



# WHISTLER

## MINUTES

**REGULAR MEETING OF MEASURING UP SELECT  
COMMITTEE OF COUNCIL (MUSCC)  
WEDNESDAY, SEPTEMBER 02, 2015, STARTING AT 3:00 PM.**

**In the Flute Room at Whistler Municipal Hall  
4325 Blackcomb Way, Whistler, BC V0N 1B4**

### PRESENT:

Member at Large, Wendy Aitken  
Member at Large, Ted Winkle  
Whistler Adaptive Sports Program, Chelsey Walker  
Whistler Chamber of Commerce, Sarah MacWilliams  
Whistler Community Services Society, Chris Dickinson (Guest)  
Councillor, Jen Ford  
Measuring Up Coordinator, RMOW, Sarah Tipler (via phone)  
RMOW Staff Representative, Jake Belobaba  
Recording Secretary-Acting, Monica Urbani

### REGRETS:

Accommodation Sector, (vacant)  
Mature Action Committee, Sue Lawther  
Tourism Whistler, (vacant)  
Vancouver Coastal Health, (vacant)  
Whistler Blackcomb, Matt Davies

### **ADOPTION OF AGENDA**

Moved by Ted Winkle  
Seconded by Jen Ford

**That** MUSCC adopt the MUSCC agenda of September 02, 2015.

CARRIED

### **ADOPTION OF MINUTES**

Moved by  
Seconded by Jen Ford

**That** MUSCC adopt the Regular MUSCC minutes of November 05, 2015.

CARRIED

### **COUNCIL UPDATE**

Councillor Jen Ford advised committee of the upcoming council trip to Colorado, looking at all aspects of the community. Will report back to this

group of the trip. Adaptive program is 4x as large at Vale and Colorado. Chelsea has stated she will forward information to Councillor Jen Ford.

### ITEMS FOR DISCUSSION

Review of Meeting  
Procedures & MUSCC  
Motions

Jake Belobaba provided an overview of the meeting procedures.

Nomination and  
Selection of Chair & Co-  
Chair

Moved by Sarah Tipler  
Seconded by Sarah MacWilliams

**That** Measuring Up Select Committee of Council elected Chelsey Walker as Chair, and Wendy Aitken as Co-Chair for the 2015 term.

CARRIED.

RMOW Evacuation Plan

Erin Marriner, Emergency Coordinator for the RMOW

1. The RMOW has a Comprehensive Emergency Management Plan with a series of Annexes, to date the Annexes have focused on Emergency Operations Centre activities; Annex focusing on evacuation is currently being developed
2. Looking at how to ensure we meet the needs of people with disabilities during evacuations
3. Presentation was given of an overview of the Emergency Program and Emergency Operations Centre; the Emergency Operation Centre is kept in a state of readiness
4. RMOW is legislated to have an Emergency Program
5. Emergency Social Services (ESS), is a municipally-led volunteer group that provides food, clothing, and lodging to people displaced by emergencies. In small emergencies, people are given food, clothing and hotel vouchers. In large emergencies, ESS opens Reception Centres and Group Lodging facilities (congregate shelters). The RMOW has a group of 40 people trained in ESS. The RMOW contracts the Canadian Red Cross to respond to events involving less than 25 people.
6. RMOW has an Amateur Radio Team of licensed amateur radio operators; Amateur radio would be used if communications infrastructure in Whistler was not-operational as the result of an emergency
7. Public awareness, liaison is part of the Emergency Coordinator role
8. Emergency Coordinator works closely with province - Emergency Management BC (section of Ministry of Transportation & Infrastructure)
9. Emergency Planning Committee is a committee of council; includes staff, WB, whistler transit, SD 48 are all included, to build links and ensure that we are all connected
10. Emergency Operations Centre follows the British Columbia Emergency Response Management System (BCERMS); this is used throughout BC and is based on the Incident Command System.
11. For the flood last December the Emergency Operations Centre was activated to provide support to staff working on site and to get information out the media and public
12. Presented slide outlining the four levels of BCERMS – first four levels are in order of priority, other goals depend on the emergency

