



Making a difference...together

**CRD Emergency Management Committee (EMC)
Minutes of Meeting Held Wednesday, May 15, 2019 at 2:30 pm
CRD – 625 Fisgard Street – Room #651**

Present: Mike Hicks, JDF Director (*Chair*)
Ben Maberley, SGI Alternate Director
Richard Kerr, SSI Alternate Director
Robert Lapham, Chief Administrative Officer (CAO)
Kevin Lorette, GM Planning & Protective Services
Stephen May, Senior Manager Facilities Management & Engineering Services
Kristen Morely, GM Corporate Services
Ted Robbins, GM Integrated Water Services
Shawn Carby, Senior Manager Protective Services - Emergency Manager
Cindy Patton, Protective Services (recording secretary)

1) Approval of agenda: JDF Surf Patrol was added to the agenda under New Business.

It was **Moved** by B. Maberley and **Seconded** by R. Kerr that the agenda of the Emergency Management Committee (EMC) be approved as amended.

Motion Carried

2) Adoption of October 24, 2018 EMC Minutes:

It was **Moved** by W. McIntyre and **Seconded** by B. Maberley that the October 24, 2018 minutes of the Emergency Management Committee (EMC) be approved as distributed.

Motion Carried

3) Adoption of February 27, 2019 Emergency Coordinating Committee (ECC) Minutes:

It was **Moved** by B. Maberley and **Seconded** by K. Lorette that the February 27, 2019 minutes of the Emergency Coordinating Committee (ECC) be approved as distributed.

Motion Carried

4) Emergency Manager's Report to EMC: Overview was provided, highlighting recent emergency responses, emergency management training and exercises, AGLG audit, grants and the PANS system. Protective Services is looking to do a large-scale exercise in the fall of 2020. Protective Services staffing change: C. Cowan has left the CRD and the Manager of Electoral Area Fire and Emergency Programs job was posted yesterday.

It was **Moved** by B. Maberley and **Seconded** by R. Kerr that the Emergency Manager's report be received for information purposes.

Motion Carried

5) December 20, 2018 Windstorm After Action Report (AAR): The AAR was discussed and it was noted that there was a rapid turnover of situational reports and assessments during the event. Director Hicks stated that Willis Point indicated they had issues with communications, those issues however were not reported back to the CRD. Consistent public messaging essential during these events.

It was **Moved** by B. Maberley and **Seconded** by R. Kerr that the Windstorm AAR be received for information purposes.

Motion Carried

- 6) Emergency Communications Plan for Tsunami Alerts in the Capital Regional District:** As a result of the January 2018 Tsunami Warning event, there was a recommendation to develop an Emergency Communications Plan for Tsunami Alerts in the CRD. This plan was supported by the Local Government Emergency Program Advisory Commission (LGEPAC). The plan will also help ensure consistent and clear public messaging during a tsunami event while defining the process and channels of communication used by and between local emergency programs.

It was **Moved** by B. Maberley and **Seconded** by R. Kerr that the Emergency Communications Plan for Tsunami Alerts in the Capital Regional District be adopted by the EMC.

Motion Carried

- 7) Regional Emergency Management Partnership (REMP) Update:** The REMP 2018 Annual Report was circulated. B. Lapham provided an overview of the report.

It was **Moved** by B. Maberley and **Seconded** by R. Kerr that the REMP 2018 Annual Report be received for information purposes.

Motion Carried

- 8) JDF Surf Patrol:** Director Hicks noted that there has been increased surfing traffic off the shores of the Juan de Fuca Electoral Area, which has resulted in up to 12 lifesaving events a year. The question of obtaining a potential grant for a jet ski was queried. This could be seen as a regional requirement.

ACTION ITEM: S. Carby to query with Province regarding a potential grant for the above noted initiative.

- 9) Next Meeting:** October 16, 2019 @ 1:30 pm in room #387

- 10) Adjournment:** 4:02 pm