



SOUTHERN GULF ISLANDS EMERGENCY

PROGRAM ADVISORY COMMISSION

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION

Minutes from March 27, 2019 at 0900
Shoal Centre, 10030 Resthaven Drive, Sidney BC

Present: (Chair) J. Wiznuk, Saturna; S. Luttmer, South Galiano; R. Pettit, North Galiano; K. Stobart, Mayne; C. Boyte, Pender

Guest: Linda Cunningham, Saturna

Staff: C. Cowan, CRD Electoral Area Fire and Emergency Programs; M. Hutmacher, CRD EA Coordinator; C. Patton, CRD Recording Secretary

1. **Call to Order:** J. Wiznuk, Chair, called the meeting to order at 09:05. It was noted that there's a lack of quorum.
2. **Welcome and introductions:** The chair welcomed the Commissioners to the meeting and asked for introductions around the room.
3. **Approval of agenda:** Lack of quorum, will need to be motioned on during May meeting.
4. **Approval of previous meeting minutes:** It was noted that K. Wheeler needs to be changed to K. Keatts and that the following sentence be amended from "J. Wiznik moved that the meeting be closed at 12:10 pm" to "J. Wiznuk moved that the meeting be adjourned at 12:10pm".

Lack of quorum, will need to be motioned on during May meeting.

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

a. **Update on Galiano School Fire Smart Project:** Extensive discussion with the following points highlighted:

- i. Schools are required to have a generator
- ii. There have been Fire Smart discussions with the school principal
- iii. Director Howe is trying to find funding for getting generators at all of the SGI schools
- iv. Question was asked: who would maintain the generators (ie: school board?)
- v. Galiano and Mayne are interested in obtaining generators for their schools

- Pender and Saturna had declined the offer – but that may have been a misunderstanding as both Pender and Saturna would be interested in getting generators at their schools

ACTION ITEM: S. Luttmer to pursue why Pender and Saturna declined generators



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- vi. Each school/school district has a different policy for letting children leave the school, particularly during an emergency event
- vii. Water, heat and plumbing would be compromised during power outages
 - Emergency systems (lights, fire alarms, etc...) at schools last about 45 minutes – reiterating the need for a generator
- viii. Schools do not have dedicated emergency management people and many people help out off the corner of their desks
- ix. Some schools have done or are doing seismic upgrades
- x. These points need to be included in the After Action Report (AAR) while also adding a paragraph addressing shelter in place and picking up children/leaving children at school
- xi. Commission is interested in seeing the AAR once complete

b. Volunteer Service Pins: Some work has been done on this but B. Prochaska at the table to discuss further. Will be added to the agenda for the next meeting.

6. Director's report: No Director present to provide report. Discussion ensued around Commission members being renewed and getting their confirmation letters, which has not happened yet. Alternate Director Mabblerley was going to talk to Director Howe. To be pursued further.

7. Chair's report: The Chair provided an overview of activities since January 2019, highlighting the recent wind and snow storms. Some Commission members toured the EMBC Headquarters office.

There was a reiteration of many SGI agreements being out of date. Pender Island has a current agreement with First Nations on Pender Island but many other islands have agreements that are out of date.

Extensive conversation around the logging/burning that is happening on Saturna Island. Currently there is an injunction which has halted all work on this site, however there's downed trees which will act as a fuel source if not removed from the site particularly with these early dry conditions. It was noted that there is no fire suppression water available at that site, nor does Saturna Fire have the authority to enter First Nations/Federal land. There may be a way of accessing mobile sprinkler units, the Province has 6 and Parks Canada has supplied sprinkler units to various islands.

ACTION ITEM FOR C. COWAN & S. CARBY: To bring this issue to CRD Senior Managers

8. Finance reports: Received as part of agenda package.

9. CRD Protective Services report:

- a. Continued work on After Action Report (AAR), which has been a collaborative effort including community voices. Key recommendations will be made in the



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report. Once the report is approved at the CRD level, it can then be shared out to Commission.

- b. CRD with other municipalities applied for an evacuation grant; 11 successful applicants have been chosen. The CRD and the other successful grant applicants will address/tie in a regional component to the evacuation planning that occurs from these grants.
- c. Grants for Fire Smart have been applied for and we are awaiting word if we were successful.
- d. Elizabeth Zook is stepping down as the Salt Spring Island Emergency Program Coordinator (EPC) and Brian Bogdanovich has been hired as the new SSI EPC. Candace Seagull and Derek Capitaine have been hired as the Deputy Emergency Program Coordinators (DEPC's)

10. Area Coordinator/Emergency Support Services: Received as part of the agenda package. B. Prochaska not present to present on reports.

11. Correspondence: No new correspondence.

12. New Business:

- a. **SGI Emergency Program Mobile Trailer:** B. Prochaska not present at meeting to expand on further. Commission agreed that this is within the purview of Brigitte's role as program coordinator, to action this as she sees fit.
- b. **No Fire Chiefs At Commission Meetings:** Discussion ensued around who can attend the Commission meetings and it was stated that the meetings are open to the public and anybody can attend the meetings but a heads up to Commission members would be welcomed. And if there are Fire Chief's, like Karen Harris, that would like to be a member of the Commission, then her name should be put forward to Director Howe who will recommend to the Board, the appointment on the SGI Commission. No one is excluded from these Commission meetings, unless it is a closed meeting.

13. Other Business:

- a. **Swartz Bay Fire Prevention Program:** Background overview and discussion took place. A motion will be brought forward at the next Commission meeting, where there will be a quorum, to obtain the annual funding of \$15,000.00 to the Swartz Bay Fire Prevention Program. Saturna had a \$500.00 cheque to support the program.
- b. **Fire Boat (for Region):** Could this be looked at as a regional response vehicle? Item to be brought forward to next Commission meeting.

Discussion ensued around the current Community Wildfire Protection Plans (CWPP) and that they could use some updating to reflect current risks, as they are roughly 9-10 years old. A regional CWPP was briefly discussed as a possible REMP issue. There may be



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a grant available for updating our plans and the funding would cover 75%. The Commission supports this initiative but unsure where the non-funded part of the grant funds (25%) would come from. Item to be carried forward to next meeting for further discussion.

Discussion occurred about Commission membership. Mayne and Pender are short a member on the Commission. It was suggest to put an ad in the local paper for “an invitation to apply” to the Commission. Mayne and Saturna are also short an island coordinator, which B. Prochaska is working on. An update will be provided at the next meeting.

South Galiano Fire Chief Luttmmer provided an update on their Fire Smart Canada grant that they applied for. Approval of grant is still pending but in the interim there is a volunteer incurring out of pocket expenses to keep this initiative going. Looking for support from Commission; was determined that the amount the volunteer is out of pocket can easily be reimbursed through the main Galiano emergency program budget.

Meeting Adjourned at 10:57 hrs.

Next meeting: 0900 hrs Wednesday, September 18, 2019 at Lebbetter Board Room – Mary Winspear Centre – 2243 Beacon Ave - Sidney