

Civil Defence Comm.

Thursday, September 3rd, 1959  
Maillardville, B.C.

CIVIL DEFENCE COMMITTEE

A meeting of the Civil Defence Committee was held in the Council Chambers of the Municipal Hall, 1111 Brunette Avenue, on Thursday, September 3rd, 1959, with Co. Gamache in the Chair, Co. Vallance, Co. Boileau, Co. Alsbury, Treasurer R. LeClair and Municipal Clerk present.

The agenda as drawn was followed through the meeting with a great deal of interest shown regarding the future of this Committee's work.

Communication from the Greater Vancouver Target Area re Regulation #1 under the Civil Defence Act, pointing out that most of the regulations have been passed by resolution, as the District of Coquitlam has passed same, wastabled.

Microfilming:

Moved by Co. Vallance seconded by Co. Alsbury:  
That the matter of microfilming equipment and the microfilming of documents be referred to the 1960 budget with a distribution of the costs to Administration, Engineer, Building Department and Assessment Department.

Carried.

Radio equipment:

Communication was tabled from the Executive-Assistant to the Co-ordinator regarding radio equipment on a share grant basis.

Moved by Co. Alsbury seconded by Co. Boileau:  
That radio equipment be placed under the 1960/61 budget.

Carried.

Arnprior Course:

Communication was tabled regarding the Civil Defence courses at Arnprior, Ontario and all those who have indicated willingness to attend such course.

The following circulars were tabled:-  
Radiological Defence Circular #6 and #7.  
Provincial Co-ordinator: Army and Civil Defence Circular  
Provincial Civil Defence Co-ordinator rules and regulations re lapel badges and broaches  
Provincial Civil Defence Co-ordinator re Civil Defence Compensation Agreement  
Provincial Co-ordinator re retirement of Civil Defence Officials over sixty-five years of age  
The distribution of 4,000 evacuation pak booklets  
Strength report June 30th, 1959  
Exercise "Agassiz"

Moved by Co. Boileau seconded by Co. Alsbury:  
That the account of expenses and mileage at .10¢ per mile be paid all attending the exercise at Agassiz in April 1959.

Carried.

.....Continued.

Civil Defence Committee  
September 3rd, 1959, Continued.

Communication was tabled regarding a circular to all Department Heads relative to transportation of improved documents and replies from the Welfare Administrator and the R.C.M.P.

Mr. R. LeClair addressed the Committee regarding expenditures and the future of the estimate in the budget for 1959.

Advertising for  
C.D. Co-ordinator:

Moved by Co. Boileau seconded by Co. Vallance: That an advertisement be placed in the British Columbian and the Coquitlam Herald for a Part-time Co-ordinator, and the following suggested:-

"APPLICATIONS are invited for the part-time position of Civil Defence Co-ordinator for the District of Coquitlam. Salary \$125.00 plus car allowance.

Qualification requirement; an interest in Civil Defence, organizer with an aggressive personality and administrative ability.

Age sixty years or under, and to reside within the District of Coquitlam.

Applicant to state any experience in first-aid, firefighting and rescue. Applications to be in the hands of the Acting Civil Defence Co-ordinator by September 23rd, 1959, and to commence duties October 1st, 1959.

F.L. Pobst,  
Acting C.D. Co-ordinator  
1111 Brunette Avenue  
Coquitlam  
New Westminster, B.C."

Carried.

Purchase of  
Light Water Craft:

Moved by Co. Boileau seconded by Co. Vallance: That the purchase of a small light water craft for emergency use, and 500 feet of wath and reel, be approved for purchase providing approval is secured from Target Area Co-ordinator.

Carried.

Purchase of  
Portable Water  
Pump:

Moved by Co. Vallance seconded by Co. Gamache: That the purchase of a portable water pump be referred to the 1960 budget.

Carried.

Councillors Gamache, Boileau and Vallance will be attending the Civil Defence Course at Kelowna preceding the Union of B.C. Municipalities convention.

.....Continued.

Civil Defence Committee.  
September 3rd, 1959, continued.

Civil Defence Display Catalogue was tabled with a suggestion that perhaps future use can be made of same.

Evacuation Plan: The drafting of a District of Coquitlam "Evacuation Plan" was tabled.

Simon Fraser Health Unit Auditorium: Moved by Co. Vallance seconded by Co. Boileau: That in connection with the Simon Fraser Health Unit, auditorium to be built for Civil Defence purposes, should be referred to Headquarters, Civil Defence Target Area, Vancouver, with details of the present plans supplied by the Simon Fraser Health Unit and the request for matching grant for this auditorium and equipment be requested.

Carried.

Moved by Co. Boileau seconded by Co. Vallance: That the meeting adjourn to Wednesday, September 23rd, at 8:00 p.m., to study Burnaby's Plan and receive applications for Co-ordinator.

Carried.

 CHAIRMAN

CIVIL DEFENCE COMMITTEE

Monday, February 13th, 1961.

