



Making a difference...together

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION
Minutes of Meeting Held Thursday, May 15, 2014 at 9:30 a.m.
CRD – 625 Fisgard Street – Room #107

Present: Stephanie Dunlop, District of Metchosis
Clare Fletcher, Emergency Management British Columbia (EMBC)
Eileen Grant, District of Oak Bay
Jeri Grant, Juan de Fuca Electoral Area
Brock Henson, District of Saanich
Ryan Hobbs, District of Highlands
Sara Jansen, Capital Regional District (Recording Secretary)
Blair McDonald, Township of Esquimalt
Troy Mollin, Town of View Royal
Tom Pearse, District of Oak Bay
Steve Sorensen, District of Sooke
Maegan Thompson, District of Esquimalt
John Trelford, District of North Saanich
Travis Whiting, Capital Regional District

Guests: Teron Moore, EMBC
Sandra Tanaka, EMBC

Regrets: Geoff Amy, City of Colwood
Alexis Kraig, City of Victoria
John Robertson, District of Central Saanich

T. Whiting called the meeting to order at 9:32 am.

- 1) **Welcome and Introductions:** Everyone was welcomed to the meeting.
- 2) **Approval of agenda:** It was **Moved** by J. Trelford and **Seconded** by S. Dunlop that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as distributed.

Motion Carried

- 3) **Approval of previous meeting minutes (April 17, 2014):**

It was **Moved** by J. Grant and **Seconded** by J. Trelford that the minutes from the April 17, 2014 meeting of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as distributed.

Motion Carried

- 4) **Other Agency Minutes:**

It was **Moved** by S. Sorensen and **Seconded** by J. Grant that the minutes from the REPC and MIECM be received as distributed.

Motion Carried

- 5) **Presentations:**

5a) EMBC Earthquake Consultation Update: S. Tanaka of EMBC provided an update of the earthquake preparedness consultation process (presentation attached). Community Sessions will be taking place to seek input from the Local Governments and First Nations. Other sector specific stakeholders (such as Universities, NGOs, and Professional Associations) will have separate opportunities to provide their feedback. Inquiries about the earthquake preparedness consultation process can be directed to Sandra Tanaka (Sandra.Tanaka@gov.bc.ca) or Cameron Lewis (cameron.lewis@gov.bc.ca).

5b) Tsunami Notification Update: T. Moore provided an update on the EMBC and National Tsunami Warning Centre notification process. He recommended that members sign up to EC Alert Me as another tool for receiving notifications.

6) Old Business:

6a) Tsunami Communications Exercise: T. Whiting provided an update on the CRD tsunami emergency communications procedure. It is expected it will be in place for June.

6b) BCERMS Update: The Governance section of the document is complete and the Response, Mitigation, and recovery sections will be completed by the end of June. It is expected that a draft document will be circulated for wide feedback in September.

6c) REPAC: The REPAC meeting took place May 1. It was noted that a few working groups have completed their tasks and new working groups may need to form. A membership participation survey may be considered for the REPAC that is similar to one circulated by metro Vancouver's Regional Emergency Planning Committee.

6d) Regional Emergency Preparedness Workbook: The workbook has been completed and is available on PrepareYourself.ca. S. Jansen will verify costs and arrange printing of the workbooks.

6e) Regional Telecommunications: An update was provided, and the working group will meet prior to the next LG EPAC meeting.

6f) Mass Notification Systems: An update was provided, and the working group will meet prior to the next LG EPAC meeting.

7) New Business: No new business to discuss.

8) Roundtable:

7a) LG EPAC Meeting Location: The June meeting will take place at the CRD and the July meeting will take place in Saanich.

EMBC will arrange for a presentation on a health emergency exercise taking place in September.

9) Adjournment: The meeting adjourned at 11:16 AM on motion by M. Thompson.

Next Meeting: Thursday, June 19, 2014 at 09:30 Room 107, CRD