



PEACE RIVER REGIONAL DISTRICT EMERGENCY EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Thursday, January 15, 2009
TIME: 10:00 a.m.
PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Karen Goodings, Electoral Area 'B' – Meeting Chair
Director Arthur Hadland, Electoral Area 'C'
Director Wayne Hiebert, Electoral Area 'D'
Alternate Director Dan Rose, Electoral Area 'E'
Fred Banham, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Ron Storie, Manager of Community Services
Trish Morgan, Community Services Coordinator
Suzanne Garrett, Corporate Services Coordinator

Guest

Mr. Bob Kelly, Provincial Emergency Program, Prince George, BC

1) Call to Order The Chair called the meeting to order at 10:05 a.m.

ADOPTION OF THE AGENDA:

2) Adoption of the Agenda **MOVED** by Director Hiebert, **SECONDED** by Director Hadland, that the Emergency Executive Committee agenda for the January 15, 2009 meeting including Additional Items for the Agenda, be adopted as amended.

CARRIED.

Minutes:

- M-1 Emergency Executive Committee Meeting Minutes of August 21, 2008
- M-2 Results of Survey from Tomslake Community Meeting Notes of December 12, 2008
- M-3 Multi-jurisdictional Meeting Notes of August 28, 2008

Reports:

- R-1 January 15, 2009 Summary of Emergency Function in 2008
- R-2 January 15, 2009 report from Ron Storie, Manager of Community Services regarding Search and Rescue funding (2007 Fiscal) and handout (revised policy)
- R-3 January 15, 2009 report from Ron Storie, Manager of Community Services regarding Backup Generator and funding
- R-4 January 15, 2009 report from Ron Storie, Manager of Community Services regarding Neighbourhood Emergency Preparedness Course
- R-5 January 6, 2008 report from Trish Morgan, Community Services Coordinator regarding Emergency Preparedness information packages for rural residents
- R-6 January 6, 2008 report from Trish Morgan, Community Services Coordinator regarding Farmed Animal Mass Carcass Disposal Emergency Plan.

ADOPTION OF THE AGENDA: continued

2) Adoption of the
Agenda
(continued)

New Business:

NB-1 Proposed 2009 Fiscal Emergency Management function budget

Items for Information:

I-1 Emergency Incident Register

MINUTES:

3) M-1
Emergency Executive
Committee Meeting
Minutes of August
21, 2008

MOVED by Director Hiebert, SECONDED by Director Hadland,
that the Emergency Executive Committee Meeting Minutes of August
21, 2008 be adopted.

CARRIED.

4) M-2 and M-3
Tomslake Mtg. Notes
of Dec. 12th; and
Multi-jurisdictional
Mtg. notes of Aug. 28,
2008.

MOVED by Director Hiebert, SECONDED by Fred Banham,
that the following meeting notes be received:

a) Results of Survey from Tomslake Community Meeting Notes of
December 12, 2008; and

b) Multi-jurisdictional Meeting Notes of August 28, 2008

CARRIED.

REPORTS:

5) R-1 re: 2008
Summary of
Emergency
Function in 2008

MOVED by Director Hiebert, SECONDED by Alternate Director Rose,
that the 2008 Emergency Function Summary of Incidents be referred
to the Regional Board for information.

CARRIED.

6) R-2 re: SAR
Funding

In 2008 the Emergency Executive Committee (EEC) set aside
approximately \$16,000 as a one year pilot, to provide Search and
Rescue (SAR) groups with a regional funding source. A policy was
developed outlining the process with which SAR groups would be eligible
to apply for operating funds. Based on the number of searches and
eligibility to meet the policy criteria a total of \$4,560 was paid out to local
SAR groups.

Mr. Storie advised that for ease of proper reporting requirements the
policy requires an amendment. In particular, Item "c" under the Policy
Statement, the addition of "PEP Task payable statement."

MOVED by Director Hiebert, SECONDED by Fred Banham,
That the Policy Statement Item "c" in the Search and Rescue Funding –
Supplemental Funds Policy be amended as follows:

"c. Must provide copies of Minutes of Annual General Meetings, task
report, sign-in / out report, PEP Task payable statement, and
Annual Financial Statements."

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Emergency Executive Committee authorize up to \$16,000 to all
Regional Search and Rescue groups, on an annual basis, provided the
groups meet the established Policy criteria.

CARRIED.

Reports: (continued)

7) R-3
re: backup
generator

At the February 19th 2008 EEC meeting a resolution was passed to allocate \$80,000 in the 2008 Emergency Function budget. This amount was to be placed in a reserve fund and allocated for installation of an emergency backup power source for the Regional District office; pending grant availability from the Joint Emergency Preparedness Program (JEPP).

An outside consultant strongly suggested that a roof mounted, natural gas generator be avoided and that a container enclosed, diesel generator be pursued. A second consultant report outlined specifics as to generator, base, container, installation, tendering etc. still within the same baseline price as the first consultant. Consultant No. 2 suggests looking at \$160,000 for a back up generator based on current market volatility. Staff have confirmed that the Joint Emergency Preparedness Program will only provide funding of up to \$10,000 on a project of this nature. Committee members were advised that the supply of the generator will be tendered.

Discussion ensued regarding duplication of services, i.e. use of other facilities with generators, possibility of renting a generator – may not be able to find one during an emergency. It was noted that the Dawson Creek office is deemed the Emergency Regional Operations Centre, designated by legislation, for the unincorporated areas.

MOVED by Director Hiebert, SECONDED by Fred Banham,
That the Emergency Executive Committee allocate a further \$80,000 in the 2009 Emergency Function budget for the purchase of a ground based, containerized, diesel generator.

CARRIED.

8) R-4 re:
Neighbourhood
Emergency
Preparedness Course

MOVED by Alternate Dan Rose, SECONDED by Director Hiebert,
that staff be authorized to provide an information session regarding the Neighbourhood Emergency Preparedness Course to participants at the spring Grants-in-Aid meetings.

CARRIED.

9) R-6 re: Farmed
Animal Mass
Carcass Disposal
Emergency Plan

MOVED by Director Hiebert, SECONDED by Alternate Director Rose,
that the Emergency Management Committee adopt the Farmed Animal Carcass Disposal Emergency Plan.

CARRIED.

Committee members requested that the Farmed Animal Carcass Disposal Emergency Plan be placed on the Regional District's website.

NEW BUSINESS:

10) NB-1
2009 Fiscal
Budget

MOVED by Director Hiebert, SECONDED by Director Hadland,
that the Emergency Executive Committee approve the draft 2009 Emergency Planning budget.

CARRIED.

New Business: (continued)

11) I-1 re: The Committee reviewed the Emergency Incident Register updated to
Emergency Incident January 15, 2009.
Register

12) Adjournment MOVED by Director Hiebert, SECONDED by Director Hadland,
that the meeting be adjourned.

CARRIED.

The meeting adjourned at 12:10 p.m.