



SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION

MINUTES

Date: Wednesday, November 15th, 2023 @ 1000 hrs

Place: Virtual via Zoom

Present: Chief Scott Sugden (Galiano), Stephen Cropper (Mayne), Chief Kyle Stobart (Mayne), Asst. Chief Adrian Hanson (Pender), Wayne Quinn (Saturna), Gaire MacLean (Sidney, Meeting Chair), Roger Pettit (Galiano), Brenda Claro (Pender), Rob Fenton (Alt. Director)

CRD Staff: Jollette Schenk, Brigitte Prochaska, Jennifer Carvill

Guest: Karen Harris (Galiano)

Regrets: Paul Brent (Director), Kerry Keats (Piers)

- Call to order
- Welcome and introductions
- Approval of agenda
- Approval of previous meeting minutes (September 20th, 2023)- Approved with correction to R. Pettit's name on the minutes.
- Business arising from past minutes:
 - Update from 3rd Party (Facilities) Agreements Working Group- Consolidated a position on this agreement and final statements sent out. Provides workable framework for the CRD, addresses need for mutual collaboration, consensus is it meets the needs. General concerns were about the funding and financial needs of respective facilities. Challenging task to isolate each community and identify the tasks and hardships. Continued collaboration with the CRD is the best way forward. S. Sugden identifies where we are right now and asks how far reaching is the emergency program and three facilities on each island in operation. Concerns are pinch points, dead end roads, and neighborhoods not connecting.

Looking at more reception centres and group lodging facilities. W. Quinn identifies the principal to making sure decisions are equitable across the islands. Idea of a standby fee for costs such as fuel and hall rental discussed. Believes the financial equity would be achieved and there would be good expense accountability to the CRD. B. Prochaska acknowledges this facility agreement is time sensitive, but we need to still consider everyone's input to ensure it is a fair process. Suggested we continue to move forward and work with the CRD.

Discussion around the comparison of the larger municipal areas to the Southern Gulf Islands being not productive.

- CRD Director's report- R. Fenton discusses P. Brent's return and will be caught up to speed on the facilities agreement.
- Chair's report- no report
- Finance report- Approximately 20% currently remaining in 2023 budget. W. Quinn identifies confusion heard from people in the program around what the expenses are that are outlined in the budget from the CRD. B. Prochaska provides overview of expense reports sent by the CRD on a monthly basis and identifies cost analysis and how she drives the oversight of the budget. B. Prochaska is open to all questions from the volunteers on how the budget is being spent in the islands.
- CRD Protective Services report - J. Schenk
 - Update on staff changes within Protective Services- Introduction to Corey Anderson the new Manager, Emergency Programs. J. Schenk is currently working on new volunteer agreements for 2024 and volunteer job descriptions. Creation of Electoral Area ERA team is also being worked on and requests will go out to volunteers. Provides important support for all Electoral Areas virtually to assist each other and provide financial support for evacuees.
- Area Emergency Program Lead's report- B. Prochaska
 - Further discussion on volunteer job descriptions and insurance coverage and importance of this initiative. Discussion on volunteer letter sent out by the CRD and the push back from the volunteers regarding insurance. This is being reviewing by CRD risk management and will come back to the clarification of the volunteer job description and when they are acting as a CRD volunteer. Winter Seasonal Readiness Meeting and looking ahead to storm season. Sandbags available to the community at no cost on islands. Pender Island program update and maintained continuity of service. Looking for a new ESS lead on each island

for Jan. 1, 2024. S. Cropper provides update on the radio room on Mayne Island. Now have a new ESS Coordinator for Saturna Island and more support for that program. Cookbook is now complete.

- Other Business- n/a
- Correspondence- n/a
- Next meeting – January 17th, 2024. Location: Mary Winspear Centre- 2243 Beacon Ave, Sidney, BC