



DISTRICT OF SOOKE
Emergency Planning Committee
Meeting held January 26, 2016
at 9:00 am
Council Chamber, 2225 Otter Point Road

Committee Members Present:

Fire Chief Steve Sorensen, Acting Chair
Councillor Brenda Parkinson
Staff Sgt. Jeff McArthur – Sooke RCMP
Ron Bilinsky, Emergency Social Services
Richard Nimmo, Sooke Amateur Radio

Staff:

Richard McLeod –Sooke Fire Rescue Service
Sarah Temple, recorder

Regrets:

George OBriain, Chair
Jeri Grant, JDF Emergency Program Coordinator
Bryon Longeway, Sooke EMS Chief
Stephanie Dunlop, Metchosin Fire Chief
Rachel Grigg, RCMSAR
Krystal Hanson, VIHA
Alison Makkinga, SD #62
Ed Gorse – Sooke Amateur Radio

1. **Call to Order**

The meeting was called to order at 10:06 a.m.

2. **Approval of the Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Approval of Minutes:**

MOVED to approve the minutes of November 24, 2015 as circulated, with the addition of Councillor Parkinson as an attendee.
CARRIED

4. **Emergency Coordinator:**

- Steve Sorensen will be the Acting Chair of the Emergency Planning Committee moving forward. Chief Sorensen has also returned to the position of Emergency Coordinator for the District of Sooke.
- Chief Sorensen also advised that the position of ESS Coordinator will need to be filled in the spring due to the retirement of the existing coordinator.

5. **Unfinished Business – Business Arising from the Minutes:**

a. Muster Points and Signage:

- The Committee discussed possible locations for signage directing residents to emergency muster points.
- Signage is not possible on the Community Hall.
- Alternate locations for signage include the municipal hall and/or the firehall, the ambulance station, the RCMP station, the legion and along Sooke Road at Connie Road.
- Discussion of using the existing sign infrastructure at Connie Road, but alternating the signage. Signs could include:
 - Volunteer recruitment
 - Emergency preparedness
 - Smoke alarms
 - Cigarettes and wildfires

ACTION: Chief Sorensen to investigate possibility of changing the Connie Road sign four times per year.

ACTION: Chief Sorensen to investigate signage directing residents to the emergency muster points at the following locations: Royal Canadian Legion, Sooke Ambulance Station, Sooke RCMP Station, Sooke Municipal Hall and/or Fire Hall.

- Discussion of alternate muster points. Locations would need to have fire sprinklers and have the ability to use a generator.
- The Committee discussed challenges with tsunami signage.

b. Working Group – Recovery & Mitigation Strategies following a disaster

- The Committee discussed challenges associated assigning enormous tasks to working groups of volunteers who live in a large region.

c. Strategic Planning:

ACTION: carry forward discussion as to the strategic priorities of the Committee to an upcoming meeting. The identified priorities include:

- Stocking the recently purchased storage container located in the Sooke Public Works Yard.
- Return/ Replace / Update Old Federally Owned Emergency Supplies
- Organize a Communications Exercises with SD #62 – to test the CB radios

6. **Emergency Preparedness Week:**

- The Committee discussed upcoming events and plans for participation.
- Emergency Preparedness Week is coming up the first week in May.
- Rotary Auction is April 30 – The ESS group is starting to plan for this event. .
- Some suggestions for areas of focus include public education on “Shelter in Place” and organization of Neighborhood Emergency Groups.
- EMBC also has new information on how people with limited mobility can prepare to Shelter in Place.

- Public Education could also include information on emergency radio frequencies for the area.

7. **Training :**

- The Committee discussed plans for a comprehensive tabletop training exercise that would bring together multiple emergency preparedness partners.
- The training exercise would be for an entire day and there are some pre-packaged training scenarios available.
- Suggested partners include: Sooke Fire Rescue, Sooke RCMP, Sooke EHS, District of Sooke EOC staff, District of Sooke Council members, ESS volunteers, HAM Radio operators, Citizens on Patrol, EMCS Leadership class and local media.
- Chief Sorensen reported that he has applied for funding to host additional EOC training, which if successful will be held at a later date.

8. **Correspondence for Information**

- The Committee discussed proposed changes to the Emergency Program Act.
- Chief Sorensen reported that he had recently attended a regional meeting with area Emergency Coordinators to provide feedback to the Province on the proposed changes.

9. **Discussion:**

- The Committee further discussed ideas for Neighbourhood Emergency Groups. Some suggestions including working with areas that have established resident organizations, like the Harbourside Cohousing, or strata developments.

ACTION: Dick Nimmo to find further information on both the Saanich Neighbourhood Emergency Program and Juan de Fuca neighbourhood programs.

- The Committee discussed ideas for increased volunteerism in emergency planning and emergency preparedness, specifically related to instigating and supporting neighbourhood emergency preparedness groups.

ACTION: Deputy Chief McLeod to speak with the ESS group to determine interest in supporting Neighbourhood Emergency Preparedness groups.

- Ron Bilinsky updated the Committee as to progress in having Camp Barnard used as an emergency response centre. Mr. Bilinsky is currently working with the CRD to come to an agreement.
- Dick Nimmo reported that the Central Middle School HAM radio program has ceased and that all equipment has been donated to Camp Barnard. Local HAM radio operators will be contacted to help set up a radio program at Camp Barnard.
- Deputy Chief McLeod reported that he has Contacted Shelter Box Canada and learned they no longer supply shelter boxes.
- Deputy Chief McLeod further reported on the cost of purchasing sandbag hoppers. The cost if approximate \$60 per unit. Each unit weighs approximately 4 lbs, can be operated by one person and will fill over 200 sandbags per hour.

9. **Public Input:**
There was no input from members of the public.

10. **Next Scheduled Meeting:**
 - Tuesday, March 22, 2016 at 10:00 a.m.

11. **Adjournment:**
MOVED and seconded to adjourn the meeting at 11:07 a.m.
CARRIED

Steve Sorensen
Acting Chair

Tina Hansen
Deputy Corporate Officer