



Making a difference...together

PPS-PS-2018-08

**REPORT TO PLANNING AND PROTECTIVE SERVICES COMMITTEE  
MEETING OF WEDNESDAY, APRIL 25, 2018**

---

**SUBJECT**    Capital Regional District Emergency Management Organization Appointments

**ISSUE**

The Capital Regional District (CRD) Emergency Management Bylaws require the CRD Board to appoint a number of positions which includes the CRD Deputy Emergency Manager.

**BACKGROUND**

The *Emergency Program Act* requires local authorities to establish and maintain an emergency management organization. The CRD Emergency Management Bylaw No. 3447 included both an Emergency Management Committee, appointed by the CRD Board, and an Emergency Coordinating Committee (ECC), appointed by the Chief Administrative Officer (CAO). Additionally, the Bylaw also requires the appointment of an Emergency Manager and Deputy Emergency Manager by the CRD Board.

**CONCLUSION**

Appointment by the Board of the Deputy Emergency Manager is required by the CRD Emergency Management Bylaw No. 3447.

**RECOMMENDATION**

That the Planning and Protective Services Committee recommends to the Capital Regional District Board:

That the following appointment be made:

***CRD Deputy Emergency Manager.***

Conrad Cowan, Manager, Electoral Area Fire & Emergency Programs

Submitted by:	Shawn Carby, CD, BHSc, MAL, Senior Manager Protective Services
Concurrence:	Kevin Lorette, P.Eng., MBA, General Manager Planning & Protective Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

SC:ie