

# PEACE RIVER REGIONAL DISTRICT

## Emergency Executive Committee Meeting A G E N D A

for the meeting to be held on Tuesday, June 30, 2015  
in the Regional District offices, Dawson Creek, BC  
commencing at 10:00 a.m.

**Committee Chair: Director Sperling**

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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 February 19, 2015
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **CORRESPONDENCE:**  
C-1 April 17, 2015 Emergency Management BC regarding update on the Alert Ready Project.
7. **REPORTS:**  
R-1a) **Emergency Program background information for reference:**  
Item #1 – PRRD Emergency and Disaster Service Establishment Bylaw No. 1598, 2005  
Item #2 – PRRD Emergency and Disaster Operations Bylaw No. 1599, 2005  
Item #3 – PRRD Emergencies Services Strategic Plan 2012 – 2017  
Item #4 - PRRD Emergency Management Program Directive 2014  
Item #5 – PRRD Emergency Program and Response Plan Update – Final Report  
Item #6 – 2015 Emergency Services Budget  
Item #7 – Emergency Planning budget  
  
R-1b) Rural Emergency Management PowerPoint presentation  
  
R-2 June 25, 2015 report from Jill Rickert, Community Services Coordinator regarding 2015 Search and Rescue grant applications.  
  
R-3 June 22, 2015 report from Trish Morgan, General Manager of Community and Electoral Area Services regarding information items.
8. **NEW BUSINESS:**
9. **ITEMS FOR INFORMATION:**  
I-1 Emergency Incident Register  
I-2 June 18, 2015 Snow Survey and Water Supply Bulletin  
I-3 2014 BC Earthquake Preparedness Consultation Report (Executive Summary)  
[copies of the full report are available for viewing]  
I-4 2014 Fire Season – Local Authorities and Agencies Debrief discussion.
10. **ADJOURNMENT:**

**PEACE RIVER REGIONAL DISTRICT  
EMERGENCY EXECUTIVE COMMITTEE  
MEETING MINUTES**

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DATE: Thursday, February 19, 2015

PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Karen Goodings, Electoral Area 'B'  
Director Brad Sperling, Electoral Area 'C'  
Director Dan Rose, Electoral Area 'E'  
Chris Cvik, Chief Administrative Officer

Staff

Kim Frech, Chief Financial Officer  
Trish Morgan, Manager of Community Services  
Jill Rickert, Community Services Coordinator  
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 3:25 p.m.

2) Election of Chair Mr. Cvik called for nominations for the office of Committee Chair for 2015.

MOVED by Director Rose, SECONED by Director Goodings,  
That Director Sperling be nominated for the office of Committee Chair for 2015.

CARRIED.

Director Sperling accepted the nomination.

Mr. Cvik called a second time for nominations for the office of Committee Chair for 2015.

Seeing no further nominations, Mr. Cvik declared nominations to be closed and declared Director Sperling as Chair of the Emergency Executive Committee for 2015.

3) Election of Vice-Chair Mr. Cvik called for nominations for the office of Committee Vice-Chair for 2015.

MOVED by Director Sperling, SECONED by Director Goodings,  
That Director Rose be nominated for the office of Committee Vice-Chair for 2015.

CARRIED.

Director Rose accepted the nomination.

Mr. Cvik called a second time for nominations for the office of Committee Vice-Chair for 2015.

Seeing no further nominations, Mr. Cvik declared nominations to be closed and declared Director Rose as Vice-Chair of the Emergency Executive Committee for 2015.

**ADOPTION OF THE AGENDA:**

4) Adoption of the  
Agenda

MOVED by Director Rose, SECONDED by Director Goodings,  
That the Emergency Executive Committee agenda for the February 19, 2015  
meeting including Additional Items for the Agenda, be adopted as amended.

**Election of Chair and Vice-Chair:**

**Minutes:**

M-1 Emergency Executive Committee Meeting Minutes of October 14, 2014

**Business Arising from the Minutes:**

**Correspondence:**

**Reports:**

R-1 January 30, 2015 report from Trish Morgan, Manager of Community  
Services regarding the draft 2015 Emergency Services budget

**New Business:**

NB-1 discussion on whether staff should report observable hazards to PRRD  
staff or outside agencies when responding to a bylaw enforcement  
complaint (referred from EADC)

**Items for Information:**

I-1 Emergency Incident Register

I-2 Emergency Program Directive

I-3 Wisdom Gained – the Town of Slave Lake shares its reflections on the  
recovery from the 2011 wildfire.

I-4 For Reference:

“Emergency/Disaster Service Establishment Bylaw No. 1598, 2005”; and  
“Emergency and Disaster Operations Bylaw No. 1599, 2005.”

CARRIED.

**MINUTES:**

5) M-1 EEC Mtg.  
Minutes of  
October 14, 2014

MOVED by Director Goodings, SECONDED by Director Rose,  
That the Emergency Executive Committee Meeting Minutes of October 14,  
2014 be adopted.

CARRIED.

**REPORTS:**

6) R-1 re: EEC  
budget

Community Specific Evacuation plans – it was noted that those communities  
limited access/egress, i.e. one road in and out, should be given priority. For  
example, Old Fort, One Island, Upper Halfway and Wonowon.

Emergency Transfer Switches – it was suggested that additional funds be  
added to the budget line as the equipment is expensive, especially if it will be  
used for backup power and heat generation.

Rural Weather Station Pilot Project – it was suggested there may be funding  
available from the Peace River Agriculture Development (PRAD) fund –  
possible partnership.

MOVED by Director Rose, SECONDED by Director Goodings,

- a) that the Emergency Executive Committee approve an increase in budget  
line item 244 to \$20,000; and
- b) that the Emergency Executive Committee approve the 2014 Emergency  
Planning budget, as presented; and
- c) that the budget be forwarded to the Regional Board for inclusion in the 2014  
Annual Financial Plan.

CARRIED.

7) NB-1 re: The discussion on whether staff should report observable hazards to PRRD  
bylaw enforcement staff or outside agencies when responding to a bylaw enforcement complaint  
was discussed during the Electoral Area Directors Committee meeting held  
earlier in the day.

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8) Items for Information | <p>Committee members reviewed the following items for information:</p> <p>I-1    Emergency Incident Register</p> <p>I-2    Emergency Program Directive</p> <p>I-3    Wisdom Gained – the Town of Slave Lake shares its reflections on the recovery from the 2011 wildfire.</p> <p>I-4    For Reference:<br/>               “Emergency/Disaster Service Establishment Bylaw No. 1598, 2005”; and<br/>               “Emergency and Disaster Operations Bylaw No. 1599, 2005.”</p> |
| 9) Adjournment           | <p>MOVED by Rose, SECONDED by Director Goodings,<br/>         that the meeting be adjourned.</p>                                                                                                                                                                                                                                                                                                                                                                                 |

The meeting adjourned at 3:45 p.m.

Suzanne Garrett,  
Corporate Services Coordinator

**Received Dawson Creek office – April 17, 2015**

From: Kelly, Robert J JAG:EX [<mailto:Robert.J.Kelly@gov.bc.ca>]  
 Sent: Friday, April 17, 2015 11:51 AM  
 To: Kelly, Robert J JAG:EX  
 Cc: Alexander, Debbie A JAG:EX  
 Subject: Alert Ready Project Update

EMBC is working on a CRTC mandated project, to develop and support a staged operational implementation of an Alert Ready emergency public alerting system. The project will create, test and implement the policies, procedures, processes, configurations, user / support guides, related documentation and communications support required for EMBC participation in Alert Ready.

The major objectives of the project are to:

1. Increase public safety in BC
2. Improve the timeliness and quality of emergency alerts for the public of BC
3. Ensure that emergency alerts are non-discriminatory and ubiquitous regardless of the TV or radio channel selected
4. Provide a key component to improved resilience and risk reduction when the public of BC are faced with local, regional or provincial scale emergencies
5. Ensure coordinated emergency alerting and communications during emergencies and disasters (e.g. alerting in coordinated with local authorities, social media, web and other related government communication channels)
6. Complement a complete Emergency Management framework that includes planning, preparation, public education, emergency response and recovery
7. Provide individuals, the media or others who 'need to know' information before (when possible) and timely updates during emergencies and disasters
8. Provide individuals, private / public sector organizations or others who 'need to act' with timely information to reduce risk or loss and where to get additional information
9. Provide sufficient information to inform future phase planning
10. Provide project information to help inform related public education and media campaigns
11. Provide recommendations for, lead, participate in and support governance related to Alert Ready
12. Provide support and recommendations to related initiatives and projects to ensure seamless integration with Alert Ready Implementation

More information will be provided in the coming weeks and we will outline how local governments and our emergency management partners will be able to participate. In the interim information on Alert Ready is available at: <http://www.theweathernetwork.com/public-alerts/>

**Robert (Bob) Kelly**  
 Regional Manager

**Emergency Management British Columbia**  
 3235 Westwood Drive.  
 Prince George BC CANADA V2N 1S4  
[www.embc.gov.bc.ca](http://www.embc.gov.bc.ca)

Ph 250.612-4172 Fax 250.612-4171  
 24 Hour Emergency Reporting 1.800.663.3456

June 30, 2015



# Peace River Regional District REPORT

R-1a)

To: Emergency Executive Committee

Date: June 22, 2015

From: Trish Morgan, General Manager of Community & Electoral Area Services

**Subject: Emergency Program background information for reference**

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## **FOR DIRECTORS' INFORMATION;**

The following information has been provided to accompany our discussion on the emergency service function, the Regional District's role in emergency management and our current and future projects:

1. Bylaw 1598, 2005: Emergency and disaster services establishment bylaw
2. Bylaw 1599, 2005: Administration and operation of the emergency and disaster service
3. 2011 Emergency Management Strategic Plan
4. 2014 Program Directive
5. 2014 Final Report on Peace River Regional District Emergency Program & Response Plan Update: Blackshield Preparedness Solutions
6. 2015 project information
7. 2015 Budget

**STRATEGIC PLAN RELEVANCE:** None

**FINANCIAL CONSIDERATION(S):** please see attached budget

**COMMUNICATIONS CONSIDERATION(S):** none

**OTHER CONSIDERATION(S):** please see the PowerPoint presentation for more information.

Staff Initials:

Dept. Head:

*T. Morgan*

CAO:

*Ch. Birk*

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PEACE RIVER REGIONAL DISTRICT  
By-law No. 1598, 2005

R-1a)

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A by-law for the establishment of an Emergency and Disaster Service  
for Electoral Areas 'B', 'C', 'D' and 'E'.

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WHEREAS, the *Emergency Program Act, R.S.B.C. 1996, c. 111* authorizes the Board of the Peace River Regional District to undertake measures to prepare for, respond to, and recover from emergencies and disasters;

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. The Board hereby establishes a service to prepare, respond and recover from emergencies and disasters.
2. The boundaries of the service are the boundaries of the Peace River Regional District excluding the District of Chetwynd, City of Dawson Creek, City of Fort St John, District of Hudson's Hope, Village of Pouce Coupe, District of Taylor and the District of Tumbler Ridge.
3. The participating areas for the service are the Peace River Regional District Electoral Areas 'B', 'C', 'D' and 'E'.
4. All costs related to this service shall be recovered by one or more of the following:
  - a) property value taxes imposed on land and improvements in accordance with Part 23, Division 4.3 of the Local Government Act, R.S.B.C. 1996, c.323;
  - b) revenue raised by other means authorized by the Local Government Act, R.S.B.C. 1996, c.275 or another Act;
  - c) revenue raised by way of agreement, enterprise, gift, grant or otherwise.
5. The maximum that may be requisitioned under Section 4 for the service shall be the greater of:
  - a) \$250,000; or
  - b) the product of a property value tax of \$0.03 for each \$1,000 of net taxable value of land and improvements included in the service area.

NOV 24 2005

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R-1a)

6. This By-law may be cited as "Peace River Regional District Emergency and Disaster Service Establishment By-law No. 1598, 2005."

READ A FIRST TIME this 13<sup>th</sup> day of OCTOBER, 2005.

READ A SECOND TIME this 13<sup>th</sup> day of OCTOBER, 2005.

READ A THIRD TIME this 13<sup>th</sup> day of OCTOBER, 2005.

APPROVED by the Minister of Community Services this 16<sup>th</sup> day of NOVEMBER, 2005.

ADOPTED this 24<sup>th</sup> day of NOVEMBER, 2005.

CERTIFIED a TRUE and CORRECT  
COPY of "Peace River Regional District  
Emergency and Disaster Service  
Establishment By-law No. 1598, 2005."

Harald Hansen  
Harald Hansen, Administrator

THE CORPORATE SEAL of the Peace  
River Regional District was hereto  
affixed in the presence of:

Karen Goodings  
Karen Goodings, Chair

Harald Hansen  
Harald Hansen, Administrator

I HEREBY CERTIFY the foregoing to be a true and correct copy of "Peace River  
Regional District Emergency and Disaster Service Establishment By-law No. 1598,  
2005" as read a third time by the Regional Board of the Peace River Regional District  
on the 13<sup>th</sup> day of OCTOBER, 2005.

Harald Hansen  
Harald Hansen, Administrator

NOV 24 2005

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**PEACE RIVER REGIONAL DISTRICT**  
**By-law No. 1599, 2005**

A by-law for the administration and operation of the  
Emergency and Disaster Service

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WHEREAS the Board of the Peace River Regional District has, by "Peace River Regional District Emergency and Disaster Service Establishment By-law No. 1598, 2005", established an Emergency and Disaster Service;

AND WHEREAS, pursuant to the provisions of the *Emergency Program Act, R.S.B.C. 1996, c. 111*, the Board must prepare or cause to be prepared local emergency plans respecting preparation for, response to and recovery from emergencies and disasters and establish and maintain an emergency management organization to develop, maintain and implement emergency plans and other preparedness, response and recovery measures for emergencies and disasters for the Electoral Areas within the Regional District;

NOW THEREFORE, the Board of the Peace River Regional District in open meeting assembled enacts as follows:

**1. Citation**

- 1.1 This By-law shall be cited as the "Peace River Regional District Emergency and Disaster Operations By-law No. 1599, 2005".

**2. Interpretation**

2.1 In this bylaw:

- a) **"Act"** means the *"Emergency Program Act", R.S.B.C., c.111*, and any regulations made thereunder;
- b) **"Board"** means the Board of Directors of the Peace River Regional District;
- c) **"Chair"** means that person elected by the Board as chair;
- d) **"Declaration of a state of local emergency"** means a declaration of the Board or the Chair that an emergency exists or is imminent in the Regional District;
- e) **"Disaster"** means a calamity that:
  - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature, and
  - (ii) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;

B-4c  
R-1a)

2. **Interpretation** (continued)

- f) **"emergency"**, means a present or imminent event or circumstance that:
  - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature, and
  - (ii) requires prompt co-ordination of action or special regulation of persons or property, to protect the health, safety, or welfare of people or to limit damage to property;
- g) **"Emergency Co-ordinator"** means that person appointed under Section 5.1 of this by-law;
- h) **"Emergency Executive Committee"** means that Committee appointed under Section 4.1 of this by-law;
- i) **"Emergency Management Organization"** means that organization established under Section 3.1 of this by-law;
- j) **"Emergency Program"** means the emergency plans and other preparedness, response and recovery measures for emergencies and disasters developed and implemented from time to time by the Emergency Management Organization;
- k) **"Service Area"** means the service area established under "Peace River Regional District Emergency and Disaster Service Establishment By-law No. 1598, 2005."

3. **EMERGENCY MANAGEMENT ORGANIZATION**

- 3.1 An "Emergency Management organization" is established comprised of:
- a) the Emergency Executive Committee;
  - b) the Emergency Co-ordinator;
  - c) such other persons appointed and sub-committees and working groups established and which are charged with emergency preparedness, response and recovery measures.

4. **EMERGENCY EXECUTIVE COMMITTEE DUTIES AND RESPONSIBILITIES:**

- 4.1 An "Emergency Executive Committee" is established comprised of:
- a) the Directors of the Board representing Electoral Areas 'B', 'C', 'D' and 'E';
  - b) the Chief Administrative Officer for the Regional District or designate; and
  - c) such other persons as may be appointed to the Committee by the Board from time to time.
- 4.2 The Emergency Executive Committee shall elect a Chair and Vice-Chair.
- 4.3 The Emergency Executive Committee may establish such Sub-Committees and Working Groups as deemed necessary to facilitate emergency preparedness, response and recovery programs.

B-4c

B-4c  
R-1a)

4. **EMERGENCY EXECUTIVE COMMITTEE DUTIES AND RESPONSIBILITIES:**

- 4.4 The Emergency Executive Committee will be responsible for the following duties and responsibilities:
- a) providing policy guidance and direction to the Emergency Co-ordinator and such other persons appointed and Sub-Committees and Working Groups established under this by-law for developing and implementing the emergency program;
  - b) reviewing and approving the Emergency Program prepared by the Emergency Coordinator;
  - c) preparing and submitting to the Board for approval an annual budget for the development and implementation of the Emergency Program;
  - d) negotiating and recommending to the Board agreements with other governments, for the purpose of emergency assistance or the formulation of coordinated emergency preparedness, response or recovery;
  - e) negotiating and recommending to the Board agreements with individuals, bodies, corporations or other non-government agencies for the provisions of goods and services in delivering the Emergency Program; and
  - f) meeting not less than two times a year with the Emergency Co-ordinator to stay informed of the status of the Emergency Program related initiatives and activities.

5. **EMERGENCY CO-ORDINATOR**

- 5.1 The Board shall appoint an Emergency Co-ordinator that will report directly to the Emergency Executive Committee.
- 5.2 The Emergency Coordinator will be responsible for the following duties and responsibilities:
- a) preparing and presenting to the Emergency Executive Committee for annual review and approval an Emergency Program which includes:
    - i) a periodic review and updating of plans and procedures for that review;
    - ii) an emergency response exercise program and training program;
    - iii) procedures by which emergency resources may be obtained;
    - iv) procedures by which emergency plans are to be implemented;
    - v) warning procedures to those persons who may be harmed or who may suffer loss in an Emergency of impending Disaster;
    - vi) procedures to coordinate the provision of food, clothing, shelter, transportation and medical services to victims of Emergencies and Disasters;

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5. EMERGENCY CO-ORDINATOR

- vii) procedures to establish priorities for restoring essential services provided by the Regional District that are interrupted during an Emergency or Disaster;
  - viii) procedures to recommend priorities for restoring essential services not provided by the Regional District that are interrupted during an Emergency or Disaster; and
  - ix) roles and responsibilities for all persons appointed pursuant to this By-law whose roles and responsibilities are not otherwise defined in this Bylaw.
- 
- b) Making such amendments to the Emergency Program as are necessary to ensure that the information contained in the Emergency Program remains current at all times;
  - c) Advising the Emergency Executive Committee on all matters relating to the Emergency Program;
  - d) Providing day to day administration of the Emergency Program, including the co-ordination of staff involvement in emergency management, encouraging community preparedness and liaising with external organizations for emergency management purposes;
  - e) identifying and maintaining information on potential or real hazards and the impact that such hazards could have on the Service Area;
  - f) ensuring municipal departments in the Service Area keep updated emergency plans that are consistent with and support the Emergency Program;
  - g) being the liaison with other external support organizations and function as the point of contact with the Provincial Emergency Program and other government agencies with regards to emergencies;
  - h) selecting and processing candidates for federal or provincial emergency program training courses;
  - i) co-ordinating the delivery or conduct studies, training and exercises within the Service Area to ensure the Emergency Program is understood, effective and in a state of readiness; and
  - j) performing such other duties as may be assigned by the Emergency Executive Committee.

NOV 24 2005

PEACE RIVER REGIONAL DISTRICT  
By-law No. 1599, 2005

B-4e  
R-1a)

6. POWER ASSOCIATED WITH THE DECLARATION OF A STATE OF LOCAL  
EMERGENCY

- 6.1 Once a Declaration of a state of local emergency is made by the Board or the Chair pursuant to the Act in respect of all or part of the Service Area, the Emergency Executive Committee may, subject to the limitations in the Act, exercise all of the powers given to the Board or the Chair in a Declared state of local emergency under the Act.

READ A FIRST TIME this 13<sup>th</sup> day of OCTOBER, 2005.

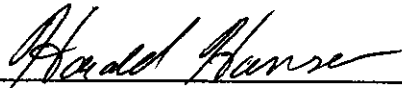
READ A SECOND TIME this 13<sup>th</sup> day of OCTOBER, 2005.

READ A THIRD TIME this 13<sup>th</sup> day of OCTOBER, 2005.

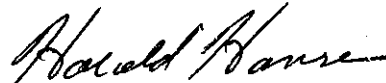
ADOPTED this 24<sup>th</sup> day of NOVEMBER, 2005.

CERTIFIED a TRUE and CORRECT  
COPY of "Peace River Regional  
District Emergency and Disaster  
Operations By-law No. 1599, 2005."

THE CORPORATE SEAL of the  
Peace River Regional District was  
hereto affixed in the presence of:

  
Harald Hansen, Administrator

  
Karen Goodings, Chair

  
Harald Hansen, Administrator

NOV 24 2005

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*Peace River Regional District  
Emergencies Services Strategic Plan*

*2012-2017*

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## ABOUT THE PEACE RIVER REGIONAL DISTRICT

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The PRRD area covers a significant section (119,000 square kilometers) of Northeast British Columbia and serves a number of rural areas (Electoral Areas B,C,D,E) with an estimated rural population of 20,000 residents. There are both small and larger unincorporated rural centres such as:

- Pink Mountain
- Wonowon
- Prespatou
- Montney
- Cecil Lake
- Charlie Lake
- Baldonnel
- Tomslake
- Arras

The topography of the area varies from Rocky Mountains in the west to the Interior Plains in the eastern sections. The northern portion of the PRRD is drained by tributaries of the Fort Nelson River.

Working cooperatively, the Electoral Areas and member municipalities of the PRRD provide a wide range of services throughout the region including emergency services. This function provides support for first responders and communities when dealing with a variety of natural and man made disasters. The PRRD experiences flooding, wild fires, wind storms and numerous man-made disasters coming from industrial and domestic activities.

## MISSION OF THE PRRD:

---

The Peace River Regional District works cooperatively to:

- Provide a broad range of local and regional services that reflect the interests, values and goals of our citizens;
- Provide leadership in changing environments to meet the current and future needs of our residents and businesses; and
- Speak with a unified voice on behalf of rural, community and regional interests

## VISION OF THE PRRD

---

The Peace River Regional District strives to:

- Preserve and enhance the spirit, traditions and unique character of the Peace;
- Create sustainability through a diverse economy, high rural and community lifestyles and a healthy, safe environment; and
- Unify and strengthen the Peace by providing cooperative, innovative leadership.

## OUR VALUES

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These values are what the PRRD stands for and believes

- Accountability: Take ownership and accept responsibility for making decisions and the follow-up to implement those decisions
- Integrity: Make decisions for, and act in the best interests of, the Region
- Fairness: Act in an unbiased way, with a sense of fair play
- Respect: Show consideration for people, lands, and all governing bodies
- Trust: in one another
- Credibility: Ensure the business of the Regional District is transparent and believable
- Cooperation: Be willing to work together to support one another
- Leadership: Make sound decisions and demonstrate a vision for today, while focusing on the future

## OUR GOALS

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1. Work together and support one another
2. Be a unified voice...be a player
3. Be a leader in sustainability
4. Be fiscally responsible
5. Maintain a professional working environment
6. Provide a quality service delivery

## EMERGENCY MANAGEMENT PROGRAM

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The PRRD is legislated to provide emergency management services to the residents of the Electoral Areas of the PRRD in the following ways:

- Training to staff and volunteers
- Emergency Social Services
- Support for First Responders through Emergency Operations Centres
- Works with Emergency Management BC on many levels
- Provides support to other local governments when needed
- Advocacy
- Planning

- Public Education and Emergency Preparedness programs

## OUR TEAM- BOARD, STAFF AND VOLUNTEERS

---

PRRD's Emergency Management (EM) function is overseen by the Emergency Executive Committee (EEC) comprised of the Rural Directors of Areas B,C,D & E and the CAO. They are supported by key staff including the Manager of Community Services and the Community Services Coordinator. Most staff in the PRRD has also received training at the EOC 2 and 3 levels. There are also volunteers who are trained in Emergency Social Services but their response to any one emergency is not guaranteed, thus putting more pressure on staff.

The Community Services staff also relies on support from EMBC and other agencies such as the Red Cross and Salvation Army as needed. They also work with emergency managers from the member local governments.

## SWOT ANALYSIS

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In preparation for this plan, participants were asked to provide input towards a SWOT analysis. The basic information collected on this analysis is:

### STRENGTHS (INTERNAL)

- Dedicated staff (now 1)
- Support of CAO and EEC
- Trained PRRD staff (most at EOC 2 and some at EOC 3)
- Good investment in developing a functioning EOC
- Strong support from GIS
- Some of the plans are complete- Oil and Gas Pre-Plan, Mass Carcass Plan
- Community Services Staff provided with good opportunities for training, conferences, etc. to develop skills and networks
- Staff completing the Emergency Management Certificate program
- Basic tools and contact lists in place

### WEAKNESSES (INTERNAL)

- Limited staff of two (now 1) that also manage regional parks, GIA, fire protection services, 911, etc.
- Time to recruit, train and manage ESS volunteers
- No Communications Manager to assist with emergencies
- Resistance by some staff and managers to take training and assist with EOC duties
- Need a set of priorities for emergency management
- Time pressures to develop ESS program

- Emergency Response Plan (ERP) not a practical working document
- ERP has not been revised since 2006
- Existing supplementary plans require updates
- No supplementary plans for Crisis Communications, Debris Management, Rapid Damage Assessment and Recovery
- Very large geographic region with 20,000+ residents
- Time pressure to manage and catalogue oil and gas ERP's – 300+ plans
- PRRD do not have first responders outside of Charlie Lake
- No succession plans in place

## OPPORTUNITIES (EXTERNAL)

- All emergency program coordinators (EPC's) work well together in the region
- EPC's meeting twice a year
- Possibility of working with member municipalities to develop a regional emergency response/management models
- Good support from EMBC Manager
- Good working relationships with OGC's Emergency Managers
- Good working relationship with external stakeholders
- Building stronger working relationships with oil and gas industry
- Advocating to changes plans to regulations and the Emergency Program Act
- Develop a regional ESS team
- Increased training for PRRD staff
- Increase emergency management duties in job descriptions
- Succession planning

## THREATS (EXTERNAL)

- BC Hydro's lack of proper emergency planning
- Dam Safety Regulation is weak
- Emergency Program Act has gaps that leave it up to interpretation by non-local governments who insist that local government should be responsible for their hazards
- Volunteers for ESS program
- Volunteers focused on short vs. long term opportunities
- CN Rail's reluctance to work with PRRD or other local governments
- Not all member municipalities participating in training sponsored by EMBC
- Some oil and gas companies insist that they do not need to provide ESS or support outside of the Emergency Preparedness Zone in an event
- Capacity to respond to large events
- Multiple weather events throughout region
- Vacancy rates for ESS
- Industry does not understand the capacity or the role of local government

# STRATEGIC PLANNING

---

## PLANNING AND EVALUATION FRAMEWORK

The development of this plan was greatly assisted by the staff that prepared a list of items that need addressing over the short and long-term, ideally within the next three years. This provided guidance to the EEC in their deliberations on the goals, objectives and action items that form the basis of this plan.

