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Monday, January 27, 2020

Minutes of the meeting of the Electoral Areas Services Committee held on January 27, 2020 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 10:15 am.

## MINUTES

### Present:

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

### 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:

A. Hamir/D. Arbour: THAT the Electoral Areas Services Committee management report dated January 2020 be received.

208

Carried

### REPORTS:

#### **ADVISORY PLANNING COMMISSION MINUTES**

A. Hamir/D. Arbour: THAT the following minutes be received:

- Minutes of the Electoral Area B Advisory Planning Commission meeting held January 14, 2020.

- Minutes of the Electoral Area C Advisory Planning Commission meeting held January 16, 2020.

208

Carried

#### **DENMAN ISLAND LOCAL WATER SERVICE AREA - 2020 WATER SERVICE AGREEMENT**

D. Arbour/A. Hamir: THAT the report dated January 24, 2020 regarding the water service agreement with the Graham Lake Improvement District (GLID) for the Denman Island Water Local Service Area (DIWLSA) for 2020 be received.

207

Carried

K. La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the staff report regarding the water service agreement with the Graham Lake Improvement District (GLID) for the Denman Island Water Local Service Area (DIWLSA) for 2020.

D. Arbour/A. Hamir: THAT the 2020 water service agreement between the Graham Lake Improvement District and the Denman Island Water Local Service Area, attached as Appendix A, be approved;

AND FURTHER THAT the Chair and Corporate Officer be authorized to execute the agreement.

207

Carried

### **2020-2024 PROPOSED FINANCIAL PLAN - BUDGET PRESENTATIONS**

A. Hamir/D. Arbour: THAT the introduction from Kevin Douville, Manager of Financial Planning, regarding the 2020-2024 financial planning process and overall consolidated budget be received.

208

Carried

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

D. Arbour/A. Hamir: THAT the report dated January 15, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Rural Cumberland Fire Protection Service, function 210.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Rural Cumberland Fire Protection Service, function 210 be approved.

209

Carried

### **2020-2024 FINANCIAL PLAN - DENMAN ISLAND FIRE PROTECTION FUNCTION 215**

D. Arbour/A. Hamir: THAT the report dated January 15, 2020 regarding the proposed 2020-2024 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, and Don Lockett, Fire Chief, Denman Island Fire & Rescue, presented an overview of the proposed 2020-2024 financial plan and work plan highlights for the Denman Island Fire Protection Service, function 215.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Denman Island Fire Protection Service, function 215 be approved.

207

Carried

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

A. Hamir/D. Arbour: THAT the report dated January 21, 2020 regarding the proposed 2020-2024 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, and Doug Chinnery, Fire Chief, Hornby Island Fire Rescue, presented an overview of the proposed 2020-2024 financial plan and work plan highlights for the Hornby Island Fire Protection Service, function 220.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Hornby Island Fire Protection Service, function 220 be approved.

207

Carried

**2020-2024 FINANCIAL PLAN - FANNY BAY FIRE PROTECTION SERVICE FUNCTION 225**

D. Arbour/A. Hamir: THAT the report dated January 21, 2020 regarding the proposed 2020-2024 financial plan and work plan highlights for the Fanny Bay Fire Protection Service, function 225 be received.

207

Carried

J. Bast, Manager of Fire Services, and Mike Smith, Fire Chief, Fanny Bay Fire Department, presented an overview of the proposed 2020-2024 financial plan and work plan highlights for the Fanny Bay Fire Protection Service, function 225.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Fanny Bay Fire Protection Service, function 225 be approved.

207

Carried

**2020-2024 FINANCIAL PLAN - BATES/HUBAND FIRE PROTECTION 228**

A. Hamir/D. Arbour: THAT the report dated January 15, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Bates/Huband Fire Protection Service, function 228.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for the Bates/Huband Fire Protection Service, function 228 be approved.

207

Carried

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

A. Hamir/D. Arbour: THAT the report dated January 21, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Greater Merville Fire Protection Service, function 237.

