



# Alberni-Clayoquot Regional District

## ALBERNI VALLEY EMERGENCY PLANNING LIAISON GROUP MEETING

THURSDAY, JULY 26, 2018, 1:30 PM

Regional District Board Room, 3008 5<sup>th</sup> Avenue, Port Alberni, BC

### AGENDA

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|--|--------|
| 1. <b><u>CALL TO ORDER</u></b><br>Recognition of Traditional Territories.  |        |
| 2. <b><u>APPROVAL OF AGENDA</u></b><br><i>(motion to approve, including late items required 2/3 majority vote)</i>     |        |
| 3. <b><u>ADOPTION OF MINUTES</u></b>   |        |
| a. <b>Alberni Valley Emergency Planning Liaison Group Meeting held<br/>February 08, 2018.</b>                          | 2-5    |
| <i>THAT the minutes of the Alberni Valley Emergency Policy Group meeting held<br/>on February 08, 2018 be adopted.</i> |        |
| 4. <b><u>INTRODUCTIONS</u></b>   |        |
| a. <b>Round Table Introduction – name, position and organization</b>   |        |
| 5. <b><u>REPORTS</u></b>   |        |
| a. <b>Protective Services Manager – Kelly Gilday</b><br>Initial Priorities<br>Grant Funding                            |        |
| b. <b>Public Engagement – Social Media – Alicia Puusepp</b>  |        |
| c. <b>Tsunami Warning System – Wes Patterson</b>   |        |
| d. <b>ESS- Karen Freethy</b>   |        |
| e. <b>Round Table Reports</b>  |        |
| 6. <b><u>NEXT MEETING</u></b>  |        |
| 7. <b><u>ADJOURN</u></b>   |        |



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY EMERGENCY PLANNING LIAISON GROUP MEETING

HELD ON THURSDAY, FEBRUARY 8, 2018, 2:30 PM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### PRESENT:

|                                |                             |
|--------------------------------|-----------------------------|
| Penny Cote, Chair, EA "D" Dir. | Don Swerdfeger              |
| Rick Geddes, SLVFD, BCAS       | David Wiwchar, The Peak     |
| Charlie Starratt, BCVFD        | Chris Alameny, CPA          |
| Jim Kraneveldt, Catalyst       | Gina Pearson                |
| Mike Ruttan, CPA               | Wes Patterson, PAFD         |
| Dave Boyce, RCMP               | Stephanie Bruvall, VIHA     |
| Dave Poulsen, S & R, BCAS      | Vince Painchaud             |
| Ian Arklie, RCMP, S & R        | Wilf Taekema, CPA           |
| Alicia Parayno, Island Health  | Phil Atkinson, PA Transit   |
| Kelly Gilday, PAFD             | Ryan Anaka, Uchucklesaht FN |
| Al Winney, AARC                | Tanya Kuc, VIHA             |
| Alicia Puusepp, CPA            | Ashley Oscienny, VIHA       |
| Karen Freethy, CPA             | Amelia Vos, HFN (via phone) |

**REGRETS:** Denis Sauve, Vice-Chair, City of Port Alberni  
John McNabb, Electoral Area "E" Beaver Creek  
Lucas Banton, Cherry Creek Volunteer Fire Department  
Mike Carter, Port Alberni Port Authority

**STAFF:** Douglas Holmes, Chief Administrative Officer  
Janice Hill, Environmental Services Coordinator

### 1. CALL TO ORDER

The Chair called the meeting to order at 2:31 pm.

The Chair recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

### 2. APPROVAL OF AGENDA

*MOVED:* C. Starratt

*SECONDED:* A. Winney

*THAT the agenda of the AV Emergency Planning Liaison Group be approved.*

**CARRIED**

### 3. MINUTES

*MOVED: A. Winney*

*SECONDED: M. Ruttan*

*THAT the minutes of the AV Emergency Planning Liaison Group meeting held on June 22, 2017 be adopted.*

**CARRIED**

### 4. INTRODUCTIONS

Introductions were conducted around the table.