## 2012-2017 STRATEGIC PLAN

The EEC has designated the following areas as priority issues that need to be addressed. Some are very short term while others will take more time to develop and implement.

### 1.0 GOAL: ADVOCACY

**1.1 Objective: To verify the roles and responsibilities of PRRD, industry and other levels of government in emergency preparedness, planning, response and recovery – the four pillars of emergency management.**

**Key:**    **Future = Orange**        **Completed = Green**        **Ongoing = Blue**  
**Requires Direction from EEC = Purple**

| Action Items                                                                                                                                                                                                                                           | Outcomes                                                                                                                                                                                                                                                               | Responsibility | Deadline       | Status                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|------------------------------------------------------------------------------------|
| Obtain legal opinion on roles and responsibilities of PRRD, the oil and gas industry and BC Hydro                                                                                                                                                      | Clarity on roles and responsibilities and general agreement between parties                                                                                                                                                                                            | CAO            | March 2013     | <b>Requires Direction: will require future resources &amp; discussion with EEC</b> |
| Clarify roles and responsibilities of: <ul style="list-style-type: none"><li>• BC Oil &amp; Gas Commission</li><li>• BC Hydro</li><li>• CN Rail</li><li>• Ministry of Forests, Lands &amp; Natural Resource Operations – Wildfire Management</li></ul> | <ul style="list-style-type: none"><li>- Greater understanding of expectations, roles and responsibilities of these key organizations and companies</li><li>- Key information on such things as the number of dams in the PRRD Protocols with these companies</li></ul> | EM Manager/CAO | September 2013 | <b>Complete: updated in new Emergency Response Plan</b>                            |

|                                                                                                                            |                                                                                                                                      |          |                          |                                      |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|----------|--------------------------|--------------------------------------|
| Branch <ul style="list-style-type: none"> <li>• TELUS</li> <li>• Northwest Tel</li> <li>• Provincial Government</li> </ul> | and organizations                                                                                                                    |          |                          |                                      |
| Seek remedies for vagueness in Dam Safety Regulation and other legislation as determined by EEC                            | Ensure that emergency planning and response in relation to man-made hazards does not lie solely on the shoulders of local government | CAO, EEC | Ongoing to December 2017 | Requires further discussion with EEC |

**1.2 Objective: To develop stronger relationships with other local governments in the PRRD and with other Regional Districts.**

| <i>Action Items</i>                                                   | <i>Outcomes</i>                                                                                                    | <i>Responsibility</i>                               | <i>Deadline</i> | <i>Status</i>                                                                                    |
|-----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------|--------------------------------------------------------------------------------------------------|
| "Contracts for service" agreements with member local governments      | Increased capacity to respond to emergencies region wide                                                           | CAO                                                 | October 2014    | Future: will examine in regional emergency response and recovery feasibility study starting 2015 |
| Meetings with other RD's on issues such as dam safety and oil and gas | Sharing of information and increased knowledge to garner support for changes to legislation, planning or processes | CAO, EEC Chair and/or Manager of Community Services | November 2013   | Requires discussion with EEC on status                                                           |
| Regional Emergency Management & ESS Program                           | Completed feasibility study on this concept                                                                        | Manager of Community Services                       | May 2015        | Future: Planned to start project in Q3/4 of 2015                                                 |

## 2.0 GOAL: PLANNING

### 2.1 Objective: To update the PRRD Emergency Response Plan.

| Action Items                 | Outcomes                                                                                                                  | Responsibility                                                                   | Deadline                      | Status                                                                                      |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------|
| Emergency Response Plan      | Updated ERP for the PRRD                                                                                                  | Manager of Community Services                                                    | October 2013 & December 2017  | Completed in 2014                                                                           |
| EOC Operating Guide          | Completed guide that will provide advice to staff                                                                         | Manager of Community Services                                                    | February 2014 & December 2017 | Completed in 2014                                                                           |
| Identify language experts    | Being able to communicate with all residents of the PRRD                                                                  | Manager of Community Services                                                    | October 2013                  | Future: plan to address in 2015                                                             |
| Crisis Communications Plan   | Improved communications between staff and Directors/clients                                                               | Manager of Communications                                                        | October 2013                  | Completed in 2014 as part of PRRD Communications Plan & Emergency Response Plan             |
| Rapid Damage Assessment Plan | Ability to provide EOC and PRRD with damage estimates and determine if properties are safe for occupancy after a disaster | Manager of Community Services , GM of Development Services & Building Inspectors | February 2014                 | Future: requires the assistance of the Building Inspector                                   |
| Debris Management Plan       | Ability to provide PRRD with damage estimates                                                                             | Manager of Community Services, Manager of Solid Waster Services                  | January 2017 to December 2017 | Future project for 2017                                                                     |
| Oil and Gas Pre-Plan         | Clarity on oil and gas response                                                                                           | Manager of Community Services                                                    | March 2014                    | Complete: Integrated into 2014 Emergency Response Plan                                      |
| General Evacuation Plan      | General evacuation plans for all communities                                                                              | Manager of Community Services                                                    | October 2013                  | Complete: Integrated in 2014 Emergency Response Plan & Evacuation Toolkit for PRRD managers |

|                                                         |                                                                                                                                                                                                                 |                                                 |               |                                                           |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|---------------|-----------------------------------------------------------|
| Community Specific Evacuation Plans                     | including Old Fort, Peace Island Park, Moberly Lake, North Peace Fall Fair, Wonowon, Pink Mountain, One Island Park, Tomslake, Farmington, Kelly Lake, South of Taylor bridge, all regional parks, major events | Manager of Community Services                   | May 2015      | Future project –2016 and 2017                             |
| Update Hazard, Risk, Vulnerability Assessment           | Strategies for dealing with identified hazards                                                                                                                                                                  | Manager of Community Services                   | October 2013  | Completed in 2014 as part of PRRD Emergency Response Plan |
| Flood Inundation mapping for Moberly Lake and East Pine | Strategies for dealing with flooding in these areas                                                                                                                                                             | Manager of Community Services , GIS Coordinator | January 2015  | Future                                                    |
| Terrain hazard mapping for vulnerable areas             | Strategies for dealing with potential landslide areas                                                                                                                                                           | Manager of Community Services, GIS Coordinator  | April 2015    | Future                                                    |
| Business Continuity Plan                                | PRRD business continuity in case of an emergency                                                                                                                                                                | Staff & Management Committee                    | December 2015 | Future: planned to start work in 2017                     |

## 2.2 Objective: To establish a training program for staff.

| Action Items                                                    | Outcomes                                                                 | Responsibility                | Deadline   | Status                                                                                                                 |
|-----------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------|------------|------------------------------------------------------------------------------------------------------------------------|
| Develop training standards for all EOC positions                | Ensure all staff are properly trained to assist in the EOC               | Manager of Community Services | April 2013 | Completed: Will utilize "EOC in 90 Minutes" from Fraser Valley Regional District to supplement EMBC sponsored training |
| Develop and execute a training schedule of exercises and drills | Ensure that all staff are exercised in their positions prior to an event | Manager of Community Services | ongoing    | Future                                                                                                                 |

|                                                         |                                                                                                    |                               |         |        |
|---------------------------------------------------------|----------------------------------------------------------------------------------------------------|-------------------------------|---------|--------|
| Work with external agencies to exercise plans and staff | Ensure that external agencies and the PRRD have good working relationships before emergency events | Manager of Community Services | ongoing | Future |
|---------------------------------------------------------|----------------------------------------------------------------------------------------------------|-------------------------------|---------|--------|

### 2.3 Objective: To develop a recovery plan including a recovery bylaw.

| Action Items           | Outcomes                                                                               | Responsibility                      | Deadline      | Status                   |
|------------------------|----------------------------------------------------------------------------------------|-------------------------------------|---------------|--------------------------|
| Recovery plan          | Completed plan for PRRD that meets requirements under the <u>Emergency Program Act</u> | Manager of Community Services       | December 2015 | Future: planned for 2016 |
| Recovery Reserve Bylaw | Recommendation for PRRD to consider                                                    | Manager of Community Services , CAO | December 2015 | Future: planned for 2016 |

## 3.0 GOAL: PREPAREDNESS

### 3.1 Objective: To develop community emergency plans for rural communities.

| Action Items                                                                                                               | Outcomes                                                                                              | Responsibility                | Deadline                 | Status                                   |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------|------------------------------------------|
| Community Emergency Preparedness Programs for vulnerable areas such as Moberly Lake, Tomslake, Kelly Lake, Prespatou, etc. | CEPP teams have started work on their plans and their communities are better prepared for emergencies | Manager of Community Services | Ongoing to December 2017 | Ongoing: one in place for Tomslake/Gundy |

### 3.2 Objective: To conduct education programs for communities.

| <i>Action Items</i>                  | <i>Outcomes</i>                                       | <i>Responsibility</i>         | <i>Deadline</i>          | <i>Status</i> |
|--------------------------------------|-------------------------------------------------------|-------------------------------|--------------------------|---------------|
| Community Preparedness Programs      | Increased preparedness of communities and individuals | Manager of Community Services | Ongoing to December 2017 | Ongoing       |
| Hazard Awareness and Evacuations     | Communities and individuals better informed           | Manager of Community Services | Ongoing to December 2017 | Ongoing       |
| ShakeOut BC                          | Information kits and drills                           | Manager of Community Services | Ongoing to December 2017 | Ongoing       |
| Wildfire prevention and preparedness | Reduced damage to critical infrastructure             | Manager of Community Services | Ongoing to December 2017 | Ongoing       |
| Personal Preparedness                | Individuals better prepared for emergencies           | Manager of Community Services | Ongoing to December 2017 | Ongoing       |

### 3.3 Objective: To develop and/or compile resources to increase preparedness.

| <i>Action Items</i>                                                          | <i>Outcomes</i>                                                                           | <i>Responsibility</i>                                 | <i>Deadline</i> | <i>Status</i>                                                           |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-------------------------------------------------------|-----------------|-------------------------------------------------------------------------|
| ES contact database                                                          | Up-to-date and easy to search and manage important contacts                               | Manager of Community Services, Communications Manager | ongoing         | Future: need to look at ways in which to manage this information better |
| ES resource database                                                         | Up-to-date and easy to search and manage important resources                              | Manager of Community Services & Field Services        | ongoing         | Complete: will utilize industry resource directories                    |
| Webmapping tools such as Multi-Agency Situational Awareness System or BCeMap | Tool that can be used by multiple agencies to track situational awareness in an emergency | Manager of Community Services & GIS                   | April 2015      | Ongoing: currently examining a number of tools                          |

|                                                                                                                                     |                                                                                                                                                  |                                                     |               |                                               |
|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------|-----------------------------------------------|
| Secondary EOC kit for Charlie Lake Fire Hall                                                                                        | Sufficient resources are available should the EOC have to move locations                                                                         | Manager of Community Services                       | February 2013 | Future: will complete in 2015                 |
| Protocol agreement between PRRD and agencies/companies for sharing personal information including TELUS, BC Hydro, School District. | Ensure that agreement can be made when personal information can or should be shared to assist in response and recovery during an emergency event | Manager of Community Services & Assistant Treasurer | April 2015    | Future                                        |
| Investigate a "One Call Now" system to utilize TELUS data for evacuations                                                           | That a system to notify residents of evacuation alerts and orders is available in an emergency                                                   | CAO & Manager of Community Services                 | April 2015    | Future: currently examining different options |
| Emergency generators for critical infrastructure                                                                                    | That there are sufficient rural locations that could be used for reception centres                                                               | Manager of Community Services                       | June 2013     | Ongoing                                       |

## IMPLEMENTATION

No plan is effective until an implementation plan is in place. It is recommended that the following steps take place to ensure that adequate implementation occurs for the duration of this plan:

1. EEC meets with staff to identify the top three priorities.
2. Adequate resources (staff, time, funding, and contract assistance) are allocated to meet these and future plan priorities.
3. Once the top three priorities have been met, the Committee can then decide on the next three priorities, etc. until all of the action items have been completed.
4. An annual review of the plan occurs to ensure that the priorities and deadlines are being met.
5. In 2017, the plan should once again be reviewed and a new strategic plan be developed to ensure that it is timely with current conditions.

6. A 5 year Gantt Chart should be developed so that targets for implementation are clear on one document.

A strategic plan is a living document and as such can be changed by its owners (EEC and staff). As events occur and situations occur, the plan may have to be altered to address new priorities.

## CONCLUSION

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The PRRD is committed to ensuring that local government, communities, industry, business, and individuals are all working together to ensure that the PRRD is a safe and healthy place to live. This is plan is very ambitious but completion of it will ensure success of the plan in achieving the PRRD's vision and mission.

**ITEM #4**

R-1a)



***PEACE RIVER REGIONAL  
DISTRICT***

***EMERGENCY MANAGEMENT  
PROGRAM DIRECTIVE***

**SEPTEMBER 2014**



## PRRD EMERGENCY PROGRAM DIRECTIVE

R-1a)

***Prepared for:***

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## PRRD EMERGENCY PROGRAM DIRECTIVE

### Distribution List

Internal

External

### Record of Amendments

| Date | Amendment # | Entered By |
|------|-------------|------------|
|      |             |            |
|      |             |            |
|      |             |            |
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|      |             |            |

### Acronyms and Abbreviations

|      |                                         |
|------|-----------------------------------------|
| BCP  | Business Continuity Plan (Planning)     |
| BIA  | Business Impact Analysis                |
| CAO  | Chief Administrative Officer            |
| EOC  | Emergency Operations Centre             |
| EMBC | Emergency Management British Columbia   |
| ERP  | Emergency Response Plan                 |
| ESS  | Emergency Social Services               |
| HRVA | Hazard, Risk and Vulnerability Analysis |
| ICP  | Incident Command Post                   |
| ICS  | Incident Command System                 |
| PRRD | Peace River Regional District           |



## Letter of Introduction



## PRRD EMERGENCY PROGRAM DIRECTIVE

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# PRRD EMERGENCY PROGRAM DIRECTIVE

## 1. INTRODUCTION

### Aim

The aim of the Peace River Regional District (PRRD) Emergency Program Directive is to provide strategic and long-term direction to the development and maintenance of the PRRD Emergency Program.

### Scope

This Directive addresses:

- An overview of the PRRD;
- A description of the PRRD Emergency Program including:
  - PRRD organization for emergency management;
  - Emergency program planning factors; and
  - Structure of the PRRD Emergency Program.
- Annexes describing program priorities for the period 2014-2019 and training, exercise and validation objectives.

### Responsibility

The PRRD Manager of Community Services, as the PRRD Emergency Coordinator, is responsible to maintain this directive.





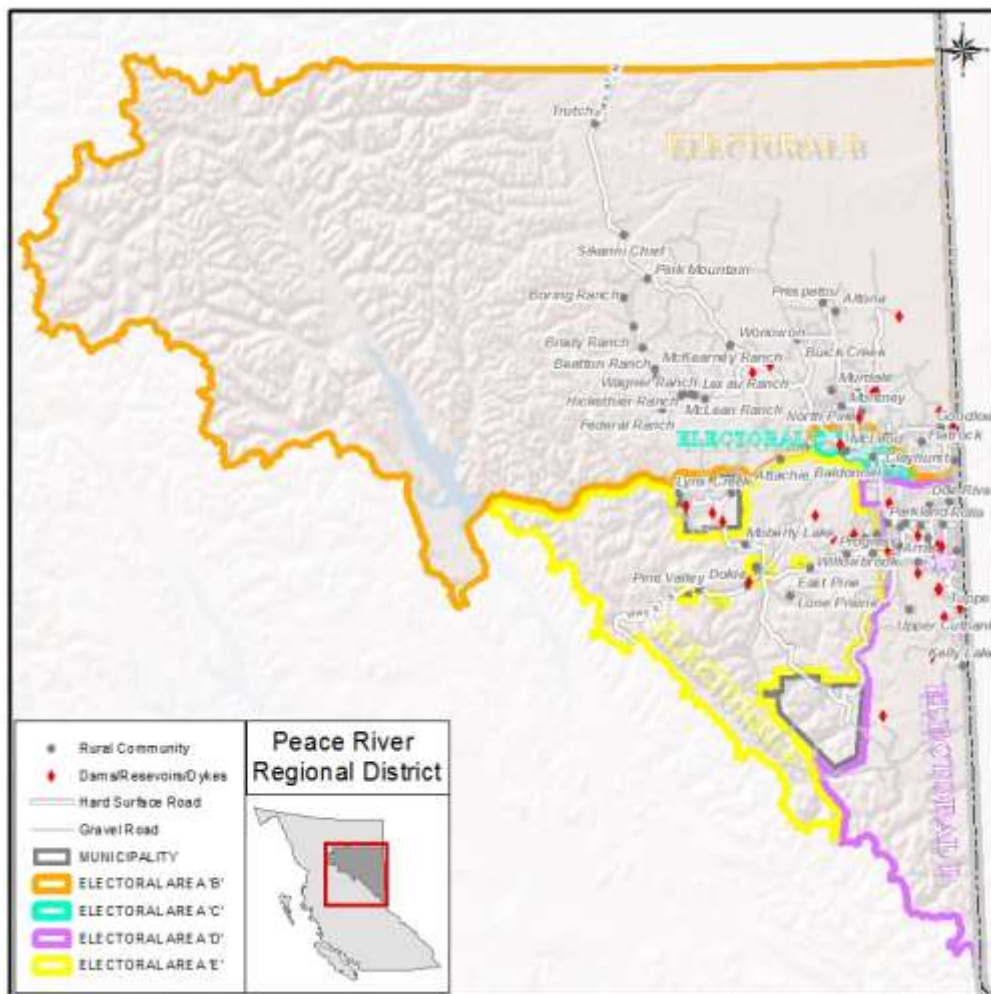
## 2. THE PEACE RIVER REGIONAL DISTRICT (PRRD)

### 2.1 Description

The PRRD area covers a significant section (119,000 square kilometers) of Northeast British Columbia and serves a number of rural areas (Electoral Areas B, C, D and E) with an estimated rural population of 20,000 residents. There are both small and larger unincorporated rural centres such as:

- Pink Mountain
- Wonowon
- Prespatou
- Montney
- Cecil Lake
- Charlie Lake
- Baldonnel
- Tomslake
- Arras
- Groundbirch
- Moberly Lake
- Hasler Flats

The topography of the area varies from Rocky Mountains in the west to the Interior Plains in the eastern sections. Tributaries of the Fort Nelson River drain the northern portion of the PRRD.



Working cooperatively, the Electoral Areas and member municipalities of the PRRD provide a wide range of services throughout the region including emergency services. This function provides support for first responders and communities when dealing with a variety of natural and man-made disasters. The PRRD experiences flooding, wild fires, windstorms and numerous man-made disasters coming from industrial and domestic activities.

### 2.2 Mission

The Peace River Regional District works cooperatively to:



- Provide a broad range of local and regional services that reflect the interests, values and goals of our citizens;
- Provide leadership in changing environments to meet the current and future needs of our residents and businesses; and
- Speak with a unified voice on behalf of rural, community and regional interests.

### 2.3 Vision

The Peace River Regional District strives to:

- Preserve and enhance the spirit, traditions and unique character of the Peace;
- Create sustainability through a diverse economy, high rural and community lifestyles and a healthy, safe environment; and
- Unify and strengthen the Peace by providing cooperative, innovative leadership.



### 2.4 Values

These values are what the PRRD stands for and believes:

- Accountability: Take ownership and accept responsibility for making decisions and the follow-up to implement those decisions
- Integrity: Make decisions for, and act in the best interests of, the Region
- Fairness: Act in an unbiased way, with a sense of fair play
- Respect: Show consideration for people, lands, and all governing bodies
- Trust: in one another
- Credibility: Ensure the business of the Regional District is transparent and believable
- Cooperation: Be willing to work together to support one another
- Leadership: Make sound decisions and demonstrate a vision for today, while focusing on the future



### 2.5 Goals

- Work together and support one another
- Be a unified voice...be a player





## PRRD EMERGENCY PROGRAM DIRECTIVE

- Be a leader in sustainability
- Be fiscally responsible
- Maintain a professional working environment
- Provide a quality service delivery



### 3. THE PRRD EMERGENCY PROGRAM

#### 3.1 Objective

The objective of the PRRD Emergency Program is to develop, maintain, coordinate and implement systems, protocols and processes to mitigate, prepare for, respond to and recover from emergencies and disasters.

#### 3.2 Scope

The PRRD is legislated to provide emergency management services to the residents of the Electoral Areas B, C, D and E of the PRRD in the following ways:

- Training to staff and volunteers;
- Emergency Social Services (ESS);
- Support for First Responders through Emergency Operations Centres (EOC);
- Work with Emergency Management BC (EMBC);
- Provides support to other local governments when needed;
- Advocacy;
- Planning; and
- Recovery

Although located within boundaries of PRRD the municipalities of Dawson Creek, Fort St. John, Chetwynd, Taylor, Pouce Coupe, Hudson's Hope and Tumbler Ridge have their own emergency response plans and programs.

#### 3.3 Legislation and Regulations

The PRRD Emergency Program complies with the following legislation and regulations:

- BC Emergency Program Act;
- BC Local Authority Emergency Management Regulation; and
- PRRD Bylaws 1598 and 1599.

#### 3.4 References

The following references have been considered in the development of this directive:

- PRRD Emergency Services Strategic Plan 2012-2017;
- PRRD Hazard, Risk and Vulnerability Analysis 2014; and
- Canadian Standards Association CSA Z1600 Emergency Management and Business Continuity Programs



## PRRD EMERGENCY PROGRAM DIRECTIVE

### 3.5 PRRD Organization for Emergency Management

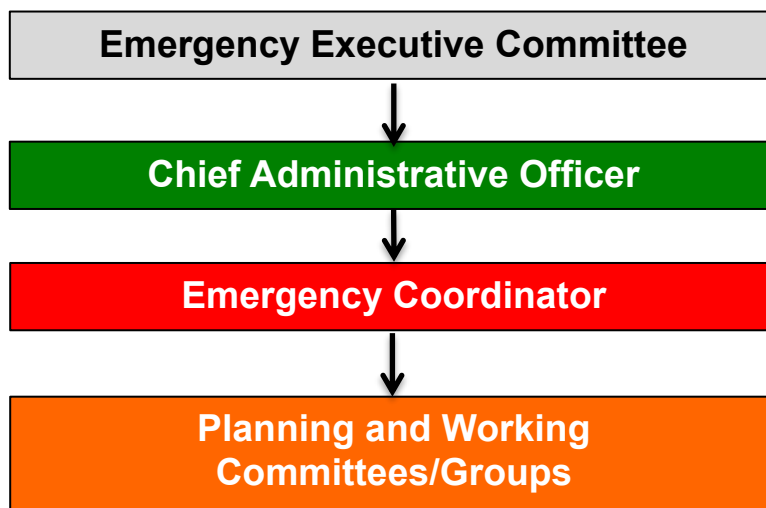


Diagram 1: PRRD Organization for Emergency Management

#### 3.5.1 The Emergency Executive Committee

Pursuant to Bylaws No. 1598 and 1599 the Emergency Executive Committee is responsible for setting policy, authority and directions, ensuring all aspects of the PRRD Emergency Program are adequately funded and addressed.

The Emergency Executive Committee meets a minimum of two times a year and consists of the following members:

- The 4 Electoral Area Directors, one of whom will be elected as Chair and one elected as Vice Chair;
- The Chief Administrative Officer (CAO), and
- Any other such members that the Board may appoint.

#### 3.5.2 Emergency Coordinator

The Manager of Community Services has been appointed and assigned the responsibilities of the PRRD Emergency Coordinator. When an incident occurs, the Emergency Coordinator, in this capacity, reports directly to the CAO or designate, and receives direction and support from the CAO and/or the PRRD Emergency Executive Committee.

The Emergency Coordinator's primary responsibilities include, but are not limited to:

- Developing and maintaining the PRRD Emergency Program and associated plans;
- Liaising with other Emergency Coordinators, EMBC, fire response societies or volunteer fire departments, other municipalities or Regional Districts, volunteers



and agencies such as utilities, oil and gas industries, school board, health, and other government agencies, etc. to coordinate emergency plans, actions and protocols;

- Identifying resources for emergency purposes;
- Establishing and maintaining a functioning EOC;
- Developing and maintaining public education materials and volunteer programs;
- Coordinating and/or providing training and exercise opportunities for the staff and volunteers; and
- Assisting with emergency response and recovery operations.

### 3.5.3 Planning and Working Committees or Groups

The Emergency Coordinator can strike any planning and working committees or groups to support the development or enhancement of the PRRD Emergency Program.

These planning or working groups are of particular importance where outside voice, input and assistance from agencies likely to be involved in emergency management would add significant insights and/or resources to the coordination necessary.

