



DISTRICT OF SOOKE
Emergency Planning Committee
Meeting held March 22, 2016
at 10:02 am
Council Chamber, 2225 Otter Point Road

Committee Members Present:

George OBriain, Chair
Jeri Grant, JDF Emergency Program Coordinator
Bryon Longeway, Sooke EMS Chief
Staff Sgt. Jeff McArthur – Sooke RCMP 10:23
Richard Nimmo, Sooke Amateur Radio

Staff:

Richard McLeod –Sooke Fire Rescue Service
Councillor Brenda Parkinson
Fire Chief Steve Sorensen
Jan Stope, Recorder

Regrets:

Stephanie Dunlop, Metchosin Fire Chief
Rachel Grigg, RCMSAR
Krystal Hanson, VIHA
Alison Makkinga, SD #62

1. **Call to Order**

The meeting was called to order at 10:06 a.m. Chair, George OBriain thanked Fire Chief Sorensen for filling in for him during his absence.

2. **Approval of the Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Approval of Minutes:**

MOVED to approve the minutes of January, 2016 as circulated.
CARRIED

4. **Unfinished Business**

a) Muster Points and Signage:

Connie Road Signage :

Discussion:

- The Fire Chief has designed a series of fire and emergency preparedness related signs for the Connie Road location. They have been priced out and pending budget approval the interchangeable signs will be printed and rotated four times a year.
- Budget for the Emergency Planning Committee: \$10,000 is earmarked for the

Emergency Planning budget. Any signage for emergency preparedness would come from the emergency planning budget and if fire related, it would come from the fire department budget.

Muster Points:

Discussion:

- Locations for signage that would direct residents to emergency muster points as well as other emergency related signage issues.
- Prime locations discussed would be the Sooke Royal Canadian Legion, Sooke Ambulance Station, Sooke RCMP Station, Sooke Municipal Hall and the Sooke Community Hall

ACTION: Chair, George OBriain to contact the Sooke Community Association to revisit the matter of muster point signage at the Sooke Community Hall.

b) Strategic Planning:

Work Plan for Implementation of Strategic Priorities:

Discussion:

- It is proving difficult at this time to get staff and volunteers who are interested and have the time to invest in this plan.
- Waiting for direction from the Fire Commission re: the direction to take in regards to Strategic Planning

c) Neighbourhood Emergency Preparedness Groups – Updates

- The Committee discussed the forming of Neighborhood PODS, including legal and liability issues, information collection, privacy and storage, code of conduct, POD captains
- The ESS Coordinator announced that several new committees have been formed by some of Sooke ESS's twenty-seven members. The Committees are:
 - Pet Committee
 - POD Committee – has met several times in the last month
 - Public Education Committee
 - Recruitment and Retention Committee
 - Social Media Committee
 - Suppliers Committee
- The Committee discussed the advantages of supporting partnerships between the CRD and the District of Sooke to share knowledge and resources.

Neighbourhood Emergency Prep Program Saanich

- Terrance Berscheid attended to discuss his experience as the Saanich Neighborhood Emergency Program Coordinator from 2004-2015.
- The Saanich group has created a 90-minute presentation that offers the information required to prepare residents and families on how to survive on their own for up to seven days after a disaster.
- Topics in the presentation include the type of disaster, garbage can toilets, the structure of emergency response and emergency kits.
- Those participating in this free presentation also receive a workbook to help with their individual emergency planning.
- Mr. Berscheid stated that their presentation is offered to any group of ten or

more people.

5. **Upcoming Events**

Rotary Auction Display – Saturday, April 30, 2016 - SEAPARC

- Sooke ESS will be manning the table from 9:30 a.m. - 4:30 p.m. – The theme/focus will be “Shelter In Place”.

Quake Cottage – Portable Earthquake Simulator – Sunday, May 22, 2016

- The Quake Cottage will be at Fire Station #1 from 10:00 a.m. to 4:00 p.m.
- This will be the first time this simulator will be on Vancouver Island and will visit several locations on the Island.
- The Quake Cottage is a mobile living room that simulates an 8 or 9 magnitude earthquake.
- Organizers would like to make this a family event with bouncy houses, info booths, and hot dogs.

JDF ESS Fair – Annual Event - Sunday, May 1st, 2016

- The display theme/focus will be “Shelter In Place”.
- Several ESS members have volunteered to man the table.

6. **Training :**

- The Fire Chief provided an update regarding the comprehensive tabletop exercise that is planned for Thursday, May 12, 2016, that will bring together multiple emergency partners, staff, and Council.
- The scenario for this exercise will be based on a wildfire simulation.
- The Committee discussed other emergency preparedness training opportunities that Emergency Management BC offers. EOC Applied Training is a new course being offered this year.
- All Emergency Support Service members are required to complete specific courses, such as Reception Centre, Registration and Referrals, Group Lodging and other related training.

7. **Roundtable**

- No discussion

8. **Public Input:**

- Ron Bilinsky addressed the Committee and provided an update regarding the POD committee.

9. **Next Scheduled Meeting:**

- Tuesday, May 26, 2016 at 10:00 a.m.
- Meetings – Every two months on the fourth Tuesday of the month

10. **Adjournment:**

MOVED and seconded to adjourn the meeting at 11:13 a.m.
CARRIED

Chair

Corporate Officer