

**LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION**  
**Minutes of Meeting Held Thursday, August 20, 2015 at 9:30 a.m.**  
**CRD – 625 Fisgard Street – Room #107**

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**Present:**

Brock Henson	Saanich
Brigitte Prochaska	Southern Gulf Islands Electoral Area
Eileen Grant	Oak Bay
Ian Foss	Capital Regional District (CRD) <i>Recording Secretary</i>
Jeri Grant	Juan de Fuca Electoral Area
John Treford	North Saanich
Maegan Thompson	Saanich
Rob Johns	Victoria
Sara Jansen	Esquimalt
Shawn Carby	CRD <i>Commission Chair</i>
Troy Mollin	View Royal

**Regrets:**

Blair McDonald	Esquimalt
Frank Macdonald	Saanich
Mike Harman	Town of Sidney
Geoff Amy	Colwood
Clare Fletcher	Emergency Management BC
Peter Ensor	CRD

1) **Welcome and Introductions:** S. Carby called the meeting to order at 9:33 a.m. Welcome and introductions were made.

2) **Approval of agenda:**

It was **Moved** by J. Treford and **Seconded** by T. Mollin that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as amended.

**Motion Carried**

3) **Approval of previous meeting minutes:**

It was **Moved** by J. Grant and **Seconded** by E. Grant that the minutes from the **July 16, 2015** meeting of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as distributed.

**Motion Carried**

4) **Other Agency Minutes:** MIECM June Minutes were circulated with the LGEPAC agenda

5) **Old Business:**

- a. Regional Partnerships status – S. Carby
- b. Prepareyourself Workbook order update – currently books available via Sidney/North Saanich

6) **New Business:**

- a. LGEPAC October meeting is scheduled for October 15th, at the same time as Shakeout is a new date required?

**Motion from the Floor:** It was **Moved** by J. Grant and **Seconded** by E. Grant that the October meeting will be moved to the fourth Thursday of the month to avoid future conflicts.

**Motion Carried**

- b. REPAC update & meeting date and time change – B. Henson

**AI: I. Foss & S. Jenson** to look at an alternate location in case REPAC is displaced by CRD Boardroom repair work.

- c. CVRD RDA Program, interest in replicating this for the CRD – S. Jansen

**AI: E. Grant** to report back to LGEPAC on Oak Bay experience with the CVRD RDA presentation.

- d. Regional Debris Management working group interest– R. Johns

**8) Working Group Status**

- a. BECERMS – WG has been stood down.

- b. Exercise – Inactive but seen as a requirement.

**AI: S.Carby and I.Foss** to look at the process required to activate this group, start working with EMBC and explore the creation of a TOR.

- c. Public Information – More members needed, if interested please advise I. Foss.

- d. ETEAM – need more information on this product, potentially a super-user to demo some of the new features.

**9) Roundtable**

**AI: LGEPAC Members** – provide all Fall Preparedness events to I. Foss for inclusion on the CRD and Prepareyourself websites

- 10) Adjournment:** The meeting adjourned at noon, motion by S. Jenson.

***Next Meeting: September 17, 2015 at 09:30 – Room 107, CRD, 625 Fisgard St, Victoria***