A meeting of the Civil Defence Committee was held in the Reeve's office of the Municipal Hall, on Monday, February 13th, 1961, at 7:30 p.m., with Co. Gamache, Co. Thompson, Co. Clarke and Co-ordinator J. Kincaid present.

The meeting was called to order by the Chairman and the Co-ordinator made a report on the 1961/62 budget. The maximum limit placed upon our budget was \$6,500.00 by the Provincial Civil Defence organization, but that the province wide rate of .26¢ times our census population of 20,800 amounted to \$5,553.60.

The Co-ordinator then explained that the balance of the Municipal budget approved by Council would be submitted as a supplementary budget later.

Moved by Co. Thompson seconded by Co. Gamache:  
That the preliminary budget of \$5,553.60 be approved and submitted.

Carried.

The Co-ordinator asked permission for approval of \$1,200 worth of radio equipment on the 1960/61 budget approved by Council and the Civil Defence authorities.

Moved by Co. Thompson seconded by Co. Gamache:  
That radio equipment be purchased as requested to conform to our present fire communication system.

Carried.

The revised Civil Defence plan as written by the Co-ordinator was tabled for the members of the Committee to study.

The Chairman promised a meeting to study the plan between now and the middle of March.

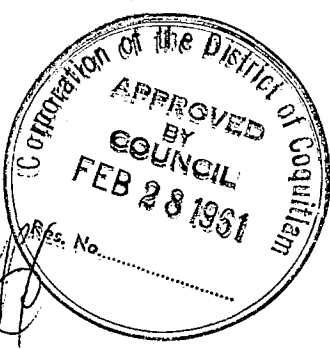
Moved by Co. Thompson seconded by Co. Gamache:  
That in view of the cut in the Civil Defence budget, that the Co-ordinator be authorized to submit a supplementary budget to take care of the balance as approved by Council, and that the question of basis and the method of allocation of funds be raised at the time of submission with the Civil Defence authorities.

Carried.

Moved by Co. Thompson seconded by Co. Gamache:  
That the meeting adjourn.

Carried.

Co. Gam  
Co. J.  
a/p



*R. J. Gamache* ..... CHAIRMAN

Monday, March 6th, 1961.

CIVIL DEFENCE COMMITTEE

A meeting of the Civil Defence Committee of The Corporation of the District of Coquitlam was held in the Council Chambers of the Municipal Hall, on Monday, March 6th, 1961, at 7:00 p.m., with Co. Thompson, Co. Gamache, Co. Clarke and Co-ordinator J. Kincaid present.

Moved by Co. Thompson seconded by Co. Clarke:  
That the first supplementary budget be approved in the amount of \$6,500.

Carried.

Moved by Co. Thompson seconded by Co. Clarke:  
That a further supplementary budget be approved in the amount of \$12,693.

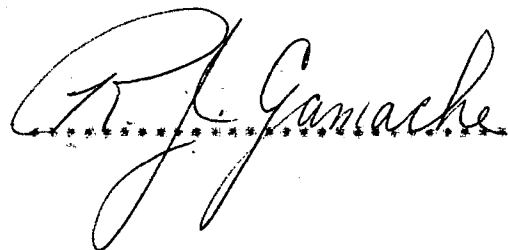
Carried.

Moved by Co. Clarke seconded by Co. Thompson:  
That the budget as approved be relayed by letter to Civil Defence Headquarters by our Civil Defence Co-ordinator.

Carried.

Moved by Co. Thompson seconded by Co. Clarke:  
That the meeting adjourn.

Carried.

..... CHAIRMAN

Thursday, April 21st, 1960.

CIVIL DEFENCE COMMITTEE MINUTES

A meeting of the Civil Defence Committee of The Corporation of the District of Coquitlam was held in the Council's Committee Room on Thursday, April 21st, 1960, at 10:00 a.m., with Co. Gamache Chairman, F. Pobst and Co-ordinator J. Kincaid present.

The Co-ordinator informed the Committee of an exercise entitled "TOSCIN" 1960, which was scheduled to take place on May 3rd, the hour not yet known.

1. It was recommended that the seat of Government of the District of Coquitlam was to take up temporary quarters at the Simon Fraser Health Unit, Poirier Street and Foster Avenue.
2. Local telephone Fan-out method to be used in which the Reeve and Council would be notified immediately upon information from Target Area Headquarters. "The Chairman expressed his desire that every Councillor shall respond to this special emergency Council meeting irrespective of the inconvenience".
3. The Fire equipment and men to be dispatched by the Fire Chief to Matsqui or Port Coquitlam, according to fan-out arrangements of equipment; in fact, one to proceed to Matsqui and report details of journey by telephone upon reaching his destiny.
4. It has been reported that there is not sufficient auxiliary police to man highways and outlets were dispersal ordered. The Chairman of the Police Committee be asked to speed up the training of auxiliary police organization.
5. The Reeve and Council should decide corporate action in this exercise and prepare a public announcement that can be used for radio and press.
6. Council in charge of Sanitation, should dispersal be requested to arrange for sanitation of the staging area.
7. The Treasurer, under the Reeve to prepare for the preserving of valuable documents.
8. Welfare Institution to be carried on by Mr. J. Beniston under Councillor Hickey.
9. Health services by Dr. Wylde under Councillor Hickey:
10. School principals notified to operate under orders of the School Board.
11. Engineering and Works Department to be carried on by the Engineering Supervisor under Councillors Butler and Gamache.
12. Plans of the Water Works Department to be prepared showing mains and valves for the Co-ordinator's use in the matter of "re-entry".
13. Switchboard to be manned in exercise "Toscin" when needed between 0001 hours to 2359 hours.
14. Each Councillor and Officer must have an opposite number name and be prepared to report at the Emergency Council Meeting.

