



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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Minutes from the December 11, 2014 Emergency Management Commission Meeting
Council Chambers

Present:

Marilyn Bliss – volunteer
Christine Cunningham – Council Rep
Sue Couch – Volunteer

Ryan Brown – Fire Department
Lorette Smillie – Volunteer
Kim Mushynsky – CAO

Absent:

RCMP Rep, Aaron Cunningham, Craig & Colleen Beachy, BCAS Rep

The meeting was called to order at 7:00pm.

1. ADOPT AGENDA

2. MINUTES

M-1 – May 22, 2014 EPC Meeting

Moved by Christine, seconded by Sue

THAT we accept the May 22, 2014 Emergency Planning Meeting Minutes as presented.

CARRIED

M-2 – August 21, 2104 EPC Meeting

Moved by Christine, seconded by Sue

THAT we accept the August 21, 2014 Emergency Planning Meeting Minutes as presented.

CARRIED

3. BUSINESS ARISING & UNFINISHED BUSINESS

4. CORRESPONDENCE

5. NEW BUSINESS

NB-1 – Review Emergency Plan

Moved by Marilyn, seconded by Sue

THAT we recommend that Council approve the updated Emergency Management Plan

CARRIED

6. REPORTS

1. ESS reported on activities and training for 2014 and that they would be assisting Masset with setting up an ESS team in 2015

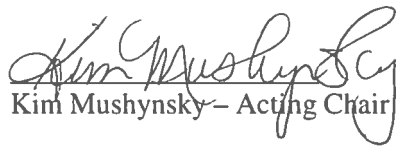
2. Committee members discussed training scenarios for 2015 which include – fire at the Small Craft Harbour, fire at O'Brien's pole plant, activation due to a boating incident in the inlet, scenario involving the islands being isolated for an extensive period of time due to a major incident that overwhelms resources on the mainland.

Next meeting tentatively scheduled for Thursday January 22, 2015 at 7pm in Council Chambers.

Ryan Brown offered to be Chair for the committee for 2015.

7. ADJOURNMENT

Adjourned at 7:35pm


Kim Mushynsky – Acting Chair

DECEMBER 11, 2014

ESS – RECEPTION CENTER NOTES

As of this date we have put together a 'plan' in event of a disaster knowing that it will always be a work in progress.

1 – Using the multiplex – rooms have been designated as to –

A – reception center (multiplex building)

B – comfort room (senior's room)

C – registration room (village office and/or council chambers)

D – volunteer room (school staff room)

E – Children's room (playschool room under Colleen Beachy's supervision)

F – Pets would be able to use (school yard and/or community park)

G – If we required group lodging we would use the school gym and community kitchen

2 – The team has put together a list of items to have on hand – i.e. rescue blankets, first aid kits, flashlights, towels, soap and other toiletries. These supplies are still being updated and will be requiring some monies to complete. These items are stored upstairs in the firehall.

3 – Comfort foods – which have shelf life of up to 25 years has been purchased and these are stored in the senior's room.

4 – Registration forms and all required forms are also stored in the senior's room above the cabinets – there is a 'open me first' box where first responders would access once a disaster has been initiated. This box shows how to fill out forms, ESS volunteer phone numbers, list of supplies, pens, sign in sheets and laminated signage.

5 – A list consent from local businesses has begun – giving places for food, lodging and clothing.

ESS Reception Team.