

Minutes of the meeting of the Comox Valley Emergency Program Administrative Committee held on February 18, 2021 via Zoom, commencing at 8:35 am.

PRESENT:

| | |
|--|-----------------------|
| R. Dyson, Chief Administrative Officer (Chair) | CVRD |
| J. Wall, Chief Administrative Officer | Town of Comox |
| C. Postings, Chief Administrative Officer | Village of Cumberland |
| M. Harrison, Acting GM of Community Services | CVRD |
| J. Martens, GM of Corporate Services | CVRD |
| H. Siemens, Emergency Program Coordinator | CVRD |
| S. Speed, Branch Assistant – Executive Management Branch | CVRD |

Management Report

The Management Report was reviewed.

Items:

Regional Emergency Program Service

J. Martens gave a summary of the steps to amend the Comox Valley Regional District's (CVRD) Service Establishment Bylaw (Bylaw No. 1341) to include the Town of Comox, Village of Cumberland and City of Courtenay. The committee agreed to move forward to gain board/council approval to make the Emergency Program a single regional service.

CVRD staff are requested to send a letter detailing considerations to the three Municipal Councils for consideration. CVRD staff will appear as a delegation at each of the three council meetings to present on the service bylaw amendment and answer questions as they arise.

It was requested to proceed with delegations in late spring with a deadline for amendment completion of October 2021.

New Business

Island Health Request for Mass Vaccination Locations

All four Local Governments have been approached by Island Health with regards to locations for mass vaccinations but in various degrees. H. Siemens will coordinate communications between Island Health and the Local Governments.

Next Meeting

The next Comox Valley Emergency Program Administrative Committee meeting is scheduled for May 6, 2021.

Adjournment

The meeting adjourned at 9:00 am

S. SPEED

Selena Speed
Branch Assistant – Executive
Management Branch

H. SIEMENS

Howie Siemens
Emergency Program Coordinator