contains the following:

- Order 7(1) Each local authority must use best efforts to enter into mutual aid agreements with neighbouring jurisdictions to ensure that first responder, waste water and drinking water services are maintained during the period referred to in section 2.
- Order 7(2) After complying with subsection (1), each local authority must report to Emergency Management BC any unresolved issues that may affect the provision of first responder, waste management or drinking water services during the period referred to in section 2.

The Thompson-Nicola Regional District (TNRD) has taken the initiative to draft a joint mutual aid agreement for all jurisdictions within the region to sign onto. This agreement would meet the intent of that order. The District and the TNRD currently have a verbal agreement regarding this scenario however, in order to meet the Ministerial Order, this agreement will formalize this arrangement. The draft agreement is attached for reference. Being a larger city, the City of Kamloops has chosen not to participate.

**Presentation to Colleen Hannigan:** On April 30<sup>th</sup>, Councillor Kibble arranged for musician, Exton Harding, to provide musical entertainment outside of the District Office as staff prepare to say goodbye to Ms. Hannigan and Ms. Hannigan prepared to say goodbye to her staff. Later, on behalf of Council, the Mayor and Councillor Armstrong presented our outgoing CAO with a socially distant plaque of appreciation and flowers for her outstanding work ethic and dedication to the community of Barriere spanned over the last decade:



**Recommendation:** That Council direct the Mayor and DCO to sign the TNRD Mutual Aid Agreement as presented.

Prepared by: Tasha Buchanan, Legislative Services Manager

## ESSENTIAL SERVICES MUTUAL AID AGREEMENT

THIS AGREEMENT is dated for reference the 7<sup>th</sup> day of April 2020.

**BETWEEN:**

The Thompson Nicola Regional District, a regional district incorporated pursuant to the *Local Government Act* and having its business office at 300-465 Victoria Street, Kamloops, British Columbia, V2C 2A9 (the "TNRD")  
OF THE FIRST PART

AND:

The Village of Ashcroft, a municipality incorporated pursuant to the *Community Charter* and having its business office at 601 Bancroft St, Ashcroft, British Columbia, V0K 1A0 ("Ashcroft")  
OF THE SECOND PART

AND:

The District of Barriere, a municipality incorporated pursuant to the *Community Charter* and having its business office at 4936 Barriere Town Road, Barriere, British Columbia, V0E 1E0 ("Barriere")  
OF THE THIRD PART

AND:

The Village of Cache Creek, a municipality incorporated pursuant to the *Community Charter* and having its business office at 1389 Quartz Road, Cache Creek, British Columbia, V0K 1H0 ("Cache Creek")  
OF THE FOURTH PART

AND:

The Village of Chase, a municipality incorporated pursuant to the *Community Charter* and having its business office at 826 Okanagan Avenue, Chase, British Columbia, V0E 1M0 ("Chase")  
OF THE FIFTH PART

AND:

The District of Clearwater, a municipality incorporated pursuant to the *Community Charter* and having its business office at 209 Dutch Lake Road, Clearwater, British Columbia, V0E 1N0 ("Clearwater")  
OF THE SIXTH PART

AND:

The Village of Clinton, a municipality incorporated pursuant to the *Community Charter* and having its business office at 1423 Cariboo Highway, Clinton, British Columbia, V0K 1K0 ("Clinton")  
OF THE SEVENTH PART

AND:

The City of Kamloops, a municipality incorporated pursuant to the *Community Charter* and having its business office at 7 Victoria Street, Kamloops, British Columbia, V2C 1A2 ("Kamloops")  
OF THE EIGHTH PART

AND:

The District of Logan Lake, a municipality incorporated pursuant to the *Community Charter* and having its business office at #1 Opal Drive, Logan Lake, British Columbia, V0K 1W0 ("Logan Lake")  
OF THE NINTH PART

AND:

The Village of Lytton, a municipality incorporated pursuant to the *Community Charter* and having its business office at 380 Main Street, Lytton, British Columbia, V0K 1Z0 ("Lytton")  
OF THE TENTH PART

AND:

The City of Merritt, a municipality incorporated pursuant to the *Community Charter* and having its business office at 2185 Voght Street, Merritt, British Columbia, Postal Code ("Merritt")  
OF THE ELEVENTH PART

