

Capital Regional District

Meeting Minutes

Emergency Management Committee

Wednesday, October 19, 2016

3:30 PM

Room 107

PRESENT:

Directors: M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; T. Robbins, General Manager, Integrated Water Services; S. Carby, Senior Manager, Protective Services; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 3:39 pm.

1. Approval of Agenda

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the agenda for the October 19, 2016 Emergency Management Committee meeting be approved as circulated.
CARRIED**

2. Minutes of the Emergency Management Committee Meeting

2.1. Minutes of the February 20, 2013 Electoral Area Services Committee Meeting

**MOVED by Director Howe, SECONDED by Director McIntyre,
That the minutes of the February 20, 2016 Electoral Area Services Committee meeting be adopted as circulated.
CARRIED**

3. Presentations/Delegations - None

4. Committee Business

4.1. Emergency Management Committee (EMC) Bylaw 3447

K. Lorette provided an overview of the bylaw, which outlines the duties of the Emergency Management Committee and the committees affected by this bylaw.

R. Lapham provided a historical overview on Emergency Planning and the start of the Emergency Management Committee.

4.2. Jordan River Tsunami Siren Protocols

S. Carby provided an overview of the report and advised of protocols and guidelines that need to be put in place.

Discussion ensued on the following:

- Activation at a magnitude of 7.0 or greater for near events up to 1000 km away
- Alarms set off in Port Renfrew and Jordon River
- Jordon River in regards to the dam breaking
- Use of U.S. Geological Society Guidelines
- If the distance is further than 1000 km, the alarm is set to release at 90 minutes prior to estimated impact
- Capital Regional District Duty Emergency Manager being responsible to make the call to start the warning system

W. McIntyre left the meeting at 4:01 pm, but advised he supported the recommendation.

**MOVED by Director Hicks, SECONDED by Director Howe,
That the Emergency Management Committee recommends to the Capital Regional District Board:**

That the Capital Regional District Board approve the following specific protocol regarding the operation of Tsunami Warning Systems as per the operational policy as Appendix A "Distant vs Local Tsunami Response Protocols:

- Activation at a magnitude 7.0 or greater for near events
- Activation at 90 minutes pre-estimated inundation for distant events
- Messaging to mirror DND
- Testing of system be set at semi-annually for Port Renfrew and quarterly for Jordan River

CARRIED

5. Adjournment

**MOVED by Director Howe, SECONDED by Director Hicks,
That the October 19, 2016 Emergency Management Committee meeting be adjourned at 4:02 pm.**

CARRIED

Chair

Recorder