

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes of Meeting: October 3, 2024

Location: Langford Fire Hall #1 & MS Teams

PRESENT:

In-Person Langford Fire Hall #1	Virtual: Teams
Shawn Carby, CRD (Chair)	John Wakefield, SSI
Alesha Hayes, REMP	Alyse Allan North Saanich
Ruth Fernandes, REMP	Tanya Seal-Jones Victoria
Erin Stockill, Saanich	Jeri Grant, JDF
Corey Anderson, CRD	Dean Ford, Highlands
Jacob Tilson, Oak Bay	Lisa Banfield, Central Saanich
Chris Aubrey, Langford	Geoff Pendrel, Victoria
Troy Mollin, View Royal	Scott Abrahamson, Colwood
Dustin Griffiths, Island Health	Kulpreet Munde, Esquimalt

1. Welcome and Territorial Acknowledgement

S. Carby began the meeting at 14:10. 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 by consensus.

CARRIED

4. Approval of LGEPAC Minutes 2024/8

The minutes of 01 August 2024 meeting were approved, with the dates of the Nuclear Exercise changed to 4 and 5 December 2024.

CARRIED

5. Invited Presentations

5a. Health GIS Software platform, Island Health Emergency Management

Dustin Griffiths from Island Health presented on their GIS software and emergency management tool IHAR (Inter and Intra Health Authority Relocation), an evacuation decision support tool.

Key points:

- Over 4500 community health clients in Greater Victoria
- Triage system for areas of responsibility during incidents
- 72-hour evacuation timeline for high-risk clients
- Coordination with local emergency programs
- Deployable alternate care sites available
- Health will provide services to reception centers as needed
- Island Health uses Starlink satellite system

Action Item	Reporting	Outcome / Update
Share presentation slide deck.		Completed
Share the on-call number and contact (to be in list)		Completed

5b. Website Redesign Project

Alesha Hayes from the Regional Emergency Management Partnership presented the status of the PrepareYourself.ca content in preparation for the new microsite being developed as part of the CRD's website redesign project. She also brought up that the X (Twitter) feed can no longer be displayed on the site due to changes on the X platform.

Due to low usage, the last post was a repost on July 15, 2024. Also, during an incident, communication will be broadcast over CRD, partner local government, and emergency channels. Given the usage of the X account, with only 1,597 followers, she requested the group consider deleting it.

Key points:

- PrepareYourself.ca content update is 1/3 complete and will be fully complete in November 2024.
- Content changes are aligning the website with the 2024 updates to the Prepare Yourself Guide to Emergency Preparedness in the Capital Region.
- Some webpages are being consolidated according to user experience best practices.
- PrepareYourself.ca X (Twitter) account is not used and is recommended to be deactivated.

Action Item	Reporting	Outcome / Update
Delete PrepareYourself.ca X (Twitter) Account	A. Hayes	In process

MOTION: That PrepareYourself.ca X (Twitter) account should be deactivated.

Moved by J. Wakefield, **Seconded** by T. Stockill

CARRIED

6. Action Items arising from the previous meeting:

Action Item	Reporting	Outcome / Update
<ul style="list-style-type: none">• Nuclear Exercise	<ul style="list-style-type: none">• T. Mollin	<ul style="list-style-type: none">• Exercise has changed to Dec 2 and 3• Seeking participation
<ul style="list-style-type: none">• Connect Rocket	<ul style="list-style-type: none">• R. Fernandes	<ul style="list-style-type: none">• Will send out a request for contact numbers to update the Connect Rocket system

7. Other Agency Minutes – None.

8. Working/Advisory Group Updates

a. REMP Update – Ruth Fernandes

- Group consensus on updating the ESS Resource Map; updates to occur yearly in May
- Survey results discussed
- Mass Care Working Group:
 - Project will need scoping
 - Potential participants: Erin, Geoff, Troy and someone from the CRD
 - The working group will provide an update at the next LGEPAC meeting
- Water and Fuel Working Group:
 - Project will need scoping
 - Potential participants: Tanya, Geoff, someone from the CRD
 - The working group will provide an update at the next LGEPAC meeting
 - ACTION: CRD to share a copy of the water supply chain committee
- Standing agenda items:

- Regional Mass Care
- Water and Fuel Resources
- HRVA requires a climate lens - CRD received a grant for climate-focused risk assessment
 - ACTION: CRD to share a copy of the DRR-CA Risk Assessment Application

b. IER Funding Working Group Update – Corey Anderson

- Engagement letter feedback due October 18, 2024
- Proposed an agreement between members to pool funds for Indigenous engagement/reconciliation
- Phases of the project include: .5) Cultural safety training, 1) Contractor engages FN/LG and generates the report, 2) Actions reviewed and prioritized, 3) actions implemented
- The planned sequence of events for contractor acquisition is as follows: RFP language, participation agreement with municipal partners, CRD invoices municipal partners, and CRD posts the RFP
- Contractor to be hired
- Report due January 2025

9. New Business

- c. Discussion on reduction of ESS level training, and the need for more training opportunities. E. Stockill, Saanich to circulate letter.**

10. Roundtable Emergency Program Discussions

- **Colwood** – Nothing to report
- **Central Saanich** – Nothing to report
- **Esquimalt** – Functional exercise planned - all willing to participate
- **Highlands** - Opting out of first due, moving to Alertable
- **Juan de Fuca** – Encouraging participation in Shakeout
- **Langford** - ESS team refresh and FireSmart initiatives
- **North Saanich** - Nothing to report
- **Saanich** - Saanich EOC renovations and successful ESS exercise
- **Salt Spring Island C**
- **Southern Gulf Islands** – Nothing to report
- **Oak Bay** – Considering opt-out model for Alertable
- **Salt Spring Island** – Hospital Emergency ward open
- **Sidney** - Nothing to report
- **Sooke** – Nothing to report
- **Victoria** – Upcoming Training Exercise
- **CRD** – Nothing to report

An emergency preparedness trade show is proposed for the next meeting.

11. Adjournment

Motion to adjourn approved by consensus.

CARRIED

The meeting was adjourned at 16:21

Next LGEPAC meeting: November 28, 2024