

**Emergency Planning Secretariat
Interim Leadership Committee Meeting RODAC
March 20, 2020
8:00 am – 11:00 am
WEB VIDEO CONFERENCE**

Attendees:

EPS ILC:

Tribal Chief Tyrone McNeil, Chair, EPC Chair
Councillor Murray Ned
Chief Harley Chappell (joined at 9:00 am)

EPS STAFF:

Gillian Fuss
Vanessa Serroul
Maggie Mazurkewich

GUESTS:

Brent Baron, Indigenous Services Canada

RODAC PREPARED BY:

Maggie Mazurkewich

Agenda Approval

Action Item: *For future consideration, staff to shorten the agenda, keep the pdf package format but include page numbers, and ensure the budget is prepared for printout on legal-sized paper.*

Action Item: *Edit the agenda to reflect the actual location.*

Meeting Minutes and RODAC from December 13, 2019

Action Item: *Record of Decisions and Actions (RODAC) Action Items for leadership team are to be sent out as calendar invitations with the deadline as the event date.*

Action Item: *Make the above edits to the Minutes and RODAC.*

Discussion of Urgent Matters/Updates

Flood Mapping

Action Item: *Staff to set up Mapping Working Group meeting between Tyrone McNeil (EPS), Murray Ned (EPS/LFFA), Dave Schaepe (STSA), Tracey Joe (STSA) to determine synergies and working processes moving forward*

Action Item: *Tyrone and Gillian to map out parameters of a project to cast out to post-graduate students to perform a review of the sediment volumes taken out per year/location from the Fraser River by the Province and the effects of sediment volumes coming in today versus historically.*

Action Item: *Gillian to add to the STSA meeting agenda the possibility of mapping the Historical Terrain Scenario without dykes/transportation corridors in-house using GIS (not HECRAS model) and elevations in a simple context, mapping the impact of SLR on coastal communities and Flood Mapping on major tributaries, including the Chilliwack River, Harrison River, Chehalis River, Pitt River, Ruby Creek.*

Action Item: *Gillian to circulate the critique document from Fraser Basin Council to leadership and identify the gaps*

Action Item: *Gillian to determine what level of SLR at 100 years should be used, considering precipitation and temperature increases.*

Action Item: *Staff to set up meeting with leadership and Tamsin Lyle, Owner of Ebbwater Consulting*

Action Item: *Staff to set up meeting with leadership and Robert Knight, Director of Community Mapping Network, to get critique on the FBC LMFMS.*

Budget – In-Camera

Action Item: *Tyrone to connect with Brent Baron to present at a regional meeting to present the concept and ISC will contribute funding the exercises.*

Action Item: *Staff to include the First Nations Climate Adapt Vulnerability Analysis project with Karen Brady on the agenda of the Mapping Working Group and include Brent Baron.*

Action Item: *Gillian to follow up with Brent Baron to be clear on parameters of local community and ISC on expectations around relationship.*

Fraser Basin Council Updates

Action Item: *Staff to identify 3 locations, coastal, mid-river and up-river, for flood renderings with Eco-Plan*

Action Item: Gillian to organize meeting with Brent Baron and David Marshall from FBC in early April to discuss the strategy and expectations in working with EPS

Action Item: Gillian to prepare a briefing note outlining EPS concerns with FBC process

Action Item: Gillian to request participation and attend leadership committee meetings with FBC and follow-up after meetings.

Future direction with EMBC

Action Item: Staff to organize Collaboration Meeting with ISC (Duncan Stephen and Brent Baron), EMBC (Ian Cuning, Craig Bland, Ken Meeks), FNESS (Dianne Garner), MOE (TBD), EPS, and David Marshall via Videoconference call.

Action Item: Staff to review the Emergency Program Act update

Action Item: Staff to arrange a time and a briefing note on developing a model of consultation and consent.

Action Item: Maggie to connect Bob Mills from EMBC, leading the Partnership Tables, with Tyrone McNeil.

Action Item: Maggie to invite Leadership Team members to EMBC partnership tables

Administrative Concerns

Action Item: Staff to assist communities during the COVID Response period, as well as make notes of what did/what did not work well

Action Item: Staff to review Sendai Framework and other research topics previously given, and develop a Sendai Template for response planning for communities

Action Item: Staff to send out calendar appointments to hold the above dates and other open dates to receive Leadership Team attention

Other Items

Action Item: Maggie to include Tyrone McNeil on invitations to MoTI Disaster Response Route Working Group meetings

Item Number	Action Item	Responsible Party	Status
05-2019-21	Reach out to the Leadership Committee regarding additional funding opportunities for the future	Gillian F.	Complete
07-2019-09	Create a summary document of First Nation participation in the FBC	Gillian F.	To be completed by March 2020
07-2019-12	Reach out to American contacts from Resilient Waters to connect with them	Tyrone M.	To be completed by February 2020
10-2019-5	Draft a policy regarding electronic signature.	Gillian F.	To be completed by March 2020
10-2019-6	Reach out to Tyrone M. about a draft electronic signature policy, and find other examples online	Maggie M.	To be completed by March 2020
10-2019-17	Contact Bruce at Waterstone Legal Firm for independent legal advice	Maggie M.	Completed
10-2019-19	Look into cost of legal consultant. Set 5-10K aside	Gillian F	Completed
10-2019-24	Send completed memo to Tyrone in Word format	Gillian F	Completed
10-2019-29	Organize a meeting with Paula Santos. Direct enquiries to Tyrone.	Gillian F	Completed
11-2019-04	Complete an Orientation Package for new leadership	Maggie M	To be completed by February 2020
11-2019-05	Draft an email and a memo for Harley C. to recruit new leadership	Maggie M.	Completed
11-2019-06	Reach out to Musqueam	Tyrone M.	To be completed by February 2020
11-2019-07	Contact Tannis Tommy and Andrew Ming	Maggie M.	Completed
11-2019-11	Talk to FBC leadership committee	Tyrone M	Completed
11-2019-21	Send all policies to Tyrone M	Gillian F.	To be completed by February 2020
11-2019-21	Make the above edits to the policies	Gillian F.	To be completed by February 2020
11-2019-23	Talk to Chief of Shxwhá:y Village about Gillian	Tyrone M.	To be completed by April 2020

