

TOWN OF SIDNEY
MINUTES OF EMERGENCY PLANNING COMMITTEE MEETING

October 29th, 2021 10:00AM

PRESENT: L. Witzer, B. Mikkelsen, Councilor O’Keefe, A. Hicik, C. Newcomb, B. DeMaere, W. Conley, M. Harman, W. Maxwell, P. Wills, R. Humble, S. Janusic.

ABSENT: S. Nelson, A. Verhagen, B. Robinson, L. Judson, C. Cook

1. CALL MEETING TO ORDER

The Chair called the meeting to order at 10:00 AM.

2. TERRITORIAL ACKNOWLEDGEMENT

3. ADOPTION OF AGENDA

Moved by W. Conley, seconded by A. Hicik, that the Agenda of the Emergency Planning Committee Meeting of October 29, 2021 be adopted as circulated.

MOTION CARRIED

4. ADOPTION OF MINUTES

Moved by W. Conley, seconded by A. Hicik, that the Minutes of the Emergency Planning Committee Meeting of August 18th, 2021 be adopted as circulated.

MOTION CARRIED

5. OLD BUSINESS

a) UBCM Grant Application for Evacuation Route Planning Old Business

b) UNDRR Application

The Chair explained that we are in the 3rd stage of the application process. This is still ongoing

c) Emergency Drinking Water

The Chair pushed this to New Business

d) HRVA Refresh

The Chair pushed this to New Business

e) Cooling Centers Debrief/Heat Response Invoicing

The Chair said that a debrief happened and they have a plan based on the size of the municipality, some things can be updated. Invoicing has been submitted for these heat events to EMBC.

f) Evacuation Route Planning

The Chair passed this topic to Deputy Chief Harman. D/C Harman said that this is continuing to happen with contractor with Jim LaMorte. Zoom meetings with all four watches of the RCMP participated and there was good information shared regarding risk assessment and what would be needed of the RCMP. Hoping to have a document put together for late November. The Chair asked if North Saanich is involved and D/C Harman confirmed that they have a plan in place. Jim LaMorte is also working with the Senior Care Homes.

R. Humble asked if the communications manager will communicate the finished document to the Town. The Chair ultimately said yes but that it will have to be reviewed and that they drive the community to Saanich Peninsula Alert. D/C Harman agreed and he is also hoping to have mapping put on the website to clear

Councilor O'Keefe asked in regards to communications if the preference was to use Saanich Peninsula Alert and if the plan will include communication strategies. The Chair replied that is Saanich Peninsula Alert is being sent out then an EOC would be put in place with designated communications people regardless of the magnitude of the disaster/emergency event. The Chair also said that a knock on doors could be put in places depending on the type and size of event. Councilor O'Keefe asked how the communications manager would be used and if we are doing pre-disaster communications. The Chair said that pre-disaster communications are something that the fire department promotes year round especially with Saanich Peninsula Alert. The Chair also said that the communications manager will be used in an EOC.

g) Wildfire Invoicing

The Chair said that the first invoice has been paid. The remaining invoices have been submitted. D/C Harman said the rest have been approved and sent off for payment. The Chair thanked D/C Harman and the finance department for their hard work.

h) Senior Care Facility Update

The Chair asked D/C Harman to comment on this topic. D/C Harman is still having weekly contact with Sidney Care Homes and that passports are mandatory in all buildings. All staff must be double vaccinated. Peninsula and Norgarden are getting a third booster shot in November.

6. NEW BUSINESS

a) Emergency Planning Committee Executive Meeting Minutes

The Chair said that this committee is made up of the Mayor, CAO R. Humble, Councilor O'Keefe, and B. Mikkelsen (Chair).

A. Set Up and Refrainment of New EOC in the Community Safety Building (CSB)

This was done as an exercise before the COVID-19 Pandemic and during the pandemic a large Level 2 EOC was implemented in response to COVID-19.

B. Special Event Safety Policy

This is something that Jim LaMorte implemented. This has been a long process because some of the application processes will be done by front end staff. This is now almost ready to be implemented after a review of the document. To be done after COVID-19 is over.