## 3.6 Emergency Program Planning Factors

The following factors influence emergency planning in PRRD:

**Geographical size and relative limited population of the Regional District.** PRRD is a very large, relatively sparsely populated entity. This results in the following planning considerations:

- Telephone communications with residents is inconsistent; with cellular phone coverage being fairly good in urban areas but deteriorating the further one gets from main road networks. There is a significant reliance on relatively fragile landline telephone communications in remote areas;
- Road networks are limited, and in some areas of PRRD (the far west) direct access can only be gained from other regional districts;
- The large distances reduce the effectiveness of timely emergency response; and
- The limited population reduces the number of persons to participate in volunteer programs such as Emergency Social Services and volunteer fire departments.

**Senior management support to PRRD Emergency Program.** PRRD senior management support the PRRD program through the following:

- The assignment of dedicated staff to manage the program;
- The allocation of adequate funds to support the program; and
- Encouraging the ongoing training of PRRD staff to support the program.



## PRRD EMERGENCY PROGRAM DIRECTIVE

**Limited size of Regional District staff.** Notwithstanding the support provided by PRRD senior management, the emergency program is somewhat limited by available staff resources:

- Dedicated emergency management staff also has additional non-emergency management responsibilities;
- The small number of staff limit the ability to fully operate the EOC and concurrently open Incident Command Posts (ICPs); and
- PRRD has no integral first responders other than the Charlie Lake Volunteer Fire Department.

**Relationship with member municipalities and First Nations.** Generally PRRD has an excellent working relationship with the member municipalities, however, this working relationship could be improved with:

- An integrated Regional Emergency Social Services (ESS) plan;
- Greater participation in EMBC-sponsored emergency training by member municipalities;
- Closer coordination in the activation and operation of EOCs; and
- Ideally, one consolidated Regional Emergency Program totally inclusive of all PRRD electoral areas and municipalities.<sup>1</sup>

Further, the PRRD needs to give consideration to building relationships and partnerships with First Nations within the region. Two wildfires during the summer of 2014 posed threats to both electoral area and First Nations residents. In order to ensure coordinated evacuations and consistent public information during an emergency, the PRRD needs to consider working closer with First Nations communities (before an event) in a similar fashion as it does with its member municipalities.

**Scope of hazards.** The scope of hazards threatening PRRD is summarized in Section 3.7.2 and described in detail in the Regional hazard, Risk, Vulnerability Assessment (HRVA) study. However the following planning factors should be considered:

- Many of the hazards facing PRRD are limited to specific geographical areas;
- The effects of climate change on PRRD have not been examined in detail and could have significant effects on hazards such as river flooding and interface fires; and
- Some of the hazards are directly related to specific industrial/utility stakeholders.

**Relationship with industrial/utility stakeholders.** Inconsistent Federal and Provincial regulations and legislation have led to a wide discrepancy in how various industrial and utility stakeholders approach emergency management and how they coordinate their actions with PRRD. In particular:

---

<sup>1</sup> Note that there are a number of regional models that exist and a Regional Emergency Program could be achieved through formal partnership agreements



## PRRD EMERGENCY PROGRAM DIRECTIVE

- BC Hydro has not developed their dam safety planning in enough detail to satisfy PRRD;
- CN Rail is reluctant to coordinate their emergency planning with local authorities;
- Although most oil and gas companies have good emergency response plans some are reluctant to extend their responsibilities outside their immediate emergency preparedness zone, including extended ESS support; and
- PRRD does have the support of the BC Oil and Gas Commission and their field offices in Fort St. John and Dawson Creek.

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### 3.7 Structure Of The PRRD Emergency Program

#### 3.7.1 The Emergency Management Continuum

The following diagram shows the relationship between the phases of emergency management and business continuity.

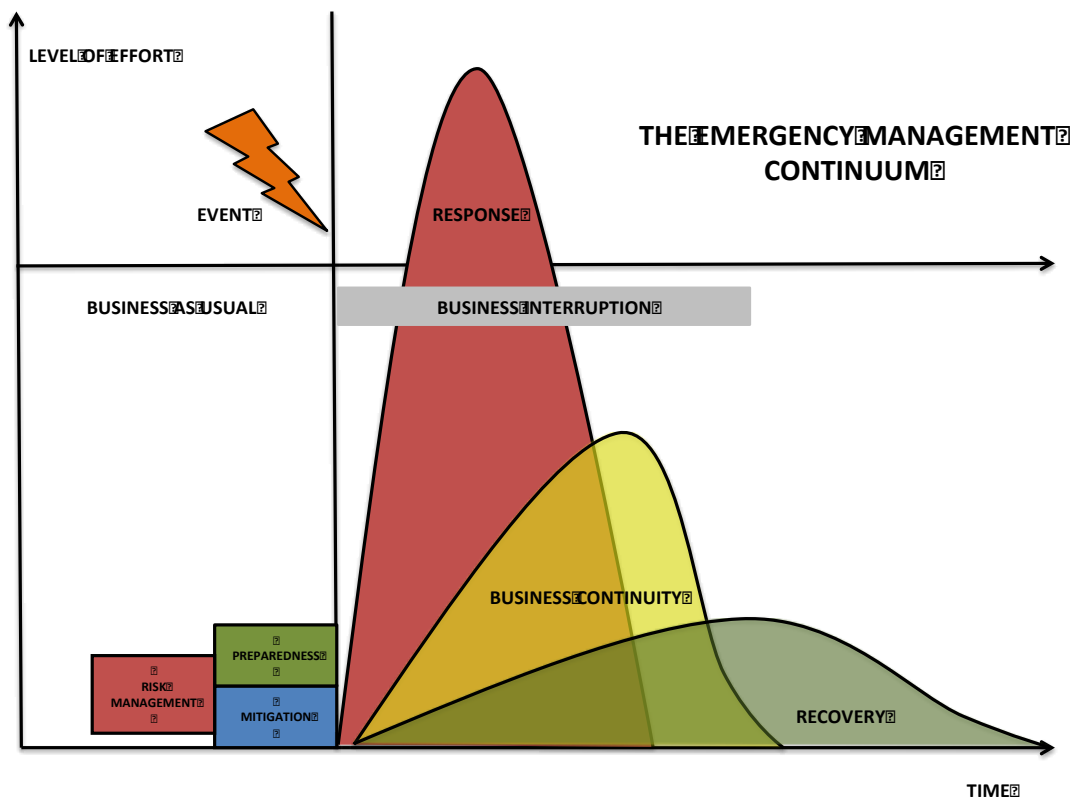


Diagram 2: The Emergency Management Continuum



## PRRD EMERGENCY PROGRAM DIRECTIVE

**Risk Management (HRVA).** The first step in emergency management is to identify and assess the threats posed by natural and human-made sources. This is accomplished by conducting a Hazard, Risk and Vulnerability Analysis (HRVA) that will identify preparedness and mitigation measures.

**Preparedness and Mitigation.** When risks have been identified, mitigation measures should be identified to eliminate or reduce the effects of these risks. Where risks cannot be eliminated or reduced to an acceptable level appropriate preparedness measures should be developed including emergency plans and training.

**Response.** Immediately following the emergency event a robust and effective response effort will be implemented, focused mainly on life safety and the protection of critical infrastructure.

**Business Continuity.** Business continuity plans will be implemented to restore core operations to essential levels.

**Recovery.** Depending on the level of damage caused by the event, longer-term recovery activities may be required to restore a wider range of services and infrastructure.

### 3.7.2 PRRD Emergency Program Elements

The following diagram shows how the PRRD Emergency Program addresses business continuity and emergency management in a coherent structure.



Diagram 3: Elements of the PRRD Emergency Program



## PRRD EMERGENCY PROGRAM DIRECTIVE

**Bylaw/Policy Statement.** PRRD has two bylaws that address the emergency program:

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- 1598: A bylaw for the establishment of an Emergency and Disaster Services for Electoral Areas B, C, D and E; and
- 1599: A bylaw for the administration and operation of the Emergency and Disaster Services.

These bylaws should be reviewed and updated on an “as-required” basis.

**Program Directive.** The PRRD Emergency Program Directive serves as the overarching guide to the emergency program and includes a five-year program development plan.

**Hazard, Risk, Vulnerability Assessment.** PRRD conducted a baseline HRVA in 2014 and this should be reviewed and updated whenever there is a change to any of the hazards, planning assumptions or factors.

|              |            |                                                                                                                                                             |                                                                                                                     |                                                                                                                                       |                                                                                                         |                                                                                                               |
|--------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Consequences | Very High  |                                                                                                                                                             |                                                                                                                     |                                                                                                                                       | <ul style="list-style-type: none"> <li>• Hazardous material spills</li> <li>• Interface fire</li> </ul> | <ul style="list-style-type: none"> <li>• Power outages &gt;3 days</li> <li>• Severe winter weather</li> </ul> |
|              | High       |                                                                                                                                                             |                                                                                                                     | <ul style="list-style-type: none"> <li>• Dam failure</li> <li>• Animal disease</li> </ul>                                             |                                                                                                         | <ul style="list-style-type: none"> <li>• Flooding</li> <li>• Oil &amp; gas facility emergency</li> </ul>      |
|              | Moderate   |                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Mine accidents</li> <li>• MV Accidents</li> <li>• Human disease</li> </ul> | <ul style="list-style-type: none"> <li>• Drought</li> <li>• Pest infestations</li> </ul>                                              |                                                                                                         |                                                                                                               |
|              | Low        | <ul style="list-style-type: none"> <li>• Ice storms/fog</li> </ul>                                                                                          | <ul style="list-style-type: none"> <li>• Structural collapse</li> <li>• Debris</li> <li>• Avalanches</li> </ul>     | <ul style="list-style-type: none"> <li>• Erosion/accretion</li> <li>• Avalanches</li> <li>• Seismic events</li> <li>• Fire</li> </ul> |                                                                                                         |                                                                                                               |
|              | Very Low   | <ul style="list-style-type: none"> <li>• Hailstorms</li> <li>• Air crashes</li> <li>• Land subsidence</li> <li>• Tornadoes</li> <li>• Heat waves</li> </ul> | <ul style="list-style-type: none"> <li>• Plant diseases</li> <li>• Ice jams</li> </ul>                              |                                                                                                                                       |                                                                                                         |                                                                                                               |
|              |            | Very Low                                                                                                                                                    | Low                                                                                                                 | Moderate                                                                                                                              | High                                                                                                    | Very High                                                                                                     |
|              | Likelihood |                                                                                                                                                             |                                                                                                                     |                                                                                                                                       |                                                                                                         |                                                                                                               |

Diagram 4: PRRD Risk Summary



## PRRD EMERGENCY PROGRAM DIRECTIVE

**Business Continuity Plan.** PRRD should conduct a Business Impact Analysis (BIA) and develop a Business Continuity Plan (BCP) to support the resumption of core business activities within stated timeframes.

**Rural Emergency Response Plan.** PRRD updated their Rural Emergency Response Plan (ERP) in 2014. This plan should be reviewed whenever there is a change in hazards or regional response structure or procedures.

**Recovery Plan.** The nature of the hazards faced by PRRD is such that extensive infrastructure damage could occur requiring the development of a comprehensive recovery plan.

**Program Training and Validation/Exercises.** To make this program effective, staff must be trained and plans practiced, evaluated and updated. Annex B to this plan includes an overview of training, validation and exercise activities.

**Program Maintenance.** Each element of the emergency program should be reviewed and updated:

- Following major training events related to that element;
- Following use of the program element during or following a real event;
- As a result of a change to the structure or procedures used by PRRD; and
- As a result of a change to legislation or regulation.



### Annex A: PRRD Emergency Program Priorities 2015 - 2019

R-1a)

#### Overview

This annex is written with reference to the PRRD Emergency Services Strategic Plan 2012 – 2017 but has been adjusted to the period 2015 - 2019.

By the end of 2014 PRRD will have completed:

- A bylaw review;
- The Emergency Program Directive;
- An HRVA; and
- A Rural Emergency Response Plan.

The period 2015 – 2019 should focus on completing a Regional District Business Continuity Plan, a Regional Recovery Plan, pursuing a more regionally focused approach to emergency management, ESS, public education and the training, exercises and validation activities to support these plans.

#### Assumptions and Constraints

It is assumed that adequate sustained funding will be provided to achieve the objectives described in this annex.

A constraint to meeting these objectives will be the ability of PRRD staff to develop and manage the emergency program. On paper, the PRRD staffs the emergency program with two .5 full-time equivalents (FTE) equating to 1 FTE, however, it appears that two staff are only able to dedicate .25 of their time to this responsibility equating to only .5 FTE overall. This is inadequate and not consistent with most Regional Districts in BC where one dedicated emergency coordinator is typical. As well, the demand on emergency management staff in PRRD is only likely to increase. For example:

- Climate change is likely to result in increased interface fire and flooding events, increasing the workload on PRRD emergency staff;
- The Oil and Gas industry continues to increase their work in PRRD which results in more emergency plans and project notifications to be reviewed and more exercises to participate in;
- Some representatives from industry have been requesting that the PRRD take a larger leadership role in planning and coordinating regional meetings and training opportunities; and
- BC is implementing a new regional partnership strategy, and while the details are not yet known, this will add additional work to PRRD emergency staff.

Given the increasing workload, demands of the program, geography and travel time, consideration should be given to ensuring that there is truly 1 FTE dedicated to emergency preparedness and management.



## PRRD EMERGENCY PROGRAM DIRECTIVE

### Priorities

#### Ongoing

The following objectives will be addressed on an ongoing basis:

- Conduct flood inundation and terrain mapping for vulnerable areas;
- Examine opportunities to increase community resiliency to disasters by investing in resources or technology;
- Conduct individual training to support the emergency program;
- Develop and support community emergency preparedness programs for vulnerable areas;
- Deliver public education throughout the region;
- Establish and maintain dedicated resources for the EOC, such as dedicated computers and EOC voicemail on the phones;
- Continue to develop partnerships and relationships with government and industry stakeholders;
- Develop Regional ESS capabilities; and
- Implement weekly or bi-weekly short duration EOC training sessions for staff to further develop their skills and understanding of their roles.

#### 2015

- **Conduct Regional Emergency Management Feasibility Study.** Identify actions that can be taken to effectively unite emergency management on a regional basis between the PRRD, member municipalities and First Nations;
- **Examine opportunities to develop Regional Emergency Social Services Capabilities;**
- **Examine and determine the feasibility of a public emergency notification systems; and**
- **Examine whether the PRRD should take a lead role in planning and coordinating regional training/conferences in partnership with industry and other government stakeholders to increase emergency preparedness;**
- **Collective Training and Exercises.** Conduct a tabletop exercise for EOC staff to confirm their roles and responsibilities during an emergency response; and
- **Establish more comprehensive EOC protocols around communications, confidentiality, EOC access, etc.**

#### 2016

- **Develop Regional Recovery Plan.** Develop a regional plan to guide short and long-term recovery activities;
- **Collective Training and Exercises.** Conduct a functional EOC exercise to validate the Emergency Response Plan and evaluate EOC procedures.



## PRRD EMERGENCY PROGRAM DIRECTIVE

### 2017

- **Develop Regional District Business Continuity Plan.** Conduct a Business Impact Analysis (BIA) and develop appropriate business continuity plans for PRRD departments;
- **Collective Training and Exercises.** Conduct a tabletop exercise for Regional EOC staff to confirm their roles and responsibilities during recovery. Training in 2017 should focus on training staff to implement departmental business continuity plans.

R-1a)

### 2018

- **Develop Debris Management Plan;**
- **Collective Training and Exercises..** Conduct a functional EOC exercise to introduce recovery planning and to practice the transition from response to recovery.

### 2019

- **Review and Update the Regional HRVA and Emergency Response Plan.** As required;
- **Collective Training and Exercises.** Conduct a major functional or full-scale exercise to practice the regional response to a major disaster



### **Annex B: Budget Allocation**

The 2014 PRRD Budget Forecast allocates the following amounts in support of the major emergency management priorities listed in Annex A. The figure in brackets shows the year each is currently funded, which may differ from the schedule in Annex A. Budget allocations were made before this Directive was prepared and there may need to adjust budget allocations in light of the priorities identified:

- 2015 - Regional Emergency Management Feasibility Study - \$30,000 (2017)
- 2016 - Regional Recovery Plan - \$45,000 (2015)
- 2017 - Regional Business Continuity Plan - \$75,000 (2016)
- 2019 - Review and Update Regional Emergency & Evacuation Plan - \$25,000 (2017)

The amounts in the budget appear to be reasonable and adequate to fund the main priorities as listed.



# PRRD EMERGENCY PROGRAM DIRECTIVE

## Annex C: Training, Validation and Exercises

The successful implementation of an emergency program requires the training of personnel dedicated to the execution of the program and the regular validation and adjustment to plans and procedures as situations change. This annex outlines the individual and collective training and validation exercises that should be followed to insure the success of this program.

R-1a)

### Individual Training

PRRD staff assigned roles in the Emergency Program should complete the following training (All training available from the Justice Institute of BC unless otherwise indicated):

|                              | Introduction to Emergency Management         |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|------------------------------|----------------------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|                              | Introduction to Emergency Operations Centres |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Incident Command 100                         |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | EOC Essentials                               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | EOC III Operations                           |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | EOC III Planning                             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | EOC III Logistics                            |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | EOC III Finance                              |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Information Officer                          |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Community Recovery                           |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Emergency Evacuations                        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Guidelines for Financial Assistance          |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Rapid Damage Assessment                      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Emergency Management for Elected Officials   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | Incident Command System 100                  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Registration & Referrals                 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Reception Center                         |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Group Lodging                            |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Managing Walk-in Volunteers              |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Resource Acquisition                     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|                              | ESS Director                                 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| EOC STAFF                    |                                              |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| EOC Director                 | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   | ✓ |   |   | ✓ |   | ✓ | ✓ |   |   |   |   |   |
| Deputy EOC Director          | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   | ✓ | ✓ |   | ✓ |   | ✓ | ✓ |   |   |   |   |   |
| Liaison Officer/EPC          | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Information Officer          | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ |   |   | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   |   |   |   |
| Risk Manager                 | ✓                                            | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Operations Section Chief     | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   | ✓ |   | ✓ |   | ✓ |   |   |   |   |   |
| ESS Director                 | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   |   |   |   |   | ✓ | ✓ | ✓ | ✓ | ✓ |
| Operations Staff             | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Planning Section Chief       | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   | ✓ |   |   |   |   |   |   |   |   |
| Planning Staff               | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   |
| GIS Unit                     | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   | ✓ |   |   |   |   |   |   |   |   |   |
| Damage Assessment Unit       | ✓                                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |   |   |   |   |   | ✓ |   |   |   |   |   |   |   |
| Recovery Unit                | ✓                                            | ✓ | ✓ | ✓ | ✓ |   | ✓ |   |   | ✓ |   |   |   |   |   |   |   |   |   |   |
| Logistics Section Chief      | ✓                                            | ✓ | ✓ | ✓ | ✓ |   | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Logistics Staff              | ✓                                            | ✓ | ✓ | ✓ | ✓ |   | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Finance Chief                | ✓                                            | ✓ | ✓ | ✓ | ✓ |   |   | ✓ |   |   |   | ✓ |   |   |   |   |   |   |   |   |
| Finance Staff                | ✓                                            | ✓ | ✓ | ✓ |   |   |   | ✓ |   |   |   | ✓ |   |   |   |   |   |   |   |   |
|                              |                                              |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Field Staff                  |                                              |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Rapid Damage Assessment      | ✓                                            | ✓ |   | ✓ | ✓ |   |   |   |   |   |   |   | ✓ |   | ✓ |   |   |   |   |   |
| ESS Reception Center Manager | ✓                                            | ✓ |   | ✓ |   |   |   |   |   |   |   |   |   |   |   | ✓ | ✓ | ✓ | ✓ | ✓ |
| ESS Staff                    | ✓                                            | ✓ |   |   |   |   |   |   |   |   |   |   |   |   |   | ✓ | ✓ |   | ✓ | ✓ |



## PRRD EMERGENCY PROGRAM DIRECTIVE

### Collective Training

**EOC Team Building.** The first level of collective training is EOC team building. This may occur using training events including all EOC staff or may be focused on specific section staff.

**EOC Staff Training.** Once staff are trained in their individual and team roles and responsibilities they should participate in EOC training as an entire group. This training may take the form of any of the types of exercises shown in the table below.

### Validation

Once the ability of EOC staff to execute their responsibilities has been confirmed the next step is to validate PRRD plans through more demanding exercises. These exercises should be focused on validation and testing plans, not individual staff member skills. Exercises should be progressive and build upon and confirm skills and procedures practiced in earlier training event

| Level | Type/Format                              | Structure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | <b>Orientation</b><br>(Discussion-based) | The orientation exercise is conducted at an introductory level to familiarize participants with roles, plans, procedures or equipment. It is presented as an informal discussion in a group setting with little or no simulation. A variety of seminar formats can be used, including lecture, discussion, slide or video presentation or panel discussion.                                                                                                                                        |
| 2     | <b>Tabletop</b><br>(Discussion-based)    | A tabletop exercise is a facilitated analysis of an emergency situation in an informal, low-stress environment. It is designed to elicit constructive discussion as participants examine and resolve problems based on existing operational plans. Tabletop exercises lend themselves to broad discussion of policies and procedures, provide an opportunity for participating organizations and staffs to become acquainted with one another and are good preparation for more complex exercises. |
| 3     | <b>Drill</b><br>(Operations-based)       | A drill is a coordinated, supervised exercise activity normally used to test a single specific operation or function. With a drill, there is no attempt to coordinate organizations or fully activate an EOC. Its role is to practice and perfect one clearly defined part of a response plan and to help prepare for more extensive exercises.                                                                                                                                                    |
| 4     | <b>Functional</b><br>(Operations-based)  | A functional exercise is a simulated, interactive exercise that tests the capability of an organization to respond to a simulated event. This is a moderate-to-high stress activity that simulates an incident in the most realistic manner possible short of moving resources to a field site. A functional exercise is always a prerequisite to a full-scale exercise.                                                                                                                           |
| 5     | <b>Full-Scale</b><br>(Operations-based)  | A full-scale exercise simulates a real event as closely as possible. It is an exercise designed to evaluate the operational capability of emergency management systems in a stressful environment that simulates actual response conditions and requires the mobilization and actual movement of emergency personnel, equipment, and resources.                                                                                                                                                    |

Table 1: Types of Training Events



**BLACK SHIELD PREPAREDNESS SOLUTIONS INC**  
8101 Lochside Drive, Saanichton, BC, V8M 1V1  
(250) 885-6067, [info@blackshieldps.com](mailto:info@blackshieldps.com)

R-1a)

Trish Morgan  
Manager of Community Services  
Peace River Regional District  
PO Box 810, 1981 Alaska Avenue  
Dawson Creek, BC, V1G 4H8

20 October 2014

## **PEACE RIVER REGIONAL DISTRICT EMERGENCY PROGRAM AND RESPONSE PLAN UPDATE – PROJECT FINAL REPORT**

### **INTRODUCTION**

This project was conducted in accordance with Peace River Regional District (PRRD) Request for Proposal (RFP) No. 11-2013 Emergency Program and Response Plan Update. This RFP stated two major requirements:

**Part 1: Review and make recommendations on the PRRD Emergency Program function and plans; and**

**Part 2: Update the PRRD's Emergency Management Plan.**

This project began in January 2014 and was completed in October 2014. The project was completed under budget and within the agreed-upon timelines.

This final report summarizes:

- Conduct of the Project;
- PRRD Emergency Program Structure;
- PRRD Emergency Program Planning Factors;
- Project Deliverables;
- PRRD Emergency Program Priorities 2015 – 2019; and
- Recommendations

### **CONDUCT OF THE PROJECT**

This project was conducted in five stages:

- Stage 1 – Startup
- Stage 2 – Draft Emergency Program Directive
- Stage 3 – Conduct Hazard, Risk and Vulnerability Assessment (HRVA)
- Stage 4 – Draft Emergency Response Plan and Review Bylaws
- Stage 5 – Final Deliverables and Report

## PRRD EMERGENCY PROGRAM STRUCTURE

In consultation with PRRD staff during Stage 1 it was agreed that this project would use the structural model shown at the right as its guide. This model is generally based on Canadian Standards Association CSA Z1600 – *Emergency Management and Business Continuity Programs* and is compliant with the British Columbian Emergency Response Management System (BCERMS).



## PRRD EMERGENCY PROGRAM PLANNING FACTORS

In the initial stages of developing the PRRD Emergency Program we identified the following planning factors (discussed in detail in the Program Directive):

- Geographical size and relative limited population of the Regional District. PRRD is a very large, relatively sparsely populated entity;
- Senior management support to PRRD Emergency Program. Senior staff support is excellent;
- Limited size of Regional District staff. Notwithstanding the support provided by PRRD senior management, the emergency program is somewhat limited by available staff resources;
- Relationship with member municipalities and First Nations. Generally PRRD has an excellent working relationship with the member municipalities, however, this working relationship could be improved through various measures;
- Scope of hazards. The scope of hazards threatening PRRD described in detail in the Regional HRVA study leads to some unique planning challenges;
- Relationship with industrial/utility stakeholders. Inconsistent Federal and Provincial regulations and legislation have led to a wide discrepancy in how various industrial and utility stakeholders approach emergency management and how they coordinate their actions with PRRD.

## PROJECT DELIVERABLES

**Bylaws.** The existing PRRD bylaws, 1598 and 1599, were reviewed and found to be adequate as written. No changes were recommended.

**Program Directive.** The Program Directive is an umbrella document that provides policy direction for the entire PRRD Emergency Program and which puts all the elements of the Program in context with each other. This Directive combines existing guidance from existing PRRD documents (Strategic Plan, Budget, etc) and new detail. The Program Directive includes:

- The Objective and Scope of the PRRD Emergency Program;
- The PRRD Organization for Emergency Management;
- Emergency Program Planning Factors;
- Structure of the PRRD Emergency Program;
- PRRD Emergency Program Priorities 2015-2019;
- Budget Allocation; and
- Training, Validation and Exercises.

**Hazard, Risk and Vulnerability Assessment (HRVA).** The objectives of the HRVA were to:

- Identify hazards that pose a threat to people and property within PRRD;
- Identify risk scenarios associated with these hazards;
- Identify risk control measures designed to mitigate, prevent, or prepare for the effects of these hazards; and
- Deliver to PRRD an HRVA report including all relevant completed planning templates and associated data files.

