

EMERGENCY
PLAN. CTTEE.

DISTRICT OF COQUITLAM

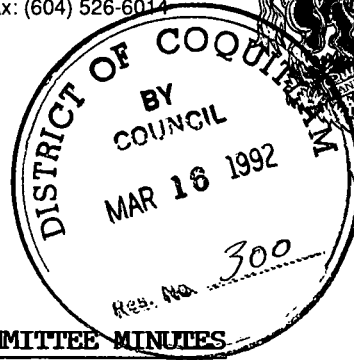
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Coquitlam, B.C. V3K 1E9

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Mayor: L. Sekora

Emergency Preparedness Committee
Monday, March 9, 1992



EMERGENCY PREPAREDNESS COMMITTEE MINUTES

A meeting of the Emergency Preparedness Committee convened in the Committee Room, 1111 Brunette Avenue, Coquitlam, B.C. on Monday, March 9, 1992 at 4:45 p.m. with the following persons in attendance:

Committee Members present:

- Mayor L. Sekora, Chairman
- Alderman Mae Reid
- Alderman Jon Kingsbury

Staff present:

- Municipal Manager
- Emergency Preparedness Coordinator
- Municipal Engineer
- Deputy Municipal Engineer
- Fire Chief
- Supt. J. Matthewson, R.C.M.P.
- Const. D. Kaluza, R.C.M.P.
- Municipal Clerk
- Deputy Municipal Clerk

ITEM I - MINUTES OF JULY 15, 1991

The Committee adopted the Minutes of the July 15, 1992 Emergency Preparedness Committee Meeting.

ITEM II - BUSINESS ARISING FROM MINUTES

There was no business arising from the Minutes of July 15, 1991 Committee Meeting.

ITEM III - NEW BUSINESS

1. Emergency Planning Goals and Objectives for 1992

The Committee recommends:

COUNCIL
ACTION:

That Council endorse the following goals for Emergency Preparedness in 1992;

*App'd
Res. 301*

To improve emergency planning in Coquitlam by:

- developing Emergency Preparedness leadership skills of the Committee members
- assisting residents of Coquitlam to prepare themselves for disaster recovery
- improving response performance among municipal staff.

2. Emergency Readiness Policy:
First Responders Plan

The Committee recommends:

COUNCIL
ACTION:

That Council adopt the proposed Emergency Preparedness Policies for;

Municipal vehicle policy
Emergency Stand-by Duty
On Duty Taxation Exemption for Vehicle use
Personal Communications Policy

And that the Council approve the introduction of part of the Responders program in 1992, specifically the addressing the availability of responders for Emergency Coordination; and Water/Sewer Response. The remaining areas of response to be addressed in subsequent years;

And that the revision of the Coquitlam Emergency Preparedness Plan be carried out in conjunction with the introduction of the Responders Plan.

*App'd
Res. 302*

3. Integrated Training for Committee
Members and Staff at C.S.T.I.

The Committee recommends:

*App'd
Res 303*

**COUNCIL
ACTION:**

That an Emergency Preparedness Committee member; and two members of the Municipal Response Group (staff) be authorized to attend a fall session of the Earthquake (preparedness) course at the California Special Training Institute in 1992.

4. Emergency Preparedness Week

The Committee recommends:

*App'd
Res 304*

**COUNCIL
ACTION:**

That Council adopt the concept and outline plan set out in the Municipal Engineer's Report dated March 3, 1992.

5. H.E.R.O.S. Program for Block Watch

Constable Donna Kaluza of the Coquitlam Detachment, R.C.M.P., explained to the Committee the Concept of incorporating the H.E.R.O.S. Program into the Block Watch Program. She described how this program could be implemented over the next two years at minimal cost to the Municipality.

The Committee Recommends:

*App'd
Res 305*

**COUNCIL
ACTION:**

That Council adopt the proposed Emergency Preparedness Policy for incorporating the Home Emergency Organization System with BLOCKWATCH.

6. Orientation Training by Fire Department and Justice Institute

The Committee recommends:

*App'd
Res 306*

**COUNCIL
ACTION:**

That provision be made in the 1993 proposed Emergency Planning and Management Budget for staff training at the Justice Institute, and for a program of in-house training by members of the Fire Department.

7. Spill Response Plan

The Committee recommends:

pp. 2
7
65 307
COUNCIL
ACTION:

That Council receive the Draft Spill Response plan for referral to the Municipal Solicitor for review.

TABLED ITEMS

Canadian Forces Liaison Appointment
GVRD Technical Advisory Committee: Inter Municipal Radio: Appointment
Casualty Collection Unit Storage: B.C. Ambulance Service
Regional Emergency Planning Committee: Position Paper
Association of Professional Engineers and Geoscientists: Status of
Earthquake Preparedness in B.C.

ADJOURNMENT

The Chairman declared the Meeting adjourned - 5:45 p.m.