C. Participated in at Least One Facilitated Disaster Response Exercise

We all participated in COVID-19 and the next exercise will be at the airport with the airport authority and RCMP. Another exercise will be to do door-knocking in the community. Recently there was a SeaStar Chemical exercise with BCAS and RCMP.

D. Post Disaster Potable Water Plan

The Chair asked B. DeMaere to comment on this topic. B. DeMaere explained that there was a meeting with the CRD to discuss the integrated approach to providing potable water to all communities. The system they have set up now involves the blue hydrants where water can be obtained and a bladder system is also planned. A working group made up of peninsula communities is working to update this system. The Chair said that the take away was there isn't not going to be any additional blue hydrants added that are secured in a way that a seismic event won't destroy them. Our regular lines have a higher degree of failure during seismic events. It is possible to connect our Town to that hydrant on our own cost. B. DeMaere said the CRD will be creating a more seismic piping system that will feed to Sidney. The Chair asked is this is to a hardened system and B. DeMaere said it is more to address the prema-strand because it is a weak link. Another thing that will be address is how to get water to the residence of Sidney.

The Chair said that our water is treated from the Sooke reservoir and that there are sections that are good for seismic events and some sections that could fail. We could do everything at the Town level but if there are other sections in other areas then it won't be helpful. The other thing is that the CRD has two portable water trucks that can hook up to hydrants and the water can be filtered after a seismic event, which is a problem that they only have two. The Town will have to look at getting our own truck and this will have to be address within the nest 15 – 20 years. We also need to look how to get water to non-able bodied people in the communities such as care homes.

A Hicik asked if we can put the onus on the public to prepare. The Chair said yes. The other thing is that firefighting water will be taken from the ocean. The Chair said yes. The other thing is that firefighting water will be taken from the ocean. A. Hicik also asked about a survey to gather data and the Chair said it is a work in progress.

E. Examine Human Waste Disposal Options Post Disaster.

The Chair said it isn't something that has been looked at extensively but it is a working progress.

F. Undergo United Nations essentials for making cities resilient.

We are in the Third phase of this application.

6. NEW BUSINESS

G. Hazard Risk and Vulnerability Analysis (HRVA) Re-Fresh

The Chair said that this will be looked at again in 2022.

H. COVID-19/EOC After Action Report

This report will be done by a third party source to gather information from all the key players at the EOC level. The funds from the HRVA Re-Fresh to be used for this After-Action report. The Chair asked if there was any questions regarding this topic.

R. Humble supports the use of a third party source. R. Humble also asked if other municipality are doing the same thing or if this is unique to Sidney. The Chair said that it isn't unique but that the After-Action report to imbedded into emergency management.

R. Humble and the Chair agree that the amount of money to be used is going to benefit the EOC for future events.

Councilor O'Keefe asked A. Hicik is there is still money in the COVID funds. A. Hicik said that the funding is very minimal. The Chair said that the funding will come from the HRVA push back and the wildfire funds.

C. Newcomb commented on how he worked his department while Alison went to the EOC. He said that they were unprepared and that there were things that cause a bit of chaos without a lot of preparation. Having a look back could be very useful to other who weren't working in the EOC. The Chair agreed.

7. ROUNDTABLE

W. Conley asked about where things are at with the marinas and possible firefighting measure in those areas. The Chair said that the fire department have a very extensive marina firefighting plan with proper marine firefighting equipment. Mutual aid is also used for marina fires.

W. Conley also asked about active threat emergency situations in respect to what happened in Nova Scotia. Essentially, it would go to the provincial duty officer who would distribute that information. The Chair said that there is also the EMBC alert system that works similarly to the Saanich Peninsula Alert system but on a larger scale across BC. This is a system that would go to every cell phone with a BC area code.

C. Newcomb provided an update of the Community Plan Update project. It is almost done the second stage out of four and it has been helpful with the community engaging in the plan. They are hoping to have a draft ready for the New Year. C. Newcomb asked if anyone has any emergency planning to be put in place on the project then to reach out to him.

8. NEXT MEETING

10:00am, November 17th, 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 C. Newcomb, seconded by W. Conley, that the meeting adjourn at 10:51am.

MOTION CARRIED

A handwritten signature in cursive script, appearing to read "Brett Hill", is written over a horizontal line.

CHAIR