



**CARIBOO REGIONAL DISTRICT  
EMERGENCY PREPAREDNESS  
COMMITTEE MINUTES**

**April 16, 2018**

**10:05 a.m.**

**Cariboo Regional District Board Room  
Suite D - 180 Third Avenue North  
Williams Lake, B.C.**

**PRESENT :** Chair M. Wagner, Director T. Armstrong, Director J. Massier, Director S. Forseth, Director J. Sorley, Director B. Anderson  
**ABSENT :** Director A. Richmond  
**STAFF :** J. Maclean, Chief Administrative Officer, L. Schick, Deputy Corporate Officer/Executive Assistant, G. Hilliard, Protective Services Assistant, C. Braaten, Protective Services Assistant

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

**EPC.2018-4B-1**

Moved Director Forseth

Seconded Director Massier

That the agenda items be adopted as presented.

**Carried Unanimously**

**2. BOARD REPORTS AND CORRESPONDENCE**

**2.1 CRD Wildfire Recovery Management Report**

**EPC.2018-4B-2**

Moved Director Massier

Seconded Director Forseth

That the Cariboo Regional District Wildfire Recovery Management Report, prepared by Stephanie Masun, be received. Further that the recommendations in

the report be added to the list of recommendations that the Committee is considering and prioritizing.

**Carried Unanimously**

## **2.2 2017 Wildfire Reports Recommendations**

Agreed by Committee Consensus:

### **EPC.2018-4B-3**

That priorities be assigned to the following recommendations from the 2017 Wildfire Reports Recommendations as noted below:

1	PERMITS: Create an access permit system which allows residents to pre-qualify and obtain permits for travel based upon the emergency and a strict set of conditions. Residents would be required to renew the permits annually prior to wildfire season. This would reduce resources staff issuing permits, and calls overwhelming the call centre.
1	Ensure agriculture permits are included within the permitting process, and include representatives from the agriculture industry and other important agencies as part of the process.
1 - Not prequalify, but arrange for qualification ASAP at onset of Emergency, and make qualification good for a few days (not one-offs). Have permittees sign a document stating that they agree with the terms of the permit.	Pre-qualify stores, accommodations, food, and suppliers annually to ensure they are able to stay open when supplying emergency services.

1	During emergencies, permits should be accessible at various locations, potentially including all CRD offices and community liaisons.
4	Single provincial registration system for province and all regional districts, Red Cross, and ESS. Based on answers, the form will be customized to collect all information for each agency. Some permits would be issued instantly, while others would require approval.
1/2 - No Media tours should be given before residents have viewed losses	<b>STRUCTURE LOSS IDENTIFICATION:</b> Examination and improvement of system to identify and connect with those who experience structure loss. The result must be a system which connects the property with contact info for the owner, which can be updated annually at the responsibility of the owner.
3 - Look into breaking the RD into polygons and develop information about each	<b>EVACUATION PLANS FOR COMMUNITIES:</b> Evacuation plans with trigger events should be prepared and practiced in table top exercises for all communities within the CRD.
1	<b>CULTURE OF PREPAREDNESS:</b> Resident-based initiatives to prevent fires and floods in their communities should be undertaken annually, with definitive and realistic actions undertaken annually in every community. These will include cleaning up slash piles, reduction of fuels, and understanding the impacts of changing climate through education events.

3 – Instead of this, include awareness statements in OCP's, and look into firesmart covenants for new developments	Legally limiting development in high-risk areas. This will include areas which previously allowed development and may have been impacted by fire or flood or at risk of fire or flood, and aimed at not repeating expensive mistakes. It will also look to create fire breaks in newly developed areas.
0	Bylaws requiring clean-up of high-hazard properties. This will limit properties within the wildland-urban interface, which is the majority of properties in the CRD, from leaving waste to burn at a greater intensity if a wildfire were to come through the area.
4	Creating and maintaining fire breaks around communities. These will decrease the probability of fires jumping into communities and destroying properties.
1 for Education Program 0 for remainder	FireSmart to be a requirement around every structure within wildland-urban interface. With a focus on those communities most at risk, education programs and a requirement within five years to FireSmart all properties within the interface.
2 – “forest health program” instead of prescribed burn program	Advocacy for the Province of British Columbia to immediately begin an extensive prescribed burn program to reduce risk to communities and wildland.
1 - Change monthly to “timely”	Monthly training for staff and associates who would be required during an emergency. This will include tabletop exercises to improve responses, and identification of and elimination of gaps in emergency response.

1	Identification of trained and experienced people to fill roles in emergency operations if an emergency was to run for 77 days.
1	Individuals and communities must lead preparedness efforts, and approach municipality for guidance, training and assistance.
4	Examine the process related to burn permits. Improvements must be made, as the window for residents to burn brush is extremely limited under current rules
1 – change annually to regularly (every 2 <sup>nd</sup> year in the absence of an event)	Full preparedness exercises must be undertaken annually, and include removing people from typical roles and placing them in other positions, which is likely in early hours of emergencies. These preparedness exercises should closely align with reality, they are not simple tabletop exercises, and test all aspects of response to ensure they uncover any weak areas.

2	<ul style="list-style-type: none"> <li>a. Defining difference between remote, rural, and urban dwellings.</li> <li>b. Standards for communication with each dwelling type included in crisis communication plan.</li> <li>c. Mapping, evacuation plan with routes and trigger points.</li> <li>d. Guidelines to support “stay and prepare” operations by residents in remote areas.</li> <li>e. Supporting resources and supplies to maintain a standard of survival for residents and animals in their care.</li> <li>f. A recovery plan with specific dwelling, transportation and other support standards for live-off-the-land/off-the-grid, remote and some connection, rural and some connection, rural connected, and urban.</li> </ul>
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### 3. **ADJOURNMENT**

#### **EPC.2018-4B-4**

Moved Director Anderson

Seconded Director Forseth

That the Cariboo Regional District Emergency Preparedness Committee meeting be adjourned at 2:40 p.m. April 16, 2018.

**Carried Unanimously**

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Chair

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Corporate Officer