

**Monday, December 6, 2021**

**Minutes of the meeting of the Black Creek - Oyster Bay Services Committee held on December 6, 2021 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 9:00 am.**

## **MINUTES**

### **Present:**

<b>Chair:</b>	E. Grieve	Puntledge/Black Creek (Area C)
<b>Vice-Chair:</b>	B. Leigh	Oyster Bay – Buttle Lake (Area D)
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	K. Douville	Acting Chief Financial Officer
	M. Rutten	General Manager of Engineering Services
	J. Martens	General Manager of Corporate Services
	D. DeMarzo	General Manager of Community Services
	L. Dennis	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

### **ATTENDANCE:**

Director Leigh attended via electronic means.

### **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:**

B. Leigh/E. Grieve: THAT the Black Creek - Oyster Bay Services Committee management report dated December 2021 be received.

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Carried

### **REPORTS:**

#### **INCLUSION OF A PROPERTY INTO THE BLACK CREEK-OYSTER BAY WATER LOCAL SERVICE AREA**

B. Leigh/E. Grieve: THAT the report dated December 2, 2021 regarding a request to include 8838 Olund Road in the BCOB Water Local Service Area in response to a petition from the property owner be received.

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Carried

Z. Berkey, Project Engineer – Water/Wastewater Capital Projects, provided an overview of the report regarding the inclusion of a property into the BCOB Water Local Service Area.

B. Leigh/E. Grieve: THAT the board consider three readings of an amendment to Bylaw No. 1557 being "Black Creek/ Oyster Bay Water Local Service Area Conversion and Establishment Bylaw, 1993" to include Lot 2, Block 29, Plan VIP81047, Land District 15 into the BCOB water local service area;

AND FURTHER THAT the director for Electoral Area C (Puntledge Black Creek) and the director from Strathcona Regional District's Electoral Area D (Oyster Bay – Buttle Lake), as participants in the Black Creek-Oyster Bay Water Local Service Area, consent to the amendment of the service establishment bylaw in writing;

AND FINALLY THAT upon the completed subdivision of the property described above the board consider adoption of the amending bylaw.

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Carried

### **COMOX VALLEY REGIONAL DISTRICT FIRE DEPARTMENT OPERATIONAL GUIDELINES**

B. Leigh/E. Grieve: THAT the report dated October 25, 2021 regarding the annual updates to the Comox Valley Regional Distinct Fire Services Operational Guidelines Manual be received.

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Carried

B. Green, Fire Chief, Oyster River Fire Rescue, provided an overview of the report regarding the annual updates to the Comox Valley Regional Distinct Fire Services Operational Guidelines Manual.

B. Leigh/E. Grieve: THAT the board endorse the updates to the Comox Valley Regional District Fire Department Operational Guidelines Manual as per Appendix A attached to the Comox Valley Regional District Fire Department Operational Guidelines staff report, dated October 25, 2021.

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Carried

### **BLACK CREEK-OYSTER BAY FIRE PROTECTION SERVICE – SERVICE AREA AMENDMENT**

B. Leigh/E. Grieve: THAT the report dated December 3, 2021 regarding a proposed boundary amendment to the Black Creek/ Oyster Bay Fire Protection Service Area to include a number of properties at the request of the owners be received.

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Carried

B. Green, Fire Chief, Oyster River Fire Rescue, provided an overview of the report regarding a proposed boundary amendment to the Black Creek/ Oyster Bay Fire Protection Service Area.

B. Leigh/E. Grieve: THAT the board consider three readings and subsequent adoption of Bylaw No. 624 being "Black Creek/Oyster Bay Fire Protection Local Service Area Conversion/Establishment Bylaw No. 1964, 1997, Amendment No. 7" to amend the boundary of the Black Creek Oyster Bay Fire Protection Service Area to include properties located at 4030, 4040, and 4050 Deerfield Road as outlined in the staff report dated December 3, 2021;

AND FURTHER THAT the Directors for Electoral Area C and Electoral Area D, being the service participants, be authorized to consent to the amendment of Bylaw No. 1964 being the "Black Creek/Oyster Bay Fire Protection Service Local Service Area Conversion/Establishment Bylaw No. 1964, 1997" in writing.

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Carried

**BLACK CREEK – OYSTER BAY FIRE PROTECTION SERVICE AREA BYLAW UPDATES**

B. Leigh/E. Grieve: THAT the report dated December 3, 2021 regarding proposed amendments to the fire service regulation, administration and other relevant bylaws to simplify the operational management and administration of fire services be received.

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Carried

B. Green, Fire Chief, Oyster River Fire Rescue, provided an overview of the report regarding proposed amendments to the fire service regulation, administration and other relevant bylaws to simplify the operational management and administration of fire services.

E. Grieve/B. Leigh: THAT staff prepare a fire regulation bylaw and a fire administration bylaw applicable to the Black Creek - Oyster Bay, Greater Merville and Mt. Washington Fire Protection Service Areas as outlined in the staff report dated December 2, 2021.

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Carried

B. Leigh/E. Grieve: THAT staff prepare bylaw amendments for the following bylaws to reflect new fire regulation and fire administration bylaws, as outlined in the staff report dated December 2, 2021:

- Bylaw No. 104 being “Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010”;
- Bylaw No. 237 being “Comox Valley Regional District Elected Officials, Directors, Officers and Employees Indemnification Bylaw No. 237”.
- Bylaw No. 679 being “Comox Valley Regional District Bylaw Adjudication Ticketing Bylaw No. 679,

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Carried

**IN-CAMERA:**

B. Leigh/E. Grieve: THAT the committee adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality; and  
 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

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Carried

Time 9:29 am.

**RISE AND REPORT:**

The committee rose from its in-camera session at 10:02 am.

**TERMINATION:**

B. Leigh/E. Grieve: THAT the meeting terminate.

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Carried

10:02 am.

Confirmed by:

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Edwin Grieve  
Chair

Certified Correct:

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Lisa Dennis  
Manager of Legislative Services

Recorded By:

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Antoinette Baldwin  
Legislative Services Assistant

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