

# LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes of Meeting: May 22, 2025

Location: Saanich Fire Department

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## PRESENT:

Shawn Carby, CRD (Chair)	Josh Pettigrew, Colwood
Erin Stockill, Saanich	Jenny Reid, Langford
Geoff Pendrel, Victoria	Corey Anderson, CRD
Jollette Schenk, Oak Bay	Jennifer Carvil, CRD
Jeri Grant, JDF	Kulpreet Munde, Esquimalt
Ryland Bennett, Sooke	Ruth Fernandes, EMCR
John Wakefield, Salt Spring	
Dean Ford, Highlands	Peter Dalton, CRD (presenter)
Lisa Banfield, Central Saanich	Sudha Krishna, CRD (presenter)

### 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 as presented. Ryland B provided a motion and it was seconded by Lisa B.

### 4. Approval of LGEPAC Minutes 2025/3

Revisions to the minutes from the March 27, 2025, were made to remove Jollette's name as it appeared twice. Minutes were adopted as presented. Geoff P provided a motion and it was seconded by Lisa B.

### 5. Invited Presentations

a. Emergency Management Training

Peter D. shared that they are looking at boosting emergency management training to build in higher level capacity courses for longer duration events. Additional training courses could include training for finance, logistics, operations, and planning. There is also discussion around updating training for elected officials introduction to emergency management.

Action Item	Reporting	Outcome / Update
a. Share training and tracking metric tool b. Share position guides and quick start guide material	P. Dalton	

b. Social Media

Sudha K. highlighted the CRD’s board decision to deactivate their Twitter account in April. Other public sector entities have done the same. Sudha K. presented on what to do when you deactivate your account but don’t close it. The CRD conducted a regional residence survey – respondents showed an overwhelming support for SMS or email communications, especially during emergency related events.

Action Item	Reporting	Outcome / Update
a. Share staff report and analysis of twitter	S. Krishna	

**6. Other Agency Minutes – None.**

**7. EMCR Updates**

Ruth F. provided an update on the Disaster Resilience Innovation Funding (DRIF) program and announced the upcoming deadlines for submission in June 2025.

**8. REMP Update**

Ruth F. provided an update on the REMP Policy Group meeting that took place in April 2025. Ruth F. also highlighted that roughly 20K is available in a provincial grant. LGEPAC members agreed that funds should be used to procure a consultant to complete the emergency management communications plan.

Action Item	Reporting	Outcome / Update
a. Share IPREM's documents on communication work to date	R. Fernandes	

**9. Working Groups**

**a. Critical Resources**

There is a desire to identify fuel resources needed . There was discussion around how EMCR will identify if there is enough fuel. There were suggestions to look at what other areas are currently doing.

**b. Indigenous Engagement Requirement (IER)**

Letter for Nations is currently being reviewed with CRD's FN engagement team and will then be sent out. There is a new process for RFPs, the general manager will need to approve first.

**c. Recovery Concept of Operations**

Presented and approved by the emergency management committee. Met with Parks and Dams – Saanich, Langford and View Royal. Currently conducting training and will look to integrate the recovery ConOps into the corporate emergency plan.

**10. Presentation Ideas**

Presentation ideas included one from FNESS on the IER engagement. Participants identified more time for roundtable and discussion items.

**11. Roundtable Emergency Program Discussions**

- Salt Spring Island – Emergency Program Fair scheduled for May 10<sup>th</sup>, Evacuation exercise for June 10<sup>th</sup>
- Colwood – Dam exercise scheduled for June 23<sup>rd</sup>
- Sooke – Drone program, emergency management plan presented to council
- Central Saanich – Reflective address signs put on every house in Tsartlip Community and phase 1 is complete for Tsawout with phase 2 being completed by the end of September. All district staff have completed intro to EOC and intro to Emergency Management training. Approved for EOC grant for 2025 and we are completing the BC housing for rapid damage

- assessment with a number of public works staff and engineering techs.
- Victoria – teaching training for rapid damage assessments, testing and exercising desalination units, misting stations next week, group lodging exercise next week and EOC training underway
  - Oak Bay – 10 new volunteers, public preparedness presentations underway, seven volunteers receiving ERVA training, EOC grant to create a new EOC in the firehall for level 1 or 2 responses
  - Southern Guld Islands – evacuation workshops, promoting dashboards, and two upcoming exercises
  - Saanich – Emergency Program fair had low attendance but was advertised well

**b. Adjournment**

Erin S provided a motion and it was seconded by Lisa B.

**CARRIED**

The meeting was adjourned at 16:00

**Next LGEPAC meeting:** July 24, 2025