

TOWN OF SIDNEY
MINUTES OF EMERGENCY PLANNING COMMITTEE MEETING

April 21, 2021 10:00AM

PRESENT: R. Humble; Chief Mikkelsen; Councillor T. O’Keeffe; Staff Sergeant Conley; Deputy Chief Harman; A. Verhagen; W. Maxwell; J. Joe; B. DeMaere; S. Nelson; B. Robinson; D. Barner; L. Witzer

ABSENT: Sergeant Cook; CPL Harding; A. Hicik; C. Newcomb

1. **CALL MEETING TO ORDER**

Chief Mikkelsen, Chair, called the meeting to order at 10:02.

2. **TERRITORIAL ACKNOWLEDGEMENT**

3. **ADOPTION OF AGENDA**

Moved by D/C Harman, seconded by Councillor O’Keeffe, that the Agenda of the Emergency Planning Committee Meeting of April 21, 2021 be adopted as circulated.

MOTION CARRIED

4. **ADOPTION OF MINUTES**

Moved by R. Humble, seconded by J. Joe, that the Minutes of the Emergency Planning Committee Meeting of March 17, 2021 be adopted as circulated.

MOTION CARRIED

5. **OLD BUSINESS**

a. **Senior Care Facilities Update**

D/C Harman conducted a Zoom meeting yesterday with the facilities in which six out of the seven facilities participated. Two facilities have second doses of vaccines booked for week of May 10. A few facilities have modified internal policies, with changes such as no masks in common spaces and increased participant levels at social gatherings.

b. Mass Emergency Notification Service Provider

D. Barner reported that the transition has been a complete success and is now complete. Explained that in our previous system, internal staff communications were intermixed with the public alerting system. In the new system, these run as two separate platforms. Since the last meeting, D. Barner has been implementing the internal staff component which is now also complete. The Chair further clarified that the staff platform is intended for events such as a severe windstorm when perhaps select Public Works and Engineering staff are required on an emergency basis. Councillor O'Keeffe inquired about sign up statistics. D. Barner shared that approximately 86% of past subscribers have re-subscribed. This will continue to be advertised as an ongoing campaign to encourage residents to sign up for these critical alerts.

c. UBCM Grant Application for Evacuation Route Planning

D/C Harman reiterated that the Town was successful with its grant application for evacuation route planning. A kick-off meeting is scheduled with Smart Risk Control tomorrow to build a framework and finalize timelines and dictate clear goals. Anticipate having a tangible document for July to have something to share with the Town.

Councillor O'Keeffe inquired how this ties in with last week's Tsunami Week campaign. Noticed there are no evacuation routes posted on the website. Would these plans cover all evacuation scenarios? The Chair explained that yes, there would be multiple scenarios analyzed which would be determined by the Town's Hazard, Risk, and Vulnerability Analysis. The Town's evacuation routes will also be in alignment with neighbouring jurisdictions and the CRD as a whole. Cautioned that we can plan for routes but these scenarios will be dictated in the moment dependent on the emergency and are effected. For example, is there is a hazardous spill, the wind direction will be a large factor on the best evacuation route. Expressed hesitation to share planned routes with the public as to avoid a generalized thought that during an evacuation there is a pre-determined route they must follow. Would prefer to see focus on the public taking direction from the notification system so that information is accurate and appropriate for the current situation. The Town does have tsunami specific evacuation route planning. The modelling indicates that Sidney's risk is minimal and essentially projecting all worst case scenarios, certain areas of the Town may incur minor flooding. The areas of concern are the tidal action that could potentially damage marine infrastructure.

Action: D. Barner to review mapping on the website.

d. **Mary Winspear Centre COVID-19 Vaccination Clinic**

The Chair shared that now ages 35+ can register for vaccines. The site remains to appear busy with vaccinations and continue to hear positive experiences from the community.

6. **NEW BUSINESS**

a. **Update on Sidewalk Café/ Off-Street Parking Outdoor Seating Permit Applications**

The Chair invited A. Verhagen to speak to the amount of applications in light of the recent extension in restrictions around outdoor dining only. The Town is working with businesses to best accommodate these restrictions.

A. Verhagen reported that Engineering has received a number of applications that have already been approved or are in the process. So far these are the anticipated businesses that would normally pull such permits. There has not been an increase in requests following the latest provincial restrictions. Mary's Bleue Moon Café has put up a sidewalk café in their parking lot. Explained they are a unique scenario in which half of the parking lot is private property. Furthermore, any inquiries regarding patio heaters have been directed to the fire department for consultation on adhering to the building and fire department codes relating to life safety.

b. **Sidney Street Market at Mary Winspear Centre**

R. Humble shared that the EOC staff have been in discussions regarding the level of responsibility the Town has in respect to the street market this year at the Mary Winspear Centre. As per Council direction there was an MOU established for the 2021 market season that allowed the street market (which is a Town of Sidney event) to sanction under a contract. Having the market on private land allows the operator to take it outside of the framework from the Town of Sidney because it is not operating on the Town's street as per in year's past. Essentially, there is no Town involvement nor association with the market for the 2021 season; it will all be coordinated through VIHA and Mary Winspear Centre. The Town will not engage in any upfront messaging citing it's separation from the market for 2021 and will handle any inquiries similar to how they would regarding any other business within the Town of Sidney.

7. **ROUNDTABLE**

The Chair opened up the discussion to a roundtable.

R Humble: as the vaccination roll out continues to present opportunities to younger ages, Town staff can anticipate an email outlining time off expectations to receive the vaccine. In an effort to encourage employees to receive the vaccine (if they desire one and are able to), the Town will cover up to three hours pay to receive the vaccine. Staff will need to communicate with supervisor and show proof of vaccination. Anticipate amendments to the employer standards act.

Councillor O’Keeffe raised concerns regarding an incident where a dog ingested marijuana at Iroquios Park. Staff confirmed they had not been made aware of this. Led into discussion around the vulnerable population in Town parks. Although there has been a slight influx, B. Robinson reminded the committee our population is quite low with behaviour that would be a reason for concern. Daily checks are still occurring, and Town Staff and RCMP maintain regular conversations.

8. **NEXT MEETING**

10:00am, May 19th, 2021 via Zoom.

Committee will continue to meet monthly during the COVID-19 pandemic until the committee agrees to resume to the regularly scheduled quarterly meetings.

9. **ADJOURNMENT**

Moved by D/C Harman, seconded by A. Verhagen, that the meeting adjourn at 10:30.

MOTION CARRIED

CHAIR