13. Comprehensive Emergency Management Plan; main new plan approved by Council November 2014, with the first two annexes
14. Evacuation Plan is currently under development
15. In BC – evacuation is usually a three-stage process. First would be an evacuation alert, 1<sup>st</sup> responders would go door to door to notify people that they may need, and should prepare, to evacuate. 2<sup>nd</sup> stage is an Evacuation Order, signed by the Mayor, stating that people are ordered to leave. 3<sup>rd</sup> stage is when the evacuation order is lifted and people can return home
16. During the evacuation alert phase when 1<sup>st</sup> responders go door to door, first responders would be asking people if they need assistance, or need more time to evacuate. If people do need assistance, this information would go to the Emergency Operations Centre.
17. If we have an evacuation that does not allow time for a formal Evacuation Alert or Order, a tactical evacuation would take place. A tactical evacuation is done immediately on-site by Police or Fire. People are told to leave the area immediately due to risks to life safety. This could be difficult for people with disabilities
18. Sarah has stated that she has lists of vehicles that could be available for accessible transportation. She will forward list to Erin
19. Could people pre-register if they have accessibility issues? We do not have an alert system within RMOW
20. Transportation resources, if there is another group that is connected to people with disabilities
21. Disability Alliance of BC, they have done quite a bit of work, with people with disabilities and emergency. They have broken it down, to communication, transportation, independence, medical needs, and supervision
22. We are looking at mass care and shelter plan. We are now looking at housing people for the duration of the emergency. How do we make it comfortable and safe for people with disabilities?
23. There is a colour coded flagging tape system for door knockers
24. People with disabilities should be encouraged to have a buddy system in place
25. People with disabilities use social media quite heavily. The province has released a guide on neighborhood preparedness, really, your neighbor will help in emergency. You should get to know your neighbors. Erin has been invited to neighborhood parties, which she will get out this information.
26. So many neighborhoods do not have full time residents; could we get stickers for the door, should we get a campaign, not only for animals.
27. Erin will add a note directly on the door-knocker instructions that people with disabilities should be evacuated with their assistive devices, i.e. animal and/or mobile device.
28. Would it be beneficial for an emergency preparedness workshop specific for people with disabilities? All agreed.
29. Power chair user, transport to a power source. For windstorm in Vancouver municipalities were directing people who rely on power for assistive devices to call 911, call nurses line 811, or go to hotel. We need to look locally, for people who need power.

30. People with cognitive, or mental disability i.e. Alzheimer's, the requirement to change your circumstance, we need quite a bit of help, those people are the ones that could be less prepared. Helping to identify those people. The door knockers should be trained to identify. Hopefully relatives, and/or caregivers can assist.
31. Emergency shelters are chaotic. People with disabilities, this could be challenging.
32. Door knocking is done by Police, Fire, Uniform officials.
33. We have not incorporated in our exercises, people with disabilities; a budget request for specialized cots will be included in the 2016 budget.
34. Sea to sky Life skill workers in Whistler has idea of the people that require assistance – Erin will connect with this person
35. MAC has some sort of idea who has dementia
36. A lot of the schools has one on one support works and should have a list.
37. Vancouver Coastal Health should have a list.
38. If someone self-signed up, then we would be able to get a list, to be able to contact them during an emergency.
39. Suggestions was made that Jake and Erin research about a self-registry. With the FOI, there are special exemptions for this, for protection of life and property. If the data did not have a lot of detail, just address. Have a coding system, i.e. 1 means a certain disability than number 2
40. Municipal census, get a voluntary signup.
41. We do have a process for a public call center, there will be a number for people to call for them to get an assistance.
42. People that have their own vehicles; neighborhood muster point, people will meet in one location and transit will pick them up.
43. Each bus has wheelchair capacity. There will be a map with the location.
44. If there is snow that could always be a challenge.
45. Erin has offered to keep this group updated with emergency planning initiatives.
46. Do a special section for disabilities. Do something for the Lifeskills and MAC Group.
47. Do a small presentation to the different groups.

## **OTHER BUSINESS**

### **Member Updates**

Committee members were asked to review the Resource Directory in the 2014-2015 savvy WHISTLER publication and advise Sarah Tipler regarding potential omissions. PDF will be emailed to committee members.

Sarah Tipler spoke with James Hallisey, Infrastructure Services, RMOW regarding sidewalks, curbs etc.; committee members were asked to keep their eyes open for spots that may need work and report to Sarah. There was a discussion about particular locations.

Action Item: Staff to investigate options/methods for obtaining information about sidewalk infrastructure that may be in need of repairs (e.g. social media).

Question to staff: what changes have been made to the membership of the committee?

Staff: the committee reps listed in the terms of reference have not changed. However this year there was some difficulty finding reps from some stakeholder groups because of retirements etc. Staff will investigate the potential for committee appointments to have "open" seats for stakeholders groups. The representation of those organizations are still part of this committee.

The Whistler Chamber of Commerce has launched their new website. In the future they will consider the use of icons for the website.

The Whistler Community Services Society will release its annual survival guide October 1<sup>st</sup> to coincide with Welcome Week.

The Whistler Housing Authority advises their lease tenants that they must carry tenant insurance.

Whistler Blackcomb will include an Access Information page when they launch their new website.

Whistler Adaptive Sports will host Soldier On in February 2016. They will also have adaptive boats that will be available full time.

## **ADJOURNMENT**

Moved by Councillor Jen Ford

Seconded by Wendy Aitken

**That** MUSCC adjourn the September 2, 2015 committee meeting at 4:11 p.m.

CARRIED.

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CHAIR: Chelsey Walker