

Monday, January 25, 2021

Minutes of the meeting of the Electoral Areas Services Committee held on January 25, 2021 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 10:00 am.

MINUTES

Present:

Chair:	A. Hamir	Lazo North (Area B)
Vice-Chair:	E. Grieve	Puntledge/Black Creek (Area C)
Director:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
Staff:	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	M. Foort	Chief Financial Officer
	S. Smith	General Manager of Planning and Development Services
	D. DeMarzo	General Manager of Community Services
	J. Martens	General Manager of Corporate Services
	L. Dennis	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

ATTENDANCE:

Director Grieve attended the meeting by electronic means.

Also in attendance at the meeting were K. Douville, M. Harrison, J. Bast, A. Yasinski and D. Mirabelli, CVRD.

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

MANAGEMENT REPORT:

D. Arbour/A. Hamir: THAT the Electoral Areas Services Committee management report dated January 2021 be received.

208

Carried

PUBLIC INPUT – 2021-2025 FINANCIAL PLAN:

J. Martens, General Manager of Corporate Services, provided an overview of the process for members of the public to submit comments, questions, or feedback on the 2021-2025 proposed financial plan.

REPORTS:

CVRIS GRANT APPLICATION - HORNBY ISLAND FIRE RESCUE TRAINING FACILITY

D. Arbour/E. Grieve: THAT the report dated January 22, 2021 seeking board approval to apply to the Provincial Government for the COVID-19 Resilience Infrastructure Stream (CVRIS) grant program for Hornby Island Fire Rescue to enhance the department training facility be received.

207

Carried

D. Chinnery, Fire Chief, Hornby Island Fire Rescue, provided an overview of the report regarding the Provincial Government for the COVID-19 Resilience Infrastructure Stream (CVRIS) grant program for Hornby Island Fire Rescue to enhance the department training facility.

D. Arbour/E. Grieve: THAT the Comox Valley Regional District Board supports an application to the COVID-19 Resilience Infrastructure Stream (CVRIS) grant program in an amount of \$90,484 for Hornby Island Fire Rescue to make improvements to their existing training facility.

AND FURTHER THAT the Comox Valley Regional District provide support and grant funds management.

207

Carried

2021-2025 PROPOSED FINANCIAL PLAN - BUDGET PRESENTATIONS

D. Arbour/E. Grieve: THAT the introduction from Kevin Douville, Manager of Financial Planning, regarding the 2021-2025 financial planning process and overall consolidated budget be received.

Carried

2021-2025 FINANCIAL PLAN - WEED CONTROL FUNCTION 296

E. Grieve/A. Hamir: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Weed Control Service, function 296 be received.

209

Carried

M. Harrison, Manager of Parks, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Weed Control Service, function 296.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Weed Control Service, function 296 be approved.

209

Carried

2021-2025 FINANCIAL PLAN - DENMAN ISLAND COMMUNITY PARKS AND GREENWAYS FUNCTION 619

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Community Parks and Greenways Service, function 619 be received.

207

Carried

M. Harrison, Manager of Parks, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Community Parks and Greenways Service, function 619.

E. Grieve/A. Hamir: THAT the proposed 2021 – 2025 financial plan for the Denman Island Parks and Greenways Service, function 619, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - HORNBY ISLAND COMMUNITY PARKS AND GREENWAYS FUNCTION 620

D. Arbour/A. Hamir: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Community Parks and Greenways Service, function 620 be received.

207

Carried

M. Harrison, Manager of Parks, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Community Parks and Greenways Service, function 620.

D. Arbour/E. Grieve: THAT the proposed 2021 – 2025 financial plan for the Hornby Island Community Parks and Greenways Service, function 620, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - BAYNES SOUND A, B AND C PARKS AND GREENWAYS SERVICE FUNCTION 621

E. Grieve/D. Arbour: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Baynes Sound portion of Electoral Area A, B and C Parks and Greenways Service, function 621 be received.

209

Carried

M. Harrison, Manager of Parks, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Baynes Sound portion of Electoral Area A, B and C Parks and Greenways Service, function 621.

D. Arbour/E. Grieve: THAT the proposed 2021 – 2025 financial plan for the Baynes Sound portion of Electoral Area A, B and C Parks and Greenways Service, function 621, be approved.

209

Carried

E. Grieve/A. Hamir: THAT the board commit the following allocations of Community Works Funds:

a. Area B Community Works Funds for Seal Bay Park Bates Road parking improvements of \$100,000 in 2021 to supplement the \$200,000 committed in 2020;

b. Area B Community Works Funds for Seal Bay Park Coupland Loop trail improvements of \$110,000 in 2022 to supplement the \$140,000 committed in 2020;

c. Area B Community Works Funds for Nymph Falls Park improvements in the amounts of \$50,000 in 2022, \$100,000 in 2023 to supplement the \$150,000 committed in 2020, and \$200,000 in 2024;

d. Area B Community Works Funds for Dyke Road Park improvements in the amount of \$150,000 in 2025;

e. Area C Community Works Funds for Morrison Creek Conservation Area bridge construction of \$41,627 to supplement previously committed funds;

f. Area C Community Works Funds for One Spot trail improvements and extensions in the amounts of \$200,000 in 2022, \$700,000 in 2023, and \$200,000 in 2025.

