

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes of Meeting: November 28, 2024

Location: Sooke Firehall 2225 Otter Point Road & MS Teams

PRESENT:

In-Person Langford Fire Hall #1	Virtual: Teams
Shawn Carby, CRD (Chair)	John Wakefield, SSI
Erin Stockill (Saanich)	Alyse Allan North Saanich
Danielle Talevski (EMCR)	Tanya Seal-Jones Victoria
Jim Scott (EMCR)	Dean Ford, Highlands
Jolette Schenk, CRD	Lisa Banfield, Central Saanich
Jenny Reid, Langford	Geoff Pendrel, Victoria
Alesha Hayes, REMP	Scott Abrahamson, Colwood
Corey Anderson, CRD	Chris Aubrey, Langford
Jacob Tilson, Oak Bay	Troy Mollin, View Royal
Jonathan Reimer (CRD)	Frank Macdonald (Oak Bay)
Troy Mollin, View Royal	
Jeri Grant, JDF	

1. Welcome and Territorial Acknowledgement

S. Carby began the meeting at 14:00. 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 adopted and amended to include changes to Working/Advisory Group updates due to representative availability.

CARRIED

5. Approval of LGEPAC Minutes 2024/5

The minutes of October 3, 2024, meeting were adopted as presented.

CARRIED

6. Invited Presentations

a. Climate Risk Assessment – CRD

Jonathan Reimer presented on the Climate Risk Assessment.

Key points:

- The project aims to conduct a comprehensive survey of climate-related hazards affecting CRD's critical infrastructure and electoral areas.
- It will integrate traditional knowledge with Western science to inform mitigation, response, and adaptation planning.
- The assessment will provide a foundation for all municipalities to meet EDMA requirements for climate risk assessments.
- CRD infrastructure is ubiquitous across the region, making this assessment relevant to all municipal partners.
- The project will consolidate existing data on various risks (e.g., extreme heat and wildfires) into a usable format for emergency management.

7. Action Items arising from the previous meeting:

Action Item	Reporting	Outcome / Update
a. Nuclear Exercise	T. Mollin	<ul style="list-style-type: none">• Final planning meeting held in October; preparations are complete.• Reception Centre will be open during the exercise on Tuesday.• Joint EOC with Colwood.• Volunteers needed to act as displaced persons; approximately 10 more volunteers are required.• The exercise will highlight communication gaps between DND, Health Canada, and municipalities.• Evaluation by Stephanie Dunlop (Metchosin) and REMP members will occur post-exercise.• Focuses on information management and managing public expectations.
b. Connect Rocket Testing Update	A. Hayes	<ul style="list-style-type: none">• Members are updated in the system with both email addresses and phone numbers except ~ four people.• System configured to send notifications via phone call, text, and email.• Test conducted on Tuesday at 9 AM with E. Stockill; received a phone call, text message, and email successfully.• Follow-up actions: A. Hayes will distribute test and alert codes.

8. Other Agency Minutes – None.

9. Working/Advisory Group Updates

a. REMP Update – Alesha Hayes

- Developing a regional communication framework for coordinated response and recovery efforts.
 - Seeking participants for an Advisory Group to guide the project.
 - Currently, the advisory group has four members, and they are looking for more representation.
 - Planning an advisory group scoping activity in early January.
 - Aiming to test the framework at the regional exercise in early March.
- Regional Climate Forum scheduled Monday at the University of Victoria.
- Expecting about 23 participants.
- Some participants are unable to attend due to changes in nuclear exercise dates.

b. IER – Corey Anderson

- Discussion on pooling funds for Indigenous engagement activities. The following motions were presented and passed:
 - a. First Motion: Direct the CRD to invoice participating members for engagement activities in alignment with the Capital Region Partnership Engagement Project Memorandum of Understanding. CARRIED
 - b. Second Motion: Contingent upon the first motion passing, direct the CRD to use pooled funds to prepare a Request for Proposals (RFP) for a contractor to facilitate respectful Indigenous engagement and develop a report outlining potential collaboration actions and next steps. CARRIED
 - c. Third Motion: Contingent upon the first motion passing, direct the CRD to distribute the Project Kick-Off Letter to Nations on a date to be determined. CARRIED

10. New Business

a. Communication Framework Advisory Group

- Topic covered during REMP Update.

11. Roundtable Emergency Program Discussions

- **Colwood** – Nothing to report
- **Central Saanich** – Nothing to report
- **Esquimalt** – Not in attendance
- **Highlands** - Nothing to report
- **Juan de Fuca** – Last public education event on storm preparations; concerns about power outages.

- **Langford** - Nothing to report
- **North Saanich** - Nothing to report
- **Oak Bay** – Recognizing J. Tilson
- **Saanich** - Sending off EP Specialist
- **Salt Spring Island** – Seasonal readiness, neighbourhood programs with 86 participants
- **Southern Gulf Islands** – Nothing to report
- **Sidney** - Nothing to report
- **Sooke** – Nothing to report
- **Victoria** – Nothing to report
- **CRD** – Nothing to report

12. Adjournment

Motion to adjourn approved by consensus.

CARRIED

The meeting was adjourned at 15:28

Next LGEPAC meeting: January 23, 2025