

**PEACE RIVER REGIONAL DISTRICT  
EMERGENCY EXECUTIVE COMMITTEE  
MEETING MINUTES**



DATE: Wednesday, February 10, 2016  
PLACE: Regional District Offices, Dawson Creek, BC

PRESENT: Director Karen Goodings, Electoral Area 'B'  
Director Brad Sperling, Electoral Area 'C'  
Director Leonard Hiebert, Electoral Area 'D'  
Director Dan Rose, Electoral Area 'E'  
Director Dale Bumstead, City of Dawson Creek  
Director Lori Ackerman, City of Fort St. John  
Chris Cvik, Chief Administrative Officer

Staff

Dan Ross, Protective Services Manager  
Trish Morgan, General Manager of Community and Electoral Area Services  
Jill Rickert, Community Services Coordinator  
Kim Frech, Chief Financial Officer, 10:30 am  
Suzanne Garrett, Corporate Services Coordinator

- 1) Call to Order      The meeting was called to order at 10:00 am
- 2) Election of Chair      Ms. Morgan called for nominations for the office of Committee Chair for 2016.
- MOVED by Director Goodings, SECONED by Director Rose,  
                                 That Chris Cvik be nominated for the office of Committee Chair for 2016.  
                                 CARRIED.
- Mr. Cvik declined the nomination.
- Ms. Morgan called a second time for nominations for the office of Committee Chair.
- MOVED by Director Rose, SECONDED by Director Hiebert,  
                                 That Director Goodings be nominated for the office of Committee Chair.  
                                 CARRIED.
- Seeing no further nominations, Ms. Morgan declared nominations to be closed and declared Director Goodings as Chair of the Emergency Executive Committee for 2016.
- 3) Election of Vice-Chair      Ms. Morgan called for nominations for the office of Committee Vice-Chair for 2016.
- MOVED by Director Bumstead, SECONED by Director Hiebert,  
                                 That Director Rose be nominated for the office of Committee Vice-Chair for 2016.  
                                 CARRIED.
- Director Rose accepted the nomination.
- Ms. Morgan called a second time for nominations for the office of Committee Vice-Chair.

- 3) Election of Vice-Chair                      Seeing no further nominations, Ms. Morgan declared nominations to be closed and declared Director Rose as Vice-Chair of the Emergency Executive Committee for 2016.

**ADOPTION OF THE AGENDA:**

- 4) Adoption of the Agenda                      MOVED by Director Sperling, SECONDED by Director Ackerman, that the Emergency Executive Committee agenda for the February 10, 2016 meeting be adopted as follows:
1. **Call to Order:**
  2. **Election of Chair:**
  3. **Notice of New Business:**
  4. **Adoption of the Agenda:**
  5. **Adoption of the Minutes:**  
M-1 Emergency Executive Committee Meeting Minutes of July 23, 2015
  5. **Business Arising from the Minutes:**
  6. **Correspondence:**  
C-1 re: Update on spill response regime
    - a) December 21, 2015 Spills Response Regime Project – Environmental Protection Division; and
    - b) January 26, 2016 update – delay on the launch of the public consultation  
*(Referred from the January 14, 2016 Board meeting)*
  - C-2 January 26, 2016 EMBC Public Volunteer Service Lifeline Award.
  7. **REPORTS:**  
R-1 February 4, 2016 report from Dan Ross, Protective Services Manager re: draft 2016 Emergency Services Planning budget  
R-2 February 3, 2016 report from Dan Ross, Protective Services Manager re: Emergency Program Act consultation and engagement.  
R-3 February 3, 2016 report from Trish Morgan, GM of Community and Electoral Area Services regarding Dam Safety – next steps.
  8. **NEW BUSINESS:**
  9. **ITEMS FOR INFORMATION:**  
I-1 Emergency Incident Register  
I-2 October 22, 2015 BCAEM re: release of EMBC Strategy to advance support for the local authority emergency management programs.  
I-3 For reference: PRRD Emergency and Disaster Service Establishment Bylaw No. 1598, 2005 and PRRD Emergency and Disaster Operations Bylaw No. 1599, 2005.  
I-4 PRRD Emergency Management Program Directive  
I-5 Feb 1<sup>st</sup> Snow Survey and Water Supply Bulletin (handout)
  10. **Adjournment:**
- CARRIED.

**MINUTES:**

- 5) M-1 EEC Mtg. Minutes of July 23 (SAR), 2015                      MOVED by Director Bumstead, SECONDED by Director Ackerman, that the Emergency Executive Committee Meeting Minutes of July 23 (SAR), 2015 be adopted.
- CARRIED.