.....Continued.

15. That the questionnaire attached be tabled for consideration of the Special Council meeting May 3rd, 1960:-

QUESTIONNAIRE  
EXERCISE "TOCSIN 1960"

Please complete and return to:

Mr. L.J. Wallace,  
Deputy Provincial Secretary  
Room 215, Parliament Buildings  
Victoria, B.C.  
by Friday, May 6th, 1960.

MUNICIPALITY: \_\_\_\_\_

PART "A" WARNING SYSTEM

1. What time was the warning received in your Municipality? \_\_\_\_\_  
2. What time did you receive the warning? \_\_\_\_\_  
3. Do you consider local arrangements satisfactory? \_\_\_\_\_

PART "B" MANNING

1. What time did you report to your Municipal Emergency headquarters? \_\_\_\_\_  
2. What time did the majority of your principal Municipal officials (elected and appointed) report to the emergency headquarters? \_\_\_\_\_  
3. How many were advised and how many participated?  
Elected officials advised \_\_\_\_\_ participated \_\_\_\_\_  
Appointed officials advised \_\_\_\_\_ participated \_\_\_\_\_  
Civil Defence Officer advised \_\_\_\_\_ participated \_\_\_\_\_  
Chiefs of Civil Defence Services advised \_\_\_\_\_ participated \_\_\_\_\_  
4. Did you hold a briefing as suggested? \_\_\_\_\_  
5. If so, was it worthwhile? \_\_\_\_\_

PART "C" COMMENT

1. Do you think Exercise "TOCSIN 1960" was worthwhile? \_\_\_\_\_  
(If not what are your recommendations for improving it?)

SIGNATURE \_\_\_\_\_

Appointment \_\_\_\_\_

Date: \_\_\_\_\_



*for Co. approval*  
Wednesday, July 20th, 1960.

CIVIL DEFENCE COMMITTEE



A two hour Civil Defence Committee meeting was held in the Council Chambers of the Municipal Hall on Wednesday, July 20th, 1960, with Chairman Co. Gamache, Co-ordinator J. Kincaid, Assessor, Treasurer and Municipal Clerk present.

The Co-ordinator reported on all matters:-

- (1) Budget 1960
- (2) Planning Committee
- (3) E. M. O.
- (4) Army
- (5) Our position with the Simon Fraser Health Unit
- (6) Radio Equipment
- (7) Fall out shelters - method
- (8) Dispersal verses shelters
- (9) Indoor and Outdoor shelters
- (10) Report to Co-ordinator by W. J. Joyce, course #454, Assessor
- (11) Warden System
- (12) School children during school - 90% School District #43 30 minutes by foot from home
- (13) Sirens - No. 2 & No. 3 Fire halls taken over by authority

Moved by Co. Gamache seconded by F. L. Pobst  
That the Co-ordinator secure a resolution that West Burnaby re financed support for shelters by the Provincial Government.

Carried.

Moved by Co. Gamache seconded by F. L. Pobst:  
That the Co-ordinator contact Dr. Wylde as to what function Civil Defence in the New Simon Fraser Health Unit on Poirier Street.

Carried.

The Co-ordinator reported that as part of a publicity campaign, July 28th, a programme committee will be adopted for distribution of the Shelter Pamphlets.

It was moved that a vote of thanks be given to Mr. Joyce for his report and the following recommendations:-

- (1) The provincial Government be approached regarding the amendment of the Assessment Equalization Act to exempt air-raid and fall-out shelters from assessment for taxation purposes.
- (2) To make use of the assessment records in completing a filing system of all housing facilities in the Municipality, along with arrangements to keep the records up to date, from year to year.
- (3) An example to be made by the Council and Municipal Officials by building and publicizing fall-out shelters in their own homes.
- (4) Complete system of a receiving centre be had by use of the techniques as given at the Course, in the event of an emergency.

-Continued-

Civil Defence Committee  
July 20th, 1960. Continued.

The Co-ordinator was instructed to have 1961 budget in mind including the shelter factor for each department.

The meeting adjourned at 12:00 noon.

*R. J. Gamache* ..... CHAIRMAN