

Emergency Advisories and Resources

[Emergency Info BC](#) provides up-to-date, verified information on current wildfire and flood advisories across the province. The Ministry of Emergency Management and Climate Readiness (EMCR) has produced guidelines, templates, and forms that support communities and local governments [here](#) (including in relation to a declaration of a State of Local Emergency, where applicable, [here](#)).

- For assistance, the (EMCR) Emergency Coordination Centre can be reached at 1-800-663-3456. Additional contact details for funding programs and regional offices are available [here](#).

EMCR regional response staff are also in direct contact with local Emergency Program Coordinators to offer support and information for ongoing response efforts.

To facilitate timely decision-making and coordinated response during emergencies, it is important that staff clearly define the roles and responsibilities of key officials, including the Chief Administrative Officer (CAO) and Corporate Officer (CO).

Should your community be impacted by a flood, Disaster Financial Assistance (DFA) may be available to residents and the local government. Additional information about DFA are available [here](#).

Electronic Meeting Flexibility

Local governments are encouraged to review their procedure bylaws to ensure they allow for the flexibility of council or board members to attend meetings virtually whether regular, committee, or special, if required. Guidance on adapting electronic meetings is available [here](#), with additional considerations for electronic meetings and public hearings provided [here](#).

- If you have questions about your procedure bylaw and electronic council or board meetings, please contact our Governance and Structure branch by phone at 250 387-4020 or email at LGGovernance@gov.bc.ca.

Interruption of Legislative Process

A legislative process such as a by-election, assent vote or alternative approval process may be underway when a natural disaster occurs. If this is the case, please reach out to the Governance and Structure branch as soon as possible to explore options.

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Records Management

To maintain uninterrupted local government operations during and after an emergency, staff should establish and implement practices for securely storing and accessing key records. This includes bylaws, meeting minutes, planning documents, and other decision-making records. If not already in place, we encourage you to review your procedures and develop a comprehensive plan to safeguard these records in the event of an emergency.

For reference, the Local Government Management Association (LGMA) has provided a collection of records management resource documents available on the CivicInfo website [here](#) (including a sample Records Disaster Preparedness Plan) to help local governments to protect or recover critical documents and information that may be impacted by a disaster situation. Please note, these resources were created in 2021 so local governments can review the relevancy of the resources to suit their organizational needs. Additionally, the LGMA's updated [2024 Records and Information Management Manual for Local Government Organizations, Sixth Edition](#) may be a helpful reference tool.

- For questions or information about emerging best practices relating to records management, please contact the LGMA at office@lgma.ca.

Mental Health Resources

Navigating local emergencies can sometimes impact staff mental health as you work to support your communities. The LGMA has a helpful Mental Health Resources for Local and First Nations Government page [here](#). Additionally, the BC Municipal Safety Association and BC Association of Clinical Counselors has launched Connection to Care, a collaborative mental health and wellness initiative. The program provides local governments workers access to free, anonymous, and confidential mental health support via a dedicated call-in service. Further information is available [here](#).