



Making a difference...together

**LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION**  
**Minutes of Meeting Held Thursday April 21, 2011 at 10:30 a.m.**  
**CRD – 625 Fisgard Street – Room #107**

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**Present:** Geoff Amy, City of Colwood  
Dave Cockle, District of Oak Bay  
Ian Elliott, Southern Gulf Islands Electoral Area  
Clare Fletcher, Emergency Management British Columbia (EMBC)  
Val Fletcher, District of Highlands  
Brock Henson, District of Saanich  
Sara Jansen, Capital Regional District (recording secretary)  
Rob Johns, City of Victoria  
Jim LaMorte, Town of Sidney  
Ralph Mohrmann, Emergency Management British Columbia (EMBC)  
Troy Mollin, Town of View Royal  
George OBriain, Juan de Fuca Electoral Area  
Steve Sorensen, District of Sooke  
Maegan Thompson, Township of Esquimalt  
John Trelford, District of North Saanich  
Dave Ward, Township of Esquimalt  
Travis Whiting, Capital Regional District

**Regrets:** Stephanie Dunlop, District of Metchosin  
Geoff Spriggs, City of Langford  
Elizabeth Zook, Salt Spring Island Electoral Area

T. Whiting called the meeting to order at 10:35 a.m.

**1) Welcome and Introductions:**

Everyone was welcomed to the meeting.

**2) Approval of Agenda:**

Sewage treatment (G. Amy) was added to the agenda under “New Business”.

It was **Moved** by G. OBriain and **Seconded** by B. Henson that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as amended.

**Motion Carried**

**3) Approval of Minutes from Last Meeting:**

It was **Moved** by G. Amy and **Seconded** by D. Cockle that the minutes from the March 24, 2011 LG EPAC meeting be approved as distributed.

**Motion Carried**

**4) Working Groups**

**a) CR Mutual Aid Agreement/Concept of Operations – Next Steps**

D. Cockle summarized his presentation to the Greater Victoria Fire Chiefs Association (GVFCA). They acknowledged the work of the commission and raised several questions that the working group needs to address. The document will be tabled until the working group receives these issues in writing so that they may be discussed.

**Action Item:** T. Whiting and D. Cockle will follow up with Chief Adam to obtain a summary in writing of the GVFCA questions concerning the CRMAA.

**b) CRTI – Results and Next steps**

A summary of results was distributed to the group. The draft report is pending and will be posted to the Sharepoint site upon completion. The item will be tabled until May when the group has had an opportunity to review and understand the findings of the overall report.

The group would like to follow up with metro Vancouver to find out when they will be engaging in the process to have an opportunity to observe.

**c) Terms of Reference**

Potential changes to the mission statement and membership for the commission were discussed. B. Henson will make the appropriate changes and bring back to the group for discussion at the next meeting.

**5) Old Business**

**a) Social Media:** The group briefly discussed any social media being used by their local governments.

**Action Item:** S. Jansen will create a draft summary of social media activity in the region and distribute to the group at the next meeting.

**Action Item:** C. Fletcher will check into forwarding to the group a social media presentation that she found educational.

**b) Resource Typing:** Tabled until next meeting.

**c) RECAC Membership:** B. Henson spoke to the group regarding lessons learned from his experience in Christchurch and the need to have different representation in the RECAC. A working group was formed consisting of B. Henson, G. Amy, J. Trelford, and S. Jansen to address the issues of membership and the mandate of the RECAC.

**6) New Business**

**a) EP Week:** C. Fletcher thanked the members for forwarding their EP week activities.

**Action Item:** S. Jansen to compile activities for the region and post to the CRD website.

**b) Rapid Damage Assessment:** Tabled until next meeting

**c) Urban Search and Rescue:** Tabled until next meeting

**d) Debris Removal:** Tabled until next meeting

**e) Tsunami Mapping:** R. Johns discussed the importance of LiDAR mapping for the region but there are issues regarding cost and how and where to get the information.

**Action Item:** R. Johns will follow up on finding out how and where to obtain the information.

**Action Item:** C. Fletcher will speak to B. Johnson to get an estimation of elevation costs.

**f) Sewage Treatment:** Further discussion at next meeting

**Action Item:** G. Amy will circulate a discussion paper on the topic to the group.

**7) Adjournment**

On motion by G. OBriain, the meeting adjourned at 12:25 p.m.

***Next Meeting, May 19, 2011 at 10:30 am at the CRD, Room 107, Main Floor***