CHAIRMAN

DISTRICT OF COQUITLAM

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Mayor: L. Sekora

EMERGENCY PREPAREDNESS COMMITTEE

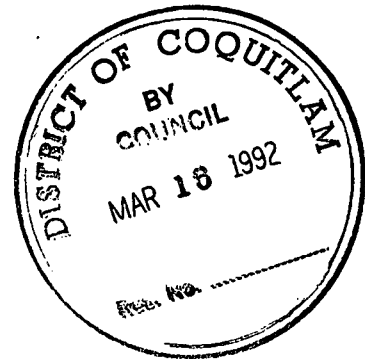
Minutes of a meeting of the Emergency Preparedness Committee held at the Coquitlam Public Library, Poirier Street, 1991 July 15

COMMITTEE MEMBERS ATTENDING:

Mayor Sekora
Alderman Mae Reid
Alderman Brian Robinson

ALSO PRESENT:

Norm Cook	Neil Nyberg
Alderman Jon Kingsbury	Bob Lee
Alderman Eunice Parker	Russ Carmichael
Supt. John Matthewson	



ITEM I - MINUTES

Adoption of the minutes of the 1991 February 25 meeting.

ITEM II - BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

ITEM III - NEW BUSINESS

1. Emergency Planning Strategy

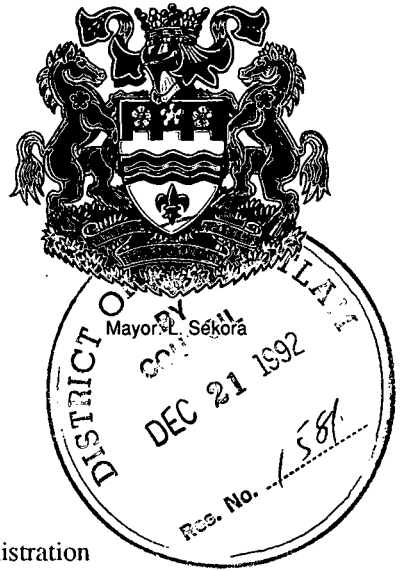
R. Lee briefed the Emergency Committee on the concept of an integrated strategy emergency preparedness.

The Committee requested that the emergency preparedness initiative outlined by the Emergency Planning Co-ordinator be further developed by staff and presented to Council.

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EMERGENCY PREPAREDNESS COMMITTEE REGULAR MEETING MINUTES

Monday, November 30, 1992

A regular meeting of the Emergency Preparedness Committee convened in the Administration Committee Room, 1111 Brunette Avenue, Coquitlam, B. C. on Monday, November 30, 1992, at 1200h with the following persons present:

COMMITTEE MEMBERS PRESENT:

- Mayor L. Sekora, Chair
- Councillor M. Reid
- Councillor J. Kingsbury

STAFF PRESENT

- | | |
|----------------|--------------------------------|
| Norman A. Cook | Municipal Manager |
| Neil Nyberg | Municipal Engineer |
| Ken Wright | Deputy Municipal Engineer |
| R. A. Lee | Emergency Planning Coordinator |
| Cpl. D. Kaluza | RCMP Block Watch Program |
| M. Cassia | Blockwatch |

ITEM I MINUTES OF MARCH 09, 1992

The Committee adopted the minutes of the March 09, 1992 Emergency Preparedness Committee.

ITEM II BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes of the 1992 March 09 Committee meeting.

Me

ITEM III NEW BUSINESS

504-1 Emergency Planning Effectiveness

The Committee received a briefing from Emergency Planning Coordinator Bob Lee regarding municipal emergency planning activities during 1992. Major areas of progress included expanded training using the facilities of the California Special Training Institute for earthquake simulation, an improved Emergency Preparedness Week at the Coquitlam Centre, participation in the Police Night Out event and introduction of the Primary Responders Plan.

The Committee resolved:

That this report be received

504-2 Primary Responders Plan Evaluation

The Emergency Planning Coordinator reported on several instances where the primary responders personnel had made significant improvements to municipal operations yielding cost savings, better effectiveness and reduced environmental impact. The provisional budget contains enough funds to extend the responders plan by one additional position in 1993, bringing the complement from two to three of five coverage areas.

The Committee recommended:

That this report be received

504-3 Emergency Preparedness Week - 1993

The Committee reviewed the successful 1992 Coquitlam Mall display and the Police Night Out held in August.

The Committee recommended

That Council authorize Emergency Preparedness Week to be held in Coquitlam centre from April 20 to 24, 1993.

504-4 Coquitlam Earthquake Course: Regional Earthquake Workshop

The Committee heard plans to seek sponsorship from post secondary institutions for the proposed earthquake response course.

The Committee recommends:

That Council authorize a grant application to defray the operating costs of a self funded earthquake response course sponsored by Coquitlam, based on participation of trained instructors from CSTI and the PEP Academy.

CAS 1582

CAS 1583

504-5 Grant Application Coquitlam Senior Amateur Radio Emergency Society (CSARES)

The Council reviewed the participation of the Seniors radio operators in a emergency situation. The Committee resolved:

MS 1584
That Council receive the grant application from the Coquitlam Amateur Radio Emergency Society;

That Council authorize staff to carry out a feasibility study of a mobile communications facility to:

- **provide training opportunities for radio amateurs;**
- **function as a site management communication facility when needed;**
- **operate as a training facility for regional preparedness exercises; and**
- **be funded partially by JEPP grants or regional contributions.**

Neil Nyberg, P. Eng.