

**Capital Regional District
REGIONAL EMERGENCY COORDINATORS
ADVISORY COMMISSION (RECAC)**

**** Operating under Regional Emergency Planning Advisory Commission (REPAC) ****

**Minutes of the RECAC Meeting held November 30, 2017 at 12:00PM
Council Chambers, 1229 Esquimalt Road, Esquimalt.**

PRESENT:

| | |
|---------------------|---|
| Sara Jansen | Township of Esquimalt (<i>Chair</i>) |
| Al-Nasir Charania | Greater Victoria Harbour Authority |
| Brigitte Prochaska | Southern Gulf Islands Electoral Area |
| Brittany Schina | REMP |
| Chad Pacholik | District of Saanich |
| Chris Jancowski | Township of Esquimalt |
| Chris Spargo | Victoria Police Department |
| Christina Johnston | HEMBC/Island Health |
| Christine Merner | School District 61 |
| Colin Park | Ministry of Environment |
| Courtney Cote | Ministry of Public Safety & Solicitor General |
| Dale Green | CRD |
| David Baldwin | CAF/JTFP |
| Dimitri Vaisius | BCWS |
| Gene Drew | BCWS |
| Greg Clackson | BC Ferries |
| Ian Foss | EMBC |
| Jeri Grant | Juan de Fuca Electoral Area |
| Jesse Ferguson | EMBC |
| Jim LaMorte | Smart Risk Consulting |
| Johnathan MacDonald | CAF – JTFP JHSS |
| Jowett Wong | City of Victoria |
| Matt Cawsey | Saanich Police Department |
| Melodie Hutmacher | REMP (<i>Recording Secretary</i>) |
| Mike Crowe | Songhees First Nations |
| Rob Dodds | EMBC |
| Rob Syverson | District of Central Saanich |
| Sam Rosindell | Western Stevedoring |
| Troy Mollin | Township of View Royal |

1. Pre-Meeting Lunch & Networking took place from 1200 to 1300.

2. Welcome and Introduction

REPAC Chair Sara Jansen called the meeting to order at 1300 and introductions were made.

3. Approval of Agenda

It was **Moved** by J. Grant and **Seconded** by J. LaMorte that the agenda be approved as circulated.

Motion Carried

4. Approval of previous meeting minutes

It was **Moved** by A. Charania and **Seconded** by M. Crowe that the minutes of September 7, 2017 REPAC Mini-Conference Meeting be approved as circulated.

Motion Carried

5. Business Arising from Previous Minutes

- a. REMP Update: B. Schina and M. Hutmacher presented a review on the status of REMP 2017 projects and the REMP EPC Workshop held October 24, 2017.
- b. REPAC TOR Update: S. Jansen led discussion on updates to the Terms of Reference including discussion of how REPAC will look going forward:
 - Four (4) meetings per year, with two (2) of those being structured as information forums with updates from REMP, EMBC, stakeholders, and at least two (2) working group meetings with the working groups formed and managed by REMP. The meeting schedule will coincide with the REMP Steering Committee meetings.
 - Minutes are no longer needed for REPAC meetings, and administration of REPAC will be reviewed annually.
 - Meeting Chair: A meeting chair will be appointed by the LGEPAC prior to each meeting
 - The name of the Commission will formally be referred to as Regional Emergency Coordinators Advisory Commission (RECAC) as this is what is listed in Bylaw 3531, but will informally be referred to as the Regional Emergency Program Advisory Commission (REPAC) to be more inclusive of all stakeholders.

It was **Moved** by T. Mollin and **Seconded** by J. Grant that the RECAC/REPAC Terms of Reference be adopted as circulated and discussed.

Motion Carried

BREAK

6. Presentations

- a. EMBC Update and Presentation – Summer 2017
- b. Salish Sea Exercise Report

Ian Foss, EMBC

Gregg Clackson, BC Ferries
Robert Dodds, EMBC

7. New Business

None at this time.

8. Next Meeting

The next meeting will take place on February 8, 2018 at the CRD Boardroom.

Networking: 0830 hrs

Regular Meeting: 0930-1200 hrs

9. Adjournment:

Meeting adjourned at 3:01 PM.