



**CARIBOO REGIONAL DISTRICT  
EMERGENCY PREPAREDNESS  
COMMITTEE MINUTES**

**September 7, 2022**

**10:00 a.m.**

**Cariboo Regional District Board Room  
Suite D - 180 Third Avenue North  
Williams Lake, B.C.**

**PRESENT :** Chair M. Wagner, Director M. Sjostrom, Director B. Bachmeier,  
Director M. LeBourdais, Director J. Glassford, Director G. Kirby

**STAFF :** J. Maclean, Chief Administrative Officer, S. Masun, Manager of  
Emergency Program Services, L. Schick, Deputy Corporate  
Officer/Executive Assistant, K. Farvolden, Emergency Program  
Coordinator, I. Israel, Emergency Program Coordinator

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

**EPC.2022-9-1**

Moved Director Kirby

Seconded Director LeBourdais

That the agenda be adopted as presented.

**Carried**

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the Emergency Preparedness Committee - March 9, 2022**

**EPC.2022-9-2**

Moved Director Glassford

Seconded Director Kirby

That the minutes of the Emergency Preparedness Committee meeting, held March 9, 2022, be received and adopted.

**Carried**

**3. REPORTS AND CORRESPONDENCE**

**3.1 EOC Reporting April to August 2022**

**EPC.2022-9-3**

Moved Director Bachmeier

Seconded Director LeBourdais

That the agenda item summary from Stephanie Masun, Manager of Emergency Program Services, dated August 17, 2022, regarding EOC reporting for the period of April to August 2022, be received.

**Carried**

**3.2 Emergency Program Key Findings Report Prioritization and Workplan Update**

**EPC.2022-9-4**

Moved Director Kirby

Seconded Director Glassford

That the agenda item summary from Stephanie Masun, Manager of Emergency Program Services, dated August 30, 2022, regarding the Emergency Program Key Findings Report Prioritization and Workplan Update be received.

**Carried**

**3.3 UBCM 2023 CRI - FireSmart Community Funding and Supports – Fall Application Intake**

**EPC.2022-9-5**

Moved Director Bachmeier

Seconded Director LeBourdais

That the agenda item summary from Stephanie Masun, Manager of Emergency Program Services, dated August 17, 2022, regarding the 2023 UBCM Community Resiliency Investment, be received. Further, that staff be authorized to proceed with the application for UBCM CRI – FireSmart Community Funding and Supports.

**Carried**

**3.4 Canadian Red Cross Risk Awareness Project**

**EPC.2022-9-6**

Moved Director LeBourdais

Seconded Director Glassford

That the agenda item summary from Stephanie Masun, Manager of Emergency Program Services, dated August 17, 2022, regarding the Canadian Red Cross Wildfires 2017 funding opportunity, be received. Further, that staff be authorized to proceed with a funding application to the Canadian Red Cross Wildfires 2017 for a Risk Awareness Campaign.

**Carried**

**3.5 Emergency Response Protocol and Title Land Communications Procedure**

**EPC.2022-9-7**

Moved Director LeBourdais

Seconded Director Kirby

That the agenda item summary from Stephanie Masun, Manager of Emergency Program Services, dated August 31, 2022, regarding the Emergency Response Protocol and Title Land Communications Procedure be received.

**Carried**

4. **ADJOURNMENT**

**EPC.2022-9-8**

Moved Director Glassford

Seconded Director Sjostrom

That the Cariboo Regional District Emergency Preparedness Committee meeting be adjourned at 11:15 am September 7, 2022.

**Carried**

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Chair

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Manager of Corporate Services