208

Carried

2020-2024 FINANCIAL PLAN - RURAL CUMBERLAND FIRE PROTECTION FUNCTION 210

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Rural Cumberland Fire Protection Service, function 210 be received.

209

Carried

J. Bast, Manager of Fire Services, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Rural Cumberland Fire Protection Service, function 210.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for Rural Cumberland Fire Protection Service, function 210, be approved.

209

Carried

2021-2025 FINANCIAL PLAN - DENMAN ISLAND FIRE PROTECTION FUNCTION 215

D. Arbour/A. Hamir: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Fire Protection Service, function 215 be received.

207

Carried

J. Bast, Manager of Fire Services, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Fire Protection Service, function 215.

D. Lockett, Fire Chief, Denman Island Fire & Rescue, attended by electronic means.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Denman Island Fire Protection Service, function 215, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - 2020-2024 FINANCIAL PLAN – HORNBY ISLAND FIRE PROTECTION FUNCTION 220

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Fire Protection Service, function 220 be received.

207

Carried

J. Bast, Manager of Fire Services, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Fire Protection Service, function 220.

D. Chinnery, Fire Chief, Hornby Island Fire Rescue, attended the meeting by electronic means.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Hornby Island Fire Protection Service, function 220, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - FANNY BAY FIRE PROTECTION SERVICE FUNCTION 225

D. Arbour/E. Grieve: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Fanny Bay Fire Protection Service, function 225 be received.

207

J. Bast, Manager of Fire Services, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Fanny Bay Fire Protection Service, function 225.

Mike Smith, Fire Chief, Fanny Bay Fire Department, attended via electronic means.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for Fanny Bay Fire Protection Service, function 225, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - BATES/HUBAND FIRE PROTECTION 228

D. Arbour/A. Hamir: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Bates/Huband Fire Protection Service, function 228 be received.
207 Carried

J. Bast, Manager of Fire Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Bates/Huband Fire Protection Service, function 228.

Director Grieve left the meeting at 12:00 pm was not present for the following vote.

D. Arbour/A. Hamir: THAT the proposed 2021 – 2025 financial plan for the Bates/Huband Fire Protection Service, function 228, be approved.
207 Carried

The committee recessed at 12:02 pm and reconvened at 12:23 pm.

Director Grieve was in attendance when the meeting reconvened.

2020-2024 FINANCIAL PLAN - GREATER MERVILLE FIRE PROTECTION FUNCTION 237

E. Grieve/A. Hamir: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Greater Merville Fire Protection Service, function 237 be received.
207 Carried

J. Bast, Manager of Fire Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Greater Merville Fire Protection Service, function 237.

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Greater Merville Fire Protection Service, function 237, be approved.
207 Carried

2021-2025 FINANCIAL PLAN - MT. WASHINGTON RESORT COMMUNITY FIRE PROTECTION FUNCTION 240

E. Grieve/A. Hamir: THAT the report dated January 22, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Mount Washington (Mt. Washington) Resort Community Fire Protection Service, function 240 be received.
207 Carried

J. Bast, Manager of Fire Services, presented an overview of the proposed 2021-2025 financial plan and work

plan highlights for the Mount Washington (Mt. Washington) Resort Community Fire Protection Service, function 240.

B. Green, Fire Chief, Oyster River Fire Rescue, attended via electronic means.

D. Arbour/E. Grieve: THAT the proposed 2021 – 2025 financial plan for Mount Washington Resort Community Fire Protection Service, function 240, be approved.

207

Carried

2021-2025 FINANCIAL PLAN - BUILDING INSPECTION SERVICE FUNCTION 285

D. Arbour/A. Hamir: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Building Inspection Service, function 285 be received

209

Carried

D. Mirabelli, Manager of Building Services, presented an overview of the proposed 2021-2025 financial plan and work plan highlights for the Building Inspection Service, function 285.

D. Arbour/E. Grieve: THAT the proposed 2021 – 2025 financial plan for the Building Inspection Service, function 285, be approved.

209

Carried

2021-2025 FINANCIAL PLAN - COMOX VALLEY ANIMAL CONTROL FUNCTION 291

E. Grieve/D. Arbour: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Comox Valley Animal Control Service, function 291 be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Comox Valley Animal Control Service, function 291.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Comox Valley Animal Control Service, function 291, be approved.

209

Carried

2021-2025 FINANCIAL PLAN - NOISE CONTROL FUNCTION 295

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Noise Control Service, function 295 be received.

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Noise Control Service, function 295.

D. Arbour/A. Hamir: THAT the proposed 2021-2025 financial plan for the Noise Control Service, function 295, be approved.

2021-2025 FINANCIAL PLAN - UNSIGHTLY PREMISES SERVICES FUNCTION 298

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Unsightly Premises Service, function 298 be received.

A. Yasinski, Manager of Bylaw Compliance, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Unsightly Premises and Nuisance Service, function 298.

