

# LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes of Meeting: August 1, 2024

Location: 1025 Johnson St., Saanich & MS Teams

---

## PRESENT:

In-Person at 1025 Johnson Street	Virtual: Teams
Shawn Carby, CRD (Chair)	Brigitte Prochaska, SGI
Jane O'Higgins-Wilson, REMP	Thomas Hansen, EMCR
Ruth Fernandes, REMP	John Wakefield, SSI
Tanya Seal-Jones, Victoria	Jeri Grant, JDF
Geoff Pendrel, Victoria	Dean Ford, Highlands
Ryland Bennett, Sooke	Scott Abrahamson, Colwood
Jacob Tilson, Oak Bay	Kulpreet Munde, Esquimalt
Corey Anderson, CRD	Alyse Allen, North Saanich
Jolette Holand, CRD	Lisa Banfield, Central Saanich

### 1. Welcome and Territorial Acknowledgement

S. Carby began the meeting at 14:02. A territorial Acknowledgement was made. Quorum was met.

### 2. Round Table Introductions

A roundtable of introductions was made.

### 3. Approval of Agenda

The agenda was approved as amended, by consensus.

## CARRIED

### 4. Approval of LGEPAC Minutes 2024/3

As amended, the minutes of 06 June 2024 were approved as amended by consensus.

## CARRIED

### 5. Invited Presentations-N/A

### 6. Action Items arising from the previous meeting:

<b>Action Item</b>	<b>Reporting</b>	<b>Outcome / Update</b>
a. Nuclear Exercise	K. Munde	The two-day exercise was scheduled for November 20 and 21, but has now changed to December 4 and 5 <sup>th</sup> . It is still possible for members to participate if interested.
b. Connect Rocket Update	J. O’Higgins-Wilson	Reported on the Connect Rocket tool, which she can access and edit. Requested direction from members for specific direction to move forward.

**MOTION:** The CRD REMP position is to maintain and update the Connect Rocket contact list, which will be tested quarterly before the LGEPAC meetings.

**Moved** by T. Seal-Jones, **Seconded** by J. Tilson  
**CARRIED**

<b>Action Item</b>	<b>Reporting</b>	<b>Outcome / Update</b>
c. REMP Work Plan 2025	R. Fernandes	R. Fernandes reported on the results from REMP’s recent community visits.

**MOTION:** That REMP staff revise the 2024 Business Plan to remove the Tsunami Communications work and incorporate into the Communication Framework project.

**Moved** by T. Seal-Jones, **Seconded** by R. Bennett  
**CARRIED**

**ACTION:** REMP Staff to send out a survey to all members to vote on 2025 REMP projects due August 23<sup>rd</sup>.

**7. Other Agency Minutes – None.**

**8. EMCR Update – T. Hansen, EMCR**

- The Disaster Resilience and Innovation Funding Program is open. The funding will have yearly intakes, with the first on September 15<sup>th</sup>, 2024.

**9. REMP Updates – T. Hansen EMCR**

- Reported on the Disaster Mutual Aid Agreement meeting he chaired in June. The item will likely be moving forward, due to support from CAOs.
- Personnel update: Brittany Schina will return in September and Jane O’Higgins-Wilson will be on military leave until next summer.

**10. Working/Advisory Group Updates**

### **a. Potential Emergency Water Working Group – S. Carby**

S. Carby raised the potential Water Working Group to assess interest in LGEPAC standing up the group. This will be included in one of the projects to vote on for the REMP Business Plan.

### **b. IER – J. Tilson**

J. Tilson reported on the survey completed by members. Approximately 67% of LGEPAC plan to participate, providing a budget of roughly \$ 272,000 to \$ 297,000. Identified project deliverables including:

- Meaningful engagement activities,
- Templates/guiding documents,
- Engagement report with recommendations,
- Cultural safety training,
- ESS cultural navigation/space planning.

There is CEPF additional funding for this work (\$40,000), with two streams Sept 6<sup>th</sup> and Dec 6<sup>th</sup>.

### **c. ESSD Update – K. Munde**

K. Munde reported on a tabletop exercise and a September leadership workshop.

### **d. Regional Exercise Advisory Group – J. O’Higgins-Wilson**

The Regional Exercise was held on June 26<sup>th</sup>. Emergency Programs from Sooke, CRD, SSI, Saanich, Colwood, Victoria, and Esquimalt participated, exercising communication efforts in response to a tsunami advisory. The exercise was overall, very successful, with some disconnection on tsunami risk perception and term confusion. Expanded use of the provincial Broadcast Alerting system is a possibility, but reaching agreement on parameters with a deadline is challenging.

## **11. New Business**

### **a. Local Government Advisory Committee – S. Carby**

S. Carby will be sitting on a UBCM Committee to provide consultation on Emergency Management and Disaster Act Regulation development. Discussion followed concerning the process of drafting members to this committee.

**ACTION: S. Carby to circulate Terms of Reference.**

## **12. Roundtable Emergency Program Discussions**

- **Colwood** – Nothing to report
- **Central Saanich** – Nothing to report

- **Esquimalt** – Nothing to report.
- **North Saanich** - Nothing to report
- **Salt Spring Island** – Nothing to report
- **South Gulf Islands** – Abridged ESS training throughout the summer and preparing to provide program presence at Saturday markets and fall fairs.
- **Oak Bay** – New HRVA presented to council and working through recommendations from that document.
- **Sooke** – Thanked CRD for assistance with recent fire.

**ACTION** – Request for case study on the Sooke Potholes fire at a future meeting.

- **Victoria** - ESS event last week used the EMCR accommodation allowance, done over the phone. Work was done in short order and subjects received e-transfer that day.
- **CRD** – S. Carby reported on CrowdStrike Event, as the CRD was impacted and had an EOC activation. The task number request was denied.

**ACTION** – Request for AAR on CrowdStrike event at a future meeting.

### **13. Adjournment**

**Motion** to adjourn approved by consensus.

**CARRIED**

The meeting was adjourned at 16:01

**Next LGEPAC meeting:** October 3, 2024