

TOWN OF SIDNEY
EMERGENCY PLANNING COMMITTEE MEETING
AGENDA

February 17th, 2021 10:00AM – 11:00AM

Meetings are video recorded and posted on the Town's website.

1. Call to Order
2. Territorial Acknowledgement
3. Adoption of Agenda
4. Adoption of January 27th, 2021 Meeting Minutes
5. Old Business
 - a. Senior Care Facilities Update
 - b. Mass Emergency Notification Service Provider
 - c. UBCM Grant Application for Evacuation Route Planning
 - d. Action item from January 27th, 2021: A. Verhagen to confirm that signs appropriately articulate the services the Town is currently offering.
6. New Business
 - a. Partnership with UVIC for Introduction to Emergency Management for Business Continuity course
7. Roundtable
8. Next Meeting: 10:00am March 17th, 2021
9. Adjournment

TOWN OF SIDNEY

MINUTES OF EMERGENCY PLANNING COMMITTEE MEETING

January 27, 2021 10:00AM

PRESENT: R. Humble; Chief Mikkelsen; Deputy Chief Harman; Councillor T. O’Keeffe;
A. Hicik; A. Verhagen; B. DeMaere; D. Barner; S. Nelson; B. Robinson

ABSENT: Staff Sergeant Conley; Sergeant Cook; CPL Harding; C. Newcomb; W. Maxwell;
J. Joe; S. Jones; L. Witzer

1. CALL MEETING TO ORDER

Chief Mikkelsen, Chair, called the meeting to order at 10:01.

The Chair welcomed the new Council liaison for 2021, Councillor O’Keeffe to the Emergency Planning Committee.

2. TERRITORIAL ACKNOWLEDGEMENT

3. ADOPTION OF AGENDA

Moved by R. Humble, seconded by A. Verhagen, that the Agenda of the Emergency Planning Committee Meeting of January 27, 2021 be adopted as circulated.

MOTION CARRIED

4. ADOPTION OF MINUTES

Moved by R. Humble, seconded by A. Verhagen, that the Minutes of the Emergency Planning Committee Meeting of December 16, 2020 be adopted as circulated.

MOTION CARRIED

5. OLD BUSINESS

a. Senior Care Facilities Update

D/C Harman provided a breakdown of the current vaccination statistics for the senior care facilities.

- **Sidney Care:** 99% of staff, 94% of residents vaccinated
- **SHOAL Assisted Living:** majority of assisted living and kitchen staff, 96% of residents vaccinated
- **Resthaven Lodge:** 50% of staff, 93% of residents vaccinated
- **Norgarden and The Peninsula:** staff are either completed or in the cue, 100% of assisted living residents vaccinated
- **Amica at Beechwood:** 80% of staff, 99% of assisted living residents, and 7 independent living residents are vaccinated

- **Sidney All Care:** 100% of staff and residents that signed acceptance for vaccine have received it.

Fire Department is relieved to report that a group that has been an identified significant concern since the beginning of the pandemic now has been vaccinated. Facilities that host both assisted and independent living residents have been fortunate to receive vaccines for some of the independent residents. Going forward, independent residents are likely to be vaccinated by their age category as would seniors living at home.

Fire Department retains weekly contact with senior care facilities. SHOAL Centre has expressed interest in being a potential vaccination site. Chief thanked D/C Harman, D. Barner and the staff at the senior care facilities for their continued efforts throughout the pandemic; commented that having these residents and staff vaccinated is a considerable relief for everyone.

10:05 B. Robinson joined the meeting

b. Mass Emergency Notification Service Provider

D. Barner updated that the project is ongoing behind the scenes. Current tasks include finalizing the content of the new platform's website (wording, logos, buttons, graphics, etc.) The current provider drove the public to a website specific to each individual municipality which resulted in three different sites; the new one is one central website for all municipalities. One of the appealing upgrades to the new provider is the capacity to sign up for multiple areas you would like to receive notifications for. Building this feature in has taken consultations with the three municipal GIS staff to produce new mapping that covers the peninsula as a whole. Furthermore, have been developing our communications strategy amongst the three municipalities. Have been working with P. Kully in Administration whom has been most helpful. Overall project is on track and will be live in March.

