

## EMERGENCY PLANNING COMMITTEE MEETING

Meeting held TUESDAY, February 25, 2014 at 9:00 am  
In Council Chambers  
2205 Otter Point Rd

### Committee Members Present:

Jeri Grant, JDF Emergency Program Coordinator  
Bryon Longeway, Sooke EMS  
Ed Gorse Sooke Amateur Radio – for Dick Nimmo  
Staff Sgt. Steve Wright – Sooke RCMP

### Staff:

Steve Sorensen, Sooke Fire Chief  
Rick McLeod, Sooke Deputy Fire Chief, ESS Coordinator, Chair  
Jan Stope, Recorder

**Regrets:** Stephanie Dunlop, Metchosin Fire Chief, Emergency Coordinator  
Rachel Grigg, RCMSAR  
Krystal Hanson, VIHA  
Mayor Wendal Milne  
George OBriain, Previous Emergency Coordinator  
Dick Nimmo, Sooke Amateur Radio – Emergency Radio Coordinator  
Elisabeth Nelson, Municipal Engineer

**Others Present:** Ed Gorse – Sooke Amateur Radio

### Action

1. **Call to Order**  
The meeting was called to order at 9:06 a.m.
2. **Approval of Agenda**  
**MOVED** and seconded to approve the agenda as circulated.  
**CARRIED**
3. **Approval of Minutes: January 28, 2014**  
**MOVED** and seconded to approve the minutes of January 28, 2014  
**CARRIED**
4. **Business Arising from the Minutes:**
  - **Sooke Emergency Plan**
    - Deborah Exelby presented the Sooke Emergency Operations Manual and the Sooke Emergency Response and Business Continuity Plan to Council on February 03, 2014

- **Upcoming Events**

The Committee discussed several upcoming events:

- **CRD's New Juan de Fuca Services Building**
  - Official opening on Saturday, March 1<sup>st</sup> at #3 – 7450 Butler Rd (off Otter Point Rd in the Sooke Business Park). 12 noon to 2 p.m. Ribbon cutting, tours, food and music
- **Victoria Home Show, Earthquake Preparedness Display – February 28<sup>th</sup> – March 02, 2014**
  - Have enough volunteers to staff booth
- **First Nation Tsunami Awareness and Planning**
  - Change of date for the Tsunami Awareness session sponsored by the Tsartlip Nation is Monday, **March 17<sup>th</sup>, 2014** at #3 Boat Ramp Road, Brentwood Bay
- **District of Sooke Open House – March 25, 2014- Sooke Community Hall**
  - Fire Chief Sorensen will be on hand at the open house to provide Tsunami information and hopefully generate feedback from the public regarding Tsunami Signage
- **Westshore Emergency Preparedness Fair – Westshore Rec Centre - May 4, 2014**
  - Kick off for Emergency Preparedness Week
  - Still require some volunteers – Fire Department and ESS members
- **International Critical Incident Stress Foundation Conference – Prestige Hotel – October 2014**
  - CISM – Critical Incident Stress Management Training
  - Worldwide organization – Sooke will be hosting this training venue at the Prestige Hotel
  - Fire Chief Sorensen reported that Sooke Fire Rescue has a team of eight fire department members who have CISM training, enabling them to help others firefighters cope after attending traumatic scenes
- **DND Sirens**
  - In Esquimalt / Colwood – to date the sirens are not operational
  - Dwight Innes will be informing all surrounding Municipalities regarding testing dates and times
- **City of Victoria Tsunami Awareness and Planning**
  - Information sessions in the City of Victoria are ongoing
- **Marine Boom Reel**

