

Thursday, April 19, 1988
Emergency Planning Committee - 12:00 noon



EMERGENCY PLANNING COMMITTEE MEETING

A meeting of the Emergency Planning Committee convened at the Emergency Operations Centre at the Works Yard Service Centre, 2647 Austin Avenue, Coquitlam, B.C. at 12:00 noon on Tuesday, April 19, 1988 with the following persons in attendance:

EMERGENCY PLANNING COMMITTEE OF COUNCIL

Mayor L. Sekora	Chairman
Alderman M. Reid	Deputy Chairman
Alderman D. White	Committee Member
J. L. Tonn	Municipal Manager
W. Low	Emergency Programme Co-ordinator
S. Aikenhead	Committee Secretary

INVITED MEMBERS OF STAFF COMMITTEE

D. Cunnings	Emergency Social Services Director
N. Nyberg	Municipal Engineer
D. Johnson	Fire Chief
D. Williams	Emergency Transport and Communications
A. Edwards	Emergency Co-ordinator (designate)

INVITED GUESTS

Ed Lau	B. C. Ambulance Service
Peter Owen	Riverview Hospital Emergency Co-ordinator

REPORT FROM EMERGENCY SOCIAL SERVICES SUBCOMMITTEE

Mr. Cunnings reported that Parks and Recreation staff have attended provincially sponsored training courses in the following areas:

1. Emergency Reception Centre Management;
2. Emergency Food Services;
3. Emergency Social Welfare Funding;
4. Emergency Social Welfare Counselling.

The Riverview Hospital, Simon Fraser Health Unit and Ministry of Social Services and Housing are all currently undergoing complete reorganization which made interagency meetings difficult. In light of these agencies' metamorphoses, the implementation of a multi agency response would be difficult to accomplish in the event of a major emergency at this time.

With regard to the use of local schools in the event of a emergency, Mr. Cunnings advised that the school principals have been informed by the School Board of their roles, however, Mr. Cunnings has not had the opportunity to contact them to date. He has asked, in the interim, the principals of the five major reception centres, how many of these schools have emergency standby power and how many do not. On Wednesday, April 20th, Centennial School is holding a staff briefing session in preparation for a mock earthquake disaster, and Don Cunnings and Bill Low will attend.

Alderman Reid reported that she received from the School Board a list of schools with emergency standby power and would pass that on to Mr. Cunnings.

4. E.O.C. COMMUNICATIONS TO FIRE DEPARTMENT

It was reported that E.O.C. cannot communicate with the Fire Department now that the Fire Department is on a different frequency. They can only communicate through the Control Room at the Town Centre Fire Hall but not with any fire vehicles or fire officials in the field.

The Fire Chief arrived at this time and reported that in their plan for the new radio system, they didn't include a stand alone Deskon system in the E.O.C., which is approximately \$4,000. The link is very important in order that the Emergency Operations Centre can communicate to the on-scene responders.

5. ROTARY PRESENTATION REPORT

Alderman Reid reported that she and Bill Low made a presentation to Rotary on the subject of emergency planning. Members of Rotary expressed an interest in receiving training so they could man information booths or communication services.

She reported that they hoped to make presentations to other community groups.

6. EARTHQUAKE PAMPHLET FOR DISTRICT

Bill Low circulated to the meeting, copies of a pamphlet entitled "Earthquake" prepared by the District of Richmond.

COUNCIL
ACTION
REQUIRED

"That Council authorize the preparation of a brochure on emergency services similar to the Richmond brochure."

*APP'D B:
C.R.
7/6/22/88*

7. DRAFT EMERGENCY PLAN

COUNCIL
ACTION
REQUIRED

*APPROVED
C. R. S.
6/27/88*

"That the District of Coquitlam rewrite the Coquitlam
Emergency Program Bylaw No. 375, 1974 to conform to
the Fire Bylaw."

It was further suggested that Clause 3 of the Bylaw be amended to
show the chain of command in the absence of the Mayor to be as
follows:

*APPROVED
C. R. S.
6/24/88*

1. Deputy Chairman of Emergency Planning Committee
2. Member of E. P. C.;
3. Other members of Council.

On 7-2 of the Plan delete "The Times" newspaper and add "Coquitlam
Now".

It was suggested that the Committee should be looking at primary,
secondary and tertiary sites for the Emergency Operations Centre.

It was suggested that the proposed fire hall site at Austin and
Mariner should be looked at as a possible primary site.

Members of the committee further suggested that department heads may
have some suggestions and recommendations for possible locations for
the E.O.C. There is also a need for a communication plan for today
as well as for the future.

Ed Lau requested that Annex C-2 to the Emergency Plan read
"Provincial Ambulance Service" in place of "Emergency Health
Services of the Province".

3. INTRODUCTION AND STATUS REPORT ON
RIVERVIEW HOSPITAL EMERGENCY PLANNING

Peter Owen, Riverview Hospital Emergency Co-ordinator, addressed the
Committee on plans and expectations Riverview will have in an emer-
gency situation. He reported that, as a psychiatric hospital, they
have very little capability for disaster responses. They do not have
emergency, surgery or medicine departments.

Their expectations from the community are built into their emergency
plan. For example, they plan to use Centennial School for their
patients in case of a disaster.

It was explained to Mr. Owen that Centennial School appears to be the
center of choice for several groups. This illustrates the importance
of having representatives of various groups liaise with this commit-
tee so that all community resources can be properly allocated in an
emergency.

8. CONCLUSION

The Committee was advised that Bill Low was leaving the District to work for the School Board and would therefore no longer be our Emergency Program Co-ordinator.

COUNCIL
ACTION
REQUIRED

*APPROVED BY
C. H. S.
4/25/88*

"That Council approve the appointment of A.E. Edwards, Assistant Municipal Engineer, as the Coquitlam Emergency Program Co-ordinator;

And further that Mr. W. Martin, Bylaw Enforcement Officer, be appointed as Mr. Edward's alternate."

Mayor Sekora thanked Bill Low for his contribution to the Municipality as Emergency Program Co-ordinator.

Louis Sekora,
Mayor.