Process. The HRVA process followed by PRRD included:

- Phase 1 – Individual Surveys;
- Phase 2 – Facilitator Analysis of Individual Survey Results;
- Phase 3 – Collective Hazard Analysis and Discussion of Potential Mitigation at Regional Workshop; and
- Phase 4 – HRVA Profile Findings, Mitigation Options and Recommendations.

Participation. The key to success in this HRVA process was the inclusion of input from key stakeholders. Approximately 80 regional representatives, including staff and senior officials from PRRD, local authority emergency representatives, Fire Chiefs, police supervisors, Provincial and Federal government representatives, and Emergency Social Service (ESS) staff, participated in the individual surveys and/or the collective workshops and contributed to the determination of the most critical regional hazards.

Results. The major hazards that threaten PRRD are:

- Severe winter weather;
- Power outage >3 days;
- Flooding;
- Hazardous material spill;
- Interface fire;
- Oil and gas facility emergency;
- Dam failure; and
- Animal disease.

Detailed PRRD responses are outlined in hazard-specific response guidelines in the ERP.

### **Rural Emergency Response Plan**

Development of the Rural Emergency Response Plan (ERP) was the major part of this project and it was written in close with consultation with PRRD staff. The main parts of this plan are:

- A Concept of Operations for Emergency Response in PRRD;
- Roles and Responsibilities;
- Communications;
- Public Information;
- Finance;
- Transition to Recovery;
- Hazard-Specific Response Guidelines;
- Declaring a State of Local Emergency;
- Evacuation and Shelter-in-Place Guidelines;
- Call-Out and Contact Lists; and
- Emergency Social Services Plan (deferred).

In addition to the ERP, a supporting document, an **Emergency Operations Centre Procedures Manual**, was written to provide detailed and technical guidance to PRRD staff on the operation of the EOC.

Although an **ESS Plan** was identified in the RFP as an integral element of the ERP, with the agreement of PRRD staff it was decided to defer completion of this particular part of the ERP until a workable concept of operations for ESS was developed in PRRD. This will be discussed further under “Recommendations”.

**PRRD EMERGENCY PROGRAM PRIORITIES 2015 - 2019**

The activities listed below, which support the Program structure, are discussed in more detail in the Program Directive. The key priorities are:

**Ongoing**

- Conduct flood inundation and terrain mapping for vulnerable areas;
- Examine opportunities to leverage developing resources and technology to increase community resiliency;
- Continue public education and staff training and program validation through exercises;
- Continue to develop partnerships with government and industry stakeholders; and

**2015**

- Conduct Regional Emergency Management Feasibility Study;
- Examine opportunities to develop Regional Emergency Social Services Capabilities;
- Examine and determine the feasibility of public emergency notification systems; and
- Examine whether the PRRD should take a lead role in planning and coordinating regional training/conferences in partnership with industry and other government stakeholders to increase emergency preparedness.

**2016**

- Develop Regional Recovery Plan

**2017**

- Develop Regional District Business Continuity Plan

**2018**

- Develop Debris Management Plan

**2019**

- Review and Update Regional HRVA and ERP as required

**Budget**

The 2014 PRRD Budget Forecast appears adequate to support these priorities.

## RECOMMENDATIONS

While working on this project with PRRD staff we identified three main areas of concern:

**PRRD Staffing Shortfalls.** PRRD has significant emergency planning issues as reflected in the planning factors listed above. In particular, and unique in BC to PRRD, there is the huge emergency management challenge related to dealing with a growing oil and gas industry. Keeping abreast of oil and gas facility operator emergency planning, particularly in an area of occasionally unclear regulation, is a significant draw on staff effort. Officially, PRRD currently staffs the emergency program with two .5 full-time equivalents (FTE) equating to 1 FTE. But in reality these two staff are only able to dedicate .25 of their time to this responsibility equating to only .5 FTE overall. This is inadequate and not consistent with most Regional Districts in BC where one dedicated emergency coordinator is typical.

**Recommendation:** We recommend that PRRD dedicate one FTE directly to emergency preparedness and management.

**PRRD Emergency Resource Shortfalls.** As this project unfolded it became increasingly obvious that PRRD simply lacks the integral resources to execute some parts of its emergency program. For example, the only first response agency directly available to PRRD is the Charlie Lake Fire Department, and they have limited capabilities. Similarly, a lack of an identified volunteer base outside the main municipalities has stymied attempts to create a viable ESS program and would limit PRRD's ability to implement a workable Recovery Plan. From our observations it would appear that a possible solution to this dilemma would be to develop a more integrated Regional approach to emergency management and response where the resources available across the entire Region, including municipalities, can be accessed to provide a coordinated and effective response.

**Recommendation:** We recommend that a Regional Emergency Management Feasibility Study be conducted as soon as practicable.

**Training and Validation.** To be considered effective, any emergency program needs to train the staff involved in the emergency program and continually validate emergency plans. This can be achieved through a thorough and consistent program of individual and collective training and plan validation through exercising.

**Recommendation.** We recommend that PRRD should continue the individual and collective training of staff committed to the Emergency Program and pursue an ongoing graduated exercise program to validate emergency plans.

## **CONCLUSION**

Black Shield has thoroughly enjoyed working with PRRD Staff on this project and congratulates PRRD on taking such a proactive approach to emergency management. With the work completed on this project and the completion of the identified future priority activities PRRD should be well placed to face any emergency situation.

Yours truly,

Robert Black  
President and CEO



# Peace River Regional District REPORT

**ITEM #6**

To: Emergency Executive Committee

Date: February 2015

From: Trish Morgan, Manager of Community Services

**Subject: 2015 Emergency Services Budget**

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## **RECOMMENDATION(S):**

That the Emergency Executive Committee accept the 2015 Emergency Services budget as presented and that it be forwarded to the Board for approval in the 2015 Annual Financial Plan.

## **BACKGROUND/RATIONALE:**

Attached please find the 2015 budget for the Emergency Services function. Following is a brief explanation of some of the projects for 2015.

### **Community Specific Evacuation Plans - \$7,500:**

In August, as result of the Mt. McAllister wildfire, staff started working on an evacuation plan for the Moberly Lake area. The development of the draft plan involved West Moberly First Nations, Saulteau First Nations, RCMP, Wildfire Management Branch, Moberly Lake Volunteer Fire Department, and Chetwynd Emergency Social Services. A draft plan has been developed but more work and time is required to complete it with the other agencies. Additional community specific evacuation plans should be developed for communities such as Old Fort, One Island Lake, Wonowon, and Hasler.

### **Regional Emergency Management Feasibility Study - \$15,000 (in 2015):**

As a follow-up to the flood in 2011 and the wildfires in 2014, it has been recognized that often local governments and responding agencies duplicate response efforts during a large scale emergency in our region. As a result, the feasibility study will examine opportunities, challenges and models to regionalize emergency response and recovery efforts through the development of formal partnerships. Numerous models exists that outline how different local governments can work together to support each other during an emergency rather than competing for limited resources and duplicating efforts. It is proposed to start the study during Q4 of 2015 and carry it over for completion in 2016.

### **Community Emergency Preparedness - \$2,500:**

This is a two part workshop that staff can deliver to community groups to get them started on creating their own community plan. Funding is set aside to provide for meeting space, photocopying and travel to deliver the workshops.

### **Emergency Transfer Switches - \$10,000:**

An emergency transfer switch has been installed in the Farmington Hall so that the site can be used as a warming shelter or reception centre during an emergency. The

Wonowon School/Hall has been identified as an additional site. Staff is looking to identify additional sites throughout 2015 for consideration.

**Rural Weather Station Pilot Project - \$7,500:**

The lack of available weather data creates challenges when planning and responding to emergencies in our area where various micro-climates exist. Currently weather data is available through Environment Canada which has stations at the airports in Chetwynd, Dawson Creek and Fort St John as well as through seven other weather stations linked to the WeatherFarm website.

Weather stations were planned to be purchased and installed in 2014, however, an opportunity arose where the local agricultural producers along with the Ministry of Agriculture (and supported by the Electoral Area Directors through Gas Tax) will be purchasing and installing 8 stations throughout the region. As such, staff has held off on this project until producer organizations have installed their systems in order to ensure that we don't duplicate the service and to review how the systems are working. If the systems prove to work well, then we will look at supplementing the system by filling the gaps in areas where we require weather data for emergency response.

**Sites Identified by Ag Producers**

- Buick Creek
- Prepatou
- Doig Creek
- Rose Prairie
- Cecil Lake
- Goodlow
- Tomslake
- Upper Halfway
- Groundbirch
- Kelly Lake

**Additional PRRD Sites**

- Moberly Lake
- Wonowon
- Pink Mountain
- Hasler
- Prespatou

**Flood Response Supplies - \$4,000:**

Since the flooding in 2011 we have delivered sandbags to a variety of key locations through the region that are at a moderate to high risk of flooding (Tomslake Fire Hall, Tupper Hall, Ivor Johnson Park, the truck stop at Wildmare Road (Hasler), Kelly Lake Hall, the Moberly Fire Hall). Emergency Management BC provides local governments with sandbags free of charge, however, if not stored properly they become unusable over time. In order to make it easier to move sandbags to the pick-up locations and to maintain their integrity through the freshet, two custom designed bins that hold 1,000+ sandbags each were purchased in 2014. The bins will be utilized this spring and if they work well we would like to purchase two more in 2015, eventually working up to having eight to ten bins for use throughout the region.

**STRATEGIC PLAN RELEVANCE:** none

**FINANCIAL CONSIDERATION(S):** please see attached budget

**COMMUNICATIONS CONSIDERATION(S):** none

**OTHER CONSIDERATION(S):**

COPY

| Service Fund Category                           | Regional General Operating - 01 |          |                                          | Portfolio Staff        | Emergency Executive Committee Manager of Community Services |               |             |                                      |             |             |             |
|-------------------------------------------------|---------------------------------|----------|------------------------------------------|------------------------|-------------------------------------------------------------|---------------|-------------|--------------------------------------|-------------|-------------|-------------|
|                                                 | 2510 Emergency Planning         |          |                                          | Requisition Exhibit    |                                                             | 24            |             |                                      |             |             |             |
|                                                 |                                 |          |                                          | Adopted March 26, 2015 |                                                             |               |             | (Used same, 2% inflation, or actual) |             |             |             |
| 2015 Category                                   | Acct #                          | See Note | Account Name                             | 2014 Budget            | 2014 Actual                                                 | 2014 Variance | 2015 Budget | 2016 Budget                          | 2017 Budget | 2018 Budget | 2019 Budget |
| REVENUE                                         |                                 |          |                                          |                        |                                                             |               |             |                                      |             |             |             |
| 2510 Emergency Planning                         |                                 |          |                                          |                        |                                                             |               |             |                                      |             |             |             |
| 01-1-2510-                                      | 110                             |          | Requisition - Electoral                  | 186,866                | 186,866                                                     | -0            | 185,711     | 487,263                              | 607,050     | 449,483     | 454,065     |
| 01-1-2510-                                      | 116                             | 8        | Interest on Reserve                      |                        | 2,587                                                       | 2,587         |             | -                                    | -           | -           | -           |
| 01-1-2510-                                      | 155                             | 1        | Admin Fees                               | 102,070                | 102,070                                                     | -0            | 226,519     |                                      |             |             |             |
| 01-1-2510-                                      | 57                              |          | Recovered Costs                          |                        | 1,544                                                       | 1,544         |             |                                      |             |             |             |
| 01-1-2510-                                      | 163                             | 4        | Grant - Fuel Management                  | 8,940                  | 8,941                                                       | 1             |             |                                      |             |             |             |
| 01-1-2510-                                      | 175                             |          | PEP Task Number Reimbursements           |                        | 16,154                                                      | 16,154        |             | -                                    | -           | -           | -           |
| 01-1-2510-                                      | 190                             |          | Unappropriated surplus                   | 76,589                 | 76,589                                                      | -0            | 71,682      | -                                    | -           | -           | -           |
| Total Category Revenue                          |                                 |          |                                          | 374,466                | 394,751                                                     | 20,285        | 483,912     | 487,263                              | 607,050     | 449,483     | 454,065     |
| Tax Rates (based on current year assessments)>> |                                 |          |                                          | 0.011                  | Change from LY                                              | (0.001)       | 0.010       | 0.028                                | 0.034       | 0.025       | 0.026       |
| Total Amount to Requisition:                    |                                 |          |                                          | 186,866                | Requisition/Parcel Tax                                      |               | 185,711     | 487,263                              | 607,050     | 449,483     | 454,065     |
| 185,711                                         |                                 |          |                                          |                        | Grants                                                      |               |             |                                      |             |             |             |
| Prior Year Requisition:                         |                                 |          |                                          |                        | Borrowing Proceeds                                          |               |             |                                      |             |             |             |
| 186,866                                         |                                 |          |                                          |                        | Trsf. From Reserves                                         |               |             |                                      |             |             |             |
| Change from Prior Year                          |                                 |          |                                          | 76,589                 | Prior Year Surplus                                          |               | 71,682      |                                      |             |             |             |
| -1,155                                          |                                 |          |                                          | 111,010                | Other                                                       |               | 226,519     | -                                    | -           | -           | -           |
| EXPENDITURES                                    |                                 |          |                                          |                        |                                                             |               |             |                                      |             |             |             |
| 2510 Emergency Planning                         |                                 |          |                                          |                        |                                                             |               |             |                                      |             |             |             |
| 01-2-2510-                                      | 200                             | 1        | Wages                                    | 163,729                | 161,193                                                     | -2,535        | 254,917     | 260,016                              | 265,216     | 270,520     | 275,931     |
| 01-2-2510-                                      | 205                             | 1        | Benefits                                 | 38,878                 | 35,305                                                      | -3,573        | 60,777      | 61,992                               | 63,232      | 64,497      | 65,787      |
| 01-2-2510-                                      | 206                             | 1        | WCB                                      | 1,534                  | 1,667                                                       | 133           | 2,818       | 2,875                                | 2,932       | 2,991       | 3,051       |
| 01-2-2510-                                      | 210                             | 5        | Travel, Conferences & Workshops          | 9,500                  | 6,761                                                       | -2,739        | 15,000      | 15,000                               | 15,300      | 15,606      | 15,918      |
| 01-2-2510-                                      | 211                             |          | Travel, Use of RD Vehicles               | 1,200                  | 1,200                                                       |               | 2,900       | 2,900                                | 2,900       | 2,900       | 2,900       |
| 01-2-2510-                                      | 215                             |          | Meals                                    | 2,000                  | 149                                                         | -1,851        | 2,000       | 2,040                                | 2,081       | 2,122       | 2,165       |
| 01-2-2510-                                      | 216                             |          | Meetings                                 | 500                    | 489                                                         | -11           | 1,500       | 1,530                                | 1,561       | 1,592       | 1,624       |
| 01-2-2510-                                      | 218                             |          | Memberships                              | 1,200                  | 1,069                                                       | -131          | 2,000       | 2,040                                | 2,081       | 2,122       | 2,165       |
| 01-2-2510-                                      | 230                             |          | Telephone & Internet                     | 2,000                  | 854                                                         | -1,146        | 2,500       | 2,550                                | 2,601       | 2,653       | 2,706       |
| 01-2-2510-                                      | 240                             | 7        | Advertising & Promotion                  | 7,500                  | 2,375                                                       | -5,125        | 7,500       | 7,650                                | 7,803       | 7,959       | 8,118       |
| 01-2-2510-                                      | 242                             |          | Training - EOC Tabletop & RD Staff       | 5,000                  | 1,956                                                       | -3,044        | 5,000       | 5,000                                | 5,000       | 5,000       | 5,000       |
| 01-2-2510-                                      | 243                             |          | Community Emergncy Preparedness          | 2,500                  | -                                                           | -2,500        | 2,500       | 2,500                                | 2,500       | 2,500       | 2,500       |
| 01-2-2510-                                      | 244                             | 3        | Trsf Switches & Back-up Generators       | 10,000                 | -                                                           | -10,000       | 20,000      |                                      |             |             |             |
| 01-2-2510-                                      | 245                             | 6        | Emergency Plan Update                    | 47,025                 | 32,637                                                      | -14,388       |             |                                      | 25,000      |             |             |
| 01-2-2510-                                      | 248                             | 6        | Man-made Hazards Project                 | 5,000                  | -                                                           | -5,000        | 5,000       | 5,000                                | 5,000       |             |             |
| 01-2-2510-                                      | 249                             |          | Weather Stations                         | 7,500                  | -                                                           | -7,500        | 7,500       |                                      |             |             |             |
| 01-2-2510-                                      | 250                             |          | Legal                                    | 1,500                  | -                                                           | -1,500        | 1,500       | 1,530                                | 1,561       | 1,592       | 1,624       |
| 01-2-2510-                                      | 260                             |          | Insurance                                | 2,900                  | 2,846                                                       | -54           | 3,000       | 3,060                                | 3,121       | 3,184       | 3,247       |
| 01-2-2510-                                      | 261                             |          | Administration Fees                      | 10,000                 | 10,000                                                      |               | 10,000      | 10,000                               | 10,000      | 10,000      | 10,000      |
| 01-2-2510-                                      | 272                             |          | Reg. Emerg. Management Feasibility Study |                        | -                                                           |               | 15,000      | 15,000                               |             |             |             |
| 01-2-2510-                                      | 273                             |          | Community Specific Evacuation Plans      |                        | -                                                           |               | 7,500       | 7,500                                | 15,000      |             |             |
| 01-2-2510-                                      | 274                             |          | Flood inundation mapping                 |                        | -                                                           |               |             | 5,000                                |             |             |             |
| 01-2-2510-                                      | 275                             |          | Business Continuity Plan                 |                        | -                                                           |               |             |                                      | 75,000      |             |             |
| 01-2-2510-                                      | 276                             |          | Recovery Plan                            |                        | -                                                           |               |             | 20,000                               | 45,000      |             |             |
| 01-2-2510-                                      | 295                             |          | Emergencies (From Reserve if required)   |                        | -                                                           |               |             |                                      |             |             |             |
| 01-2-2510-                                      | 347                             |          | Flood Response Supplies                  | 4,000                  | 2,936                                                       | -1,064        | 4,000       | 3,000                                | 3,000       | 3,000       |             |
| 01-2-2510-                                      | 362                             |          | Supplies - office & computer & EOC       | 4,000                  | 889                                                         | -3,111        | 4,000       | 4,080                                | 4,162       | 4,245       | 4,330       |
| 01-2-2510-                                      | 400                             | 2        | Grant - Search & Rescue                  | 22,000                 | 22,000                                                      |               | 22,000      | 22,000                               | 22,000      | 22,000      | 22,000      |
| 01-2-2510-                                      | 500                             |          | Operations ESS (Emerg. Social Services)  | 5,000                  | -                                                           | -5,000        | 5,000       | 5,000                                | 5,000       | 5,000       | 5,000       |
| 01-2-2510-                                      | 571                             |          | EOC Emergencies Reimbursed Task #        |                        | 16,154                                                      | 16,154        |             | -                                    | -           | -           | -           |
| 01-2-2510-                                      | 572                             |          | Non-Emergency Reimbursed by Task #       |                        | -                                                           |               |             |                                      |             |             |             |
| 01-2-2510-                                      | 600                             |          | Transfer to Operating Reserve            | 20,000                 | 20,000                                                      |               | 20,000      | 20,000                               | 20,000      | 20,000      | 20,000      |
| 01-2-2510-                                      | 610                             | 8        | Transfer Interest on Reserve             |                        | 2,587                                                       | 2,587         |             | -                                    | -           | -           | -           |
| Total Category Expenditures                     |                                 |          |                                          | 374,466                | 323,069                                                     | -51,397       | 483,912     | 487,263                              | 607,050     | 449,483     | 454,065     |
| Surplus (deficit) carry forward                 |                                 |          |                                          |                        | 71,682                                                      |               | 109,447     |                                      |             |             |             |
|                                                 |                                 |          |                                          |                        |                                                             |               | 29.23%      | Operating Reserve: Dec. 31           |             |             |             |
|                                                 |                                 |          |                                          |                        |                                                             |               |             | Maximum (plus interest) \$250,000    |             |             |             |
|                                                 |                                 |          |                                          |                        |                                                             |               |             | 251,700                              |             |             |             |
| Budget Notes: Approved at Feb. 19 EEC meeting.  |                                 |          |                                          |                        |                                                             |               |             |                                      |             |             |             |

**Budget Notes:** Approved at Feb. 19 EEC meeting.

- Full Wages of Manager of Community Services, Community Services Coordinator and Protective Services Manager (new - 10 months for this year) charged to here and other functions pay portion back as revenue to this function. Total Employee costs for this function 95,188
- Grants to various S&R based on formulas - maximum \$22K rural.
- Equip rural halls with transfer switches. *Not done - carry forward.*
- Community Wildfire Program completed. Final payment received in 2014.
- Combined Travel, Conferences & Workshops (includes attendance at a major conference, plus workshops, plus other regional conferences)
- At Emergency Executive Committee (EEC) on Nov. 21/13 adjustment made to use the Man-Made Hazards Project \$17,500 for the Emergency Plan Update - completed in 2014. Man-Made Hazards planned last year but *note done - carry forward.*
- Distribution in the 2 major newspaper inserts to residents Plus public education
- Accounting requirement to show interest earned on reserves (In/Out) with no tax effect. Recording purposes only - no budget.

EXHIBIT 24

Emergency Planning

Category  
[1-2510](#)

Basis of Apportionment: Converted Hospital Assessment - Land & Improvements

Tax Rate or Other Limitations:

Greater of \$ 250,000  
Or, the product of 0.03 per \$1,000 taxable value (L & I)  
Max. Product \$ 215,294

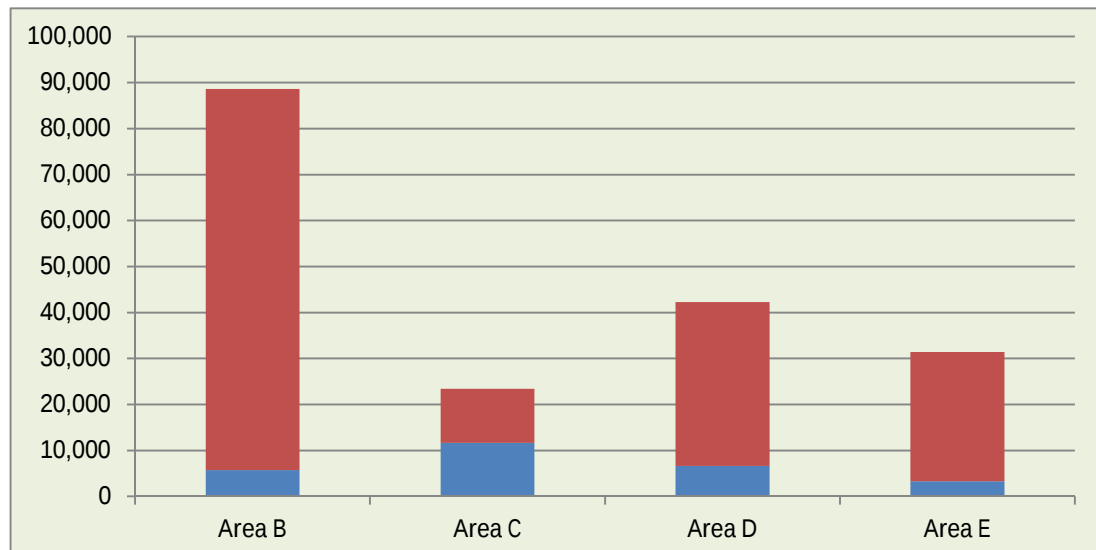
**Adopted March 26, 2015**

|                                            | Requisition<br>Amount | Tax Rate<br>Per 1000 | Figures for<br>Apportionment | Percent        | Prior Year<br>Adjustment | Adjusted<br>Requisition |
|--------------------------------------------|-----------------------|----------------------|------------------------------|----------------|--------------------------|-------------------------|
| Area B                                     | 88,595                | 0.010                | 843,898,049                  | 47.71%         | (26)                     | 88,568                  |
| Area C                                     | 23,422                | 0.010                | 223,104,002                  | 12.61%         | (18)                     | 23,404                  |
| Area D                                     | 42,285                | 0.010                | 402,781,479                  | 22.77%         | 144                      | 42,430                  |
| Area E                                     | 31,409                | 0.010                | 299,184,581                  | 16.91%         | (100)                    | 31,309                  |
| <i>See Area E Jurisdiction Split Below</i> |                       |                      |                              |                |                          |                         |
| <b>Total</b>                               | <b>185,711</b>        | <b>0.010</b>         | <b>1,768,968,111</b>         | <b>100.00%</b> | <b>(0)</b>               | <b>185,711</b>          |

|                           |               |                    |             |              |               |
|---------------------------|---------------|--------------------|-------------|--------------|---------------|
| Area E - Jurisdiction 759 | 31,026        | 295,529,867        | 98.78%      | (99)         | 30,926        |
| Area E - Jurisdiction 760 | 384           | 3,654,713          | 1.22%       | (1)          | 382           |
|                           | <b>31,409</b> | <b>299,184,580</b> | <b>100%</b> | <b>(100)</b> | <b>31,309</b> |

|             | <u>Last Year</u> | <u>Change %</u> | <u>Change \$</u> |
|-------------|------------------|-----------------|------------------|
| Requisition | 186,866          | -0.6%           | (1,155)          |
| Assessment  | 1,661,865,203    | 6.4%            | 107,102,908      |
| Tax Rate    | 0.011            | -6.6%           | (0.001)          |

Class 1 - Residential Total All Other Classes





R-1b)



PEACE RIVER REGIONAL DISTRICT

# Rural Emergency Management

June 30, 2015

diverse. vast. abundant.



# What is Emergency Management in BC?

**Emergency management is about people** – those who are affected by the emergency as well as those helping to mitigate, prepare for, respond to, and recover from the event.





