

**LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION |
MEETING MINUTES**

9:30 am to 12:00 pm, Thursday, September 17, 2020

Virtual: MS TEAMS

Present:	Shawn Carby	CRD (Chair)
	Alison Roberts	REMP (recording secretary)
	Brittany Schina	REMP
	Dr. Jean Slick	Royal Roads University
	Bill Seymour	CRD
	Jeri Grant	Juan de Fuca Electoral Area
	Sarah Hunn	Victoria
	Sara Jansen	Esquimalt
	Charles Nash	Salt Spring Island Electoral Area
	Eileen Grant	Oak Bay
	Troy Mollin	Town of View Royal
	Matt Barney	Sooke
	Lisa Banfield	Central Saanich
	Brittany Schina	REMP
	Maegan Thompson	Saanich
	Tanya Patterson	Victoria
	Kyle Van Delft	Pacheedaht First Nation
	Stephanie Dunlop	Metchosin
	Chris Aubrey	Langford

1. Welcome

S. Carby called the meeting to order at 9:30 am, and did a roll call to ensure that quorum would be met and advised the teleconference limitation would be waived due to COVID-19.

2. Adoption of the Agenda

It was **Moved** by J. Grant and **Seconded** by T. Patterson.

MOTION CARRIED

3. Adoption of the Minutes

It was **Moved** by S. Jansen and **Seconded** by T. Mollin.

MOTION CARRIED

4. Invited Presentations

a) Dr. J. Slick - Royal Roads University, Program Head and Associate Professor, Disaster and Emergency Management Graduate Programs

Dr. Jean Slick provided a presentation to the region about Royal Roads University's Disaster and Emergency Management Program advising the regional partners about opportunities for communities to work with graduate students through either community engagement projects or internships. Dr. Slick also presented on the possibility of partnering with the University on a risk visualization project such as the blue lines adopted by New Zealand and Oregon as well as risk visualization research. Dr. Slick recommends local engagement in order to support such projects and advised that opportunities may exist for research funding.

MOTION: The Public Education Working Group will work with Dr. Slick to explore a potential Blue Lines Project Further.

It was **Moved** by T. Patterson and **Seconded** by J. Grant

MOTION CARRIED

ACTION ITEM: S. Hunn as Chair of the Public Education Working Group will follow up with Dr. Slick.

5. LGEPAC/REPAC Working Group Updates

a) Sarah Hunn – City of Victoria and Chair of the LGEPAC Public Education Working Group

S. Hunn provided a presentation to the partners' highlighting key decisions that would be required in the future about how to utilize the new tsunami mapping data and translate it into public education material and was accompanied by research and examples from other jurisdictions. A discussion followed there was wide support for a regional and consistent approach for tsunami education.

MOTION: LGEPAC direct the Public Education to proceed with a regional approach to tsunami education and bring forward recommendations for proposed action.

It was **Moved** by T. Patterson and **Seconded** by E. Grant

MOTION CARRIED

b) Vote: LGEPAC Representative for the REMP Steering Committee

This item was moved under new business.

6. Business Arising from Previous Minutes

a) Evacuation Route Planning

T. Patterson provided an update about the regional evacuation route planning project. Since the Last LGEPAC Meeting the updated Traffic Time Analyzer Tool has been shared along with a follow up meeting between the Consultants and LGEPAC members. The UBCM grant deadline was also extended.

Discussion regarding an application for a second round of funding to support mapping and a regional concept of operations. Oak Bay has agreed to manage the funding aspect of this project, communities who wish to contribute to the project will require a council resolution. The following municipalities expressed interest to contribute as a working partner: City of Victoria, Township of Esquimalt, Town of View Royal, City of Colwood, District of Central Saanich, CRD, Town of Sidney, and Pacheedaht First Nation.

Partners discussed whether mapping could be expanded to include the recent Tsunami modelling data and whether it was possible for REMP to provide project management support.

ACTION ITEMS:

- i. T. Patterson will complete a REMP Project Selection Proposal to support the addition of this project to the REMP work plan in the future.
- ii. O. Koziatek (City of Victoria) will follow up regarding potential costs associated of adding GIS data and mapping to the evacuation planning project.

7. New Business

a) Vote: LGEPAC Representative for the REMP Steering Committee

M. Thompson will be moving into a new role and proposed to move the alternate, T. Patterson to into the role of LGEPAC REMP Steering Committee representative and vote a new alternate. Discussion followed including the last transition between D. Cockle and M. Thompson, as well as the Terms of Reference.

S. Carby and C. Nash proposed that a call for nominations be sent to LGEPAC following this meeting with a deadline to submit nominations by Wed. September 23, 2020, followed by an electron vote within two weeks.

ACTION ITEM: Send an email seeking nominations for an alternate LGEPAC Steering Committee Representative.

7. EMBC Update

EMBC staff were unable to attend, A. Roberts read a written update on behalf of R. Wainwright. Reminding partners that the What We Heard Report has been released regarding the EPA Modernization along with an opportunity to provide additional feedback until September 30, 2020.

The Vancouver Island debrief report has been shared with partners, and partners are invited to provide feedback to the VIR PREOC.

8. REMP Updates/Discussion

a) September 18th REMP Steering Committee Meeting

B. Schina provided information about the upcoming REMP Steering Committee Agenda package. Steering Committee decisions pending include: approval of the Regional After Action Review; Approval of the HRVA report and approval to conclude the project. These reports will be shared with partners once approved.

B. Schina announced she will be taking a temporary position with the BC Government and her last day with REMP will be on October 16, 2020. She thanked the partners for their support.

b) HRVA Report

An overview of the REMP HRVA project and the report was provided by A. Roberts highlighting the potential next steps for the region moving forward. She thanked all of the partners for their contributions to the project over the past three years.

c) Upcoming Regional AAR Engagement

B. Schina provided an overview of the upcoming regional AAR session to be hosted by REMP on September 22, 2020. The focus of this session will be specific to Phases 2 and 3 of the BC re-opening plan. Additional information will be shared by the end of the week. Partners who are unable to attend are encouraged to invite an alternate from within their organization.

d) Media Workshop

The last scheduled media workshop was cancelled due to COVID-19. Since that time A. Roberts has reached out to some media partners and there appears to be a lack of interest to reschedule at this time. Discussion followed about how to proceed in the coming year. Partners discussed the purposed reasons to engage the media in the present situation. Many partners expressed support to postpone a media workshop until the spring of 2021 including: Juan de Fuca Electoral Area, Esquimalt, Victoria, and the CRD.

ACTION ITEM: REMP and the partners will explore future opportunities to meet with the media

in 2021.

9. Roundtable

Emergency Programs provided a roundtable update including a number of staff updates including:

- CRD Electoral Areas Emergency Programs Coordinator position has been filled
- REMP Senior Project Manager upcoming vacancy
- Langford welcomed J. Bremer
- Esquimalt expects to fill the vacancy for Deputy Emergency Program Coordinator shortly
- Saanich has a competition for Emergency Management Program Officer

J. Grant reminded partners to sign their organizations up for the 2020 BC ShakeOut.

T. Mollin advised that a new trailer with group lodging supplies and equipment could be shared regionally if a need arises.

S. Dunlop will be hosting an ICS 400 course this fall, registration will be through the JIBC directly, and a COVID safety plan is in place. Metchosin also has had sanitizer available for organizations that may require it.

The CRD advised that ERMS public altering platform will no longer be functional at the end of the year. The partners discussed to potential to work together on organizational PIA's.

Meeting adjourned. 11:48 am

It was **Moved** by S. Jansen and **Seconded** by M. Thompson

MOTION CARRIED