



SOUTHERN GULF ISLANDS EMERGENCY

PROGRAM ADVISORY COMMISSION

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION

**Minutes from September 19, 2018 at 0900
Shoal Centre, 10030 Resthaven Drive, Sidney BC**

Present: Saturna Island - J. Wiznuk (Chair), W. Quinn; Galiano Island - S. Luttmer, R. Pettit; S. Piers Island - K. Keats; Sidney Island - G. McLean; SGI EA - Ben Mabberley (Director's Alternate)

Regrets: Mayne Island - Kyle Stobbard, R. Weeks, Piers Island - Gary Glover; Pender Island - Don Munroe

Staff: B. Prochaska, Area Emergency Program Coordinator; C. Cowan, CRD Emergency Services Manager; R. Goddard, CRD Recording Secretary

1. **Call to Order:** J. Wiznuk, Chair, called the meeting to order at 09:01.
2. **Welcome and introductions:** The chair welcomed the Commissioners to the meeting.
3. **Approval of agenda:**

Accepted by J. Wiznuk

Motion Carried

4. **Approval of previous meeting minutes:**

Accepted by J. Wiznuk that the minutes from the **May 16th, 2018** meeting of the Southern Gulf Islands Emergency Program Advisory Commission be approved as circulated.

Motion Carried

5. **Business arising from past minutes:**

- a. Final approval of 2019 SGIEP budget.
- b. EPC Honorarium

Discussion on how to best recognize Island Emergency Program Coordinators and all program volunteers. To be a line item for next meeting. K. Keats presented summary of information on honorariums and ideas from other organizations for comparison.

Action Item: C. Cowan and J. Wiznuk to start up initiative to explore new ways to better recognize program volunteers. Current Island EPC cell phone usage/reimbursement reviewed.



SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION

C. Cowan to discuss with CRD IT options to best accommodate EPC volunteers within the CRD policy guidelines.

6. **Director's report:** B. Mabberley reported that a program to bring a CRD administrative position to each island was approved. Approved by J. Wiznuk.
7. **Chair's report:** J. Wiznuk brought forward that some members will time out soon on their allowable service as Commissioners.

Action Item: Figure out policy on commission members' time on the Commission discussed at next meeting.

8. **Finance reports:** It was **Moved** by W. Quinn and **Seconded** by K. Keats that the amended finance reports be accepted.

Motion Carried

9. **CRD Protective Services report:** C. Cowan gave update on the Electoral Area's Public Alert Notification System (PANS).
10. **Area Coordinator/Emergency Support Services:** As circulated by B. Prochaska.
11. **Correspondence:** No new correspondence.
12. **New Business:** None
13. **Other Business:** B. Prochaska to look into having a tour of the EMBC offices at Keating Cross Road for the November or January meeting.

Meeting Adjourned at 10:57 hrs.

Next meeting: 0900 hrs Wednesday, November 21, 2018 at TBD (With CWPP Working Group meeting to follow in the afternoon).