

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION
Minutes of Meeting Held Thursday, February 18, 2016 at 9:30 a.m.
CRD – 625 Fisgard Street – Room #107

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| Present: | Shawn Carby Clare Fletcher Dave Cockle Doug Carey Eileen Grant Ian Foss Jeri Grant John Trelford Maegan Thompson Mike Harman Peggy Dayton Sara Jansen Steven Sorensen Troy Mollin | Capital Regional District (CRD) - <i>Commission Chair</i> Emergency Management BC (EMBC) Oak Bay Victoria Oak Bay CRD - <i>Recording Secretary</i> Juan de Fuca Electoral Area North Saanich Saanich Sidney CRD Esquimalt Sooke View Royal |
| Telephone: | Brigitte Prochaska Sara Jansen | Southern Gulf Island Electoral Area Esquimalt |
| Guest: | Elizabeth Scambler Krystal Hansen | EMBC Health Emergency Management BC |

1) **Welcome and Introductions:** S. Carby called the meeting to order at 9:30 a.m. Welcome and introductions were made.

2) **Approval of agenda:**

It was **Moved** by E. Grant and **Seconded** by M. Thompson that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved.

Motion Carried

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

It was **Moved** by J. Grant and **Seconded** by D. Cockle that the minutes from the **January 21, 2016** meeting of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as amended.

Motion Carried

4) **Other Agency Minutes:** CRCRCC November 2015

5) **Presentation:** Strategy to Advance Support for Local Authority Emergency Management Programs– Elizabeth Scambler – EMBC Planning Officer

6) **Old Business:**

a. Regional Partnerships status – S. Carby

AI C. Fletcher: locate MOU at EMBC and try to move it more quickly back to the LGEPAC.

b. PrepareYourself.ca website/domain name update – I. Foss

AI I Foss: Share Regional Equipment list with LGEPAC & Fire Leadership Conference

c. Prepareyourself Workbook & Contact List – M. Thompson

It was **Moved** by E. Grant and **Seconded** by J. Grant to remove all references to candles from the Prepareyourself workbook.

Motion Carried

d. Quake Cottage Island Tour WG update – J. Trelford

(WG D. Cockle, E. Grant, G. Amy, S. Jansen, J. Trelford, I. Foss, K Hansen –HEMBC, Sybille Sanderson – MIEMC)

7) New Business:

a. Bell Media Partnership – I. Foss

- Bell Media has proposed an EM partnership with local businesses and LGEPAC.

AI I Foss: Advise Bell Media, CRD Communications we will commit to the partnership.

AI LGEPAC Public Education Committee: To work on partnership agreement.

(WG M. Thomson, S. Jenson, T. Mollin, E. Grant, I. Foss, J. Grant)

b. LGEPAC Budget – S. Carby

- Regional Emergency Program Support Budget was discussed with CRD financial Services, Sr. Financial Analyst Peggy Dayton

AI S. Carby: Hold \$5,000 for Partnership from LGEPAC budget surplus

AI LGEPAC: Look at LGEPAC funds to print EMBC materials for QC tour.

c. EMBC Update – C. Fletcher

- EMBC working with CRD and Selkirk Systems on Provincial Air Operation Prioritization tool.
- Kathryn Forge is leaving EMBC for a position at Ministry of Health
- Assistant Deputy Minister Pat Quealy is leaving EMBC March 10 to become the CAO of Royal Canadian Marine SAR

8) Roundtable

9) Adjournment: The meeting adjourned at 11:42 a.m.

Next regular Meeting: March 17th, 2016 at 09:30 – Room 107, CRD, 625 Fisgard St, Victoria