



Alberni-Clayoquot Regional District

MINUTES OF THE EMERGENCY PROGRAM EXECUTIVE COMMITTEE

MEETING HELD ON THURSDAY, MAY 15, 10:00 AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

MEMBERS Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)

PRESENT: Bob Beckett, Director, Electoral Area "A" (Bamfield)
Fred Boyko, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Susan Roth, Director, Electoral Area "E" (Beaver Creek)
Vaida Siga, Director, Electoral Area "C" (Long Beach)
Charles Mealey, Councilor, City of Port Alberni
Dustin Dame, Councilor, City of Port Alberni

REGRETS: Sharie Minions, Mayor, City of Port Alberni
Cindy Solda, Councilor, City of Port Alberni

STAFF PRESENT: Charlie Starratt, Regional Fire Services Manager
Karen Freethy, Protective Service Manager
Daniel Sailland, Chief Administrative Officer
Rich Taliunas, Manager of Information Technology
Kristin Kerr-Donohue, Administrative Assistant
Mike Fox, Chief Administrative Officer, City of Port Alberni

OTHERS PRESENT: Wynna Brown, Adriane Brown Group
John Reynolds, Adriane Brown Group

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/15-5-2025/>

1. CALL TO ORDER

The Administrative Assistant (AA) called the meeting to order at 10:00 am.

The AA recognized this meeting is being held throughout the Nuuchahnulth territories.

The AA reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions- Committee Members and Staff present in the Boardroom and via Zoom.

2. ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2025

The AA conducted the election for Chairperson of the Emergency Program Executive Committee for 2025.

The AA declared Mike Sparrow to the position of Chairperson for the Emergency Program Executive Committee for 2025.

ELECTION OF VICE-CHAIRPERSON

The AA conducted the election of Vice-Chairperson of the Emergency Program Executive Committee for 2025.

The AA declared Bob Beckett to the position of Vice-Chairperson for the Emergency Program Executive Committee for 2025.

Mike Sparrow assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: C. Mealey

SECONDED: P. Cote

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. MINUTES

- a. **Emergency Program Executive Committee Meeting held on November 6, 2024**

MOVED: P. Cote

SECONDED: C. Mealey

THAT the minutes of the Emergency Program Executive Committee Meeting held on November 6, 2024 be adopted.

CARRIED

6. PRESENTATIONS

- a. **Emergency Communication and Public Notification Plan Update – Adriane Brown Group**
- b. **Emergency Program Update – K. Freethy, Protective Services Manager, D. Sailland, Chief Administrative Officer, & Rich Taliunas, Manager of Information Technology**

7. CORRESPONDENCE FOR INFORMATION

a. Letter from the City of Port Alberni regarding Starlink Satellite Systems

MOVED: C. Mealey

SECONDED: F. Boyko

THAT the Emergency Program Executive Committee receive this item for information.

CARRIED

8. REQUEST FOR DECISIONS

9. REPORTS

a. Licence Agreement with Mosaic Forest Management

MOVED: C. Mealey

SECONDED: F. Boyko

THAT the Emergency Program Executive Committee receives the staff report for information.

CARRIED

10. LATE BUSINESS

11. QUESTION PERIOD

Questions/Comments from the public. The Administrative Assistant advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

12. ADJOURN

MOVED: C. Mealey

SECONDED: B. Beckett

THAT this meeting be adjourned at 11:57 am.

CARRIED

Certified Correct:

Mike Sparrow

Mike Sparrow,
Chairperson

Kristin Kerr-Donohue

Kristin Kerr-Donohue,
Administrative Assistant