Chair spoke to the previously submitted UBCM Grant Application for Evacuation Route Planning and reiterated that the Town had not received news on the application; but was expecting to have an update for the February EPC meeting.

The Chair invited R. Humble to speak to the Town's EOC Level One status.

R. Humble reported that staff at the Senior Team Meeting discussed what other municipalities are operating at in terms of availability at Town Hall. Primarily, they are open to the public by appointment only throughout the region. Where feasible, a few will take walk up traffic. Current protocols are on website and are on signage at the front door to municipal buildings.

Chair commented that the Town needs to recognize a balance in continuing to deliver services but protecting the public and staff. Fire Department is still offering smoke alarm program, but has screening protocols in place and heighten protection measures for staff whom attend.

Action: A. Verhagen to confirm that signs appropriately articulate the services the Town is currently offering.

6. NEW BUSINESS

The Agenda for the January 27th Emergency Planning Committee did not call for any items under New Business. New Business developed into a Roundtable discussion.

Councillor O’Keeffe passed on concerns from the Peninsula Chamber of Commerce following a recent Hazmat call out, and additionally the unsheltered population currently residing at the Tourist Information Centre. Committee discussed the appropriate channels to address these concerns. The Chair has previously served as a Hazmat technician on the CRD team, and provided background information as to protocols and procedures that likely determined the actions taken during the Hazmat incident.

R. Humble advised concerns are best directed to the municipality they are focused in, as well as engaging the Sidney/North Saanich RCMP. North Saanich bylaws will play a role in determining how to approach situations in their District. Sidney continues to focus on its unsheltered population, predominately the camp at Iroquois Park. Bylaw and RCMP staff continue to monitor the situation and perform “wellness checks” twice a week.

B. Robinson reported that Public Works staff are performing regular cleaning of the sites. Have noticed an increase in trend of drug consumption, and as a result are reviewing protocols around properly handling such material. Feels we are still at a level where we consider ourselves to be fortunate with our current population.

Committee agreed the Town is balancing maintaining hygiene and shelter needs while attaining situational awareness of the current population.

Councillor O’Keeffe raised concerns from the community regarding building codes and fire department response times, which is perceived to potentially result in increased insurance rates. Concerns have been previously brought to staff. Questioned if a letter to Council addressing these concerns would be more appropriate. R. Humble confirmed correspondence to Council would be best, whom can then task staff with actions.

The Chair reported that there will be an upcoming proposal presented to Council reflecting further developments to Meet Your Street. Proposal will focus on identifying zones that require additional supports to become resilient, and will outline tools to assist them with these supports such as definitive roles within communities. Primary driver remains a social aspect and neighbours knowing one another. Anticipates Council will see proposal in a few weeks to a month’s time.

Committee discussed concerns around staff involvement and projected time allocations to Meet Your Street. The Chair and A. Verhagen reminded the committee that it is a legislated requirement to have an emergency program. Encouraging residents to be self-resilient and less dependent on emergency services before, during, and after a disaster is

an invaluable investment to emergency planning and will alleviate work long term. Will lessen the need for emergency response and should be viewed as a preventative measure. Will aid in other areas of emergency planning, such as disaster water supply and geographic specific planning. Other municipalities have successfully implemented similar programs without significant implications to staff time. Staff contributions will be monitored and considered as Meet Your Street continues to develop.

Committee discussed the similarities and differences between the PEMA teams (Emergency Support Services and Neighbourhood Emergency Preparedness Program), the Fire Department's Senior Fire Safety Program, and RCMP Block Watch program. D. Barner explained that Meet Your Street is the overarching umbrella that brings programs such as Block Watch and NEPP into a community in support of building a resilient community, and gives the Town a method of measuring the success of these programs.

7. ROUNDTABLE

8. NEXT MEETING

10:00am, February 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 M. Harman, seconded by R. Humble, that the meeting adjourn at 10:51.

MOTION CARRIED

CHAIR