D. Arbour/E. Grieve: THAT the proposed 2021 – 2025 financial plan for the Unsightly Premises Service, function 298, be approved.

2021-2025 FINANCIAL PLAN - FIREWORKS FUNCTION 299

D. Arbour/E. Grieve: THAT the report dated January 20, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Fireworks Service, function 299 be received.

A. Yasinski, Manager of Bylaw Compliance, presented an overview of the staff report regarding the proposed 2021 - 2025 financial plan and work plan highlights for the Fireworks Service, function 299.

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Fireworks Service, function 299, be approved.

2021-2025 FINANCIAL PLAN - PLANNING SERVICES FUNCTIONS 500-503

D. Arbour/A. Hamir: THAT the report dated January 22, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Planning Service, functions 500-503 (planning, geographic information

systems, bylaw enforcement, and long-range planning) be received.

209

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, T. Trieu, Manager of Planning Services, B. Pearson, Senior Manager of Information Services and GIS, A. and Yaskinski, Manager of Bylaw Compliance, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Planning Service, functions 500-503 (planning, geographic information systems, bylaw enforcement, and long-range planning).

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Planning Service, functions nos. 500, 501, 502 and 503, be approved.

209

Carried

The committee recessed at 2:19 pm and reconvened at 2:28 pm.

2021 - 2025 FINANCIAL PLANS – DENMAN ISLAND RECREATION, HORNBY ISLAND RECREATION AND PART A HORNBY / DENMAN RECREATION COMPLEXES CONTRIBUTION SERVICES FUNCTIONS 605, 606 AND 607

D. Arbour/E. Grieve: THAT the report dated January 22, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Recreation, Hornby Island Recreation and Part A Hornby / Denman Recreation Complexes Contribution Services, functions 605, 606 and 607 be received.

207

Carried

K. Douville, Manager of Financial Planning, provided an overview of the report regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Recreation, Hornby Island Recreation and Part A Hornby / Denman Recreation Complexes Contribution Services, functions 605, 606 and 607.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for the Denman Island Recreation Service, function 605, be approved as presented.

207

Carried

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Hornby Island Recreation Service, function 606, be approved as presented.

207

Carried

D. Arbour/A. Hamir: THAT the proposed 2021-2025 financial plan for the Part A Hornby / Denman Recreation Complexes Contribution Service, function 607, be approved as presented.

207

Carried

2021-2025 FINANCIAL PLAN - VANCOUVER ISLAND REGIONAL LIBRARY PARTICIPATION FUNCTION 630

D. Arbour/E. Grieve: THAT the report dated January 22, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Vancouver Island Regional Library Participation Service, function 630 be received.

209

Carried

K. Douville , Manager of Financial Planning, presented an overview of the staff report regarding the proposed 2021 - 2025 financial plan and work plan highlights for the Vancouver Island Regional Library Participation Service, function 630.

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Vancouver Island Regional Library Participation Service, function 630, be approved as presented.

209

Carried

2021-2025 FINANCIAL PLAN – HORNBY ISLAND COMMUNITY HALL FUNCTION 670

D. Arbour/E. Grieve: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Community Hall Service, function 670 be received.

207

Carried

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Hornby Island Community Hall Service, function 670.

E. Grieve/A. Hamir: THAT the proposed 2021-2025 financial plan the Hornby Island Community Hall Service, function 670, be approved.

207

Carried

2021-2025 FINANCIAL PLAN – DENMAN ISLAND COMMUNITY FACILITIES FUNCTION 675

E. Grieve/A. Hamir: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Community Facilities Service, function 675 be received.

207

Carried

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Denman Island Community Facilities Service, function 675.

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Denman Island Community Facilities Service, function 675, be approved.

207

Carried

2021-2025 FINANCIAL PLAN – BLACK CREEK COMMUNITY CENTRE CONTRIBUTION SERVICE FUNCTION 676

D. Arbour/E. Grieve: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Black Creek Community Centre Contribution Service, function 676 be received.

207

Carried

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Black Creek Community Centre Contribution Service, function 676.

E. Grieve/D. Arbour: THAT the proposed 2021-2025 financial plan for the Black Creek community Centre Contribution Service, function 676, be approved.

207

Carried

2021-2025 FINANCIAL PLAN – COMFORT STATIONS FUNCTION 686

E. Grieve/D. Arbour: THAT the report dated January 21, 2021 regarding the proposed 2021-2025 financial plan and work plan highlights for the Comfort Stations Service, function 686 be received.

209

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the proposed 2021-2025 financial plan and work plan highlights for the Comfort Stations Service, function 686.

D. Arbour/E. Grieve: THAT the proposed 2021-2025 financial plan for Comfort Station Service, function 686, be referred to staff to provide a staff report at the February 8, 2021 Electoral Areas Services Committee meeting on options to expedite winding down the service.

209

Carried

TERMINATION:

D. Arbour/A. Hamir: THAT the meeting terminate.

208

Time: 3:09 pm

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Lisa Dennis
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the _____ day of _____,
20____.