### 5. REPORTS

#### **a. AV EP Liaison Group Terms of Reference Review**

*MOVED: C. Starratt*

*SECONDED: M. Ruttan*

The Group adopted terms of reference as presented.

**CARRIED**

#### **b. Tsunami Evacuation Alert (January 23, 20-18) Debrief/Learnings (verbal)**

Participants provided a debrief and learnings they experienced during the Tsunami evacuation alert.

The feedback included the following:

- The warning siren could not be heard by residents in some of the low lying areas of the city and some areas that were above the inundation zones.
- Communication with the residents needs improvement. Need to ensure residents have their grab and go bags ready.
- Need to ensure that communication via Twitter and Facebook is timely.
- An automated call out system is need for the EOC.
- EOC volunteers need some refresher training.
- Need a proper plan for our volunteer fire departments so they are marshalled and ready for deployment.
- Communication with outside sources needs to be improved. (ie. status, arrival and size of the possible wave).
- The City Works yard is located in the inundation zone. This needs to be addressed, as they did not have time to move all of the equipment out of the zone.

- Many citizens of the Tseshaht First Nation community did not know where to go when they were advised to evacuate. The siren could not be heard clearly, in that area as there was too much of an echo.
- There was concern about the siren battery dying. Notification system needs updating.
- Evacuation centers throughout the city need to be identified and communicated to residents.
- Communication with Search and Rescue needs improvement.
- Public Transit needs to be notified and could be put in service.
- Security needs to be improved at WCGH.
- Emergency vehicles need to remain fuelled up at times.
- Message board could be installed at the hump with evacuation notifications.
- Catalyst mill needs early notification of warnings in order to properly shut the mill down.
- Communication needs to be improved between EOC and ESS.
- Service agreements for ESS need to be developed with business in town.

*MOVED: C. Starratt*

*SECONDED: M. Ruttan*

The Committee received verbal reports i. to xii.

**CARRIED**

**c. Protective Services Manager Update– D. Holmes**

D. Holmes, CAO provided an update on the status of the Protective Services Manager position. The posting for the position will be advertised in the following weeks.

**d. UBCM Community Emergency Preparedness Fund – Emergency Social Services**  
K. Freethy reported that \$25000 in funding was awarded to purchase reception kits and training.

**e. Strategic Wildfire Prevention Initiative - Community Wildfire Protection Plan Update**

K. Gilday reported that a grant for \$69,000 has been awarded for the CWPP update. An RFP for the plan update will be advertised soon.

**f. UBCM Community Emergency Preparedness Fund – Emergency Operations Centres & Training**

D. Holmes reported that a grant application was submitted to the Community Emergency Preparedness Fund to fund an automated community mass call out system, cargo trailer for external storage, training, EOC office equipment, and large detailed mapping. He also mentioned that there is a need to find an alternate Emergency Operations Centre as a post seismic location, where a small

storage container can be kept to store supplies and equipment.

**g. Round Table Reports**

**Al Winney, Arrowsmith Amateur Radio Club** - reported that their mobile trailer has been upgraded with the installation of a portable repeater, heat and air conditioning. The repeater on Mt. Ozark will be replaced with a newer one. He also provided an update on the MESH system in the valley. The Radio Club submitted a Grant-in-Aid application to the ACRD for funding.

*MOVED: C. Starratt*

*SECONDED: D. Boyce*

*The Group recommended that the Alberni-Clayoquot Regional District Board of Directors support the Radio Club's grant-in-aid application.*

**CARRIED**

**Alicia Puusepp, City of Port Alberni** – reminded the Group that the first week of May is Emergency Preparedness week and it will provide a good opportunity to get some emergency planning information out to the public.

**6. ADJOURN**

*MOVED: M. Ruttan*

*SECONDED: C. Starratt*

*THAT the meeting be adjourned at 3:56 pm.*

**CARRIED**