

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes of Meeting: March 16, 2023

Location: Hybrid

PRESENT:

In-Person at View Royal Public Safety Building	Virtual: Zoom
Shawn Carby, CRD (Chair)	Dean Ford, Highlands
Alison Roberts, REMP	Lisa Banfield, Central Saanich
Ruth Fernandes, REMP	Jeri Grant, Juan de Fuca EA
Lynn C. Wilson, CRD (Recording Secretary)	Alyse Allen, North Saanich
Alison Poste, CRD	John Wakefield, SGI EA
Troy Mollin, View Royal	Ted Ruiten, Sooke
Scott Abrahamson, Colwood	Wayne Kennedy, Sooke
Jane O'Higgins Wilson, CRD	Tanya Seal-Jones, Victoria
Jenny Reid, Langford	Brigitte Prochaska, SGI EA
Jonathon Reimer, CRD	Kulpreet Munde, Esquimalt
Erin Stockill, Saanich	Richard Elliot, Pauquachin (joined at 1:34 pm)
Geoff Pendrel, Victoria	Brittany Schina, EMCR
Corey Anderson, EMCR	Christine BCEA (joined at 1:42 pm)
Roger Stewart, Oak Bay	Armel Castellan, ECCC (left at 2 pm)
Frank Macdonald, Oak Bay	Matt Loney, ECCC (left at 2 pm)
Teron Moore, BCEA	Devon Telford, ECCC (left at 2 pm)
Dustin Griffiths, Island Health	
Shaun O'Mara, Island Health	

1. Roundtable Introductions

Shawn Carby began the meeting at 13:15 with a roundtable of introductions of both in-person and virtual meeting participants. Shawn advised that Quorum had been met.

2. Traditional Acknowledgment

Shawn Carby completed a territorial acknowledgement.

3. Approval of Agenda

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

MOTION CARRIED

4. Invited Presentations

- a) **Matt Loney, Environment and Climate Change Canada, *ECCC Storm Surge Events & Alert Systems: project overview and infrastructure data***

Matt Loney and Devon Trelford provided an overview of ECCC's Predicting and Alerting for Coastal Flooding Initiative (PACF) and requested data from local authorities to support forecasting consequences related to coastal flooding.

Local Emergency Program Resource: stormsurge.ca

ACTION: Shawn Carby to follow up with CRD GIS and ECCC regarding the sharing of the CRD Coastal Flood Study.

ACTION: Per Corey Anderson, EMCR will distribute information on behalf of ECCC to VIC communities regarding ECCC's request for data acquisition of infrastructure.

ACTION: Alison Roberts to distribute ECCC PowerPoint slide deck to members of LGEPAC for sharing within local authority.

- b) **Christine Butkus & Teron Moore, BC Earthquake Alliance, *Public Education Priorities and Local Government Support***

Guest speakers provided updates regarding the work the BCEA, and new initiatives beyond BC Shakeout to help build seismic and tsunami safety. Shakeout BC has been expanded to a week, due to barriers to participation due to date and time. In 2023, BCEA will increase emphasis on tsunami preparedness messaging, and will be engaged in Emergency Preparedness Week education. Will increase awareness regarding drop, cover, hold on adaptations for people with disabilities. Will promote "Ask an Expert" earlier in 2023. BCEA requests support in promoting registrations and amplifying BCEA messaging and help build awareness about Shake Cottage and other education and outreach initiatives.

ACTION: Alison Roberts to distribute the BCEA PowerPoint slide deck to members of LGEPAC.

5. Island Health Meet and Greet

Shaun O'Mara and Dustin Griffiths from Island Health introduced themselves to EM practitioners. Island Health facilities are located in every jurisdiction on Vancouver Island and seeking to engage community partners and municipalities across the phases of EM. Island Health is currently undertaking HRVAs in order to inform investment decisions in mitigation and training. Island Health participated in the CRDs dam breach exercise in December 2022, with focus on displacement of downstream care homes.

ACTION: Alison Roberts to send Island Health Contract Info for Shaun and Dustin to LGEPAC.

6. Business Arising from Previous Meetings

Action Item from LGEPAC 2022 Q4 Meeting	Accountable	Q1 LGEPAC Update
CRD Dam Exercise Scenario to be shared with K. Munde (for ESSD's) – Carry over action item from September 29, 2022,	S. Carby	Completed
BC Hydro Engagement deferred to a future LGEPAC Meeting - S. Carby to explore LGEPAC-BC Hydro Engagement with REMP	S. Dunlop S. Carby	Not actioned, carry over to a future date.
E. Grant to provide a 5-minute project pitch during the 2 nd REMP Business Planning Session on Monday December 5 th re: Governance Review Working Group	E. Grant	Completed – an LGEPAC TOR review discussion added to the Q1 Meeting agenda
E. Grant to follow up with Chief Dunlop regarding the potential bulk buy of group lodging supplies	E. Grant	No further action required
LGEPAC members wishing to join the PEWG contact Geoff	LGEPAC	No longer applicable
Tory to present to the PEWG at a future meeting regarding a sub-regional EP Fair Rotation	T. Mollin	No longer applicable as PEWG is not currently active. Central Saanich will attend next EP Fair Coordination Meeting noting PEMO may host in 2024; Troy will share information with LGEPAC as required.
LGEPAC members contact K. Munde re: EMBC video and slide deck for elected official training	LGEPAC	Voluntary
LGEPAC members contact S. Carby for the Elected Official Handbook for the CRD Board	LGEPAC	Voluntary

7. Other Agency Minutes

None Shared.

