



# PEACE RIVER REGIONAL DISTRICT EMERGENCY EXECUTIVE COMMITTEE MEETING MINUTES

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DATE: Friday, January 12, 2018

PLACE: Regional District Offices, Dawson Creek, BC

PRESENT: Director Sperling, Electoral Area 'C' – Committee Chair  
Director Goodings, Electoral Area 'B'  
Director Leonard Hiebert, Electoral Area 'D'  
Director Lori Ackerman, City of Fort St. John  
Director Bumstead, City of Dawson Creek  
Chris Cvik, Chief Administrative Officer

## Staff

Trish Morgan, General Manager of Community Services  
Deborah Jones-Middleton, Protective Services Manager  
Jill Rickert, Community Services Coordinator  
Suzanne Garrett, Corporate Services Coordinator

- 1) Call to Order                   The meeting was called to order at 10:00 am
- 2) Election of  
Committee Chair                The Chief Administrative Officer called for nominations for the office of Committee Chair for 2018.
- Director Goodings nominated Director Sperling for the office of Committee Chair for 2018. Director Hiebert seconded the nomination.
- Director Sperling accepted the nomination.
- The Chief Administrative Officer called a second time for nominations for the office of Committee Chair for 2018.
- Hearing none, the Chief Administrative Officer declared Director Sperling Chair of the Emergency Executive Committee for 2018.
- 3) Election of  
Vice-Chair                      The Chief Administrative Officer called for nominations for the office of Committee Vice-Chair for 2018.
- Director Goodings nominated Director Hiebert for the office of Committee Vice-Chair for 2018. Director Sperling seconded the nomination.
- Director Hiebert accepted the nomination.
- The Chief Administrative Officer called a second time for nominations for the office of Committee Vice-Chair for 2018.
- Hearing none, the Chief Administrative Officer declared Director Hiebert Vice-Chair of the Emergency Executive Committee for 2018.

## **ADOPTION OF THE AGENDA:**

- 2) Adoption of the  
Agenda                         MOVED by Director Hiebert, SECONDED by Director Bumstead,  
that the Emergency Executive Committee agenda for the January 12, 2018 including  
Director's new business and additional items for the agenda, be adopted as amended:
1. **CALL TO ORDER**
  2. **NOTICE OF NEW BUSINESS**
  3. **ADOPTION OF THE AGENDA**
  4. **ADOPTION OF THE MINUTES**
- M-1 Emergency Executive Committee Meeting Minutes of June 20, 2017

5. **BUSINESS ARISING FROM THE MINUTES**
6. **CORRESPONDENCE**
  - C-1 August 30, 2017 letter regarding support for the inclusion of the Alaska Highway from Mile 83 to the Yukon border into Drive BC website.
7. **REPORTS:**
  - R-1 January 5, 2018 report – 2018 Draft Emergency Services budget
  - R-2 (handout) Effective Community Wildfire Preparedness Planning and Response Plans (referred by the Regional Board from January 11, 2018)
8. **NEW BUSINESS:**
9. **ITEMS FOR INFORMATION:**
  - I-1 Diary Items
  - I-2 For reference: PRRD Emergency and Disaster Service Establishment Bylaw No. 1598, 2005 and PRRD Emergency and Disaster Operations Bylaw No. 1599, 2005.
10. **Adjournment:**

CARRIED.

**MINUTES:**

3) M-1 EEC Mtg.  
Minutes of  
June 20, 2017

MOVED by Director Goodings, SECONDED by Director Bumstead,  
that the Emergency Executive Committee Meeting Minutes of June 20, 2017  
be adopted.

CARRIED.

**BUSINESS ARISING FROM THE MINUTES:**

4) BA-1 Item 11  
wildfire meetings

The Committee was advised that community meetings, to be scheduled in October 2017, in rural areas involved in the 2016 fire event did not take place as representatives from the BC Wildfire Service were not available to attend due to the wildfire situation in southern BC.

It was felt that there is still value in having these meetings, however they should occur during an event or directly after to address the communities concerns and issues. The community needs to hear the rationale with respect to why and how things are done during an event, these responses can only be provided by BC Wildfire Service representatives. It was noted that the Capital Regional District held several public meetings during the wildfire event in 2017.

MOVED by Director Ackerman, SECONDED by Director Bumstead,  
That the Emergency Executive Committee recommends to the Regional Board that the following resolution from the July 13, 2017 Board meeting be rescinded:

*“RD/17/08/39*

- a) that community meetings in rural areas that experienced issues with the 2016 fire event be scheduled between October 2017 and February 2018 to provide information, i.e. community wildfire programs, and address residents’ concerns; and*
- b) that staff members from the BC Wildfire Service be invited to participate at these community meetings..*

CARRIED.

(Nays 1 – Director Goodings)

It was suggested that some of the focus could be on preparedness, request the BC Wildfire Service make presentations in communities, before fire season – share lessons learned. BC Wildfire staff could attend meetings via skype – use rural schools for WiFi connections - topic for the next joint meeting in Taylor.

MOVED by Director Ackerman, SECONDED by Director Hiebert,  
That the Emergency Executive Committee recommends to the Regional Board that the Regional District be proactive in preparing for future wildfire events in the region and hold meetings in rural communities to provide information on past wildfire events, lessons learned, how to move forward, and how to be prepared

CARRIED.

- 4) BA-1 (cont'd) Communities can try to mitigate future events, have to recognize that each event is different, everyone needs to be prepared, need to change the mindset of the public. Other identified issues include absentee landowners. Neighbours are forced to trespass to construct fire breaks or other safe guards to protect their personal property. Second issue is the delay in obtaining approvals to re-construct fences on leased lands. These types of issues need to be brought forward when the EOC is operating so the Regional District can address them.

**REPORTS:**

- 5) R-1 re:  
Budget

The Committee reviewed the draft 2018 Emergency Services budget.

Discussion points:

- Flood Risk Management \$197,000, grants have been applied for, if not approved the project will not proceed
- Collaborative Emergency Management Model \$45,000, model will include how it will be managed. Working Group consisted of CAO's and Emergency Coordinators from each municipality.

MOVED by Director Ackerman, SECONDED by Director Hiebert,  
That the 2018 Emergency Services budget be accepted, as presented, and forwarded to the Regional Board for consideration in the 2018 Annual Financial Plan.

CARRIED.

Mass Communications System budget item of \$12,500 could remain in the Emergency Services budget, however for an additional \$2,500 it could be moved to the Administration – Communication budget to benefit the entire region (\$500 per Municipality). Program is very flexible and can be used to notify all residents or a specific area. Staff will confirm with each municipality if they wish to participate in the program, letters will include product information.

It was suggested that the Mass Communications System remain in the Emergency Services budget.

MOVED by Director Ackerman, SECONDED by Director Goodings,  
That the Emergency Executive Committee recommends to the Regional Board that staff be authorized to submit the Emergency Operation Centre IT Project application to the UBCM Community Emergency Preparedness Fund for a grant up to \$25,000.

CARRIED.

- 6) R-2 re:  
Wildfire  
Preparedness

MOVED by Director Hiebert, SECONDED by Director Ackerman,  
that the handout entitled Effective Community Wildfire Preparedness Planning and Response Plans, referred by the Regional Board on January 11, 2018, be received for information.

CARRIED.

- 7) Adjournment: The meeting adjourned at 11:20 am

Original signed by

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Brad Sperling,  
Chair

original signed by

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Suzanne Garrett,  
Corporate Services Coordinator