



**DISTRICT OF HIGHLANDS
MINUTES OF THE
EMERGENCY PLANNING COMMITTEE MEETING
Wednesday, October 4, 2023 @ 10:00 am
Highlands Community Hall – 729 Finlayson Arm Road**

MEMBERS PRESENT:

Councillor R. Stanton, Chair
Mayor K. Williams
D. Ford, Fire Chief/Emergency Program Coordinator
J. Schuttinga, Deputy Emergency Program Coordinator
L. Hilton, Chief Administrative Officer

- 1. APPROVAL OF THE AGENDA** *Moved Mayor Williams and Seconded Deputy EPC Schuttinga*
That the agenda be approved as amended.
CARRIED

2. ADOPTION OF MINUTES

- 2.1 **EMERGENCY PLANNING COMMITTEE MINUTES – March 15, 2023**
Moved Mayor Williams and Seconded Chief Ford
That the minutes of the March 15, 2023 Emergency Planning Committee be adopted.
CARRIED

3. UNFINISHED BUSINESS

EMERGENCY PROGRAM STRATEGIC PLAN – VERBAL UPDATE

- 3.1 Chief Ford provided a timeline for the next EPC meeting and an update on current and upcoming projects including:
- Upcoming Council training to be set up on what Council's role during an emergency is.
 - Business Continuity Plan (BCP) being worked on by Chief Ford. The BCP is utilized to keep the essential services of the District running when the District is experiencing an emergency.
 - Upcoming meeting with the CRD and BC Parks – Gowlland Todd & CRD Parks regarding ways to mitigate fire risks in parks.
 - Pease Lake Hydrant complete.

4. NEW BUSINESS

REGIONAL PROJECTS -VERBAL UPDATE -- Chief Ford

- 4.1 Chief Ford provided an update on regional projects including:
- REMP - March 2024 Earthquake Early Warning System Project.

- Heat waves were the largest concern in the CRD this summer. No cooling centres were opened in surrounding LGs and the Highlands had no issues reported with heat.
- Flood mapping work ongoing at Regional level - 2024
- NG 911 Program – funding is a 2024 budget item. Align in new year with new generation GIS Mapping.
- The Province is undertaking a new DCRA (Disaster Climate Risk Assessment) that involves Local Governments and First Nations. The Province is doing this as the 2019 assessment expectations for 2050 are already being surpassed in 2023. Once complete the District will review its Hazard Risk Vulnerability Analysis (HRVA) utilizing the new information from the provincial DCRA that is expected to be completed in 2024.

5. NEXT MEETING DATE

To Be Determined – Approximately 3 months

6. ADJOURNMENT

Moved Mayor Williams and Seconded Chief Ford

That the Emergency Planning Committee meeting of October 4, 2023 adjourn at 10:33 am.

CARRIED