8. EMCR Update

Corey Anderson shared with LGEPAC that Elected Officials materials are being updated; advised that the EPA has been renamed to EDMA, the Emergency and Disaster Management Act. Corey shared the Response Claims process is undergoing changes, the PREOC will approve EAFs and issue task numbers, while claims processes will be centralized outside of the regional office (like DFA), this change is expected to streamline response costs reimbursement.

The Competition for the EMCR Senior Regional Manager is still in process.

Corey advised about the potential for drought conditions in the fall – EMCR is working with KPMG

regarding logistics regarding bulk water delivery. Shawn (CRD) described capacity challenges to truck potable water within the region. Frank (Oak Bay) flagged that fire suppression systems are attached to the potable water system.

ACTION: LGEPAC members may request the CRDs Drought Response Plan and Drought After Action Reviews

9. REMP Update

Brittany Schina advised that both herself and Ruth will be leaving for parental leave in April. Candidates have accepted offers for both vacancies and a staff announcement will be forthcoming. The REMP Policy Group meet in Q1 to ratify the REMP 2023-2027 Strategic Plan. The Steering Committee will discuss updates to the TORs on March 31st to reflect the new EMCR Ministry.

Alison provided an update regarding LGEPAC nominations for the REMP Steering Committee representative. Four LGEPAC members were nominated, three turned down the opportunity due to limited capacity. One LGEPAC member was nominated as the alternate.

Erin Stockill (Saanich) and Lisa Banfield were acclaimed to the roles of LGEPAC REMP Steering Committee Representative and Alternate, respectively. No vote was required.

Shawn Carby **MOTIONED** that the elected REMP Steering Committee LGEPAC representative, assume the role of the LGEPAC vice chair.

The Motion was seconded by Frank McDonald, nobody expressed opposition.

MOTION CARRIED unanimously.

10. LGEPAC Working Group Updates

a) Public Education Working Group

Geoff Pendrel advised that the PEWG is currently without a chair; local emergency programs are working with Royal Roads Disaster and Emergency Management students to explore modernization of existing public education materials.

Discuss occurred regarding the nomination of a new LGEPAC-PEWG Chair. The nomination of a chair was deferred for future discussion until RRU engagement results are available, and a project or public education is identified.

ACTION: LGEPAC nomination for a PEWG chair deferred until a regional project is identified.

b) CRD Website Modernization & Prepare Yourself

Alison Roberts advised LGEPAC that CRD is modernizing its CRD website which may have future implications to the PrepareYourself Webpage. City of Victoria is also currently modernizing its web presence.

11. ESSD Update

Kulpreet Munde advised there was an ESSD workshop on March 4, 2023 and spoke about feedback, and in person training between ESS teams and need for cross jurisdictional training.

12. LGEPAC Terms of Reference Review

Alison Roberts reminded members of LGEPAC how this agenda item came to be added to the Q1 Agenda which stemmed from the Governance Review Working Group's previous discussions and recommendations to LGEPAC. During the December 5, 2022, REMP 2023 Business Planning Session, E. Grant pitched that REMP staff provide project management support for implementation of the recommendations proposed by a Governance Review Working Group (E. Grant, K. Munde, J. Reimer, and B. Schina) at the Q4 LGEPAC meeting. No projects regarding Governance moved forward on the REMP 2023 Business Plan. Participants supported a review of the LGEPAC beginning at the Q1 2023 LGEPAC meeting.

Alison Roberts facilitated a short post-it note activity, in which participants in person and online were asked to identify the first and second more important obstacles facing LGEPAC from their perspective. The purpose of this exercise was to identify 'sticking' points and provide direction to support updates to the LGEPAC Terms of Reference at future meetings.

Three types of obstacles provided included:

1. **Purpose/Outcomes** (examples include unclear purpose, unclear collective goals)
2. **Processes** (examples include unclear decision-making processes, unproductive meetings, unchecked assumptions around who is doing what, when, how, undefined roles and responsibilities, unclear process for contribution)
3. **Relationships** (examples include feeling unheard, disrespected, differing working/communication styles, differing performance expectations, broken trust, lack of transparency or hidden agenda, lack of engagement/avoidance, power struggles etc.)

The table below summarizes the results of the post-it note activity, in which the obstacles identified by members of LGEPAC are equally shared across the three types of obstacles presented.

	#1) PURPOSE and OUTCOMES	#2) PROCESSES	#3) RELATIONSHIPS
Primary	4	7	6
Secondary	8	4	4
	12	11	10

ACTION: Defer further discussions regarding TORs to a future LGEAPC Meeting.

13. Upcoming Grant Submissions

Applications open for streams under UMBC CEPF.

14. Emergency Management Training and Exercises

None discussed.

15. New Business

None.

16. Emergency Program Roundtable

Attendees shared emergency program updates.

17. Adjournment

Erin Stockill adjourned the meeting at 15:45.