# What is Emergency Management in BC?

Emergency management is a shared responsibility between:

- Individuals and families
- Local governments
- Provincial governments
- Federal government

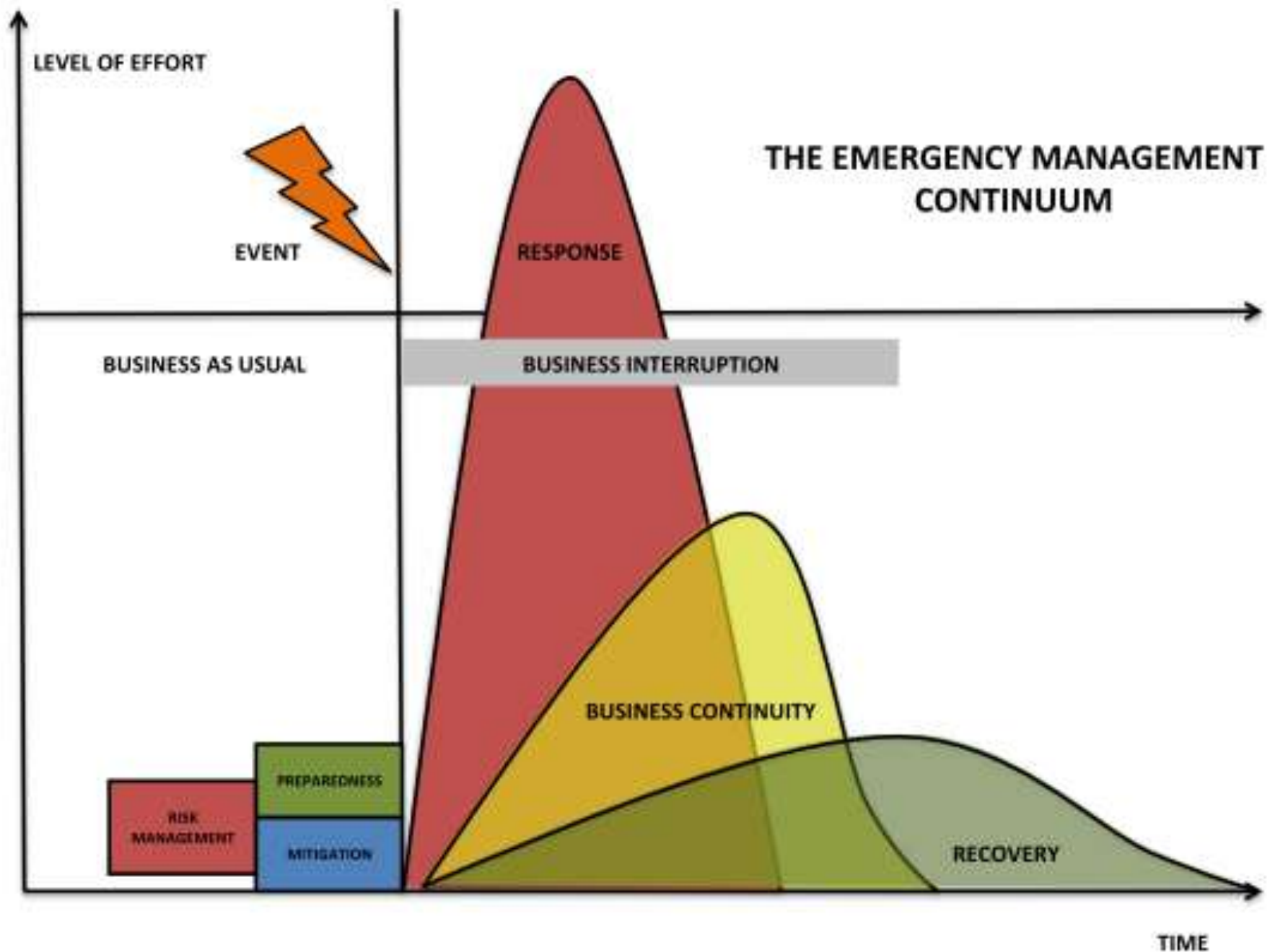




## What is the role of local government?

- Disaster mitigation
- Preparedness
  - training, plans, resources
- Response
  - Evacuations, provision of ESS, disaster response
- Recovery
  - Restoration of services, building back community







## Emergency Management Legislation

In 2006 the Province of BC legislated that regional districts must establish and maintain emergency plans, conduct training and ensure that a system exists within their area to respond to emergencies and disasters.

Two primary pieces of BC legislation:

1) *Emergency Program Act*

- *Requires local authorities to establish and maintain emergency plans*
- *Provides the authority to declare a state of local emergency, order evacuations & utilize other powers when required*

2) *Local Authority Emergency Management Regulation*

- *Identifies items that must be included in emergency plans*
- *Identifies things we MUST do like training, ensure the provision of food, lodging & clothing*



Red Deer Creek Fire 2014

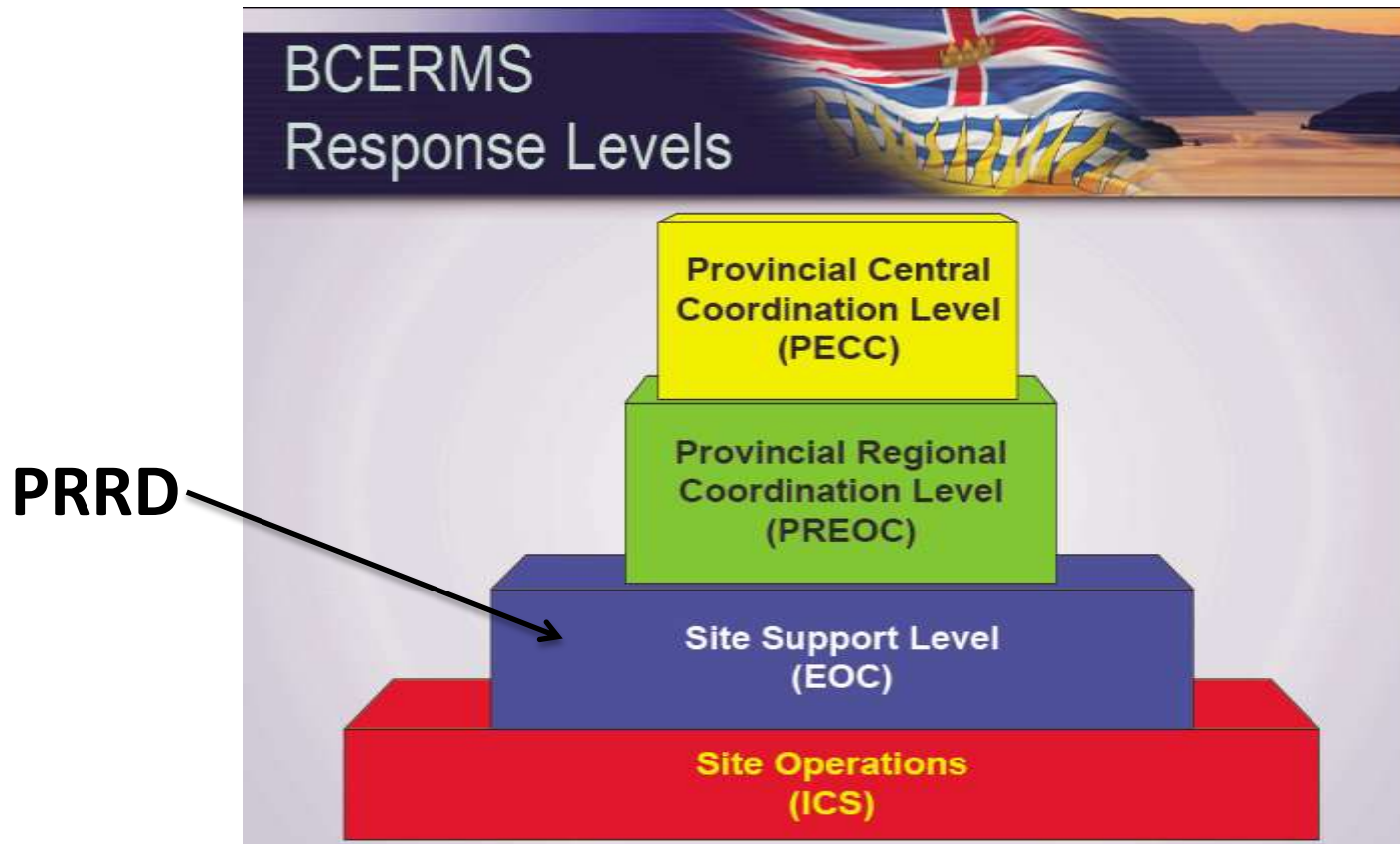


# BC Emergency Response Management System (BCERMS)

- BCERMS provides a framework for a standardized process for organizing and managing a response to emergencies and disasters in BC.
- BCERMS utilizes the Incident Command System (ICS).
- BCERMS supports a prescribed set of response objectives set out in order of priority as follows:
  - Provide for the safety and health of all responders;
  - Save lives;
  - Reduce suffering;
  - Protect public health;
  - Protect government infrastructure;
  - Protect property;
  - Protect the environment; and
  - Reduce economic and social losses.



# PRRD Role in Emergency Response





## Emergency Management in the PRRD

The PRRD's emergency function is a sub-regional function that provides service to Electoral Areas B, C, D & E only.

- Each of the PRRD's seven member municipalities and First Nations communities maintain their own plans and emergency management organizations.
- Emergency coordinators from the local authorities regularly meet to discuss plans, training and more!





## Service Function

- Bylaw 1598, 2005 established the service
  - Specific to emergency and disaster services to prepare, respond and recovery from emergencies and disasters
- Bylaw 1599, 2005 provides for the administration and operation of the service
  - Establishes the “Emergency Management Organization” (i.e., membership of the Emergency Executive Committee (EEC))
  - The duties of the EEC
    - Policy guidance
    - Reviewing and approving the program
    - Budget review & recommendation to the Board
    - Negotiating agreements & recommendation to the Board





## Service Function

- Bylaw 1599 continued
  - Emergency Program Coordinator's duties
    - Reviewing and updating plans
    - Exercises and staff training
    - Procedures to:
      - Provide food, clothing & shelter
      - Provide notification to residents
      - Provide for the implementation of the emergency plan
    - Advising and reporting to the EEC
    - Liaising with municipalities and external agencies



## Emergency Services Strategic Plan 2012-2017

- Developed in 2011, it involved the EEC and staff with an external facilitator
  - Purpose was to determine a road map for the emergency program
  - Examined our strengths, weaknesses, opportunities and threats (SWOT)
  - Developed goals and objectives with specific action items





# Emergency Services Strategic Plan 2012-2017

## 1.0 Goal: Advocacy

- Objective 1.1: To verify the roles and responsibilities of PRRD, industry and other levels of government in emergency preparedness, planning, response and recovery – the four pillars of emergency management.
- Objective 1.2: To develop stronger relationships with other local governments in the PRRD and with other Regional Districts.





# Emergency Services Strategic Plan 2012-2017

## 2.0 Goal: Planning

- Objective 2.1: To update the PRRD Emergency Response Plan.
- Objective 2.2: To establish a training program for staff.
- Objective 2.3: To develop a recovery plan, including a recovery bylaw.





# Emergency Services Strategic Plan 2012-2017

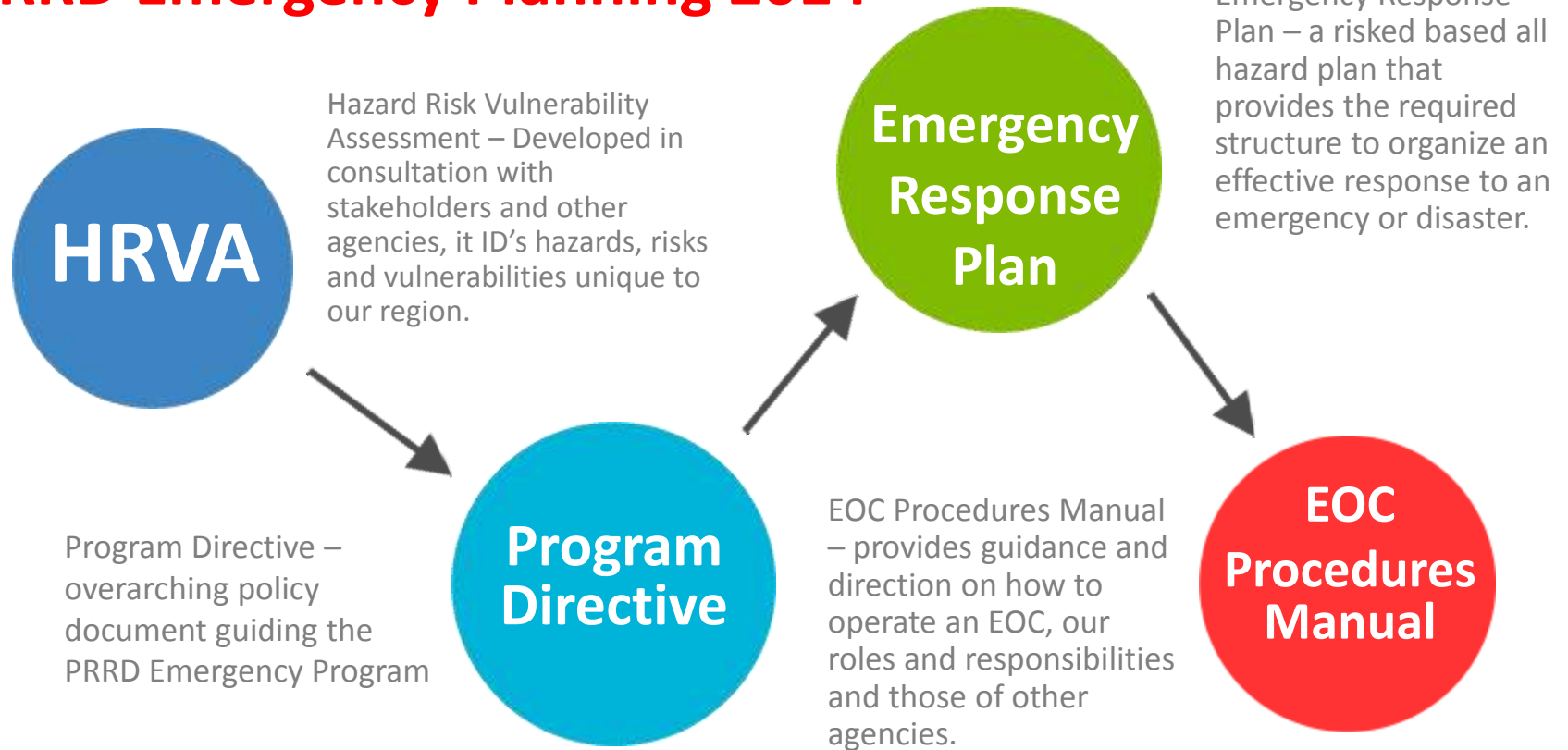
## 3.0 Goal: Preparedness

- Objective 3.1: To develop community emergency plans ~~for~~ **with** rural communities.
- Objective 3.2: To conduct education for communities.
- Objective 3.3: To develop and/or compile resources to increase preparedness.





## PRRD Emergency Planning 2014





# Hazard Risk Vulnerability Assessment

The objectives of this project were to:

- 1) Identify hazards that pose a threat to the safety and security of Peace River Regional District (PRRD) Electoral Areas B, C, D and E;

- 2) Identify and evaluate risk scenarios associated with the worst hazards; and

- 3) Identify and evaluate risk control measures designed to mitigate, prevent, or prepare for the effects of these hazards.



|              |            |                                                                                                                                                   |                                                                                                               |                                                                                                                               |                                                                                                     |                                                                                                           |
|--------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| Consequences | Very High  |                                                                                                                                                   |                                                                                                               |                                                                                                                               | <ul style="list-style-type: none"> <li>Hazardous material spills</li> <li>Interface fire</li> </ul> | <ul style="list-style-type: none"> <li>Power outages &gt;3 days</li> <li>Severe winter weather</li> </ul> |
|              | High       |                                                                                                                                                   |                                                                                                               | <ul style="list-style-type: none"> <li>Dam failure</li> <li>Animal disease</li> </ul>                                         |                                                                                                     | <ul style="list-style-type: none"> <li>Flooding</li> <li>Oil &amp; gas facility emergency</li> </ul>      |
|              | Moderate   |                                                                                                                                                   | <ul style="list-style-type: none"> <li>Mine accidents</li> <li>MV Accidents</li> <li>Human disease</li> </ul> | <ul style="list-style-type: none"> <li>Drought</li> <li>Pest infestations</li> </ul>                                          |                                                                                                     |                                                                                                           |
|              | Low        | <ul style="list-style-type: none"> <li>Ice storms/fog</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>Structural collapse</li> <li>Debris</li> <li>Avalanches</li> </ul>     | <ul style="list-style-type: none"> <li>Erosion/accretion</li> <li>Avalanches</li> <li>Seismic events</li> <li>Fire</li> </ul> |                                                                                                     |                                                                                                           |
|              | Very Low   | <ul style="list-style-type: none"> <li>Hailstorms</li> <li>Air crashes</li> <li>Land subsidence</li> <li>Tornadoes</li> <li>Heat waves</li> </ul> | <ul style="list-style-type: none"> <li>Plant diseases</li> <li>Ice jams</li> </ul>                            |                                                                                                                               |                                                                                                     |                                                                                                           |
|              |            | Very Low                                                                                                                                          | Low                                                                                                           | Moderate                                                                                                                      | High                                                                                                | Very High                                                                                                 |
|              | Likelihood |                                                                                                                                                   |                                                                                                               |                                                                                                                               |                                                                                                     |                                                                                                           |



<https://www.youtube.com/watch?v=SKY71LXX-FM>





# Program Directive

## Builds on the work of the “Emergency Services Strategic Plan”

- **Aim**
  - The aim of the Peace River Regional District (PRRD) Emergency Program Directive is to provide strategic and long-term direction to the development and maintenance of the PRRD Emergency Program.
- **Scope :**
  - An overview of the PRRD;
  - A description of the PRRD Emergency Program including;
  - PRRD organization for emergency management;
  - Emergency program planning factors; and
  - Structure of the PRRD Emergency Program.
- Annexes describing program priorities for the period 2014-2019 and training, exercise and validation objectives.



# Program Directive

## Emergency Program Planning Factors

1. Geographic size and relative limited population
  - Communications inconsistent
  - Road networks are limited
  - Large distances
  - Limited population
2. Senior management support of the Emergency Program
3. Limited size of the Regional District staff
4. Relationship with member municipalities





# Elements of the PRRD Emergency Program





# Program Directive

## Priorities - ONGOING

- Conduct flood inundation and terrain mapping for vulnerable areas;
- Examine opportunities to increase community resiliency to disasters by investing in resources or technology;
- Conduct individual training to support the emergency program;
- Develop and support community emergency preparedness programs for vulnerable areas;
- Deliver public education throughout the region;



## Program Directive

### Priorities - ONGOING

- Establish and maintain dedicated resources for the EOC, such as dedicated computers and phones;
- Continue to develop partnerships and relationships with government and industry stakeholders;
- Develop Regional ESS capabilities; and
- Implement weekly or bi-weekly short duration EOC training sessions for staff to further develop their skills and understanding of their roles.



## Program Directive

### Priorities - 2015

- Conduct Regional Emergency Management Feasibility Study;
- Examine opportunities to develop Regional Emergency Social Services capabilities;
- Examine and determine the feasibility of a public emergency notification systems;





# Program Directive

## Priorities - 2015

- Examine whether the PRRD should take a lead role in planning and coordinating regional training/conferences in partnership with industry and other government stakeholders to increase emergency preparedness;
- Collective Training and Exercises; and
- Establish more comprehensive EOC protocols.





# Program Directive

## Priorities - 2016

- Develop Regional Recovery Plan. Develop a regional plan to guide short and long-term recovery activities;
- Collective Training and Exercises. Conduct a functional EOC exercise to validate the Emergency Response Plan and evaluate EOC procedures.





# Program Directive

## Priorities - 2017

- Develop Regional District Business Continuity Plan;
- Collective Training and Exercises – training on departmental business continuity plans.





# Program Directive

## Priorities - 2018

- Develop Debris Management Plan;
- Collective Training and Exercises. - Conduct a functional EOC exercise to introduce recovery planning.





## Program Directive

### Priorities – 2019

- Review and Update the Regional HRVA and Emergency Response Plan;
- Collective Training and Exercises - Conduct a major functional or full-scale exercise to practice the regional response to a major disaster



## Final Report

Provides a summary and review of the work that was completed on the:

- HRVA
- Program Directive
- Emergency Response Plan
- Emergency Operations Centre Guide





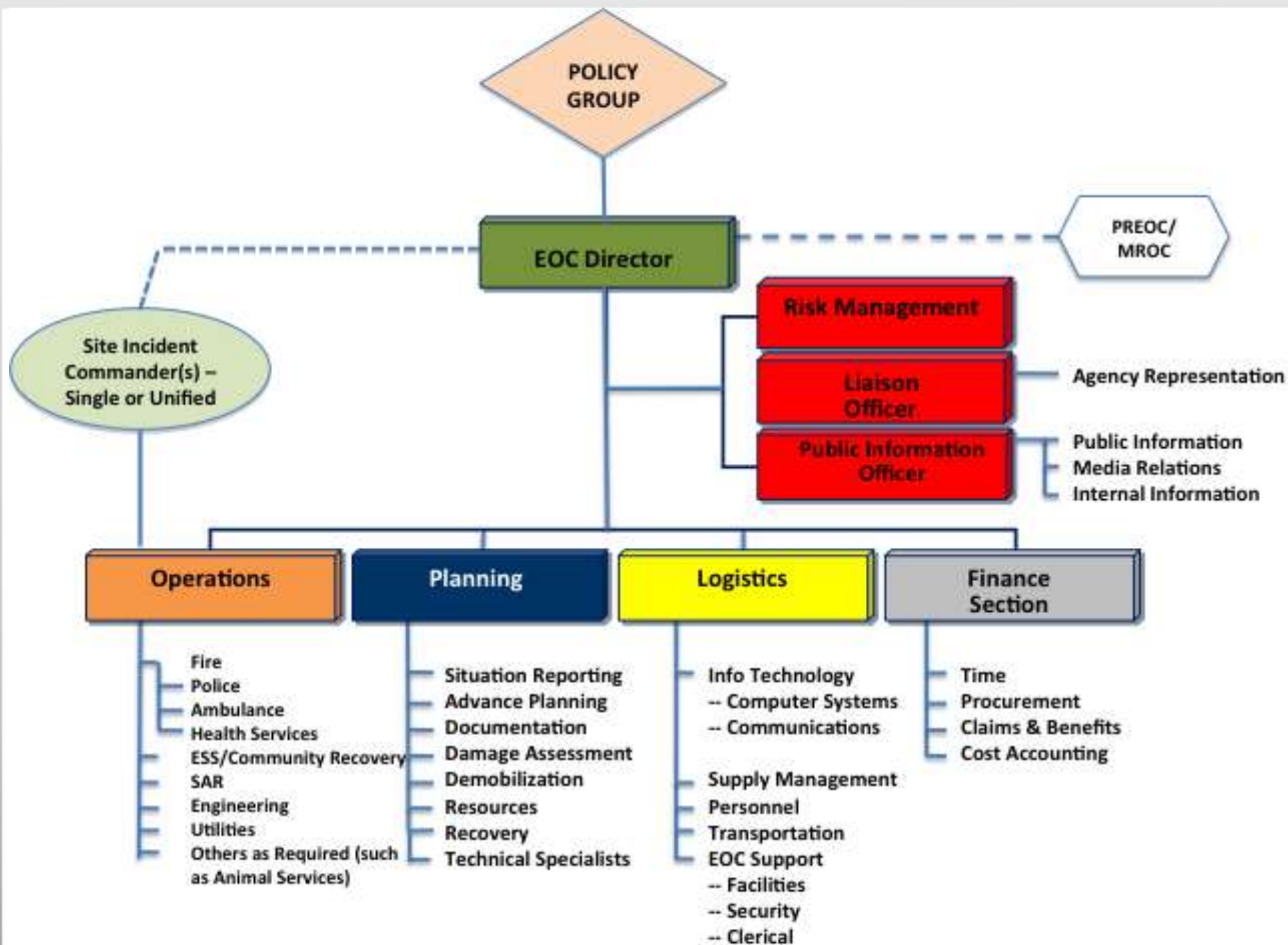
## Key Features of the Emergency Response Plan

- Purpose: provide structure to organize an effective response
- Provides framework for up to the point where the EOC is opened
  - Activation process
  - Structure (ICS)
  - Roles of Departments & Policy Group
  - Hazard specific guides



## Key Features of the Emergency Operations Centre Guide

- Purpose: provides a guide to establish, operate and manage the EOC
  - Procedures
  - Position checklists
  - Forms
  - Templates
  - Hazards specific guides
  - Resources





# What are we doing this year?

- Community specific evacuation plans
- Regional Emergency Management feasibility study
- Community emergency preparedness
- Emergency back up power
- Rural weather stations
- Flood response supplies



# What is Emergency Management in BC?

Emergency management is about people





# What is Emergency Management in BC?

... and sometimes pets!





## Peace River Regional District REPORT

To: Emergency Executive Committee

Date: June 25, 2015

From: Jill Rickert, Community Services Coordinator

Subject: **2015 Search and Rescue Grant Application Review**

---

### RECOMMENDATION:

That upon review of the 2015 Search and Rescue Grant applications the Emergency Executive Committee refers the following organizations to the Search and Rescue Grant Allocation Meeting scheduled for Tuesday, July 14, 2015 at 10:00 a.m.

