



## **SOUTHERN GULF ISLANDS EMERGENCY**

### **PROGRAM ADVISORY COMMISSION**

#### **CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION**

**Minutes from May 15, 2019 at 0900**

**Lebbetter Board Room, Mary Winspear Centre, 2243 Beacon Ave, Sidney BC**

**Present:** (Chair) J. Wiznuk, Saturna; R. Pettit, North Galiano; K. Stobart, Mayne; C. Boyte, Pender; G. Glover, Piers; K. Keatts, Piers; G. MacLean, Sidney; L. Cunningham, Saturna

**Regrets:** S. Luttmer, S. Galiano

**Guest:** Lindsay Allan, Mayne

**Staff:** M. Hutmacher, CRD EA Coordinator; C. Patton, CRD Recording Secretary; B. Prochaska, SGI Emergency Program Coordinator

1. **Call to Order:** J. Wiznuk, Chair, called the meeting to order at 09:26.
2. **Welcome and introductions:** The chair welcomed the Commissioners to the meeting and asked for introductions around the room.
3. **Approval of agenda:**

**Motion to approve March 27, 2019 meeting agenda as distributed.**

**Move – R. Pettit; Second – K. Stobart; CARRIED**

Items #5c, #8 and #10 moved down on the agenda, while waiting for B. Prochaska to arrive to meeting.

**Motion to approve May 15, 2019 meeting agenda as amended.**

**Move – G. MacLean; Second – R. Pettit; CARRIED**

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

**Motion to approve January 16, 2019 meeting minutes as amended.**

**Move – C. Boyte; Second – R. Pettit; CARRIED**

Next meeting date is September 18, not November 21 as noted on minutes. Amendment completed.

**Motion to approve March 27, 2019 meeting minutes as amended.**

**Move – C. Boyte; Second – R. Pettit; CARRIED**



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

- a. **Pender and Saturna – School Fire Smart Program (S. Luttmer):** Tabled until S. Luttmer can provide an update.
- b. **Commission Membership Renewals (Director Howe):** Tabled until Director Howe can provide an update.
- c. **Volunteer Service Pins:** Discussed under item #14.
- d. **Mobile Sprinkler Units to Saturna IR No. 7:** This topic was discussed at a Saturna Island Fire Protection Society meeting last week. A connection has been established with the Band. Proposals have been suggested: Band to create fire break at the 50 yard line and that the Fire Department can set up the mobile sprinkler units supplied by Parks Canada inside the fire break line. Agreements are pending. It was reiterated that the Fire Department cannot enter First Nations land without an agreement in place. At this point BC Forestry would be the only agency to enter traditional First Nations land and the Saturna Fire Department would support them. Consideration of a public information session being discussed which would not be an evacuation exercise but more of a public information session.
- e. **Swartz Bay Fire Prevention Program – annual contributions:** Noted that C. Boyte did not vote on motion.

**Motion to contribute \$15,000.00 toward Swartz Bay Fire Prevention Program.**

**Move – R. Pettit; Second – L. Cunningham; CARRIED**

- f. **Fire Boat (regional):** Discussion ensued. A business case had been built for this initiative including estimates on boat procurement. Coast Guard no longer provides fire protection which is why this initiative is being investigated and in particular because of the potential increased tanker traffic. It was noted that P. Ensor had done considerable work on this initiative and could find no support from Coast Guard, WRMRC, Parks Canada or RCMP. Someone from the Federal government getting behind this initiative would be very beneficial and could possibly move this project forward.

**ACTION ITEM:** C. Boyte to obtain an update from Director Howe.

- 6. **Director's report:** Director not in attendance of meeting therefore no report provided.
- 7. **Chair's report:** Chair Wiznuk provided a verbal report of program and Commission activities.
- 8. **Finance reports:** Discussed under item #14
- 9. **CRD Protective Services report:** C. Cowan has resigned as the Manager, Electoral Area Fire and Emergency Programs; the position description has already been posted



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and the CRD is currently looking for his replacement. FireSmart grants for \$15,000.00 have been approved for both Pender and Saturna islands. Evacuation Route Planning Grant has also been obtained with \$6,000.00 going toward a regional planning component and the remaining funds will go to the Electoral Areas for evacuation planning. The Windstorm After Action Report (AAR) will be circulated to Commission, once accepted by CRD Executive Leadership Team (ELT). It was noted that the Community Wildfire Protection Plans (CWPPs) are 8-9 years old and could use updating; question of validity came up.

**ACTION ITEM:** M. Hutmacher to look into possible grant (UBCM) for CWPP updating.

**10. Area Coordinator/Emergency Support Services:** Discussed under item #14

**11. Correspondence:** No new correspondence.

**12. New Business:** No new business.

**10:28** – adjourned while waiting for B. Prochaska.

**10:30** - Guest L. Allan left meeting.

**10:36** – B. Prochaska joined meeting.

**13. Other Business:**

- a. **#5a – Volunteer Service Pins:** Discussion ensued. G. MacLean willing to do some graphic work to keep price of pins down. It was acknowledged that numbering the pins, based on number of years volunteers have been with the program is desired. Thresholds for years were discussed, acknowledging 1, 3, 5, 10, 15 years. Possibility for enamel for 1/3/5 years and metal pins for 10/15/20.
- b. **#8 – Finance Report:** Possibility of hosting one-day ESS conference in the fall in the Southern Gulf Islands.

**Motion to support South Galiano Fire Hall with a grant of \$20,000.00 for facility access, subject to agreement being agreed upon.**

**Move** – C. Boyte; **Second** – R. Pettit; **CARRIED**

**ACTION ITEM:** C. Patton to forward existing CRD Facility Access Agreement to B. Prochaska for review and possible utilization for the above noted motion.

- c. **#10 – Area Coordinator/Emergency Support Services Director combined report:** Received as part of agenda package. Brief discussion around obtaining and utilizing mobile/portable response kits (small generators, etc...) that C. Cowan was looking into; discussion put on hold until new manager is hired.



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- d. Generators at Schools:** It was noted that most schools do not have the funds to buy generators and that Director Howe has been looking into alternate funding. An update from Director Howe would be warranted. The SGI Emergency Program could work with various schools to review and update their emergency plans.

**ACTION ITEM:** B. Prochask to touch base with Chief Luttmner on school generators and then touch base with Director Howe to obtain a status update.

- e. Social Event:** Discussion ensued. B. Prochaska to pursue looking into a social event that would follow the September Commission meeting, that would extend the invitation to the Island Representatives and Commission members, allowing them the opportunity to meet and network.
- f. Location of Meetings:** It was agreed that the Mary Winspear Centre is a great location for the SGI Commission meetings.

**Motion to approved agenda that had Generators at Schools, Social Event and Location of Meetings added, after the initial motion to approve the agenda at the beginning of the meeting.**

**Move** – L. Cunningham; **Second** – R. Pettit; **CARRIED**

**Meeting Adjourned at 11:52 am hrs.**

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