

Juan de Fuca Emergency Planning Committee Meeting

1 March 2011

CRD Conference Room, 6868 West Coast Road, Sooke, BC

Attendance: See Attendance Sheet at page 5

Call to Order: The meeting was called to order at 1905 hours by G. OBriain.

Introductions: None

Regrets: R. Armour, T. Dixon, R. Dick, I. Elliott

Approval of Agenda: Motion made by J. Grant and seconded by T. Mehler to accept agenda as presented. Motion carried.

Adoption of Minutes: Motion was made to accept the minutes with one correction “maximum attendance for the VIEP Conference is 300 to 350”. Motion made by R. McLeod, seconded by J. Grant, motion carried.

Presentations: None

Old Business:

- A. Volunteers for critical positions: G. OBriain stated that he is not getting any response and needs help from the Planning Committee to fill these vital positions.
- B. VI Emergency Preparedness Conference, 15-17 April: R. McLeod stated that there is now seven weeks to go before the conference. On Wednesday there will be a walk through the hotel and conference space with the VIEP Committee. B. Longeway will be attending for BCAS, JdFEP Committee will be sending five representatives; Ground SAR will not be sending any. Ads have been placed in the Sooke News Mirror. The Trade Show will be on Friday evening from 1800 to 2100 hrs. An update will be emailed to G. OBriain by R. McLeod.
- C. Juan de Fuca Emergency Website: G. OBriain stated that reports have been positive. Most everyone has it in their “favorites”. In accordance with B. Webb’s comments, our webmaster will spend some time this summer ‘prettyfying’ the site. But, it is functional and will remain the way it currently is until the summer.

New Business:

- A. Agenda Items for next meeting: Please send G. OBriain any agenda items by 24 March.
- B. Training Plan: There were some changes in the plan and G. OBriain will get it to you as soon as it has been accepted. Nevertheless, we have a Table Top scheduled for 19 March, dealing with ‘Interface Fires’. Once the invitation is forwarded, please respond indicating your attendance or not. Another Table Top is scheduled for 2 April dealing with a Tsunami and there will be more information to follow.
- C. Marine Trail Holdings Resort proposal: G. OBriain stated that this is an application that has been referred to us for comment. We have to look at this from the perspective that if this ‘proposal’ is approved, what do we need as amenities in support of emergency situations and what needs to be done.
- D. Ray stated that they have not been consulted. Communications, fire coverage, increased traffic on highway, etc should be considered. Maybe the CRD need to have contracts for fire services with

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Shirley or Port Renfrew. D. Ray will work on his comments. Communications: In each POD area there should be some type of communications. The Lodge should have a tower and communications such as VHF and UHF communications in each POD. Also there should be a radio repeater. Training for Live-In Employees such as Fire Smart; bear proof of garbage containers; Incident Response Team (IRT) training; First Aid Training and assessed for an on-site ambulance (need to consult with BCAS). Underwriters Adjusters Bureau (UAB) for requirements; and NFPA is the standard. Proof of water supply before development permit is issued and before occupancy permit is issued. There should be fire truck access to each cabin. There should also be a JdF standard Emergency container on site. There should be an AED at the Lodge with someone trained in its use. The RCMP has not been consulted, but should. A road rescue truck should be purchased for use in the JdF EA.

Reports:

- A. **Commission Chair:** J. Grant reported that the Commission had voted to send 5 people to the VIEP.
- B. **Emergency Coordinator:** G. OBriain attended a 'Wildfire' session in Sooke on the 18th and 19th of February, along with other members of our committee. As you can see, the office has been moved and we have the use of a conference room. This room is supposed to be able to function as our EOC also. Trying to develop a training plan has taken a lot of time. Also, the Port Renfrew generator is ours.
- C. **Directors:**
 - 1) **ESS Director:** B. Broster stated that 19 people attended the Reception Centre Overview and workshop. East Sooke, Shirley, and Port Renfrew have submitted floor plans for their reception centers. On 26th April Group Lodging workshop will be give. Bev is getting her invoices ready to submit to B. Broster. Bridget Prochaska will be meeting with some of us on Thursday. Bridget is from Southern Gulf Islands and will help out together ESS program for the JdF and Sooke. JEPP grant money for training supplies – each community will be contacted to see who has ESS trained people and who want training.
 - 2) **Training Director:** no report
 - 3) **EOC Director:** no report
 - 4) **Public Relations and Media Director:** no report
 - 5) **Telecommunications Director:** B. Meikle stated that Metchosin is having a HAM course. The Port Renfrew packet station is in, but it is having trouble reaching Survey Mountain. He is not sure what the problem is, and the CRD is aware of the problem. There is 10 to 15 watts off of Survey Mountain; but need a reliable path back to us at the SAR Campus. Next thing to do is get Shirley up and running. Port Renfrew can't be heard from here. The packet will be set up in Otter Point and Shirley, also.
- D. T'Sou-ke Representative: no report
- E. Pacheedaht representative: no report
- F. CRD Director/Alternative: no report
- G. CRD Manager Protective Services: no report
- H. Sooke Emergency Coordinator: S. Sorensen has analyzed 100 potential risks to this region which will go into the CRD databank. Scenario training, group analysis funding to address five major risks: 1) Earthquake; 2) Wildfire; 3) Severe Winter Storms are the first three. Good way is to look at other

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agencies and what they consider to be major risks. This will be available to be used community-wide after it is released. He has gotten a couple of JEPP Grants: 1) to pay ½ of the cost of a pickup truck; 2) radios (which have already been purchased). B. Meikle will take a look.

