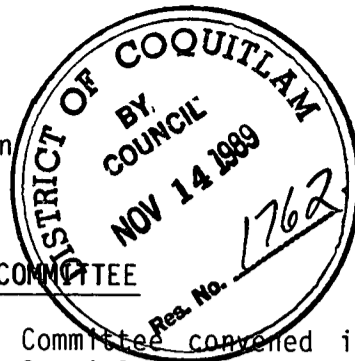


EMERGENCY PLANNING COMMITTEE

92

Wednesday, November 8, 1989
Emergency Planning Committee - 12 noon



EMERGENCY PLANNING COMMITTEE

A meeting of the Emergency Planning Committee convened in the Committee Room, 1111 Brunette Avenue, Coquitlam, B.C. at 12 noon on Wednesday, November 8, 1989 with the following persons in attendance:

- | | |
|-------------------------|-----------------------------------|
| Mayor L. Sekora | Chairman |
| Ald. D. White | Committee Member |
| Ald. J. Kingsbury | Committee Member |
| A.E. Edwards | Emergency Program
Co-ordinator |
| J.L. Tonn | Municipal Manager |
| N. Nyberg | Municipal Engineer |
| W. Wiseman | Assistant Treasurer |
| Dave Cattanach, P. Eng. | B.C. Hydro |
| S. Aikenhead | Deputy Municipal Clerk |

503-1 - DISASTER RESPONSE PLAN
STATUS REPORT

Mr. Edwards presented the revised Disaster Response Plan to the members. The following corrections were requested:

- Page 5 - Add Mayor Sekora's cellular phone number.
- Page 5 - Correct Municipal Manager's cellular phone number.
- Page 4 - Correct Municipal Manager's cellular phone number.
- Page X - Add "Taxis" to Emergency Transportation List.

A discussion followed on the subject of the role and appointment of an Acting Mayor in an emergency if the Mayor was unavailable. It was suggested that possibly the Deputy Chairman of the Emergency Planning Committee should be appointed Acting Mayor in the event of an emergency. A proposal for the Acting Mayor order of succession will be presented to the next Committee Meeting.

The Committee recommends:

That Council adopt the District of Coquitlam Disaster Response Plan revised 1989 November 01 as the Official Community Disaster Response Plan.

*App'd. -
RES. 1763*

COUNCIL
ACTION

503-2 - EMERGENCY MEASURES -
COMMUNICATIONS - STATUS REPORT

MOVED BY ALDERMAN WHITE
SECONDED BY ALDERMAN KINGSBURY

That the Status Report - Emergency Measures -
Communications be received.

CARRIED UNANIMOUSLY

503-3 - EMERGENCY TRANSPORTATION -
STATUS REPORT

MOVED BY ALDERMAN KINGSBURY
SECONDED BY ALDERMAN WHITE

That the abovenoted report be received.

CARRIED UNANIMOUSLY

503-4 - EMERGENCY EXERCISES

COQUITLAM DAM

Mr. Dave Cattanach, Dam Safety Engineer with B.C. Hydro was present to discuss this item.

The Committee recommends:

COUNCIL
ACTION

That the Emergency Committee and the Municipal Response Group participate in the exercise proposed by B.C. Hydro for breach of the Coquitlam Dam in March or April for a maximum of 3.0 hours.

*APP'D.
RES. 1764*

503-5 - TELEMETRY STATION FOR DAM
BREACH WARNING

Mr. Cattanach discussed the proposal for remote monitoring of dam failure information to the Service Centre; and the Committee recommends:

COUNCIL
ACTION

That the Emergency Planning Committee assess the feasibility and cost of the proposal and report back to Council.

*APP'D
RES 1765*

503-6 - TRAINING FOR EMERGENCY RESPONSE
STATUS REPORT

The Committee recommends:

COUNCIL
ACTION

That a training budget of \$1,500 be established for 1990 for the Emergency Planning Conference and emergency training.

