

**REPORT TO PLANNING AND PROTECTIVE SERVICES COMMITTEE
MEETING OF WEDNESDAY, JUNE 28, 2006**

**SUBJECT HAZARDOUS MATERIALS INCIDENT RESPONSE SERVICE ESTABLISHMENT
BYLAW 3322**

PURPOSE/ISSUE

The CRD Board, at its meeting in February, directed staff to visit municipal councils to provide information pertaining to the need for, and means to deliver, a regional hazardous materials incident response service and to bring back to the Planning and Protective Services Committee, a status report on the outcome.

HISTORY/BACKGROUND

The Board previously directed staff to develop an agreement between the CRD and the District of Surrey for the provision of a Hazardous Materials (Hazmat) Incident Response Service. When the service was initially proposed, there were some concerns that municipal councils were not informed about the proposed program. As a consequence, the Board directed that a presentation be made to each municipal council to provide a basic understanding of the need for, options to provide, and costs of participation in the proposed service. In support of the establishment of the service and the proposal to enter into an agreement with the District of Surrey to provide the service, a representative of the Greater Victoria Fire Chiefs Association (GVFCA) has completed presentations to each council and has entertained questions on the process over the past few months.

ALTERNATIVES

- 1) That the Hazardous Materials Incident Response Service Bylaw be introduced and given three readings.
- 2) That the Hazardous Materials Incident Response Service not be established.

OPTIONS REVIEWED

At the time of the consideration of the best option to implement a service, there was confusion regarding the potential opportunity to receive Hazmat response services from the Department of National Defense (DND). The DND, in follow up conversation, indicated it was unable to provide a commitment for a service contract as was deemed necessary, but would be available to support the requirements for a response on an as-available basis. In light of this clarification, the options for delivery of the service include only a contract with the District of Surrey, or a fully staffed in-house program for delivery of the service by trained fire department staff. The recommended option combines the latter two, which will see the District of Surrey provide the technical support for a response with local crews training under Surrey staff to obtain the necessary skills to provide local support for any response. It is considered that in the future, the need for Surrey technicians will be diminished as the staff complement of trained technicians increases in the Greater Victoria area.

FINANCIAL IMPLICATIONS

Program costs for 2006 are included in the 2006 Annual Budget. The 2006 Budget included partial year funding for operating costs, the repayment of \$70,000 to the Feasibility Study Reserve Fund and the first of four equal annual equipment payments.

The 2007 budget is expected to have an increase of \$36,000 over 2006.

ESTABLISHING BYLAW 3322

CRD staff have prepared service Establishing Bylaw No. 3322, and have, by letter, forwarded a copy of the Bylaw to each council requesting consent to adopt the Bylaw. The Bylaw could be considered by the CRD Board in July. With this timetable it is likely that the Bylaw could be adopted by the Board at its meeting in September. With the letter to councils, staff have also included a projection of the 2007 municipal requisition.

AGREEMENT WITH THE DISTRICT OF SURREY

With the establishment of the service, staff would complete the preparation of the agreement for service between the CRD and the District of Surrey.

SUMMARY/CONCLUSIONS

The Greater Victoria Fire Chiefs Association has now completed presentations to each municipal council supporting the need for a hazardous materials incident response service, recommending the best method to deliver the service as being a contract with the District of Surrey, which also provides for technical training for selected local fire fighters to the technician level. To establish the service an Establishing Bylaw has been prepared and forwarded to each council for their consent to adoption of the Bylaw by the CRD Board.

RECOMMENDATION

1. That Bylaw No. 3322, "Capital Regional District Hazardous Materials Incident Response Service Establishment Bylaw No. 1, 2006" be introduced and read a first time, read a second time and read a third time.
2. That staff be directed to finalize the agreement for Hazmat service between the District of Surrey and the CRD.

David Gibbs, Manager
Planning and Protective Services

Robert Lapham, GM
Planning and Protective Services
Concurrence

Kelly Daniels, CAO
Concurrence

Attachments: 1

Planning and Protective Services Committee – 28 June 2006
Re: Hazardous Materials Incident Response Status Report
Page 3

Schedule A		
2007 Hazardous Materials Service Operating Costs		
Description	Operating Costs	Comments
Maintain Equipment	25,000	Replacement of training supplies & training suits
Annual Retainer	50,000	Surrey costs
Surrey/Dept Training exercise	45,000	Surrey, annual costs for on-Island training exercise, with local personnel
CRD Admin. Cost	15,000	Estimate only, annual costs for finance to administer the billing and cost recovery, preparation of annual budget
½ FTE, Department	42,000	For fire department program administration
Technician Training (Dept)	85,000	Training to tech level for 12 firefighters to augment Surrey response
Annual Operating Costs:	\$262,000	
Annual Equipment Payment (1st of 4)	81,500	
First Year:	\$343,500	