The Committee discussed several options for distributing and storing boom

- Ongoing – Large boom reel still to be installed on Ralph Hull's dock
  - The logistics of having the boom stored in a Sea Can at the public works yard on Kaltasin Road was discussed. The idea is good in principal, but the boom is heavy and getting it to the water would be very labor intensive and time consuming
  - As an alternative, bins were discussed since they could easily be moved to the required locations
  - Request was made for information on feasibility of using a hook lift bin truck to transport bins
  - Fire Chief Sorensen will gather information and have it available for discussion at March's meeting for a possible recommendation
- **Communications Vehicle - Update from Ed Gorse**
    - Ed stated that it was a much bigger job than he first anticipated
    - Removed batteries and reutilized them, completely modified electrical, discovered four leaks in roof, black mold, fixed headlight, installed a battery shut off, and more
    - Still some work to do on the leaks then will be ready to have the counters installed
    - Staff Sergeant Wright asked if there were any issues using the vehicle outside the DOS boundaries
- **Regional Emergency Preparedness Workbook**
    - LGEPAC is working with the Saanich Emergency Program to develop a Regional Emergency Preparedness workbook.
    - Update from Jeri Grant stating that the workbook is down to thirty pages and they are hoping to have it completed around the first week in March.
    - Should have it available for review at the LGEPAC meeting
5. **2015 Vancouver Island Emergency Preparedness (VIEP) Conference**
- Fire Chief Sorensen announced that the District of Sooke is the successful bidder to host / organize the 2015 VIEP Conference
  - Event been booked at the Prestige Hotel for Friday, April 24<sup>th</sup>, Saturday, 25<sup>th</sup> & Sunday 26<sup>th</sup>, 2015
  - CREAN will be stepping aside, but will help out providing mentors and some seed money
  - The next step will be to hold an information meeting in early March for those interested in being a member of the Organizing Committee
  - Metchosin Fire Chief Dunlop has expressed her interest in sitting on the Committee
  - Variety of speakers – Fire Chief Sorensen asked members present for their ideas for speakers and topics

6. **Discussion:**

- **Communications**

The Committee discussed radio/phone communication problems and possible solutions

- NEW CREST system proposed for 2018 – all radios will require upgrading however not all of them may be upgradable
- Signal strength continues to be an issue in outer areas - still very poor reception in East Sooke and Beecher Bay areas
- District of Sooke building has access to quite a few telephone lines and fax #'s
- Jeri Grant reported that the new CRD building's large meeting room has been set up to have multiple lines

- **Emergency Supplies**

- New budget \$5000 will be spent on acquiring more emergency supplies, with the focus on having a bin equipped with supplies on the other side of the bridge
- The idea of canvassing local business's for donations was brought up with the consensus being that it wasn't such a good idea since they are constantly being approached by organizations and members of the community

- **Dangerous Buildings**

- SOG's are required for buildings deemed dangerous, such as grow ops, structures containing asbestos or other hazardous materials

- **JDF Update – Jeri Grant**

- Jeri Grant announced that all Fire Departments in the CRD fall under the CRD Protective Services person being hired. The person being hired for this position is required to have an extensive fire background
- Bill Meikle has been selected to be the new EOC Director for JDF as well DIRC – Deputy Emergency Radio Coordinator for Juan de Fuca

- **Ambulance Station 107 Antenna – Bryon Longeway**

- New communications tower is being planned to be set up behind the station
- Costly endeavor with many issues and restrictions
- Have been told they should have adequate signal strength, but will be confirmed sometime in March or April when the Hope building's exterior and roof are complete

- **RCMP Staff Sgt Steve Wright**

- Staff Sgt Steve Wright announced that March 24, 2014 will be his last day working at the Sooke RCMP

- detachment
- Staff Sergeant Wright will be going to the Westshore Detachment where his role will be the Operations Commander
- Jeff McArthur from Prince George will be the new Staff Sergeant for Sooke
- Staff Sgt Wright will forward Jeff's contact information to staff to include his name to the EPC members list

7. **Schedule Next Meeting:** March 25, 2014

8. **Adjournment:**

The meeting adjourned at 10:17 a.m.

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Steve Sorensen  
Chair

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Bonnie Sprinkling  
Corporate Officer