I. BCAS:

- 1) Port Renfrew: no report
- 2) Sooke: B. Longeway stated a review of BCAS Emergency Plan is underway. The plan is to not provide services unless there is a real disaster. He needs a container to put all the emergency supplies in and that the ambulance station needs to be a stand-alone unit. He has applied for a generator, but is not sure when it will be provided. Communications is a real problem as there is no HAM radio capability at the station; this has gone to Headquarters for review. He needs to look within the community to see how to communicate. A meeting is needed to address this need. B. Meikle said that a mail out should be sent out to all persons in the JdFEA who has a HAM license, to confirm that they are still in the area and still active. D. Ray said that PEP frequencies (line of site, SIMPLEX, and CREST) are not well understood. CREST goes as far as Loss Creek. One frequency to tie in all emergency communications, but is shielded from the general public. G. OBriain and B. Meikle will meet to discuss date and time.

J. Fire Departments:

- 1) East Sooke: no report
- 2) Port Renfrew: no report
- 3) Willis Point: no report
- 4) Otter Point: K. Brehart reported that it has been quiet in Otter Point.
- 5) Shirley: D. Ray reported that they have a new Fire Commission. Volunteer fire fighters have been going for training. On a sad note B. Cormier passed away; there will be wake at the Fire Hall on Thursday evening. Communications Issues – he will sit down and draw up some guidelines. BCERMS is the guideline to use. It was suggested that keys to all gates should be readily available. There should be a sign on each gate with the name and phone number of the person to contact for access. A meeting to include, BCAS, RCMP, Fire Departments needs to be set up to review BCERMS; this meeting should include all first responders. There will be a traffic control course the first weekend in April which is open to anyone – it's a one day course.
- 6) Sooke: S. Sorensen reported that they have had 75 calls last month. They are still working through the recruit class, there are now 16 left. There is lots of training going on. They have responded to two CO2 alarm calls. New structures and those structures with plugged vents are using all the oxygen in the house and then the alarm goes off. Unplug the vents! Their new pickup truck is coming within the next week or so, it is a ½ ton Tahoe. They are specifying out a new pumper for 2012 delivery. The site for the Silver Spray Fire Hall now belongs to the District of Sooke. They are waiting for the final work on the ALR site in Sun River.

K. RCMP: S. Wright stated that communications is an issue regarding Search and Rescue. They now have quads in the event they are needed for a search. A change in protocol is that the Fire Department will call BCAS and RCMP if needed to attend a situation.

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L. SAR:

- 1) Ground Search and Rescue: B. Meikle stated that they are normally called by PEP and he just assumed that PEP also call the RCMP. They have had communications with S. Wright about this. There are now 48 members in the Ground SAR group, with 12 recruits this month. The second half of the China Beach incident was done and worked out well. There were several other calls that night also.
- 2) Marine Search and Rescue: no report.

M. Community Coordinators:

- 1) East Sooke: J. Grant attended the Wildfire Risk Assessment. J. Grant has forwarded two names to ESS. She wrote an article for Rural Observer, and has opened a Twitter account for JdF Emergency Program (@jdfemerg). She needs whistles.
- 2) Otter Point: no report
- 3) Port Renfrew: T. Mehler reported there are 10 to 12 volunteer fire fighters in Port Renfrew and a population of approximately 100. There is some progress to report on the Port Renfrew Community Rec Centre meeting.
- 4) Willis Point: no report
- 5) Shirley: no report
- 6) Jordan River: no report
- 7) Malahat: no report

- N. Community Liaison: D. Court stated that amateur radio operator activation is trying to be done. Beginning of wider plans. PODs around each amateur radio operator, and there are about 80 calls signs.

Next Meeting:

- A. **Planning Committee:** 1900 hours 5 April 2011
- B. **Commission Meeting:** at the call of the chair
- C. **EOC Team** – TBD. The EOC will be moved here. There will be shelves built and the computers will be here also. Venue will be the CRD Conference Room.

Adjournment: S. Wright made the motion for adjournment at 2045 hours.

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Attendance Record

Status	Name	Position
Present	George OBriain	JdF Emergency Program - Coordinator/ Chair
	Bill Meikle	JdF Communications - Director
	Brian Webb	JdF Communications - Deputy Director
	Ted Mehler	Port Renfrew - Community Coordinator
	Barb Broster	JdF ESS - Assistant Director
	Bryon Longeway	BCAS
	Steve Sorensen	Sooke Fire Department
	Dave Court	Sooke ESS
	Donovan Ray	Shirley Fire Department
	Richard McLeod	Sooke Fire Department
	Steve Wright	Sooke RCMP
	Jeri Grant	East Sooke - Community Coordinator
	Kevan Brehart	Otter Point Fire Department
Regrets	Travis Whiting	CRD – Protective Services – Manager
	Rob VanVeen	Shirley Fire Department
	Rob Roe	Unit Chief – Coast Guard Auxiliary
	Marcella Planes	T'Sou-ke Nation
	Gordon Planes	T'Sou-ke Nation
	Ron Gibbins	BCAS – Port Renfrew Unit Chief
	Dominique Bernardet	Shirley - Community Coordinator
	Roger Beck	East Sooke Fire Department
	Mark Evans	Otter Point CC
	Fred Madill	JdF EOC Director
	Ted Dixon	Malahat Community Coordinator
	Matthew Haine	BCAS 115
	Rick Armour	Marine Search and Rescue
	Robert Dick	Jordan River CC
Guest	Linda OBriain	Taking minutes

