



## SOUTHERN GULF ISLANDS EMERGENCY PROGRAM ADVISORY COMMISSION

### MINUTES

**Date:** Thursday, November 28, 2024 @ 1000hrs

**Place:** on-line via Zoom

**Present:** Gaire MacLean- Chair (Sidney), Wayne Quinn (Saturna), Roger Pettit (Galiano), Chief Scott Sugden (South Galiano), Asst. Chief Adrian Hanson (Pender), Wynn Lewis (Piers).

**CRD Staff:** Corey Anderson, Jollette Schenk

**Regrets:** Brent Paul (Director), Kerry Keats (Piers), Rob Fenton (Alt. Director), Brenda Clairo (Pender), Chief Kyle Stobart (Mayne), Steven Cropper (Mayne), Brigitte Prochaska.

- Call to order
- Welcome and introductions
- Approval of agenda

Amendment to the agenda: Add discussion of emergency exits on Galiano under other business.

MOVED: S. Sugden SECONDED: A. Hanson

CARRIED

- Approval of previous meeting minutes (September 18, 2024)

MOVED: R. Pettit SECONDED: S. Sugden

CARRIED

- Business arising from past minutes:

a) Next Update re: 3<sup>rd</sup> Party (Facilities) Agreements Working Group (C. Anderson): Must be approved via the legal stamp process at the CRD. Ready to move to requesting a quote for generator maintenance, now that we understand what is owned by the CRD and by the community. Internet service for the facilities is also recommended but

phone lines may not be required. Emergency Operations Centres (EOC) should not be run out of these facilities but out of a corner of the firehall, but the facilities will act as a reception centre. Square footage rental required for Emergency Support Services (ESS) supplies or possibly a sea can. Would like to work directly with each of the community organizations for the facility agreements. Need to identify how often the generator maintenance testing and schedule will need to occur. Objective of this is to have signed agreements in place for all the facilities and can a target date be set for these. Policy should be written about reserve funds.

- b) Galiano Island evacuation routes and rezoning (J. Schenk): Reached out to Steven Henderson and met with CRD real estate to get some information on developing an access road in the case the main road is blocked during an emergency. Real estate department offered to do a feasible study and provide a cost benefit analysis of if we should proceed with this project. The first step would be a property assessment, and a sketch of the proposed location would be needed. Next a title check would happen and then finally they determine how many unique owners would require negotiations. The real estate department would provide a property map with impacted properties, a spreadsheet with property information, and estimated time and cost of the entire project. Initial cost of the feasible study would be \$750 to conduct this review. There may be associated survey and legal costs as well. Need to determine who would have responsibility of maintaining this access road. Possibility of hiring a contractor to negotiate the right of way on the CRD's behalf.

Motion to move forward with the CRD Real Estate feasibility study for the access road on Galiano, not to exceed \$1000.00:

MOVED: R. Pettit SECONDED: G. MacLean

CARRIED

ACTION: S. Sugden to send mapping information to the CRD and additional documents to start the feasibility study.

- CRD directors report- none.

- Chair's report- Officially resigning from the commission. Names can be put forward from Sidney Island.
- CRD Protective Services report – C. Anderson
  - Updating training plan currently for 2025-2027. Elevating EOC and ESS training and the next phase will be to improve connectivity between divisions. Look at connectivity between the Electoral Areas as well. Strengthening connections between external agencies in the next 3 years after that as well to continue progression.
  - With the new Act, need for more emergency planning around critical infrastructures, as well as coordination with neighbouring jurisdictions. Looking at the CRD Corporate Response Plan and transitioning it into more of a resiliency plan, with several more plans feeding it into the Corporate Plan. need to further examine what corporate resilience looks like, with a driver being the corporate risk registry. Honing in on the emergency response plans in the Southern Gulf Islands and will be stand alone plans.
- Area Emergency Program Lead's report- None.
- SGIEP finance report- B. Prochaska
  - Underspend on the budget at this time and may need more information to the islands on what the needs are or budget processes. Send questions to Brigitte on this and look at a process review.
- Other Business
  - a) Telus and 911 repairs on Saturna (W. Quinn) - Telus lines on East Point Road in need of repair and service does not work. Poor cellphone reception in the area as well and some community members are left without 9-1-1 service. Look at if CRD can follow up on this and assist.
  - b) CREST radio system (W. Quinn)- Dead zones on Saturna and other islands. The CRD can look at this and work with Chris Vrabel.
- Correspondence- none.

Next meeting – Wednesday, January 15. 2025. Location TBD.

**Adjourned**