**BACKGROUND/RATIONALE:** Below is a summary of the applicants:

1. **Chetwynd Search and Rescue** - Request for \$6,000 to assist with operational costs, such as insurances, phone charges and radio licenses. All Fixed costs no variable costs requested. Applicant is in good standing with BC Society Registry, budget and financial statements submitted, meets all eligibility criteria as per the policy statement. 2014 SAR funds unclaimed; however, Society has been reminded of the 1 year deadline and all funds must be claimed by July 17, 2015 as per the date of ratification. The Society indicates they will submit their claim soon.
2. **North Peace Search and Rescue** – Request for \$14,943.41 to assist with operational costs, conduct training and purchase an inflatable canoe. Fixed costs are \$5,776.41 and Variable costs are \$9,167.00. Applicant is in good standing with BC Society Registry, meets eligibility criteria, financial statements submitted, proposed costs in excess of \$3,000 supported. All 2014 SAR funds have been utilized and paid out. **Note: Bank statement, Appendix F in application, indicates a balance of \$99,573.09.**
3. **South Peace Search and Rescue** - Request for \$7,444 to assist with operational costs and minor capital items such as computers, printers, and cell phone. Fixed costs are \$5,645.00 Variable costs are \$1,799.00. Applicant is in good standing with BC Society Registry and meets eligibility criteria, financial statements submitted to support request; all 2014 funds have been claimed.
4. **Tumbler Ridge Search and Rescue** – Request for \$11,249 to assist with the purchase of equipment and training needs, no purchases in excess of \$3,000. All Variable costs no Fixed costs requested. Applicant is in good standing with BC Society Registry and meets eligibility criteria, financial information submitted. 2014 SAR funds unclaimed; however, Society has been reminded of the 1 year deadline and all funds must be claimed by July 17, 2015 as per the date of ratification. The Society indicates they will submit their claim soon. **Note: The District of Tumbler Ridge provides the rent and utilities for this group, an equivalent of \$15,000 contribution.**

Staff Initials:

Dept. Head:

CAO:

Page 1 of 2

**STRATEGIC PLAN RELEVANCE:** none

R-2

**FINANCIAL CONSIDERATION(S):**

\$39,636.41 is the total amount requested from the applicants this year, which exceeds the annual budget of \$22,000 for Search and Rescue organizations; therefore it is required that these funds be distributed by consensus of the eligible Search and Rescue Organizations and an Emergency Executive Committee Representative, as outlined in the Emergency Management Policy Statement, item 6. Please see the attached policy statement.

**COMMUNICATIONS CONSIDERATION(S):** none

**OTHER CONSIDERATION(S):**

Attachments include:

[REDACTED]  
2015 SAR Allocations  
2015 SAR Summary of YTD PRRD Contributions  
2015 SAR Summary of Payables  
Policy Statement

## 2015 Search & Rescue Grant Applications

| Organization                            | Projects                                                                                                                                                   | 2013 Tasks | Fixed Costs         | Variable Costs      | \$ Request          | Agreed Amt  |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------|---------------------|---------------------|-------------|
| Chetwynd Search and Rescue Society      | Operational Cost: insurance, phone expenses, licences, etc                                                                                                 | 1          | \$ 6,000.00         | \$ -                | \$ 6,000.00         |             |
| North Peace Search and Rescue           | Operational Costs: insurance, phone, licences, etc; Swiftwater Training costs and purchase of inflatable canoe                                             | 22         | \$ 5,776.41         | \$ 9,167.00         | \$ 14,943.41        |             |
| South Peace Search and Rescue           | Operational Costs: insurance, phone, licences, etc; minor capitol purchases for computer, cell phones and printer                                          | 5          | \$ 5,645.00         | \$ 1,799.00         | \$ 7,444.00         |             |
| Tumbler Ridge Search and Rescue Society | Training and equipment costs such as updates to first aid; avalanche beacons, first aid training, storage trailer for quad; , Avalanche awareness training | 7          | \$ -                | \$ 11,249.00        | \$ 11,249.00        |             |
| <b>TOTAL REQUESTED</b>                  |                                                                                                                                                            | <b>35</b>  | <b>\$ 17,421.41</b> | <b>\$ 22,215.00</b> | <b>\$ 39,636.41</b> | <b>\$ -</b> |

| Amounts Determined     |              |
|------------------------|--------------|
| <b>Total Fund</b>      | \$ 22,000.00 |
| <b>Total Alloted</b>   | \$ -         |
| <b>Total Available</b> | \$ 22,000.00 |

## Search & Rescue Summary of Payables

|                                     | TOTAL              | 2009 | 2010 | 2011      | 2012      | 2013      | 2014        |
|-------------------------------------|--------------------|------|------|-----------|-----------|-----------|-------------|
| North Peace Search & Rescue         | \$34,921.04        |      |      | 5,988.00  | 12,657.40 | 9,869.64  | 6,406.00    |
| South Peace Emergency Response Team | \$24,678.68        |      |      | 5,538.90  | 9,342.60  | 3,681.18  | 6,116.00    |
| Tumbler Ridge Search & Rescue       | \$9,490.28         |      |      | 3,443.10  | 0.00      | 2,569.18  | 3,478.00    |
| Chetwynd Search & Rescue            | \$11,880.00        |      |      | 0.00      | 0.00      | 5,880.00  | 6,000.00    |
| <b>TOTAL</b>                        | <b>\$80,970.00</b> |      |      | 14,970.00 | 22,000.00 | 22,000.00 | \$22,000.00 |



## Peace River Regional District Search & Rescue Grant-in-Aid Summary of Payables -

June-25-15

R-2

### Current Year Allocation

|                                     | 2011 | 2012 | 2013 | 2014     | GIA Remaining |
|-------------------------------------|------|------|------|----------|---------------|
| North Peace Search & Rescue         | 0.00 | 0.00 | 0.00 | 0.00     | 0.00          |
| South Peace Emergency Response Team | 0.00 | 0.00 | 0.00 | 0.00     | 0.00          |
| Tumbler Ridge Search & Rescue       | 0.00 | 0.00 | 0.00 | 3,478.00 | 3,478.00      |
| Chetwynd Search & Rescue            | 0.00 | 0.00 | 0.00 | 6,000.00 | 6,000.00      |
| <b>TOTAL</b>                        | 0.00 | 0.00 | 0.00 | 9,478.00 | 9,478.00      |

## **POLICY STATEMENT**

### **SERVICES – EMERGENCY MANAGEMENT** Search and Rescue Funding – Supplemental Funds

**Definitions:**

- a) “Emergency Executive Committee” is as defined in Bylaw No. 1599, 2005.
  - b) “major capital items” means any individual item costing over \$5,000 and may include, but is not limited to, boats, trailers, any motorized vehicles, land and/or buildings
  - c) “minor capital items” means any individual item costing \$4,999 or less and may include, but is not limited to, ropes, harnesses, communications equipment
  - d) “operational costs” means costs required to operate and may include, but is not limited to, the cost of training, first aid, administration, communication licenses
  - e) “Search and Rescue organization” means any registered non-profit Society that provides search and rescue services within the Peace River Regional District boundaries and is registered as a Search and Rescue organization with Emergency Management BC.
1. This policy is intended to supplement the operating funds of the Search and Rescue groups in the Peace River Regional District. Groups are expected to fundraise for alternate sources of funds and for major capital items.
  2. To be eligible for funding, Search and Rescue organizations must meet the following criteria:
    - a. Must be a registered society in good standing and provide evidence of annual filing of required documentation to the Registrar of Societies.
    - b. Must have a minimum of one (1) member certified as a ground search and rescue search manager or is in the process of being certified;
    - c. Must provide copies of minutes of Annual General Meetings, Annual Financial Statements and an annual report detailing search and rescue activities over the previous year that shows how the grant funds were spent and if any grant funds are remaining.

Failure to provide adequate documentation during the application process and/or comply with the eligibility requirements for funding assistance may jeopardize future funding applications.

3. Search and Rescue organizations must submit a formal application for operating and minor capital items to the Regional District once per year on or before May 31<sup>st</sup> of each year; said application to be substantially in the form attached hereto as Schedule ‘A’.
4. On an annual basis the Emergency Executive Committee shall determine the annual budget amount for Search and Rescue Funding to be included in the Peace River Regional District Annual Financial Plan.
5. Upon approved application by the Regional District, eligible Search and Rescue organizations, along with a representative of the Emergency Executive Committee, will meet in July of each year to allocate funding to each of the Search and Rescue organizations from the budgeted amount as per the current Annual Financial Plan. Search and Rescue

organizations must send at least one representative to the allocation meeting in order to be eligible to receive funding.

6. If total applications exceed the annual budget, then the annual budget will be distributed based on consensus of the eligible Search and Rescue organizations and the Emergency Executive Committee representative.
7. All applications will be adjudicated based on need and available funds in the fiscal year of the established service. The Emergency Executive Committee reserves the right to accept, reject or amend any application at its sole discretion.
8. All decisions of allocations for funding must be ratified by the Emergency Executive Committee.
9. Approved applications will receive funds by claim reimbursement after August 1<sup>st</sup> of each year once funding allocations are ratified by the Emergency Executive Committee but not before.
10. Search and Rescue organizations must utilize allocated funds within 1 year of ratification by the Emergency Executive Committee and will not be permitted to carry over funds to the following year.
11. Grant applications to acquire land, buildings and major capital items will not be permitted.
12. The Search and Rescue organization shall be responsible to raise funds for major capital projects including land and buildings by seeking other funding sources including but not limited to donations, corporate sponsorships and/or applications to other senior government agencies.
13. Unallocated funds from the annual requisition for the Search and Rescue service shall be carried forward as a surplus to reduce the following year's emergency planning tax requisition.
14. Member municipalities and/or Electoral Areas that may currently provide financial assistance to Search and Rescue organizations in their jurisdictions may, at their sole discretion, continue to provide said financial assistance.



# Peace River Regional District REPORT

To: Emergency Executive Committee

Date: June 22, 2015

From: Trish Morgan, General Manager of Community & Electoral Area Services

**Subject: Information items**

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## FOR DIRECTORS' INFORMATION:

### Weather Gone Wild: CBC Doc Zone

"*WEATHER GONE WILD* explores recent extreme weather events and the scientific projections of what we can expect over the next few decades: wild weather is going to become more common, and even wilder and more destructive. What can we do to protect ourselves, our families, and the towns and cities where we live?"

In Canada, everything from farming, to the insurance industry, to building codes will have to change if we're going to weather the coming storms. Most Canadian cities are particularly vulnerable because their aging sewer, drain, and electrical systems need to be massively upgraded to ensure a safe future."

<http://www.cbc.ca/doczone/episodes/weather-gone-wild>

### Review of Emergency Program Act

Emergency Management BC (EMBC) will be reviewing the *Emergency Program Act* this year. The Peace River Regional District should look for consultation opportunities in late 2015 or 2016.

### Establishment of Provincial Coordination Teams

The Province has developed Provincial Coordination Teams with the goal being to establish real time situational awareness within complex events and where there may be multiple provincial agencies involved (e.g. Mt Polley dam breach). These teams have been modeled after a successful concept used by the Wildfire Management Branch and their Incident Teams.

### Provincial Emergency Notification System (PENS)

PENS has been established to deliver tsunami alerts on the coast of BC. EMBC is now examining whether that system could be expanded to provide emergency alerts for other hazards across the province.

June 30, 2015

Staff Initials:

Dept. Head: *T. Morgan*

CAO:

*Ch. Birk*

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## **Damage Assessment Framework**

EMBC is working with BC Housing to expand on their “rapid damage assessment” framework to provide for in-depth assessments by subject matter experts. Typically initial rapid damage assessment during a response to an emergency, such as a flood, can be done with volunteers, building inspectors, etc. with training from BC Housing and provides a basic assessment to determine if premises are safe for occupancy. Once an initial assessment is complete and those buildings that are suspected to be unsafe for occupancy are identified, an in-depth damage assessment must be completed by subject matter experts.

## **Situational Awareness Tools**

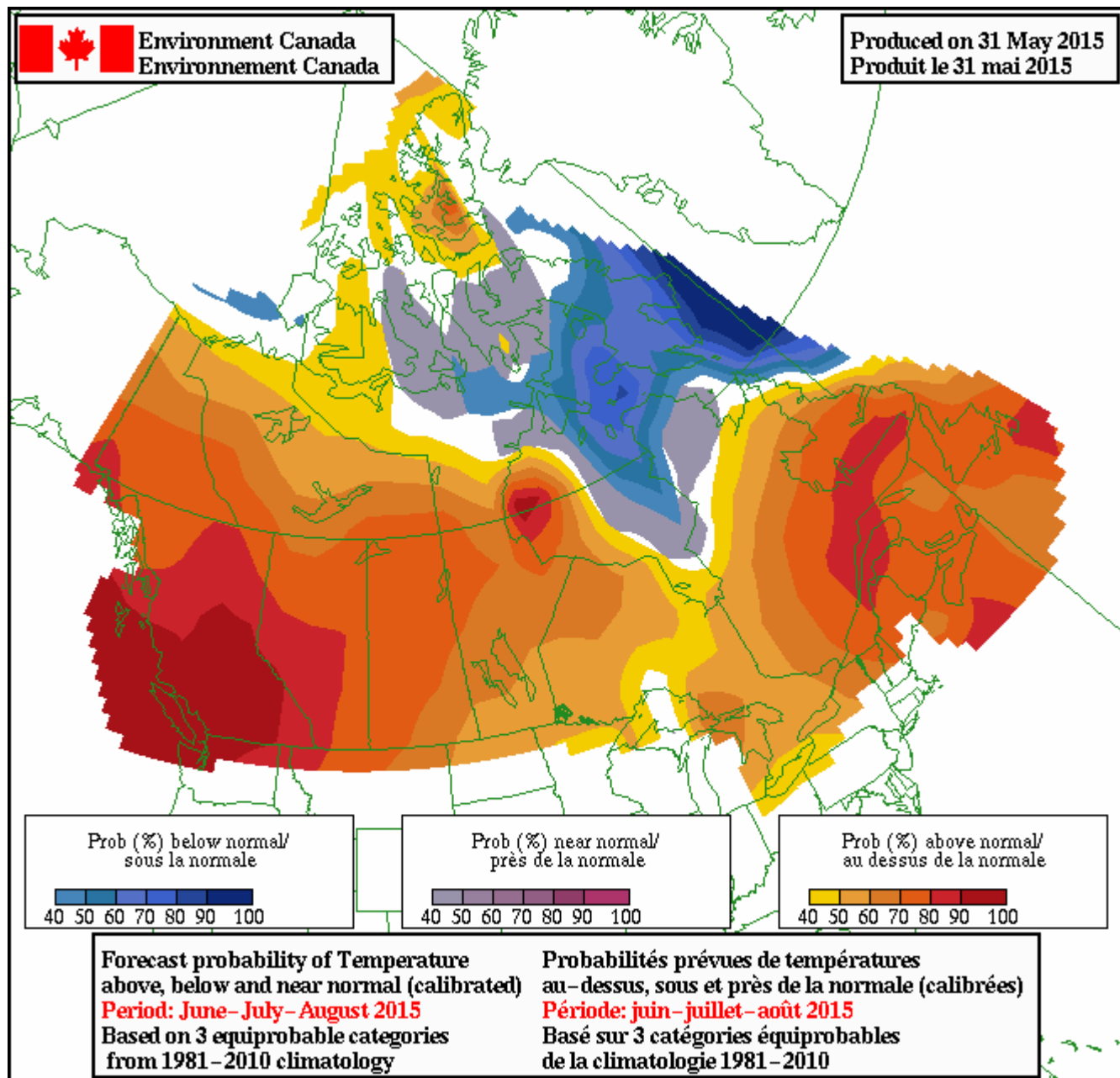
EMBC is examining different ways to gather, collect and disseminate situational awareness to partner agencies. Tools similar to MASAS-X <https://www.masas-x.ca/en/> can provide real time information on an emergency to assist Emergency Operations Centres with decision making.

## **2015 Summer Weather Prediction**

River Forecast Centre & Environment Canada:

“Long-term weather forecasts from Environment Canada continue to indicate a high likelihood of above-normal temperatures across the province through the summer. Warm sea surface temperature anomalies in the North Pacific Ocean, and building El Niño conditions along the equatorial Pacific reinforce the high likelihood of a warmer than normal summer. Seasonal precipitation forecasts indicate a modest likelihood of below normal precipitation in south-east BC. Elsewhere in the province, normal to below normal precipitation is forecast to be more likely than above normal conditions.

With the emergence of low flow patterns already this season and the forecast for a warmer than normal summer, there is a high risk of extreme low flows this summer. Areas where extreme low flows are expected include southern BC, Vancouver Island, and Haida Gwaii and potentially in other regions including the Peace and South Interior. Summer rainfall can contribute significantly to streamflow and will be a determinant in the extent of low flows later in the summer. Given the likelihood for normal or below normal precipitation, there is an increased risk that low flow conditions will continue to deteriorate across the province; wetter than normal conditions through the summer may alleviate some of this risk.”



**STRATEGIC PLAN RELEVANCE:** none

**FINANCIAL CONSIDERATION(S):** none

**COMMUNICATIONS CONSIDERATION(S):** none

**OTHER CONSIDERATION(S):** please the remaining Items for Information on the agenda

June 30, 2015

## Emergency Incident Register

| #   | Date of Incident | Task #  | PRRD Action                         | Incident                                                                                                                                                                                                                               | Type           | Operations  |
|-----|------------------|---------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|
| 120 | 21-May-15        | 160855  | ESS Level 1                         | House fire 4973 225 Rd Issued hotel and clothing voucher                                                                                                                                                                               | Structure Fire | JR          |
| 119 | 31-Dec-14        | 154659  | EOC Level 1                         | power outage in Buick & Prespatou area                                                                                                                                                                                                 | cold weather   | JR/FH       |
| 118 | 11-Dec-14        |         | Monitoring Only                     | sour gas release at the end of Old Hope Road                                                                                                                                                                                           | Oil & Gas      | TM/JR       |
| 117 | 10-Sep-14        |         | Monitoring Only                     | Potential water contamination into Lynx Creek                                                                                                                                                                                          | water          | SA/TM       |
| 116 | 07-Sep-14        |         | Monitoring Only                     | industrial spill near Dokkie School and in District of Chetwynd. MOE and trucking company remediated issue                                                                                                                             |                |             |
| 115 | 13-Aug-14        | 151495  | Evacuation Alert                    | Tommy Lakes Fire 60 NE of Pink Mountain                                                                                                                                                                                                | wildfire       | TM/FH/JR    |
| 114 | 13-Jul-14        | 151495  | Evacuation Order & Evacuation Alert | Mt. McAllister Fire 56 km west of Chetwynd, threatened Moberly Lake and Hudson's Hope.                                                                                                                                                 | wildfire       | ALL         |
| 113 | 08-Jul-14        | 151495  | Monitoring Only                     | Tenakihi-Mesilinka Fire 50 km W of Williston Lake                                                                                                                                                                                      | wildfire       | TM/FH/JR/SA |
| 112 | 06-Jul-14        | 151495  | Evacuation Order                    | Red Deer Creek fire 61 km SE of Tumbler Ridge, order to evacuate camps and facilities in the area                                                                                                                                      | wildfire       | TM/JR/FH/SA |
| 111 | 02-Jun-14        | 151495  | Evacuation Alert                    | Forres Mountain Fire 50 km NW of Williston Lake near Tsay Keh Dene                                                                                                                                                                     | wildfire       | ALL         |
| 110 | 13-May-14        |         | notification                        | Wrangler Road cut off by beaver dam break. 2 houses cut off, all residents notified. MOT will have access open in 1-2 days                                                                                                             | Flooding       | TM          |
| 109 | 12-May-14        |         | notification                        | Two 400 barrel tanks caught fire at plant site, no residents displaced or affected                                                                                                                                                     | Oil & Gas      | TM          |
| 108 | 07-Apr-14        | 150182  | ESS Level 1                         | House fire in Rolla, clothing voucher provided                                                                                                                                                                                         | Structure Fire | JR          |
| 107 | 07-Apr-14        | 150189  | EOC Level 1                         | flooding in North Peace due to Spring run-off. Sandbags and sand provided at Charlie Lake Fire Hall for residents to pick-up                                                                                                           | Flooding       | FB/SA       |
| 106 | 18-Feb-14        |         | notification                        | PNG Gas leak on Parkland Road, ~500 residents impacted without natural gas, no imminent danger and no evacuation required. PNG on-site monitoring situation.                                                                           | Oil & Gas      | TM          |
| 105 | 05-Feb-14        | 145092  | ESS Level 1                         | House fire at 13311 215 Rd, clothing voucher provided                                                                                                                                                                                  | Structure Fire | TM/JR       |
| 104 | 03-Jan-14        |         | notification                        | house fire in Christopher Lee Estates, ESS offered but declined by residents                                                                                                                                                           | Structure Fire | JR/FB       |
| 103 | 12-Dec-13        |         | notification                        | Tanker carrying 9,000 L of kerosene spilled 48 Km west of Chetwynd. MOE lead and are working with company to remediate. Concern for 1 property owner's water well. MOE will monitor.                                                   | TDG            | TM          |
| 102 | 08-Dec-13        |         | notification                        | Truck roll over at Wonowon carrying over 60,000L of gasoline. 300m area evacuated by RCMP which included 200 worker camp, gas station and a few residences - sent to school. PRRD NOT notified of evacuation. MOE lead on remediation. | TDG            | TM          |
| 101 | 09-Nov-13        | 143 757 | ESS Level 1                         | 1 home lost to fire outside of DC Fire Protection Area in Farmington. Provided support for clothing for family.                                                                                                                        | Structure Fire | TM/JR       |

## Emergency Incident Register

I-1

|     |           |                     |                                                                                                                                                                                                                                                                                                                                                                              |                             |                |
|-----|-----------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------|
| 100 | 28-Oct-13 | notification        | EnCana wellsite kicked back. Site is flaring as a result. No public safety issues, contained to the site.                                                                                                                                                                                                                                                                    | Oil & Gas                   | TM             |
| 99  | 30-Sep-13 | notification        | Landslide occurred on Pine River west of Chetwynd near Grizzly Valley view point. No public impacted. MFLNRO to do assessment.                                                                                                                                                                                                                                               | Landslide                   | TM/FB          |
| 98  | 10-Sep-13 | notification        | Fire at Tervita site in Buick.                                                                                                                                                                                                                                                                                                                                               | Oil & Gas                   | FB/JR          |
| 97  | 22-Aug-13 | notification        | Landslide into Pouce River near AB border. No impact to public                                                                                                                                                                                                                                                                                                               | Landslide                   | TM             |
| 96  | 16-Jul-13 | notification        | Progress Energy well kicked back. No impact to public.                                                                                                                                                                                                                                                                                                                       | Oil & Gas                   | TM             |
| 95  | 20-Jun-13 | notification        | Oil spill near Boundary Lake. WCSS and Imperial Oil had incident contained within 24 hours. No public impacted.                                                                                                                                                                                                                                                              | Oil & Gas                   | TM             |
| 94  | 28-Jun-13 | notification        | Advised of a potential security and public safety threat on wellsite south of Wonowon. No evacuation required. RCMP now has incident under investigation.                                                                                                                                                                                                                    | Oil & Gas, Terrorism        | TM, FB         |
| 93  | 26-Jun-13 | 141 388 EOC Level 1 | Environment Canada and River Forecast centre advised that the South Peace could receive approximately 100+ mm of rain in 48 hours. Advised to prepare for potential flood conditions. Sand and sandbags sent to five locations in the South Peace. In the end the north Peace near Pink Mountain received 98+ mm and the South Peace received between 50 and 70 mm in areas. | Weather Event, Heavy Rain   | TM, FH, KM, JR |
| 92  | 18-May-13 | notification        | 1 home and outbuildings lost outside of DC Fire Protection Area near Farmington. Forestry attended as the structure fire also caused a grass fire. No ESS required.                                                                                                                                                                                                          | Structure Fire              | TM             |
| 91  | 15-May-13 | notification        | 1/2 section fire in Charlie Lake. CLFD contained fire to site. No losses.                                                                                                                                                                                                                                                                                                    | Grass Fire                  | TM             |
| 90  | 12-May-13 | notification        | 1 ha fire at 4805 Bissett Drive, lost 2 utility trailers, 1 car hauler, 1 unserviceable vehicle, 1 storage shed with damage to garage                                                                                                                                                                                                                                        | Structure Fire & Grass Fire | TM             |
| 89  | 06-May-13 | notification        | fire in Pouce Coupe rural fire protection area near an EnCana facility. EnCana evacuated site. Forestry also attended with PCFD, but was not needed as PCFD got situation under control. No losses.                                                                                                                                                                          | Grass Fire                  | TM             |
| 88  | 05-May-13 | notification        | Fire north of Dawson Creek between 8th & 17th Streets. Grass fire threatened up to 6 properties. DCFD, PCFD and Forestry on site. Only structures lost were outbuildings.                                                                                                                                                                                                    | Structure Fire & Grass Fire | TM             |
| 87  | 23-Apr-13 | notification        | Fire north of Dawson Creek on Loepp property. One building lost. No ESS required                                                                                                                                                                                                                                                                                             | Structure Fire              | TM             |
| 86  | 16-May-13 | no action           | CN Rail derailment, train heading south towards Prince George was derailed at approximately 4:30 p.m. at the south Hasler Bridge approach about 35 kilometers west of Chetwynd. Twelve cars carrying palletized sulphur were derailed. Sulphur did spill into the right of way beside the track, but NO sulphur spilled into the Pine River.                                 | Rail                        | TM             |