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**CORRESPONDENCE:**

5) C-1 re: BC's spill response Regime                      The Province will be creating a world class spill response regime to address a wide range of potential land and marine-based spills. The Province intends on working with First Nations communities, local governments, industry and other regulators. Part of the process includes a public consultation component, which has been delayed pending completion of a third intentions paper. It is anticipated that this paper will be ready for review and comment by March 2016. Staff will continue to monitor and forward information to the Committee.

**REPORTS:**

6) R-1 re: 2016 budget                      Mr. Ross reviewed the 2016 Work Plan with Committee members.

Work Plan Item 8 – business continuity plan – members requested that commencement of the records management update take place sooner. It was noted that funding for this would be budgeted under Administration.

Work Plan Item 10 – flood response supplies – members requested that storage of one sandbag container be established in the North Peace, i.e. at the Charlie Lake Fire hall.

Budget line item 274 “flood inundation mapping” – it was noted that communities have not expressed any interest in this project. It was felt that this line item could be removed from the budget.

MOVED by Director Hiebert, SECONDED by Director Bumstead,

- a) that the Emergency Executive Committee approve the 2016 Emergency Planning budget, as amended; and
- b) that the budget be forwarded to the Regional Board for inclusion in the 2016 Annual Financial Plan.

CARRIED.

7) R-2 re: Emergency Program discussion paper                      Emergency Management BC (EMBC) has published a discussion paper on “The Legislative Framework for Emergency Management in BC.” The goal of the paper is to review the Act and ensure it provides a solid legal foundation in setting out responsibilities and authorities during an emergency or disaster. EMBC is seeking stakeholder input/suggestions on the discussion paper. Committee members reviewed the discussion points.

Remove Discussion 6 – Ministerial Authority to direct emergency planning  
it was noted that the minister does not have authority to require that a local authority make changes to their plans in situations where a cooperative approach has not been productive to address a significant issue with a plan.

Remove Discussion 11 – Employment protection  
It was felt that the current system works – employees wishing to assist during an emergency must advise their employer.

**Reports:** continued

- 8) R-3 (continued)      MOVED by Director Rose, SECONDED by Director Hiebert,
- a) That the Emergency Executive Committee refer the February 3, 2016 report entitled “Emergency Program Act Consultation and Engagement” to the Regional Board for permission to submit the comments, as amended, contained in the report to Emergency Management BC on the proposed changes to the Emergency Program Act by February 19, 2016; and
  - b) That the report be included, as a late item, on the February 11, 2016 Regional Board Agenda.

CARRIED.

MOVED by Director Ackerman, SECONDED by Director Hiebert,  
That staff be authorized to:

- a) draft a request for legislation to request the Province to increase the emergency planning and response requirements for dam operators, particularly those who are classified as high or extreme consequence facilities. This would involve the introduction of new legislation pursuant to S.28(2)(g) of the *Emergency Program Act*. Such a regulation could impose greater responsibilities than those under the BC Dam Safety Regulation;
- b) bring forward the issue at the CAO/CEO Forum in 2017 to see if there is interest in working with other local governments on this issue; and
- c) meet with the Minister of Forests, Lands and Natural Resource Operations and Emergency Management BC to discuss the issue of dam safety and make a request to amend legislation.

CARRIED.

It was suggested that the Ministry of Environment’s seven agreed upon design principles could be used as a guide for the development of a dam safety policy:

1. Polluter pays – companies that spill or pose a risk should be responsible
2. Risk based requirements – all spillers will be required to meet response requirements – based on a defined risk threshold
3. Avoids unnecessary duplication – recognizing there are some effective and collaborative procedures in place in certain sectors
4. Fair and transparent process – government has committed to continued dialogue through consultation on development of new legislation and regulations
5. Opportunities for First Nations and communities in preparedness, response and recovery – active engagement by First Nations and communities
6. Strong government oversight – new requirements will provide both clarity and certainty for spillers, meet public and First Nation expectations and maximize the protection of the environment
7. Continuous improvement – government is committed to continuous improvement ensuring a sustainable world-leading system

**ITEMS FOR INFORMATION:**

- 9) Items for Information    Committee members reviewed the following items for information:
- I-1    Emergency Incident Register
  - I-2    October 22, 2015 BCAEM re: release of EMBC Strategy to advance support for the local authority emergency management programs.
  - I-3    For Reference:  
      “Emergency/Disaster Service Establishment Bylaw No. 1598, 2005”; and  
      “Emergency and Disaster Operations Bylaw No. 1599, 2005.”
  - I-4    Emergency Management Program Directive
  - I-5    Feb 1<sup>st</sup> Snow Survey and Water Supply Bulletin (handout)

- 10) Adjournment:    MOVED by Director Hiebert, SECONDED by Director Bumstead,  
                              That the meeting adjourn.

The meeting adjourned at 12:15 pm

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Karen Goodings,  
Chair

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Suzanne Garrett,  
Corporate Services Coordinator