

SALT SPRING EMERGENCY MANAGEMENT COMMISSION
FEBRUARY 21, 2011 - 10:30 A.M.
School Board Office at 112 Rainbow Road

Present Commissioners: Chair P. Donnelly, Vice Chair T. Graham, Treasurer M. Beardsmore (partial attendance), S. Leichter, B. Francis, J. Newton, G. Hendren, A. Gamley, D. Murphy

Others: E. Zook (SSI Emergency Coordinator), Trevor Hutton (Deputy SSI Emergency Coordinator), Sgt George Jenkins, RCMP, Kate Merry, Recorder

Regrets: T.Bremner, C. Hamilton, N. Pursell and I. Elliot

Call to order: 10:31 A.M.

1. **Approval of the agenda. Motion 13.6** Moved by D. Murphy, seconded J. Newton. **MOTION CARRIED**
2. **Adoption of the minutes of January 17, 2011:** Amendment to Item #3: CRD did send an explanation but the Treasurer had not yet had time to consider it. **Motion 13.7** Moved D. Murphy, seconded B. Francis. **MOTION CARRIED**
3. **Treasurer's Report:** Deferred to the arrival of the Treasurer.
4. **Chair's report:** The Chair reported that a letter has been sent to RCMP Sgt. Willis upon his departure. All correspondence received has been forwarded to the Commission.
5. **Emergency Coordinator's Report**
 - a) **Activity report**
 - i) BC Shakeout Exercise
This was deemed successful and may become an annual event.

At this point, the Treasurer, M. Beardsmore arrived with the newly appointed RCMP Sgt. George Jenkins who was introduced to the Commissioners.

b) EOC report

Current existing plans will be amalgamated before training can start.

c) POD status

A verbal report was given. The goal is to have functioning PODs across Salt Spring this year.

d) ESS status

A verbal report was given. There will be a meeting on March 26, 2011 at the Community Gospel Church. It is hoped a suitable Director may be

found at this time. The Chair requested that when someone is in place, this person should be invited to these meetings. The Chair noted that a tool to create a risk assessment is an integral part of emergency planning.

The CRD Director then requested that the following be added to the agenda: Water Advisory in the Highlands.

E. Zook reported that there will be a meeting at the end of March with all stakeholders as to how to integrate a response. It was noted that the dissemination of information and planning does rest with this Commission.

Treasurer's Report: The Treasurer gave a verbal report. There are no expenses of concern this year. Clarification of expenses believed not properly part of the EMC budget was requested and the Treasurer will forward information from the CRD to the EMC. Charges for CREST have not been clarified.

Action item: M. Beardsmore to forward information from CRD to EMC.

6. Old Business

a) Commission Matters

i) Commission Bylaw and Working Group

There was concern expressed about the draft bylaw. CRD Hendren offered to request that consideration of the bylaw be removed from the CRD agenda. The EMC will meet to consider the bylaw and this will be a single item meeting and additional to the regular meeting.

ii) Liability Insurance - tabled to next meeting.

b) Lady Minto Hospital

D. Murphy declared a conflict of interest and left the room.

Motion 13.8: Moved by G. Hendren, seconded by M. Leichter that the Emergency Management Commission write a letter in support of the surgery at Lady Minto Hospital and that the letter be sent to the Chair and CEO of VIHA. **MOTION CARRIED**

D. Murphy returned to the meeting.

Action Item: S. Leichter will draft letter and circulate to Commission members by email.

7. New Business

a) Correspondence from Transportation Commission

It was noted that the EMC needs more information before making a recommendation. E. Zook and S. Leichter will attend the meeting of the Transportation Commission of 17 March and the Chair will prepare a short note.

Action Item: Chair to prepare note.

b) Proposed changed to BC Ferries Route 9 (Long Harbour)

E. Zook was requested to follow through on this topic.

8. Matters Arising: None: an additional meeting will be called regarding the bylaw.

9. Adjourn: The next regular meeting will be March 21 2011 at 2:00 PM.

Motion 13.9 It was moved by G. Hendren, seconded by J. Newton that the meeting adjourn at 12:45 PM. **CARRIED**

Approved: _____ Date: _____

Title: _____