

DISTRICT OF SOOKE

Protective Services Committee
Meeting # 1 – February 3, 2009
1:00 PM – Fire Training Room
2205 Otter Point Road

Committee Members Present:

David Court
John Smith
Bob Hudson
Rod McKenzie
Councillor Bennett

Staff:

Bill Hadikin, Head of Building / Bylaw Enforcement, EOC Coordinator
Bob Kelsey, Fire Chief
Media Mills, Bylaw Enforcement Officer
Staff Sergeant Roger Plamondon
Corporal Barb Cottingham
Lisa Urlacher, Council Clerk

Absent:

Paul McTavish

- | | | Action |
|----|--|--------------------------|
| 1. | Introductions:

Introductions were made and staff advised that a contact list would be sent out via email. | Lisa
Urlacher |
| 2. | Approval of Agenda:

The agenda was approved as circulated | |
| 3. | Appointment of Chair:

MOVED and seconded to appoint Rod McKenzie as chair of the Protective Services Committee.
CARRIED | To Council |
| 4. | Review Terms of Reference:

Staff reviewed the terms of reference with committee members. | |

5. **Staff Reports:**

Policing

Staff Sergeant Plamondon read and submitted his report to the committee members.

The committee asked that the Monthly Mayors report be included in the Protective Services Committee Agenda.

Police

The committee discussed priorities as to policing and asked that the discussion be brought forward to the next committee meeting.

Police

A discussion ensued as to the police resources during the upcoming winter games and the committee asked that monies credited back to the local RCMP detachment be investigating if members are seconded.

Staff Sergeant Plamondon explained weekday and weekend staffing levels and defined reservist and auxiliary positions. Staff Sergeant explained procedures during call outs to rural areas.

The committee asked that Crime Prevention Program be brought forward for discussion on the agenda for the next meeting.

**Lisa
Urlacher**

Councillor Bennett asked that bicycle safety programs be investigated. Fire Chief Kelsey that the Fire Department has in the past provided incentive program with bicycle safety.

Emergency Planning

Mr. Hadikin provided a copy of the draft Sooke Emergency Plan and provided an overview of activating a Provincial Emergency Program (PEP) task number. The recent flooding was given as an example.

The committee asked if there are lists maintained on available equipment, retired doctors and registered nurses in the Sooke area. The committee also inquired as to mutual aid agreement with neighbouring communities. It was explained that the program is in initial stages of creating communication between Emergency Social Services as to shared resources.

Fire Services

Fire Chief Kelsey provided an overview of the volunteering fire department and the career staff and highlighted the services they provide.

The committee asked that the quarterly reports be attached to upcoming agendas.

Fire

Fire Chief Kelsey stated that he would also bring forward to the April meeting a report detailing the short term/long term strategic plan for the Fire Department.

Fire

Bylaw Enforcement

Media Mills provided an overview of the scope of her duties for the District of Sooke. The committee asked that staff provide a copy of the current job description for the Bylaw Enforcement Officer. The committee made comment on the “no parking” sign located near the Nut Pop Thai and expressed concern as to the sightline. The committee also expressed concern as to the Grant Road/Otter Point crest and the placement of the “no parking” signs.

Bylaw

6. Schedule Next Meeting:

The next meeting is schedule on March 3rd, 2009 at 1:00 p.m.

7. Adjournment:

The meeting adjourned at 2:33 p.m.

Rod McKenzie
Chair

Evan Parliament,
Chief Administrative Officer