

COLUMBIA SHUSWAP REGIONAL DISTRICT

SHUSWAP EMERGENCY PROGRAM EXECUTIVE COMMITTEE MEETING

Minutes of the Shuswap Emergency Program Executive Committee meeting held December 13, 2022
via Zoom Electronic Meeting Software

Note: The following minutes are subject to correction when
endorsed by the SEP Executive Committee at the next Regular meeting.

PRESENT:

Chair:	A. Harrison	City of Salmon Arm
Directors:	K. Flynn	City of Salmon Arm
	C. Anderson	District of Sicamous
	M. Gibbons	Electoral Area C
	D. Trumbley	Electoral Area D
	R. Martin	Electoral Area E
	J. Simpson	Electoral Area F
	N. Melnychuk	Electoral Area G
Staff:	D. Sutherland	Team Leader, Protective Services
	C. Semchuk	Emergency Program Facilitator
	T. Hansen	Emergency Program Coordinator
	J. MacLean	Chief Administrative Officer
	T. Hughes	Communications Coordinator
	D. Mooney	Manager, Operations Management
	K. Doussept	Administrative Services Assistant II

CALL TO ORDER The meeting was called to order at 9:03 AM.

ADOPTION OF AGENDA M/S Directors Gibbons/Simpson THAT:
The agenda for the December 13, 2022 SEP Executive Committee meeting be approved with a minor change to the order of agenda items and the following addition: Shuswap Lake Watch website update.

CARRIED

ELECTION OF CHAIR AND VICE CHAIR A. Harrison was nominated as Chair, carried by acclamation and Director Martin was nominated as Vice Chair, carried by acclamation.

CARRIED

ADOPTION OF MINUTES M/S Directors Flynn/Melnichuk THAT:
The minutes from the April 20, 2022 SEP Executive Committee meeting be adopted.

CARRIED

SEP UPDATE **SEP OVERVIEW including HRVA (Hazard Risk and Vulnerability Assessment)**
The Team Leader provided a brief overview of The Shuswap Emergency Program, which is a regional organization that works to ensure residents are prepared, safe and informed in the case of wildfire, floods, landslides, and extreme weather.

Identifying and understanding where a community is vulnerable, or at risk, allows emergency managers to prevent or reduce the consequences or hazards. The Hazard, Risk, and Vulnerability Analysis (HRVA) helps the emergency program plan and prepare for emergencies.

SEP UPDATE (cont.)

SEP Executive Committee (roles and responsibilities)

The Team Leader provided a brief overview of the roles and responsibilities of the SEP Executive Committee. The Committee operates to set strategic direction for the SEP program which builds resilience within communities and works year-round to make sure communities are prepared and resilient. This Committee meets twice per year to discuss program and policy issues. The Committee members consist of representatives from the City of Salmon Arm and the District of Sicamous as well as Electoral Area Directors from areas C, D, E, F and G.

Emergency Program Act

The Team Leader provided information on the planned modernization of the Emergency Program Act for the spring of 2023 and an update to the regulations set for the fall 2023.

Emergency Support Services (ESS)

The Emergency Program Facilitator (EPF) provided an update on the SEP ESS team.

The team has volunteered hundreds of hours over the past year helping community members from all over the Interior of BC. ESS has approximately 70 – 75 Volunteers with 40 – 45 being active on a regular basis.

Neighbourhood Emergency Program (NEP)

The EPF provided an update on the Neighbourhood Emergency Program (NEP) and emphasized how important and valuable the program is when needed. NEP teams are very instrumental in assisting the program, particularly during an EOC, with communication between the community members and the EOC team. There are currently 56 NEP teams across the SEP coverage area.

Evacuation Route Planning

The EPF provided an update on the plan, which is focused on ten communities with specific evacuation route plans along with a very in-depth guidance plan. The consultant has finalized documents and are ready for staff review.

Mass Notification System

The Communications Coordinator provided the Committee with an overview of the Emergency Mass Notification System tool known as the “Alertable App”. This very useful tool was kicked into high gear during the 2021 season, with over 14,000 users signing up this summer.

FRESHET

The Emergency Program Coordinator (EPC) provided a general update for FRESHET 2022. No significant issues were reported.

Wildfires

The EPC provided an update for 2022. There were over 44 wildfires in the SEP area with record high temperatures in the summer and fall, plus record high drought levels.

SEP UPDATE (cont.)**Extreme Heat**

The EPC advised there were no cooling centers activated during the record high summer temperatures. Interior Health leads the response on this matter.

Structural Protection Unit Program (SPU)

The EPC provided an update on the SPU Program. The deployment team has been expanded and training continues. A new 20-foot trailer was purchased.

FireSmart Update

The EPC provided an update on the 2022 FireSmart Initiative. 2022 is the fourth year of UBCM CRI FireSmart grants. The FireSmart Coordinator continues to conduct a great deal of home and neighborhood assessments.

Emergency Management Training and Exercises (EM)

The EPC provided an update for EM Training. There are lots of online courses available from EMBC/JIBC, as well as a plan for exercises to continue in 2023 to keep the team fresh.

Shuswap Lake Watch Website

The Team Leader provided an update of the Shuswap Lake Watch website status. The owner of the website is no longer providing updates to the site due to personal reasons. There have been attempts to reach out to the individual and to date there has been no response. Without permission of the website owner, there is a standstill with respect to helping to maintain the site, which is an incredibly valuable resource and is accessed by a significant amount of people.

Wiseman Creek

The Team Leader provided an update on the Wiseman Creek issue. A geotechnical engineer has advised there is a 100% chance that the Wiseman Creek drainage area will slide within the next two years because of the burnt trees and hydrophobic soils created by the wildfire in 2021. This poses a risk to the Sicamous Mobile Home Park which is located at the south end of the District of Sicamous with Wiseman creek running directly through the park. There were no events to report for 2022. There are two more seasons of concern until regrowth occurs.

**2023 BUDGET REVIEW
AND APPROVAL**

The Team Leader provided an overview of the 2023 SEP budget and an update on capital projects planned for 2023.

- purchase a new Structural Protection Unit (SPU) to add a fourth unit to the fleet.
- planning and design/tender documents for the construction of facility to store the SPU units at the Milfoil Storage Yard, which is adjacent to the Salmon Arm Landfill site.

M/S Directors Flynn/Trumbley THAT:

The proposed 2023 SEP Budget be approved.

CARRIED

NEXT MEETING

The next meeting of the SEP Executive Committee is tentatively scheduled for April 4, 2023.

**ADJOURNMENT
11:06 PM**

M/S Directors Gibbons/Flynn THAT:

The meeting be adjourned.

CARRIED