AND:

The **Resort Municipality of Sun Peaks**, a municipality incorporated pursuant to the *Community Charter* and having its business office at 106 – 3270 Village Way, Sun Peaks, British Columbia, V0E 5N0 ("Sun Peaks")

OF THE TWELVTH PART

AND:

The **Village of Valemount**, a municipality incorporated pursuant to the *Community Charter* and having its business office at 735 Cranberry Lake Road, Valemount, British Columbia, V0E 2Z0 ("Valemount")

OF THE THIRTEENTH PART

**WHEREAS:**

- A. MUTUAL AID is the sharing of supplies, equipment, personnel, information, or other resources across political boundaries; and,
- B. By Ministerial Order M084, the Minister of Public Safety and Solicitor General has declared that local authorities must exercise "best efforts" to enter into mutual aid agreements with neighboring jurisdictions to ensure continuity of essential services during the COVID-19 pandemic, and in particular to ensure that wastewater and drinking water services are maintained; and
- C. ESSENTIAL SERVICES for the purpose of this agreement include water and waste water;
- D. The Parties desire to enter into an Agreement whereby supplies, equipment, personnel, information, or other resources of any Party can be deployed to assist the other Parties during an emergency;
- E. The TNRD, **Ashcroft, Barriere, Cache Creek, Chase, Clearwater, Clinton, Kamloops, Logan Lake, Lytton, Merritt, Sun Peaks, and Valemount** consider it to be of mutual benefit to enter into an arrangement whereby any one of them may, in situations where the resources of their own resources are insufficient, request Mutual Aid from the others to bring the situation under control.

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT**, in consideration of the mutual covenants and agreements herein contained and subject to the terms and conditions hereinafter set out, the Parties agree as follows:

**Interpretation**

- 1. Unless the context otherwise requires, in this Agreement:
  - (a) "CAO" means the person appointed by the Board of Directors or Council for each Party as the Chief Administrative Officer;
  - (b) "Emergency Situation" means a real or anticipated occurrence that in the opinion of the CAO compromises the ability of the Requesting Party to provide an Essential Service to their constituents.
  - (c) "Mutual Aid" means assistance by providing, upon request, emergency resources to another Party outside the jurisdictional boundaries of the Party that provides the emergency resources;
  - (d) "Requesting Party" means the local government requesting Mutual Aid under this Agreement;
  - (e) "Responding Party" means the local government responding to a request for Mutual Aid under this Agreement.

### **The Request for Mutual Aid**

2. Where the CAO of the Requesting Party determines that the resources of their local government are insufficient to provide an Essential Service, whether actual or imminent, they may request the Mutual Aid of another Party for the purposes of maintaining that service and in submitting such request, the said CAO shall specify the type of assistance and the number of personnel required.
3. The Requesting Party shall first request Mutual Aid from the Party that is closest in proximity to their location.
4. If the Party that is closest in proximity to the location of the Requesting Party is unable to provide some or all required Mutual Aid, the Requesting Party may request Mutual Aid from the Party that is next closest in proximity to their location.
5. All requests for Mutual Aid under this Agreement shall be made by the CAO of the Requesting Party to the CAO of the Party from whom Mutual Aid is being requested.

