

DRAFT
SALT SPRING EMERGENCY ADVISORY COMMISSION
Sept 15, 2011 - 12:30 P.M.
Fire hall Meeting Room

Present Commissioners: Chair T. Graham, S. Leichter, J. Newton, G. Hendren, A. Gamley, D. Murphy, M. Beardsmore (RCMP), B. Francis, C. Hamilton

Others: E. Zook (SSI Emergency Coordinator), I.Elliot (Regional Emergency Coordinator), Kate Leslie (Recorder)

Call to order and notation of quorum

The Chair called the meeting to order at *12:37 PM*

1. Approval of Agenda

Motion 14.1 The agenda, as circulated, was adopted by general consent, with addition of item 6 'formal adoption of strategic plan', and with addition of item 9 'new business: a personal item from A. Gamley'. Moved by G. Hendren, seconded by S. Leichter **CARRIED**

2. Adoption of Minutes of July 21, 2011

Motion 14.2 Moved by G. Hendren, seconded by D. Murphy **CARRIED**

3. Correspondence

SS Island Water Preservation Society letter received, with respect to Maxwell Lake and the monitoring of illegal campfires in that area.

Motion 14.3 T. Graham to contact Ron Hall of Water Preservation Society, and to share the information in the letter with the fire and police department. T. Graham to report back. Water Preservation Society Letter will be circulated to members of the Commission. Moved by T. Graham, seconded by S. Leichter **CARRIED**

4. Chair's Report

Chair's report has been distributed by email. Chairs Report

The budget working group has recommended a modest and supportive budget for Salt Spring Emergency Program.

The CRD is also showing support by maintaining the Operating Reserve Fund.

We will discuss details of the Operating Reserve Fund at the meeting

The budget preparation to date has been a positive focus on our local program needs and projects

5. Operating Reserve Fund - E. Zook and I. Elliot

Operating Reserve Fund is to deal with unanticipated costs; no dispersal of funds without Commission support. Combat pay does not come out of this budget. There are provisions at regional level for some funding support to Salt Spring projects. E. Zook would like to see tracking of the costs which are paid for by region. E. Zook can see the need for a should there be a large public uptake with training and programs. Have a record of surpluses in past years.

Motion 14.4 The budget, as proposed, to be adopted. Moved by T. Graham, seconded by D. Murphy **CARRIED**

6. Matters Arising**Formal Adoption of Commission Strategic Plan**

Motion 14.5 the Strategic Plan of 2010, as prepared by S. Leichter to be adopted. Moved by T. Graham, seconded by S. Leichter **CARRIED**

7. New Business – a personal item from A. Gamley

A. Gamley is resigning from the Commission. She will be continuing work with the Pod program. T. Graham, on behalf of the commission, expressed appreciation for her work. E. Zook will seek nominees for the position, and will pass them onto T. Graham.

E. Zook reported that no one applied for the ESSD position. I. Elliot, through the team, will provide enhanced secretarial support to E. Zook until the next meeting. Working group composed of S. Leichter, T. Graham and M. Beardsmore to meet with E. Zook to discuss how to advertize, improve recruitment and work on job descriptions, prior to next meeting.

8. Adjournment Motion 14.6 Moved by T. Graham, seconded by G. Hendren that the meeting adjourn at 1:59 PM. **CARRIED**

Next meeting date: Tues., Oct.11th, 2011. 12:30pm.