And that a Consultant be retained to assist in the preparation of an Emergency Social Services Plan and the training of Emergency Social Services staff and volunteers to a cost limit of \$5,000; plan to be completed by 1990 April 30;

And that a cost allocation of up to \$5,000 be made in the 1990 Annual Budget to acquire one of five required Emergency Social Services supply kits and emergency equipment;

And that the Emergency Planning Co-ordinator be tasked with preparing application forms for Joint Emergency Planning Program Grants for Emergency Social Services planning and supply and equipment acquisition;

*See
RES. 1766
B/F Nov 28/89*

And that the Emergency Committee approve the proposed course loading for training Municipal Response Group personnel and staff and authorize applications;

And that the Emergency Program Co-ordinator prepare an annual budget submission for emergency preparedness to be presented to Council during budget discussions in 1990.

503-7 - PUBLIC AWARENESS DISCUSSION

The Committee recommends:

COUNCIL
ACTION

That an amount of \$3,000 be put in the 1990 Annual Budget for the acquisition of 10,000 earthquake brochures for distribution to homeowners, schools and ratepayer groups.

*St. A. Mas
1766
BIF - Nov 28/89*

That an amount of \$300.00 be made available for printing the earthquake brochure translated into French, Spanish, Chinese and Japanese.

The Committee recommends:

COUNCIL
ACTION

That an Open House be held during the weekend of Awareness Week in 1990 at the Poirier Street Recreation Complex to provide information to the public on Emergency Planning.

*St. A. Mas
1766*

The Committee recommends:

COUNCIL
ACTION

That Alderman White be appointed as Deputy Chairman on the Awareness Week Committee.

*St. A. Mas
1766*

ADJOURNMENT

The Chairman declared the Committee meeting adjourned at 1:15 p.m.

L. SEKORA
CHAIRMAN

DISTRICT OF COQUITLAM

Hll

Inter-Office Communication

TO: J.L. Tonn, Municipal Manager

DEPARTMENT:

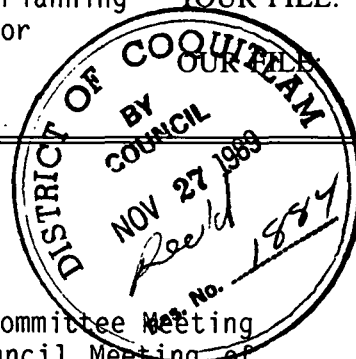
DATE: 1989 11 17

FROM: A.J. Edwards

DEPARTMENT: Emergency Planning
Co-ordinator

YOUR FILE:

SUBJECT: EMERGENCY PLANNING COMMITTEE
MINUTES - NOVEMBER 8, 1989



FOR COUNCIL

Four recommendations from the Emergency Planning Committee Meeting of November 8, 1989 were referred to the Regular Council Meeting of November 27, 1989 for Council action. They are as follows:

TRAINING FOR EMERGENCY RESPONSE

1. The Committee recommends:

"That a training budget of \$1,500 be established for 1990 for the Emergency Planning Conference and emergency training;

And that a Consultant be retained to assist in the preparation of an Emergency Social Services Plan and the training of Emergency Social Services staff and volunteers to a cost limit of \$5,000; plan to be completed by 1990 April 30;

And that a cost allocation of up to \$5,000 be made in the 1990 Annual Budget to acquire one of five required Emergency Social Services supply kits and emergency equipment;

And that the Emergency Planning Co-ordinator be tasked with preparing application forms for Joint Emergency Planning Program Grants for Emergency Social Services planning and supply and equipment acquisition;

And that the Emergency Committee approve the proposed course loading for training Municipal Response Group personnel and staff and authorize applications;

And that the Emergency Program Co-ordinator prepare an annual budget submission for emergency preparedness to be presented to Council during budget discussions in 1990."

PUBLIC AWARENESS

2. (a) The Committee recommends:

That an amount of \$3,000 be put in the 1990 Annual Budget for the acquisition of 10,000 earthquake brochures for distribution to homeowners, schools and ratepayer groups.

*APP'D
By C. R. S.
1887/89*

That an amount of \$300.00 be made available for printing the earthquake brochure translated into French, Spanish, Chinese and Japanese."

(b) The Committee recommends:

"That an Open House be held during the weekend of Awareness Week in 1990 at the Poirier Street Recreation Complex to provide information to the public on Emergency Planning."

*APP'D
By C. R. S.
1885/89*

(c) The Committee recommends:

"That Alderman White be appointed as Deputy Chairman on the Awareness Week Committee."

*APP'D
By C. R. S.
1886/89*

For your consideration.



A.J. Edwards
Emergency Planning Co-ordinator