### **The Provision of Mutual Aid**

6. The CAO of a Party from whom Mutual Aid has been requested under this Agreement shall immediately upon receiving the request determine, in their sole discretion, as soon as reasonably possible whether and to what extent the supplies, equipment, personnel, information, or other resources of their local government may be deployed to assist the Requesting Party and shall thereafter deploy to the extent available such supplies, equipment, personnel, information, or other resources.
7. Nothing in this Agreement requires the CAO of a Responding Party from whom Mutual Aid has been requested under this Agreement to deploy supplies, equipment, personnel, information, or other resources to assist a Requesting Party that the CAO has determined are unavailable or are required to provide service within their local government.
8. All supplies, equipment, personnel, information, or other resources provided by a Responding Party to a Requesting Party under this Agreement shall, for the duration of the time that the Mutual Aid is being provided under this Agreement, be under the direction of the CAO of the Requesting Party who shall adhere to recognized principles of accountability for responder personnel safety.
9. The Requesting Party is responsible for ensuring that any workers from the Responding Party understand the Safe Work Procedures required to undertake the tasks needed to assist and that all safety equipment and proper protective equipment is provided by the Requesting Party.
10. The CAO of a Responding Party may, in their sole discretion, recall at any time for whatever reason any resource provided by their local government to the Requesting Party under this Agreement and shall not be liable for any loss, costs, damages or expenses whatsoever as a result thereof.
11. Upon being notified, whether verbally or in writing, that the CAO of a Responding Party has recalled supplies, equipment, personnel, information, or other resources under section 9 of this Agreement, the CAO of the Requesting Party shall immediately release and return to the Responding Party all supplies, equipment, personnel, information, or other resources provided by the Responding Party that was recalled by the CAO of the Responding Party.
12. The CAO of a Requesting Party shall, as soon as practicable, release and return to the Responding Party all supplies, equipment, personnel, information, or other resources provided by the Responding Party that is no longer required to assist in Requesting local government.
13. The CAO of a Requesting Party shall release and return to the Responding Party all equipment or other resources provided by the Responding Party in the same working condition as when it was accepted by the Requesting Party.

### **The Cost of Mutual Aid**

14. It is understood that no charge shall be levied for services rendered by any of the Parties to this Agreement or personnel of the other Party hereto.
15. The Requesting Party shall reimburse the Responding Party all costs for any consumable items used during the Emergency Situation or any equipment that is damaged beyond repair or destroyed as a result of the event.

### **Waiver and Indemnification**

16. No Party to this Agreement shall bring any claim, action, or demand against any other Party to this Agreement or its elected officials, officers, employees, agents, volunteers, or contractors and, without limiting the generality of the foregoing, in respect of or in any way related to the decision of a CAO as to the level of Mutual Aid, if any, or the withdrawal of Mutual Aid to be provided under this Agreement.
17. No Party to this Agreement, nor its elected officials, officers, employees, agents, volunteers or contractors, shall be liable to any other Party to this Agreement in respect of the decision of a CAO as to the level of Mutual Aid, if any, or the withdrawal of Mutual Aid to be provided under this Agreement.
18. The Requesting Party shall indemnify and save harmless the Responding Party, its elected officials, officers, employees, agents, volunteers, or contractors from and against any and all claims, demands, actions, causes of action, loss, costs, damages and expense (including legal fees on a solicitor-client basis) in respect of or in any way related to the provision of Mutual Aid under this Agreement and, without limiting the generality of the foregoing, any action taken or thing done or any failure to take action or do a thing under this Agreement, save and except where the claim, demand, action, cause of action, loss, cost, damage, or expense arose from the negligence of the Assisting Party.
19. In the event that a Responding Party acts independently of the Requesting Party then the Responding Party shall not be entitled to any indemnity pursuant to this article, but shall be responsible for its own legal liabilities and shall accordingly indemnify and save harmless the Requesting Party for any and all liabilities, actions, damages and claims of whatever nature or kind arising out of the independent act of the Responding Party in connection with the Mutual Aid.

### **Insurance**

20. Each Party to this Agreement shall keep in force third party liability insurance coverage to a minimum of five million (\$5,000,000), dollars and each such policy shall add all other Parties to this Agreement as additional named insured when rendering Mutual Aid pursuant to this Agreement.
21. Each Party shall maintain insurance coverage on its own equipment.
22. Each Party shall maintain Workers' Compensation coverage and other required coverage for the personnel of its own local government.
23. This Agreement shall be in force for a period of Two Years (24 months) commencing on the date of its execution by all Parties.

### **Termination**

24. Any Party to this Agreement may terminate its rights and obligations under this Agreement by giving ninety (90) days written notice of its intention to do so to the other Parties to this Agreement and thereafter shall be unconditionally released from any further obligation herein save and except any obligation up to the date of termination.
25. Where a Party to this Agreement terminates its rights and obligations under this Agreement, this Agreement shall continue in force between the remaining parties.

