

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION
Minutes of Meeting Held Thursday, April 21, 2016 at 9:30 a.m.
CRD – 625 Fisgard Street – Room #107

Present:

Shawn Carby	Capital Regional District (CRD) - <i>Commission Chair</i>
Clare Fletcher	Emergency Management BC (EMBC)
Eileen Grant	Oak Bay
Frank McDonald	Saanich
Ian Foss	CRD - <i>Recording Secretary</i>
Jeri Grant	Juan de Fuca Electoral Area
John Robertson	Central Saanich
John Trelford	North Saanich
Leslie MacDonald	EMBC – <i>Regional Emergency Management Partnership Manager</i>
Maegan Thompson	Saanich
Mike Harman	Sidney
Peter Ensor	CRD
Ralph Mohrmann	EMBC
Sara Jansen	Esquimalt

Telephone: Elizabeth Zook Salt Spring Island Electoral Area

1) **Welcome and Introductions:** S. Carby called the meeting to order at 9:32 a.m. Welcome and introductions were made.

2) **Approval of agenda:**

It was **Moved** by S. Jansen and **Seconded** by J. Trelford 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 M. Harman and **Seconded** by E. Grant that the minutes from the **March 17, 2016** meeting of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved.

Motion Carried

5) **Old Business:**

- a. Quake Cottage Island Tour WG update – J. Trelford
- b. Prepareyourself workbook order update – I. Foss

AI I Foss: Share the Prepareyourself Workbook portions as requested with other communities.

- c. Bell Media Partnership Update – I. Foss
- d. Regional Emergency Management Partnerships status
 - Introduction of Partnership Manager Leslie MacDonald A/Director Integrated Public Safety (EMBC)
 - Overview – where we are now, questions?

- Survey Review
- Next Steps / Timeline – steering committee set up, etc.
- REMP LGEPAC Nominations Committee Report

AI LGEPAC: Please provide nominations for the LGEPAC Steering Committee representative and the alternate representative prior to Wednesday April 27 at 4:30 p.m.

- REMP brainstorming session–April 29 11-2 Working Lunch Pls RSVP by Noon 04/2

AI I Foss: Email LGEPAC for interest in sitting on the EMBC hiring panel for the REMP position at EMBC

AI I Foss: Share REMP Draft TOR & Presentation with LGEPAC

6) New Business:

- a. EMBC Grade 6 Emergency Preparedness Class – Pilot Project – E. grant

AI LGEPAC: If interested in working with EMBC on the Grade 6 Master of Disaster Pilot Project please contact Brittany.Schina@gov.bc.ca

- b. Review working group status – S. Carby

7) Roundtable

8) Adjournment: The meeting adjourned at 12:02 p.m.

Next regular Meeting: May 19, 2016 at 09:30 – Room 107, CRD, 625 Fisgard St, Victoria