	attending Chilliwack dike project meetings		
12-2019-08	Share our intentions with Brent Baron	Tyrone M.	To be completed by February 2020
12-2019-18	Get a hold of deputy from EMBC to discuss FBC's direction with them	Maggie M.	Complete
12-2019-19	Find out what work communities have done regarding risk assessment	Gillian F.	To be completed by February 2020
12-2019-24	Develop a memo for urgent budget changes	Gillian F.	Complete
03-2020-01	For future consideration, staff to shorten the agenda, keep the pdf package format but include page numbers, and ensure the budget is prepared for printout on legal-sized paper.	EPS Staff	Complete
03-2020-02	Edit the agenda to reflect the actual location	Maggie	Complete
03-2020-03	Record of Decisions and Actions (RODAC) Action Items for leadership team are to be sent out as calendar invitations with the deadline as the event date	All Staff	Complete
03-2020-04	Make the above edits to the Minutes and RODAC.	Gillian	Complete
03-2020-05	Staff to set up Mapping Working Group meeting between Tyrone McNeil (EPS), Murray Ned (EPS/LFFA), Dave Schaepe (STSA), Tracey Joe (STSA) to determine synergies and working processes moving forward	All Staff	Complete
03-2020-06	Tyrone and Gillian to map out parameters of a project to cast out to post-graduate students to perform a review of the sediment volumes taken out per year/location from the Fraser River by the Province and the effects of sediment	Tyrone M. and Gillian F.	To be completed April 2020

	volumes coming in today versus historically.		
<i>03-2020-07</i>	Gillian to add to the STSA meeting agenda the possibility of mapping the Historical Terrain Scenario without dykes/transportation corridors in-house using GIS (not HECRAS model) and elevations in a simple context, mapping the impact of SLR on coastal communities and Flood Mapping on major tributaries, including the Chilliwack River, Harrison River, Chehalis River, Pitt River, Ruby Creek.	Gillian F.	Complete
<i>03-2020-08</i>	Gillian to circulate the critique document from Fraser Basin Council to leadership and identify the gaps	Gillian F.	Complete
<i>03-2020-09</i>	Gillian to determine what level of SLR at 100 years should be used, considering precipitation and temperature increases.	Gillian F.	To be completed April 2020
<i>03-2020-10</i>	Staff to set up meeting with leadership and Tamsin Lyle, Owner of Ebbwater Consulting	All Staff	To be completed April 2020
<i>03-2020-11</i>	Staff to set up meeting with leadership and Robert Knight, Director of Community Mapping Network, to get critique on the FBC LMFMS.	All Staff.	Complete
<i>03-2020-12</i>	Tyrone to connect with Brent Baron to present at a regional meeting to present the concept and ISC will contribute funding the exercises.	Tyrone M.	To be completed April 2020

03-2020-13	Staff to include the First Nations Climate Adapt Vulnerability Analysis project with Karen Brady on the agenda of the Mapping Working Group and include Brent Baron.	Gillian F.	Complete
03-2020-14	Gillian to follow up with Brent Baron to be clear on parameters of local community and ISC on expectations around relationship.	Gillian F.	To be completed April 2020
03-2020-15	Staff to identify 3 locations, coastal, mid-river and up-river, for flood renderings with Eco-Plan	Maggie M	To be completed April 2020
03-2020-16	Gillian to organize meeting with Brent Baron and David Marshall from FBC in early April to discuss the strategy and expectations in working with EPS	Gillian F.	Superseded by another action item
03-2020-17	Gillian to prepare a briefing note outlining EPS concerns with FBC process	Gillian F.	Complete
03-2020-18	Gillian to request participation and attend leadership committee meetings with FBC and follow-up after meetings.	Gillian F.	To be completed April 2020
03-2020-19	Staff to organize Collaboration Meeting with ISC (Duncan Stephen and Brent Baron), EMBC (Ian Cuning, Craig Bland, Ken Meeks), FNESS (Dianne Garner), MOE (TBD), EPS, and David Marshall via Videoconference call.	All Staff	Complete
03-2020-20	Staff to review the Emergency Program Act update	All Staff	To be completed April 2020
03-2020-21	Staff to arrange a time and a briefing note on developing a model of consultation and consent.	All Staff	To be completed April 2020

03-2020-22	Maggie to connect Bob Mills from EMBC, leading the Partnership Tables, with Tyrone McNeil.	Maggie M.	To be completed April 2020
03-2020-23	Maggie to invite Leadership Team members to EMBC partnership tables	Maggie M.	Complete
03-2020-24	Staff to assist communities during the COVID Response period, as well as make notes of what did/what did not work well	All Staff	To be completed April 2020
03-2020-25	Staff to review Sendai Framework and other research topics previously given, and develop a Sendai Template for response planning for communities	All Staff	To be completed April 2020
03-2020-26	Staff to send out calendar appointments to hold the above dates and other open dates to receive Leadership Team attention	All Staff	Complete
03-2020-27	Maggie to include Tyrone McNeil on invitations to MoTI Disaster Response Route Working Group meetings	Maggie M.	Complete