**Miscellaneous Provisions**

- 26. Any requests for Mutual Aid shall be subject to any of the Parties obligations pursuant to the provisions of the *Emergency Program Act* R.S.B.C. c. 111.
- 27. The Parties agree to consult on a regular basis through their CAO to achieve the optimum deployment of Mutual Aid.
- 28. The Parties hereto agree that in the event of dispute between any of the Parties, each of the Parties hereto shall meet with a qualified mediator in a timely manner and attempt in good faith to negotiate a settlement of such dispute during which time such representatives shall disclose to the other all relevant information relating to the dispute.
- 29. This Agreement shall be the entire agreement between the Parties in respect of the provision of Mutual Aid by the Parties to one another for the purposes of bringing Emergency Situations under control.
- 30. The Parties may not assign this Agreement without the prior written consent of the other Parties to this Agreement.
- 31. This Agreement shall inure to the benefit of, and be binding upon, the Parties and their respective successors and permitted assigns.
- 32. This Agreement shall be governed by and interpreted in accordance with the laws of the Province of British Columbia.
- 33. Unless otherwise authorized under this Agreement, all notices under this Agreement shall be given in writing to the CAO of the Parties to this Agreement.
- 34. This Agreement may be executed in any number of counterparts. Any executed counterpart shall be construed as an original. All executed counterparts together shall constitute the Agreement. Corporate Officer

IN WITNESS WHEREOF the parties have signed, sealed, and delivered this Agreement as of the date first written above.

**THOMPSON-NICOLA REGIONAL DISTRICT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chief Administrative Officer

**VILLAGE OF ASHCROFT**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**DISTRICT OF BARRIERE**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**VILLAGE OF CACHE CREEK**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**VILLAGE OF CHASE**

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Corporate Officer

**DISTRICT OF CLEARWATER**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**VILLAGE OF CLINTON**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**CITY OF KAMLOOPS**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**DISTRICT OF LOGAN LAKE**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**VILLAGE OF LYTTON**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**CITY OF MERRITT**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**RESORT MUNICIPALITY OF SUN PEAKS**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**VILLAGE OF VALEMONT**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer



April 30, 2020

Dear Mayor:

RE: Ministerial Order Number 84 Mutual Aid Agreements

I hope this letter finds you and your council well.

As you are aware, the provincial government has issued various ministerial orders to local governments during the COVID-19 crisis. I am writing in specific reference to Ministerial Order Number 84 as it relates to mutual aid agreements. Specifically, the order contains the following:

Order 7(1) Each local authority must use best efforts to enter into mutual aid agreements with neighbouring jurisdictions to ensure that first responder, waste water and drinking water services are maintained during the period referred to in section 2.

Order 7(2) After complying with subsection (1), each local authority must report to Emergency Management BC any unresolved issues that may affect the provision of first responder, waste management or drinking water services during the period referred to in section 2.

I am aware that the Thompson-Nicola Regional District (TNRD) has taken the initiative to draft a joint mutual aid agreement for all jurisdictions within the region to sign onto. This agreement would meet the intent of that order. The City of Kamloops supports the intent of the agreement but will not be signing it for various reasons. Our review shows much of our first responder function and waste water and drinking water facilities operate differently from most other jurisdictions in the TRND. As such, we would not be able to provide assistance to your jurisdiction nor you to the City of Kamloops in many of the areas the TNRD agreement contemplates. In addition, the City of Kamloops is not in a position to not recover costs of any assistance that we do provide as once a mutual aid agreement has been signed.

Notwithstanding the above, I wish to confirm that the City of Kamloops is willing to work with you in an attempt to provide assistance if and when it is required, as we did this past weekend in Cache Creek. This will be based on available resources and applicable technical expertise that matches the need. In addition, the City of Kamloops would like to offer access to our contractors and/or suppliers, as needed, based on contracts we may have in place for COVID-19-related matters, including obtaining personal protective equipment for staff.

To facilitate this support, please have your Chief Administrative Officer contact our Chief Administrative Officer, David Trawin, at [dtrawin@kamloops.ca](mailto:dtrawin@kamloops.ca) or 250-319-8177.

We look forward to getting through these trying times together and supporting each other for any immediate needs.

Yours truly,

A handwritten signature in black ink, appearing to be "Ken Christian", enclosed in a hand-drawn oval.

Ken Christian, Mayor  
City of Kamloops  
KC/cg/kjm



Canada's Tournament Capital