## Emergency Incident Register

|    |           |                |                 |                                                                                                                                                                                                                                                                                                                                                                        |                |                |
|----|-----------|----------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|
| 85 | 08-Mar-13 | none available | see notes       | Sinkhole developed on property east of Chetwynd as a result of a private drilling company who was drilling for domestic water and hit an artesian well. See file for more information                                                                                                                                                                                  | Sinkhole       | TM, FB, SA     |
| 84 | 05-Mar-13 |                | no action       | Odour complaint from residents 29 km of Doig FN                                                                                                                                                                                                                                                                                                                        | Oil & Gas      | FB             |
| 83 | 11-Dec-12 |                | no action       | House fire north of Wonowon, Fort St John Hospital requested ESS for owners but was after the 72 hours. Referred to Red Cross for further assistance.                                                                                                                                                                                                                  | Structure Fire | FH             |
| 82 | 28-Nov-12 | 133743         | Level 1 ESS     | House fire in Buick, family provided with clothing and incidentals                                                                                                                                                                                                                                                                                                     | Structure Fire | TM/FH          |
| 81 | 17-Sep-12 |                | notification    | Tomslake Sudeteen Park fire, no ESS required, media reported 2 homes evacuated                                                                                                                                                                                                                                                                                         | Grass Fire     |                |
| 80 | 14-Sep-12 |                | notification    | Tomslake Blockline fire, no ESS required                                                                                                                                                                                                                                                                                                                               | Grass Fire     |                |
| 79 | 14-Sep-12 |                | notification    | Chetwynd West Fraser Mill fire - cone fire managed by Chetynd FD                                                                                                                                                                                                                                                                                                       | Structure Fire |                |
| 78 | 14-Sep-12 | 132704         | level 1 ESS     | Notified by EMBC that there was a fire at the Alaska Hotel in Dawson Creek. Provided shelter for 4 people and clothing for 5 people. notified by Chetwynd Fire Chief that CN Rail sulphur car caught on fire at Azouetta Lake, CN wanted to bring car while on fire to Chetwynd. Fire Chief convinced CN to leave in place and contract industrial crew to extinguish. | Structure Fire | FH, FB, TM     |
| 77 | 01-Aug-12 |                | notification    |                                                                                                                                                                                                                                                                                                                                                                        | Rail           |                |
| 76 | 09-Jul-12 |                | No Action       | Camberra sweet gas release 26 km north of Hudson's Hope. Level 2 incident but no residents for 12 km. Gas burned off and under control before notification even made to PRRD. No action required by PRRD.                                                                                                                                                              | Oil & Gas      |                |
| 75 | 29-Jun-12 |                | Monitoring Only | minor leak in Spectra line 20 km north of FSJ. No action required                                                                                                                                                                                                                                                                                                      | Oil & Gas      |                |
| 74 | 29-Jun-12 |                | Monitoring Only | Rupture in 16" Spectra line and fire near Nig Creek compressor. No residents in area                                                                                                                                                                                                                                                                                   | Oil & Gas      | TM, FB         |
| 73 | 08-Jun-12 | 131095         | Level 1 ESS     | house fire at 1687 Feist Ave, Rose Prairie. Provided clothing and incidentals for 5 family members.                                                                                                                                                                                                                                                                    | Structure Fire | FH             |
| 72 | 05-Jun-12 | 131049         | EOC Level 1     | minor flooding in west Peace, provided sand and sandbags at 3 locations                                                                                                                                                                                                                                                                                                | Flooding       | FB, TM, FH, CW |
| 71 | 11-May-12 |                | Monitoring Only | wildfire at South Taylor hill approximately 147 acres, Taylor FD and MOF actioned                                                                                                                                                                                                                                                                                      | Grass Fire     |                |
| 70 | 10-Mar-12 |                | Monitoring Only | Suncor rig fire, no evacuations required, OGC responding with Suncor                                                                                                                                                                                                                                                                                                   | Oil & Gas      | TM, FB         |
| 69 | 09-Mar-12 |                | No Action       | Odour complaint from residents on 283 Rd N of Fort St John & self evacuated, OGC determined that when power went off, compressor station flared off gas in the line as per normal procedure                                                                                                                                                                            | Oil & Gas      | TM             |
| 68 | 24-Feb-12 |                | Monitoring Only | Well site across from WAC Bennett Dam kicked back during drilling, minor explosion, no action required and no residents in area                                                                                                                                                                                                                                        | Oil & Gas      | FB, FH         |
| 67 | 30-Nov-11 |                | No action       | Cecil Lake fixed wing plane crash - search and rescue deployed                                                                                                                                                                                                                                                                                                         | Plane Crash    |                |

## Emergency Incident Register

|    |           |                  |                                                                                                             |                                                                                         |                                                            |
|----|-----------|------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------|
| 66 | 06-Nov-11 | Monitoring Only  | Bonavista well site, well casing leak near Hwy 97 & Doig First Nation, no residents affected - well shut in | Oil & Gas                                                                               | FB, TM                                                     |
| 66 | 29-Oct-11 | Monitoring Only  | Shell wellsite near Gundy Creek Road required to be shut in and killed                                      | Oil & Gas                                                                               | TM                                                         |
| 65 | 15-Aug-11 | No Action        | house fire in Charlie Lake, ESS not required                                                                | Structure Fire                                                                          | TM                                                         |
| 64 | 12-Aug-11 | No Action        | noise complaint by resident referred to OGC                                                                 | Oil & Gas                                                                               | FB                                                         |
| 63 | 08-Jul-11 | 121305           | EOC Level 2                                                                                                 | Second rain event continues flooding in Peace, mainly in west and south of Dawson Creek | Weather Event, Heavy Rain, Flooding All                    |
| 62 | 26-Jun-11 | Monitoring Only  | CNRL Pipeline leak near Cypress Creek, Level 2 incident, pipeline bled off                                  | Oil & Gas                                                                               | TM, FB                                                     |
| 61 | 24-Jun-11 | 121305           | EOC Level 2                                                                                                 | Peace Region flooding mainly in the west Peace                                          | Weather Event, Heavy Rain, Flooding all                    |
| 60 | 27-May-11 | Monitoring Only  | Murray FSR gas release due to mine exploration, OGC reported and monitored                                  | Oil & Gas                                                                               | TM                                                         |
| 59 | 23-May-11 | Monitoring Only  | Boundary wildfire contained to <10 ha                                                                       | Wildfire                                                                                | TM, FB                                                     |
| 58 | 16-May-11 | 120 864          | EOC Level 1                                                                                                 | Moberly Lake flooding, provided sand and sand bags for residents                        | Weather Event, Heavy Rain, Flooding TM, FB, FH, SA, CW, BS |
| 57 | 31-Mar-11 | Monitoring Only  | Progress gas release between Mile 95 Rd & Wonowon: well shut in, no evacuation required                     | Oil & Gas                                                                               | TM                                                         |
| 56 | 20-Jan-11 | No Action        | Homer house fire (mile 64), left message for home owner to provide ESS, did not hear back                   | Structure Fire                                                                          | TM                                                         |
| 55 | 18-Jan-11 | Monitoring Only  | Trident Exploration - Arras well gas leak, Level 2 incident, sweet gas, no evacuation required              | Oil & Gas                                                                               | TM, FB                                                     |
| 54 | 16-Jan-11 | Monitoring Only  | Pine pass avalanche, highway closed over 24 hours                                                           | Avalanche                                                                               | FB, TM                                                     |
| 53 | 28-Dec-10 | Monitoring Only  | One Island Lake gas leak at Apache wellsite                                                                 |                                                                                         | TM, SA                                                     |
| 52 | 12-Nov-10 | No Action        | Brown house fire, ESS provide by Chetwynd ESS Team                                                          |                                                                                         | FH, FB                                                     |
| 51 | 28-Oct-10 | No Action        | Spectra pipeline odour                                                                                      |                                                                                         | TM, FB                                                     |
| 50 | 13-Aug-10 | Monitoring Only  | CN derailment near Lemoray in the Pine Pass, 1 car contained toxic substance.                               | Rail                                                                                    | TM, FB                                                     |
| 49 | 22-Jul-10 | Monitoring Only  | wildfire north of Williston Lake                                                                            |                                                                                         | TM                                                         |
| 48 | 29-Jun-10 | 111 444          | level 1 ESS                                                                                                 | house fire in Cecil Lake, provided 48 hrs of services                                   | TM                                                         |
| 47 | 20-Jun-10 | 267 Incident 100 | Evacuation Alert                                                                                            | Fire in Beaton, potential to affect Petrobakken gas plant - issued evacuation Alert     | TM, FB                                                     |
| 46 | 16-Jun-10 | 267 Incident 100 | Evacuation Alert                                                                                            | fire in Pink Mountain close to subdivision - issued evacuation Alert                    | TM, FB                                                     |

## Emergency Incident Register

|    |                     |                     |                                                                                                                          |                                                                |    |
|----|---------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|----|
| 45 | 22-May-10           | No Action           | BC Hydro Mass power outage due to snow, 7,000 customers without power                                                    | TM                                                             |    |
| 44 | 14-Apr-10           | No Action           | Encana threat letter to Dawson Creek Daily News                                                                          | TM                                                             |    |
| 43 | March 8, 2010       | Monitoring Only     | Truck rollover north of Wonowon, handled by MOE and FSJ FD                                                               | TM                                                             |    |
| 42 | Sun Dec. 12, 2009   | 104 012             | Level 1 ESS                                                                                                              | Tomslake house fire                                            | RM |
| 41 | Fri, Dec 3, 2009    | 103 900             | Level 1 ESS                                                                                                              | Briar Ridge house fire                                         | RM |
| 40 | Sun, Nov 22, 2009   | No Action           | Gas Leak, 15-20 people self-evacuated and back in home -possible court action occurring                                  | RS                                                             |    |
| 39 | Fri Oct 29, 2009    | No Action           | Notified by MOE of small pipeline break and release of product into Alces Creek                                          | RM                                                             |    |
| 38 | Wed. Oct 13, 2009   | 103 085             | Level 1 ESS                                                                                                              | Farmington house fire, ESS called out by Dawson Creek Hospital | RM |
| 37 | Fri, July 10, 2009  | No Action           | Notified by MOFR of stranded campers on Johnson Creek FSR, campers refused help and left on own                          | RS, TM                                                         |    |
| 36 | Thurs, July 9, 2009 | No Action           | Notified by Shell of berm break leak of water off lease into Brassey Creek                                               | RS                                                             |    |
| 35 | Sat, July 4, 2009   | Press Release       | Notified by EnCana & RCMP about 6th explosion, Board issued press release                                                | RS, FB                                                         |    |
| 34 | Wed, July 1, 2009   | No Action           | Notified by EnCana & RCMP about 5th explosion                                                                            | RS, FB                                                         |    |
| 33 | Fri, Jun 12, 2009   | No Action           | Plane crash near Chetwynd, liase with Chetwynd FD for more information                                                   | RS, TC                                                         |    |
| 32 | Fri, Jun 12, 2009   | No Action           | Bomb blast (reststop) South of Pouce Coupe vandalism suspected not by Encana bomber                                      | RS                                                             |    |
| 31 | Fri, Jun 5, 2009    | Staff Assistance    | Smith River Fire - RS & TM travelled to Fort Nelson to assist in the response at PEP's request                           | RS, TM                                                         |    |
| 30 | Wed, Jun 3, 2009    | Temporary Shut Down | Blackfoot Water Well E Coli counted too high, well temporarily shut down until new sample and cleared by Northern Health | RS, GK, TM                                                     |    |
| 29 | Mon, May 25, 2009   | No Action           | Wonowon Pine Hills Restaurant fire, ESS not required                                                                     | RS                                                             |    |
| 28 | Tues, May 5, 2009   | No Action           | Charlie Lake Store Fire, ESS not required                                                                                | RS                                                             |    |
| 27 | Mon, May 4, 2009    | No Action           | Cecil Lake Grass Fire, MOF notified EEC but no action required                                                           | RS                                                             |    |
| 26 | Mon, Apr 27, 2009   | No Action           | H1N1 Advisory by Northern Health (information only)                                                                      | RS, TM                                                         |    |
| 25 | Fri, Feb 20, 2009   | No Action           | Spectra Pigging Explosion                                                                                                | RS                                                             |    |
| 24 | Sun, Jan 3, 2009    | No Action           | Notified by Encana about 4th explosion                                                                                   | RS                                                             |    |
| 23 | Thu, Dec 18, 2008   | No Action           | Iteration Gas Site Vandalism, not notified about incident until several days after incident                              | RS                                                             |    |
| 22 | Fri, Dec 09, 2008   | No Action           | Moberly Lake housefire, no response from homeowners for assistance                                                       | RS, RM                                                         |    |
| 21 | Sun, Nov 23, 2008   | No Action           | Notified by MOE, Peace Pork structure fire killing mass livestock                                                        | RS                                                             |    |

## Emergency Incident Register

|    |                   |         |                  |                                                                                                  |                |
|----|-------------------|---------|------------------|--------------------------------------------------------------------------------------------------|----------------|
| 20 | Tue, Nov 11, 2008 |         | No Action        | Conoco Phillips Rig Fire No Rural Residents Impacted, PRRD was notified                          | RS             |
| 19 | Sat, Oct 25, 2008 |         | No Action        | Jackfish housefire, information came to us 2 days after the fire                                 | RS             |
| 18 | Fri, Oct 17, 2008 |         | No Action        | Braisey housefire, resident declined ESS assistance                                              | RS             |
| 17 | Sun, Oct 12, 2008 |         | No Action        | TDG on Beatton Airport Road, RD notified                                                         | RS             |
| 16 | Sun, Aug 17, 2008 |         | No Action        | Sulphur Fire, EPC Chetwynd notified Director Caton                                               | RS             |
| 15 | Wed, Aug 13, 2008 | 092 260 | Level I ESS      | Administer ESS Level I to Rolla Housefire Victim                                                 | RS, TM, RM     |
| 14 | Tue, July 5, 2008 | 092 138 | No Action        | Housefire at secondary residence Szoo Rd, N of Watson Spring, thanked us, but delined assistance | RS             |
| 13 | Thu, May 15, 2008 | 090 824 | Level I ESS      | Progress Housefire Victim                                                                        | RS TM          |
| 12 | Wed, May 8, 2008  | 090 737 | Level I ESS      | Rural Upper Halfway Reserve Fire Victim                                                          | RS TM          |
| 11 | Wed, Apr 16, 2008 | N/A     | Obtain Resources | Bunkhouse fire then subsequent Propane fire at Sasquatch Crossing (Pink Mtn)                     | RS             |
| 10 | Feb, ??, 2008     | N/A     | No Action        | Taylor Rural Housefire Decline ESS                                                               | RS             |
| 9  | Mon Feb 11, 2008  | 085158  | Level I ESS      | Arras housefire                                                                                  | RM             |
| 8  | Dec 2008          | N/A     | Liase with OGC   | Conoco Phillips Rig Fire No Rural Residents Impacted                                             | RS             |
| 7  | Fri. Jun 1 2007   | 080 790 | Level I ESS      | Charlie Lake Fire Burnout Victim                                                                 | RS             |
| 6  | Mon. Jun 4 2007   | various | Activate EOC     | Possible flooding impacting low lying areas, Moberly Lk, Hasler Flats, Upper Halfway             | RS             |
| 5  | Mon. May 7 2007   | N/A     | Liase with OGC   | Pipeline sour gas leak in Montney, liase with OGC for additional information                     | RS             |
| 4  | Fri. May 25 2007  | 080 948 | Activate EOC     | Evacuation Order implemented in Wonowon re: commercial fire in hotel with fuel component         | RS DK GK SS CW |
| 3  | Wed. Jan. 10 2007 | 074 764 | Activate EOC     | Broker information on behalf of a multi-agency response in the South Peace (Braden Rd)           | RS             |
| 2  | Sat. Aug. 5 2006  | N/A     | Liase with OGC   | Encana well fire close to Tomslake, liase with OGC for additional information                    | SA FB          |
| 1  | Tue. Jul. 4 2006  | 070 600 | Activate EOC     | Interface fire Evacuation Alert implemented on behalf of Wonowon residents                       | RS and office  |

From: Alexander, Debbie A JAG:EX [<mailto:Debbie.Alexander@gov.bc.ca>]  
Sent: Thursday, June 18, 2015 3:09 PM  
Cc: Kelly, Robert J JAG:EX  
Subject: Snow Survey and Water Supply Bulletin – June 15th, 2015  
Importance: High

Below is the final snow survey bulletin of the season.

Debbie Alexander  
Regional Office Administrator  
Emergency Management British Columbia  
3235 Westwood Drive  
Pr. George, BC V2N 1S4 CANADA  
[www.embc.gov.bc.ca](http://www.embc.gov.bc.ca)

Ph 250.612.4172 Fax 250.612.4171  
24 Hour Emergency Reporting 1.800.663.3456

From: Campbell, David FLNR:EX  
Sent: Thursday, June 18, 2015 14:54  
To: Campbell, David FLNR:EX  
Subject: Snow Survey and Water Supply Bulletin – June 15th, 2015  
Importance: High

The June 15<sup>th</sup> snow survey is now complete. Data from 2 snow courses and 49 snow pillows around the province and climate data from Environment Canada have been used to form the basis for the following report. This is the final Snow Survey report for the season.

The full version of the Snow Bulletin, including snow survey data, can be found at:  
<http://bcrfc.env.gov.bc.ca/bulletins/watersupply/current.htm>

#### Weather

June weather has continued to be warm across the province. This included a prolonged hot spell through the second week of the month which saw temperature records being broken in many areas of the province. Episodes of low pressure brought some wetter periods in the first half of June, particularly in the Kootenay, Prince George area and north-east. Coastal areas in the south-west and western parts of the province have seen limited precipitation in June.

#### Snow Pack

Rapid melt of the province's snow pack in May has left very little snow across the province as of June 15<sup>th</sup>. Snow basin indices are extremely low for June 15<sup>th</sup> (Table 1), and this reflects the rapid melt of the snow pack earlier this season. Snow basin indices range from 0% to 20% of normal, with a provincial average of snow observations of 5% of normal.

Most snow observation sites (automated snow pillows and manual snow surveys) are located in sub-alpine or forested areas at mid-elevation, and the lack of snow reported on June 15<sup>th</sup> reflects snow conditions in similar terrain across the province. Remaining snow is limited to the alpine terrain of the province's mountainous regions.

Table 1 - BC Snow Basin Indices – June 15, 2015

| Basin             | % of Normal    | Basin            | % of Normal    |
|-------------------|----------------|------------------|----------------|
| Upper Fraser West | NO DATA*       | Boundary         | 3              |
| Upper Fraser East | 10             | Similkameen      | 0 <sup>!</sup> |
| Nechako           | 17             | South Coast      | 0 <sup>!</sup> |
| Middle Fraser     | 8              | Vancouver Island | 0 <sup>!</sup> |
| Lower Fraser      | 0 <sup>!</sup> | Central Coast    | 0 <sup>!</sup> |
| North Thompson    | 20             | Skagit           | NO DATA*       |
| South Thompson    | 7              | Peace            | 0 <sup>!</sup> |
| Upper Columbia    | 5              | Skeena-Nass      | 0 <sup>!</sup> |
| West Kootenay     | 11             | Stikine          | 0 <sup>!</sup> |
| East Kootenay     | 1              | Liard            | NO DATA*       |
| Okanagan          | 0 <sup>!</sup> | Northwest        | NO DATA*       |

\* Data is not available either because there were no scheduled snow surveys or no snow surveys were completed.

! Zero values are the result of no snow being observed at snow basin index survey locations. Snow may still be present at higher, unsampled, locations

## Streamflow Runoff

With earlier than normal melt of the snow pack across the province, most rivers are now on the receding end of the snow melt freshet. With waning influence of snow melt on river flow, many rivers in the province have declined to below normal flows for this time of year. In lower elevation areas, and areas that had limited initial snow packs this season, river levels have dropped to extremely low levels for mid-June. Flows are at or near minimum levels for this time of year in most rivers on Vancouver Island, Haida Gwaii and South Coast. Current flows in these regions are below levels normally observed in late-summer.

Well below normal flows are also present through the South Interior, Central Interior, Kootenay, and areas of the Peace. Current flows in these regions are at levels more typically observed in mid-July to August.

The Fraser River at Hope (08MF005) has seen 65% of the forecasted April to September runoff volume passed as of June 18<sup>th</sup>, and flows have dropped to 5200 m<sup>3</sup>/s from a peak of 7950 m<sup>3</sup>/s earlier this month. Flows are at approximately 75% of normal levels for this time of year. There is now a limited supply of snow in the watershed that flood risk has now subsided.

Elsewhere in the province, current flows are variable, with most rivers at near-normal levels, with localized areas of above-normal (particularly around the Nechako River) and below-normal flows. A flood warning remains for the Nechako River with current flows at Vanderhoof (08JC001) of approximately 651 m<sup>3</sup>/s (5.29m) and at Isle Pierre (08JC002) of 1030 m<sup>3</sup>/s (4.97m).

## Outlook

Short-term weather forecasts indicate the potential for rainfall over the next week, with wet conditions across central British Columbia, and moderate rainfall elsewhere. Long-term weather forecasts from Environment Canada continue to indicate a high likelihood of above-

normal temperatures across the province through the summer. Warm sea surface temperature anomalies in the North Pacific Ocean, and building El Niño conditions along the equatorial Pacific reinforce the high likelihood of a warmer than normal summer. Seasonal precipitation forecasts indicate a modest likelihood of below normal precipitation in south-east BC. Elsewhere in the province, normal to below normal precipitation is forecast to be more likely than above normal conditions.

With the emergence of low flow patterns already this season and the forecast for a warmer than normal summer, there is a high risk of extreme low flows this summer. Areas where extreme low flows are expected include southern BC, Vancouver Island, and Haida Gwaii and potentially in other regions including the Peace and South Interior. Summer rainfall can contribute significantly to streamflow and will be a determinant in the extent of low flows later in the summer. Given the likelihood for normal or below normal precipitation, there is an increased risk that low flow conditions will continue to deteriorate across the province; wetter than normal conditions through the summer may alleviate some of this risk.

The River Forecast Centre will continue to monitor weather and streamflow across the province and will provide [Water Supply Bulletins](#) and low streamflow advisories as needed. The Flood Watch currently posted for the Nechako River will be revised as conditions warrant.

BC River Forecast Centre  
June 18, 2015

# British Columbia Earthquake Preparedness *Consultation Report*

PREPARED FOR THE ATTORNEY GENERAL AND MINISTER OF JUSTICE

HENRY RENTERIA | DECEMBER 2014





December 19, 2014

Dear Minister Anton:

I am pleased to submit my final report for your consideration, in accordance with the terms of reference for the BC Earthquake Preparedness Consultation.

Thank you for giving me the opportunity to meet and confer with a wide variety of B.C. Stakeholders regarding their earthquake preparedness concerns and priorities. It was my honour and pleasure to be involved in this important initiative.

Through your leadership and vision, the Ministry has already begun the initial work towards a comprehensive earthquake preparedness program. Lori Wanamaker, Deputy Solicitor General, and Pat Quealey, Assistant Deputy Minister, are providing excellent executive management to guide Emergency Management BC (EMBC) in the oversight of existing strategic programs. I am thoroughly impressed with the level of expertise and professionalism exhibited throughout the EMBC organization and especially the staff. They are truly committed and take their responsibilities very seriously.

The focus of the report calls for a development of a culture of preparedness in British Columbia. Collaboration and cooperation among government, the private sector and the general public is the formula for success. Additionally the specific agencies responsible for leading preparedness efforts must have the necessary authority and resources to accomplish their goals.

It is my sincere hope that this report and the specific recommendations prove to be of value to you and the people of British Columbia.

Yours truly,  
Henry R. Renteria,  
The Renteria Group

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## Introduction

The existence of active earthquake faults in the Pacific Northwest is well documented. While we cannot predict when, where, or how large an earthquake will be, the probability is high that a major earthquake will cause damage to highly populated areas of B.C. within 50 years. (Appendix B describes the types of earthquake B.C. is subject to and the risk these represent).

Based on significant earthquakes that have occurred throughout the world, there are many documented after-action reports and an abundance of research regarding their effects on cities and populations. Additionally, there are numerous reports and testimonials from public safety officials to remind us that efforts put in place prior to such disasters can go far in minimizing an earthquake's impacts.

In B.C., the lack of significant seismic activity near highly populated areas has resulted in widespread apathy. This has meant that earthquake preparedness has not received the day-to-day attention that other pressing needs have received. Consequently, earthquake and disaster preparedness programs have been cut or restricted in growth and resources have been devoted to other priorities and programs. Certainly, there are preparedness successes and strengths in B.C. that should be recognized, and there are numerous stakeholders who are highly committed to this issue. Overall though, it seems that progress on earthquake preparedness has been limited. Simply put, sufficient resources and priority have not been devoted to this effort.

Thus, B.C. faces a challenge. The earthquake threat has been studied and adequately assessed. Further, actions needed to mitigate an earthquake's impact have been adequately identified in numerous previous reports by organizations such as the Office of the Auditor General (OAG) of BC (See Appendix C for a list of previous reports). But on the whole, British Columbians, and the majority of their institutions, have either not made earthquake preparedness a priority, or have been unable to make significant progress on addressing this issue within existing systems and with existing resources.

In the course of consultations this summer, stakeholders voiced a wide variety of preparedness needs and put forward a multitude of recommendations, many of which are reflected in this report. However, action on a selection of these needs in isolation will not make B.C. prepared. What is required is a holistic approach with all parties recognizing that they have a role to play. Achieving progress through such an approach will depend upon creating a culture of preparedness in B.C., and ensuring that the emergency management system empowers all parties both inside and outside of governments and provides for leadership where it is required.

It is for this reason that this report's recommendations focus on getting the overall emergency management system right, and institutionalizing a culture of preparedness. Motivating, empowering, and leading individuals and agencies to tackle the many necessary preparedness enhancements must be our goal. Among the many pressing issues put forth by stakeholders, this is the crosscutting need and the pre-condition for action on all other preparedness gaps. It is this pre-condition which has been lacking historically.

While this report was commissioned by and is submitted to the Attorney General and Minister of Justice, representing the provincial government, its recommendations are not for the provincial government alone. No one agency or any one level of government can prepare B.C. for a catastrophic event. Having said that, there are opportunities for governments to show integrated leadership on this issue, and the recommendations pay particular attention to the resources and authority of the provincial government's lead emergency management agency, Emergency Management BC (EMBC).

Addressing the full scope of earthquake preparedness needs for a jurisdiction the size of B.C. is not an inexpensive proposition. Meaningful progress will require integrated leadership and additional resources. The roadmap to greater preparedness is understood by EMBC. The main obstacles are funding, staffing, and empowerment for lead agencies, such as EMBC, and a wide range of strategic partners.

Five, 10 and 20 years from now, B.C.'s state of earthquake preparedness will be more dependent on its success at moving towards a culture of preparedness and setting the conditions for action than on any specific preparedness enhancements selected for investment in the short- or medium-term.

It is with this in mind that this report's recommendations are put forth for consideration.



## Executive Summary

The Earthquake Preparedness Consultation was announced by B.C.'s Attorney General and Minister of Justice on March 11, 2014. Chaired by Henry Renteria, former head of California's Office of Emergency Services and a member of the Governor's Cabinet in that capacity, its objective was to engage with B.C. stakeholders to gather feedback regarding earthquake preparedness issues and priorities (See Appendix A for a short biography of Henry Renteria). As Chair, Henry Renteria was instructed to consider this feedback, and provide recommendations to government by Dec. 31, 2014 on how British Columbians could improve their preparedness for a catastrophic earthquake.

Consultations, conducted during the April to July 2014 period, engaged with a wide variety of stakeholders both within and outside of government. Overall, stakeholder feedback reflected serious concerns regarding B.C.'s preparedness for a catastrophic earthquake, public and institutional apathy, a lack of resources devoted to the issue, and the need for additional leadership. These stakeholder concerns support the findings of other reports on earthquake preparedness which have been completed over the last 20 years, including the recent March 2014 report "*Catastrophic Earthquake Preparedness*" by the OAG of BC.

While progress has been made on earthquake preparedness, and significant work is underway currently for which involved parties should be applauded, the majority of the preparedness gaps and recommendations outlined in previous reports appear to remain valid today.

The concerns of stakeholders, and the long history of relative apathy regarding earthquake preparedness in B.C., speak to the need for systemic and cultural changes on this issue. Driving such change is the focus of this report's recommendations.

As reflected in the recommendations, governments at all levels must provide their agencies with the authority and resources required to fulfill their disaster preparedness responsibilities and provincial and federal governments must provide further funding assistance to help empower local authorities. Organizations outside of government as well as the public also have preparedness responsibilities which they must come to understand, accept and fulfil. System-wide, the expectations of different agencies and organizations must be identified, and accountability measures must be implemented. Further, enhanced plans, training and exercising need to be pursued to ensure that all elements of the system can work together seamlessly.

The recommendations in this report address these issues and suggest a path forward. They do not suggest a multitude of investments in specific emergency management capabilities (though several are noted). Rather, they are designed to set the systemic and cultural conditions for long-term change and allow British Columbians to work successfully towards greater preparedness.

A list of recommendations is provided on the next page. Key recommended actions in support of each recommendation are delineated in the "Recommendations" section, and are summarized in Appendix G: *Summary of Recommendations and Key Actions*.

## LIST of RECOMMENDATIONS:

### **RECOMMENDATION #1: LEADERSHIP, AUTHORITY AND RESPONSIBILITY**

The provincial government must provide EMBC with additional resources and the authority required to effectively deliver emergency management leadership to provincial crown agencies and local authorities. Further, EMBC must be positioned within government in such a fashion that its authority is greatly enhanced.

### **RECOMMENDATION #2: FUNDING AND ACCOUNTABILITY**

The provincial and federal governments must implement a funding program to support local authority preparedness efforts, and leverage emergency management funding to:

- ▶ Increase emphasis on planning and mitigation; and,
- ▶ Increase local authority accountability.

### **RECOMMENDATION #3: INTERGOVERNMENTAL AND INTER-AGENCY COORDINATION**

Federal, provincial, and local authorities, as well as other entities, such as those in the private sector, must ensure that they have the integrated plans and capacities in place to deal with a catastrophic event.

### **RECOMMENDATION #4: PUBLIC EDUCATION, AWARENESS AND ENGAGEMENT**

EMBC, together with significant agencies at all levels of government and private sector partners, must launch a long-term and coordinated earthquake preparedness public education and awareness campaign. New funding and staff will be required.

### **RECOMMENDATION #5: PRIVATE SECTOR AND NON-GOVERNMENTAL ORGANIZATIONS**

The Province must prepare and resource a strategy for further engagement of the private sector in emergency management planning, including mandated requirements for private sector entities.

### **RECOMMENDATION #6: TRAINING AND EXERCISING**

The provincial government must resource EMBC with additional staff and funding to develop and implement comprehensive training and exercise strategies with partners.

### **RECOMMENDATION #7: PROVINCEWIDE RISK ANALYSIS**

In the long-term, EMBC and its partners must develop a strategy for enhanced hazard risk and vulnerability analysis and for increasing the availability of emergency management risk data for use by local authorities, the private sector, First Nations and the public.

### **RECOMMENDATION #8: EMERGENCY MANAGEMENT CAPABILITY PRIORITIES**

Federal, provincial, and local governments must invest in emergency management capability enhancements in such areas as alerting, logistics, urban search and rescue, rapid damage assessment, and 911.

# About the Earthquake Preparedness Consultation

## PURPOSE and SCOPE

On March 25, 2014, the OAG of BC released a report titled "Catastrophic Earthquake Preparedness" which focused on EMBC planning and reporting with respect to the eventuality of a damaging earthquake. The report concluded that EMBC, the lead agency at the provincial level for emergency management, was not adequately prepared for such an event. The report included nine recommendations to the provincial government, all of which were accepted.

It is worth noting that the 2014 OAG report focused only on one part of B.C.'s emergency management system – EMBC. In B.C., emergency management is a shared responsibility between the public, all levels of government, and numerous stakeholders. Thus, enhancing B.C.'s preparedness for a catastrophic earthquake, or any catastrophic event, necessarily involves all parties, not just EMBC.

Government's March 2014 response to the 2014 OAG report noted that action was already underway on a number of the report's recommendations, but that long-term efforts would have to be informed by broader stakeholder input, consistent with the principle of shared responsibility noted above. On March 11, 2014, the Province announced that between April and July, there would be extensive consultation with B.C. stakeholders regarding issues, priorities, and opportunities in the area of catastrophic earthquake preparedness.

Henry Renteria, former director of California's Office of Emergency Services (OES), and a member of the Governor's Cabinet from 2003 to 2009, and now head of the Renteria Group of consultants, was appointed the Chair of this Earthquake Preparedness Consultation initiative. As Chair, he was tasked with leading an extensive consultation with a wide range of B.C. stakeholders on improving the ability of British Columbians to prepare for and respond to a catastrophic seismic event. As an expert in the field of emergency management and leadership, Renteria was further tasked with providing concrete recommendations on how British Columbians' preparedness for such an event could be improved, taking into account stakeholder priorities.

The Terms of Reference for the Earthquake Preparedness Consultation (see Appendix D: *Terms of Reference*) created a wide scope of inquiry, allowing the Chair to draw in feedback from as wide a range of organizations on as wide a range of earthquake preparedness issues as time permitted. Further, as the consultation was initiated, it became clear that while the focus would remain on earthquake preparedness, broader disaster preparedness issues would also necessarily be considered due to the extensive overlap between preparedness requirements for a catastrophic earthquake and those for other disasters.

## STAKEHOLDERS CONSULTED

As noted above, the Earthquake Preparedness Consultation canvassed a wide range of stakeholders over the April to July 2014 period. Stakeholders engaged fell into two broad categories:

- ▶ Local government and First Nations.
- ▶ Additional stakeholders, such as federal agencies, the private sector, non-governmental organizations, neighbouring jurisdictions, etc.

## **LOCAL GOVERNMENT AND FIRST NATIONS**

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The largest category of stakeholders invited to meet with the Chair was that of local authorities and First Nations. Seventeen community sessions on earthquake preparedness were organized with meeting locations focused on those regions at highest risk from seismic events (See Appendix F: *Earthquake Preparedness Consultation: Community Sessions Schedule*).

In a May 2014 letter, Attorney General and Minister of Justice Suzanne Anton informed all local authorities (189) and First Nations (200) in B.C. about the Earthquake Preparedness Consultation and invited their participation. EMBC subsequently followed up with a written invitation for all local authorities and First Nations in B.C. to attend one of the 17 community sessions scheduled.

These community stakeholder sessions provided invaluable access to local authorities and First Nations with approximately 300 representatives from over 100 local authorities and First Nations attending at least one session (See Appendix E: *Stakeholders Engaged*).

While the community sessions provided valuable in-person opportunities for the Chair to engage directly with stakeholders, written submissions to the Earthquake Preparedness Consultation were also welcomed, and numerous local authority and First Nations representatives contributed in this fashion, frequently as an augmentation to in-person meetings.

## **ADDITIONAL STAKEHOLDERS**

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Consistent with the concept of shared responsibility, the Chair sought to engage with a wide range of stakeholders, both within and outside of government. Thus, meetings were arranged not only with representatives of provincial ministries and federal agencies, but also private sector entities, professional associations, non-governmental organizations, representatives from emergency management and science organizations in other jurisdictions (e.g. U.S. states), etc. (See Appendix E: *Stakeholders Engaged*).

As consultations began, stakeholders meeting with the Chair were frequently able to provide additional stakeholder contact information, thus adding to the range and fulsomeness of the consultation process.

In most cases, in-person or teleconference meetings with the Chair were possible. However, in cases where this was not possible, staff from the small EMBC Earthquake Preparedness Consultation team supporting the Chair met with stakeholders separately. In these cases, the Chair was provided with briefings along with staff notes and any written material from stakeholders.

At the completion of the consultation process, over 200 stakeholders had met with the Chair and/or the earthquake preparedness consultation team. Combined with the local authority and First Nations sessions, this meant that over 500 individuals engaged in the consultation process.

## 2014 Fire Season - Local Authorities and Agencies Debrief Discussion

Date: Tuesday, October 28, 2014

Time: 0830 - 1230

### Opening Comments:

- Peter Prendergast

### Purpose:

- Local Authorities, Agencies, and Oil and Gas Industry Debrief to discuss recent response activity in support of agencies, local authorities, partner stakeholders, Oil and Gas Sector and Industry partners with a focus to address any suggestions for change towards future events.

### Participants:

Pete Prendergast, EMBC  
 Bob Kelly, EMBC  
 Debbie Alexander, EMBC  
 Sylvia Chow, TEAMS  
 Brent Bye, PG Fires Centre, WFM  
 Quinton Balfour, PG Fire Centre, WFM  
 Sherri Fraser, Northern Health  
 Susan Soderstrom, Northern Health  
 Trish Morgan, PRRD  
 Andy Ackerman, Myriad Consulting  
 Shannon Anderson, PRRD  
 Jill Rickert, PRRD  
 Fran Haughian, PRRD  
 Trevor Romanchych, Hudsons Hope RCMP  
 Bob Norton, District of Hudsons Hope

Mike Burzek, Progress Energy  
 Laurel Grimm, District of Hudsons Hope  
 Kevin Wagner, Parks  
 Brian Lamond, Spectra Energy  
 Wendy Dichrow, Spectra Energy  
 Peter Dalton, OGC  
 Allan Stebbing, Fire Chief District of Taylor  
 Sadie Jones, District of Taylor  
 Lori Vickers, Ministry of Agriculture  
 Julie Robinson, Ministry of Agriculture  
 Maria Butts, MOTI  
 Fred Burrows, City of Fort St John  
 Matt Treit, District of Tumbler Ridge  
 Alan Stebbing, District of Taylor

| Topic Area              | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Actions / Recommendations |
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| Overview of Fire Season | <p>Brent Bye provided a detailed overview of the 2014 Fire Season. A few of the comments made:</p> <ul style="list-style-type: none"> <li>- Extreme fire behaviour lead to a challenging season.</li> <li>- Red Deer Creek Fire was transferred to Alberta fire crew when it crossed the AB border. This was a first for BC WFM.</li> <li>- WFM is working on a cross border agreement for 2015 fire season.</li> <li>- Mount McAllister fire stayed spectacular for 2 months – Australian crew assisted with this fire.</li> <li>- Evacuation of Hudsons Hope was the smoothest operation Brent had been involved with.</li> <li>- Impressed with interaction of agencies and local authorities.</li> <li>- WFM learned a great deal about wind farms. Location of wind farms makes this infrastructure vulnerable with Rank 4/5 fire and a 200 ft flame front.</li> <li>- Massive forest fires are normal in this area. What has changed is the infrastructure within the forests.</li> <li>- Options for fighting fire under severe burning conditions are limited. WFM do not have the ability to control rank 4 fires in high winds and spots 400 – 500 metres. Rank 4 and 5 fires can be steered but not controlled.</li> <li>- WFM held to the BCERMS model – safety of first responders is paramount. There were no severe accidents. One pick-up truck lost. There were traumatic events, but no severe injuries.</li> <li>- This is the best we can hope for.</li> </ul> |                           |
| Fire Proofing for       | <ul style="list-style-type: none"> <li>- Protection of people, infrastructure and evacuation plans</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                           |

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| Infrastructure                          | <p>need to be considered and planned for when building infrastructure and camps.</p> <ul style="list-style-type: none"> <li>- Wooded Hydro/telephone transmission lines are problematic.</li> <li>- One road in &amp; out is not a good plan. Coordination with WFM and Fire Management Plan need to address this challenge.</li> <li>- Industry is held up with the FLNR permitting process and fire proofing of their infrastructure. The permitting process (Red Tape) is difficult.</li> <li>- Hundreds of workers in Oil and Gas sector camps – evacuations of these workers is complex.</li> <li>- Industry understands that they need to work on the evacuation plans and fire mitigation. For the safety of workers and that WFM staff is not impacted negatively due to these decision.</li> <li>- Education &amp; communication required for the northern communities and industry to plan &amp; mitigate for forest fires.</li> <li>- Fire Management Planning – not yet a high priority in the north, but the Plan is on the radar.</li> </ul> | <ul style="list-style-type: none"> <li>- Industry requests support from WFM to address cumbersome permitting process for cutting timber, thinning and brushing for the purpose of fire smarting their values.</li> </ul> |
| Communications – Information Management | <ul style="list-style-type: none"> <li>- Important for ICS training be offered to communities on a regular basis.</li> <li>- Relationships make successes when implementing emergency plans.</li> <li>- NEA Region PREOC Outreach to Hudsons Hope, Moberly and Saulneau First Nations communities answered a lot of questions and provided a sense of comfort for the local residents.</li> <li>- Tony Falco from WFM built a high level of trust by explaining</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                          |

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|                                                           | <p>to the public “what a rank-five fire is”.</p> <ul style="list-style-type: none"> <li>- It is the responsibility of organizers and moderator to ensure public meetings at the local communities remain respectful – no targets. Town Hall meetings can be difficult for staff to attend if rocks are thrown.</li> <li>- Local Government EOCs – Success is achieved by having the right people at the table; decision makers, ability to spend money, ability to make things happen.</li> <li>- Local Authorities, Oil and Gas Industry and partner stakeholders were directed to the WFM website for information. This website is only a valuable tool if the information is current. At times the information was too dated to be of value. (18 hrs old).</li> <li>- Conflicting information and Communication breakdown occurred regarding the re-entry of evacuated residents. The local authority spoke directly to IO at Fire Centre and was informed that the evacuation order would remain in place for the day, consequently, this was reported to the citizens. Within a few minutes, WFM recommended a lift of the Evacuation Order. This felt like they had “mud on their face”.</li> <li>- Peace River Regional District was not notified of evacuation at noon July 16<sup>th</sup>.</li> <li>- Communication must continue to be provided in a variety of ways to the public. It cannot be assumed that everyone has or is using social media or the internet. Community boards, private radio station, poster boards, post office wall, twitter, FB etc. are all valuable communication tools.</li> </ul> | <ul style="list-style-type: none"> <li>- Recommend a WFM Communications Officer be assigned to each event to work closely with IO so the focus can be event specific.</li> </ul> |
| Interface with EMBC, PREOC, Local Authorities, Provincial | <ul style="list-style-type: none"> <li>- ESS volunteers were asked for the number of people evacuated. Repetitive requests from the PREOC for the same information within a day caused frustration. They were not</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>- Clarification of requests up front would be helpful for volunteers. Suggest a phone call from the PREOC to introduce,</li> </ul>        |

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| Ministries, Agencies | <p>aware the requests would be recurring.</p> <ul style="list-style-type: none"> <li>- PECC (HQ) wants to know because the Premier's office wants to have this information.</li> <li>- Volunteers are often new and do not work in this environment on a daily basis. Good communication, instruction, information should be provided as needed to assist in their success.</li> <li>- FSJ City – fortunate to use as a live exercise. Not a huge impact to the city, but able to fully activate &amp; identify shortfalls without it being an impact to the city.</li> <li>- PREOC support was superb. EOC called PREOC when any questions came up, PREOC staff walked EOC staff through process.</li> <li>- RCMP &amp; security – livestock issues &amp; questions regarding re-entry caused frustration. RCMP needed to stabilize alert &amp; order area before a change in travel direction could be addressed.</li> <li>- RCMP North District provided members to support Hudson Hope - 16 members involved in evacuation. No looting occurred during the Hudsons Hope evacuation.</li> <li>- When evacuees knew RCMP were on site they felt confident their homes would be protected.</li> </ul> | <p>what is needed and why. This would be helpful in building this linkage.</p> <ul style="list-style-type: none"> <li>- Situation Reports from local government EOC would help in getting accurate information each day.</li> <li>- Org Chart from local government EOCs and PREOC would be beneficial.</li> </ul> |
| Mapping & GIS        | <ul style="list-style-type: none"> <li>- Mapping is using too many different formats. Needs to be standardized and shared with industry and local governments.</li> <li>- Mapping need to have the capability of adding layers that would benefit the local area. (Local road names)</li> <li>- Currently there is no master list of Oil and Gas Industry camps because they are for different industries. This is a challenge.</li> <li>- Oil and Gas industry Camps come &amp; go. There are several different governing bodies for these camps involved in oil and gas exploration and extraction.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>- A submission of an Oil and Gas Industry camp locations &amp; facilities provided monthly to lead mapping agency.</li> <li>- Details of # of people, how close to works, road in/out.</li> </ul>                                                                           |

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|                              | <ul style="list-style-type: none"> <li>- OGC (BC Oil and Gas Commission) does not represent all Oil and Gas industry in BC and therefore cannot be the lead mapping representative.</li> <li>- Ministry of Health issues permits for all of these Oil and Gas Industry camps and may be the best resource for accurate mapping information of these camp locations.</li> <li>- GIS provincially is being developed but will likely not be ready until 2016.</li> <li>- Mapping issues may be brought to the UBCM by elected officials.</li> <li>- Industry would like access to all fire locations not just to <i>Wildfires of Note</i>.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>- Follow-up required.</li> <li>- Google Earth mapping – basic format is most widely available easy to use.</li> </ul> |
| First Nations communications | <ul style="list-style-type: none"> <li>- Local governments felt they were downloaded BCAANDCs workload. Local Authorities understood the role of BCAANDC to be in support of FN communities. First Nations didn't have anyone engaging with them until the local authority stepped in to fill the gap.</li> <li>- Background: BCAANDC has undergone significant staffing cuts and do not have enough staff to attend local government EOC's or NEA PREOC during these emergency events in 2014. FN are being treated in the same way as Local Governments.</li> <li>- FLNR has First Nations consultant staff who have established relationships with FNs. The possibility of connecting these staff to FN during an emergency event has been forwarded to Victoria. The idea is being explored, has not yet been implemented or tested.</li> <li>- Emergency Preparedness (similar Emergency management local government JI Courses) for First Nations Emergency management staff identified as a need.</li> </ul> |                                                                                                                                                              |

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|                                         | <ul style="list-style-type: none"> <li>- Identified need for First nations to take responsibility to have people pick up calls during an emergency and provide contacts for afterhours.</li> <li>- Identified need to have FN Emergency Program staff engagement. Invitations are extended but rarely accepted.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Evacuation of Livestock during an Alert | <p>Livestock can be moved in an alert. – Process is on EMBC website. Pre-planning is required.<br/>Some issued identified: inoculation, ability to round up, transport etc.</p> <ul style="list-style-type: none"> <li>- Bison is not considered livestock, Fox fur farms also not considered livestock</li> <li>- A Brand Inspector onsite is a preference, but not required.</li> <li>- There was ample space for livestock during the 2014 wildfire season, but coordination &amp; relocation was an issue.</li> <li>- Because of this past season, ranchers and pet owners are now pre-planning – positive outcome.</li> <li>- CDART – Animal Rescue Team. Some expenses are paid by EMBC as they assist.</li> <li>- If animals are moved during an alert, should outhouses be provided for people to the location where they camp out? A lot of one-off questions come up and some guidance would be helpful.</li> </ul> | <ul style="list-style-type: none"> <li>- Follow up – Is there a caveat to change this rule during an emergency event?</li> <li>- Agriculture is willing to assist with pre-planning for pets, but cannot take this on during an emergency.</li> <li>- Farming 101 – a course for ranchers to assist in creating plans for emergency events would be beneficial.</li> <li>- When questions regarding costs come up, the EOC should contact the PREOC for direction. An EAF (Expense Authorization Form) can be submitted for approval. Each one-off situation will be dealt with individually.</li> </ul> |
| Coordination Calls, Briefings           | <ul style="list-style-type: none"> <li>- Hold vs. Mute continues to be an issue.</li> <li>- Allows information to be turned in to intelligence</li> <li>- NEA PREOC Coordination call (July15th) the night prior to the</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>- Lecture Mode options will be explored.</li> <li>- If necessary, ask everyone to hang up and dial in again.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|  | <p>evacuation was extremely helpful in building the plan for the next morning.</p> <ul style="list-style-type: none"> <li>- Engagement for EMBC coordination calls: July 16 – first call 08:00, 76 lines called in; 11 am Coordination call – 111 lines called in.</li> <li>- EMBC PREOC Coordination Call purpose is to provide situational awareness, progression of event and provide connections for follow-up, planning and communications between other Local Gov'ts, partner stakeholder agencies and Oil and gas partners and stakeholders.</li> <li>- Communications regarding time sensitive details and confidential matters need to be conducted outside of these calls.</li> <li>- Acronyms or Lingo from WFM is not always understood. A glossary or acronym list would be helpful.</li> <li>- Highway 16 closure was implemented because of the information received on the EMBC PREOC coordination call.</li> <li>- EMBC PREOC Coordination Call provides a great deal of info in short period of time. Would like to see more frequent calls but recognises that this is logistically not feasible.</li> <li>- Without EMBC PREOC coordination call “we would be dead in the water”</li> <li>- PRRD – would have been helpful to been on call about noon July 16<sup>th</sup> when order to implement evacuation of Hudson Hope.</li> <li>- EMBC PREOC Coordination Call is operational and not meant for elected officials and volunteers. Collectively needs to be managed. This is worth mentioning at the start of the call.</li> <li>- The initial EMBC PREOC Coordination Call invitation is sent to a specific group, but the invitations are being forwarded. Managing this is important, but not entirely controllable.</li> </ul> | <ul style="list-style-type: none"> <li>- Attach acronym list to coordination call invitation.</li> <li>- PREOC will update contact lists.</li> <li>- PREOC requests that invitations not be forwarded but rather contact the PREOC to add others to the list.</li> </ul> |
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| Critical Infrastructure Provincial & Regional Communication | <ul style="list-style-type: none"> <li>- A Provincial Critical Infrastructure group planning/coordinating with all stakeholders is coming up with a plan and suggestions for improvements.</li> <li>- Railroads – improvements have been made over the past few years</li> <li>- Cell coverage is limited in the north</li> <li>- Dokie Wind Farm is vulnerable to fire. Effects would have been significant had this burned.</li> <li>- BC Hydro – wooden power poles are difficult to protect in a fire.</li> </ul>                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>- Assessment required regarding how they are built in relation to possible fire threat.</li> </ul> |
| Public Information                                          | <ul style="list-style-type: none"> <li>- Facebook page is widely used during this event. Most people have access to social media. Those who don't often got the info from someone who is using social media.</li> <li>- Need to look for some kind of early warning system for regional areas</li> <li>- Peter Anderson is radio testing – systems are being developed and tested. More to come.</li> <li>- Technology – messaging to remote communities in a timely manner is lacking. There are products available but investigating best fit would be beneficial.</li> <li>- Julianne McCaffrey's, Communications Manager for EMBC contact info available to local authorities through the PREOC.</li> </ul> |                                                                                                                                           |
| Emails                                                      | <p>Following the debrief sessions, a few emails from those unable to attend were sent to the PREOC. These are a few of the comments provided:</p> <p><i>BC Hydro thanks the Fire Centre Management and their staff for their ongoing protection of BC Hydro facilities and co-operation with BC Hydro:</i></p> <p><i>Field managers at the BC Hydro Regional Office in Prince George and elsewhere in the North are very</i></p>                                                                                                                                                                                                                                                                                |                                                                                                                                           |

*appreciative of the ongoing support and cooperation received.*

*In general, we appreciate the good communication between EMBC and BC Hydro throughout the year every year. We find the NE PREOC calls to be well organized and an invaluable source for dialogue and information sharing on flood and fire emergencies. – Bob Gammer, BC Hydro*

*The situational awareness that we gain from your conference calls is invaluable in our efforts to reduce our response time if you had needed our assistance. In addition we get a better understanding of the region and the critical areas that may need protection. I look forward to continuing this relationship. – F. Scott Stewart, Chief Warrant Officer, Royal Canadian Medical Service*

*First I just wanted to let you know that our staff here in Hudson's Hope felt that the coordination calls that were facilitated by the PREOC were a key element in how successful the evacuation alerts and the evacuation order proceeded.*

*I think a second component that aided our efforts greatly during this event was the relationships that have been developed throughout the region between the neighbouring communities and the associated emergency program coordinators.*

*Thirdly I would once again like to comment on the excellent support that the District of Hudson's Hope received from you and your staff within the PREOC. – Bob Norton, Emergency Program Coordinator, Hudsons Hope*

*On behalf of CN Rail, I would like to thank Emergency Management BC for their assistance during the 2014 wildfire season. The advance warnings we were given via e-mail and conference calls were a tremendous help in identifying possible threats to our right-of-way. In one instance, CN suspended operations on our main line between Endako and Smithers for 24 hours, based on information received on a phone call from Mr. Kelly. We believe that this level of communication is essential during extreme situations such as these in order to better prepare for a possible incident in advance.*

*We at CN, look forward to our continuing relationship with EMBC and thank everyone for their tremendous efforts over the past number of years. - John Nicoletti, Risk Management Officer, CN Rail*

*Note emails from agencies above in entirety stored at Z drive: [Z:\2014 Wildfire\Planning\Documentation\Debrief Comments via email from Agencies Stakeholders](#)*

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Referenced Websites:

- <http://firesmoke.us/wfdss//>
- <http://www.clcl.ca/home>
- <http://www.aadnc-aandc.gc.ca/eng/1309369889599/1309369935837>