A. Hamir/D. Arbour: THAT the 2020-2024 financial plan for the Greater Merville Fire Protection Service, function 237 be referred to staff for a report providing information and options concerning an accelerated time line for the auxiliary fire hall project and an increased requisition for 2020 aligned with this initiative.  
207 Carried

## **2020-2024 FINANCIAL PLAN - MT. WASHINGTON RESORT COMMUNITY FIRE PROTECTION FUNCTION 240**

D. Arbour/A. Hamir: THAT the report dated January 20, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Mount Washington (Mt. Washington) Resort Community Fire Protection Service, function 240.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for the Mt Washington Resort Community Fire Protection Service, function 240 be approved.  
207 Carried

D. Arbour/A. Hamir: THAT staff bring forward a report for consideration at a future meeting, which recommends:

- Amending the establishment bylaw for the Mt Washington Fire Protection Service, function 240 to increase the maximum requisition;
- Amending Bylaw No. 434 being "Mount Washington Resort Community Fire Protection Service Loan Authorization Bylaw No. 434, 2016" to increase the amount that can be borrowed towards constructing and equipping a new fire services building at Mt. Washington.
- Amending Bylaw No. 451 being "Mount Washington Resort Community Fire Protection Service Temporary Borrowing Bylaw No. 451, 2016" to increase the amount that can be borrowed towards constructing and equipping a new fire services building at Mt. Washington.

207 Carried

## **2020-2024 FINANCIAL PLAN - BUILDING INSPECTION SERVICE FUNCTION 285**

D. Arbour/A. Hamir: THAT the report dated January 21, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Building Inspection Service, function 285.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for the Building Inspection Service, function 285 be approved.

209

Carried

### **2020-2024 FINANCIAL PLAN - PLANNING SERVICES FUNCTIONS 500-503**

D. Arbour/A. Hamir: THAT the report dated January 23, 2020 regarding the proposed 2020-2024 financial plan and work plan highlights for the Planning Service, functions 500-503 (planning, geographic information systems, bylaw enforcement, and policy planning) be received.

209

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, T. Trieu, Manager of Planning Services, A. Yaskinski, Manager of Bylaw Compliance, and J. Warren, General Manager of Corporate Services, presented an overview of the staff report regarding the proposed 2020-2024 financial plan and work plan highlights for the Planning Service, functions 500-503 (planning, geographic information systems, bylaw enforcement, and policy planning).

A. Hamir/D. Arbour: THAT the proposed 2020-2024 financial plan for the Planning Service, functions 500-503, be approved.

209

Carried

The meeting recessed at 12:30 pm and resumed at 12:46 pm.

### **2020-2024 FINANCIAL PLAN - COMOX VALLEY ANIMAL CONTROL FUNCTION 291**

A. Hamir/D. Arbour: THAT the report dated January 22, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Comox Valley Animal Control Service, function 291.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Comox Valley Animal Control Service, function 291 be approved.

209

Carried

### **2020-2024 FINANCIAL PLAN - NOISE CONTROL FUNCTION 295**

D. Arbour/A. Hamir: THAT the report dated January 22, 2020 regarding the proposed 2020-2024 financial plan and work plan highlights for the Noise Control Service, function 295 be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the staff report regarding the proposed 2020-2024 financial plan and work plan highlights for the Noise Control Service, function 295.

A. Hamir/D. Arbour: THAT the proposed 2020-2024 financial plan for the Noise Control Service, function 295 be approved.

209

Carried

#### **2020-2024 FINANCIAL PLAN - WEED CONTROL FUNCTION 296**

D. Arbour/A. Hamir: THAT the report dated January 22, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Weed Control Service, function 296.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Weed Control Service, function 296 be approved.

209

Carried

#### **2020-2024 FINANCIAL PLAN - UNSIGHTLY PREMISES SERVICES FUNCTION 298**

A. Hamir/D. Arbour: THAT the report dated January 22, 2020 regarding the proposed 2020-2024 financial plan and work plan highlights for the Unsightly Premises and Nuisance Service, function 298 be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, presented an overview of the staff report regarding the proposed 2020-2024 financial plan and work plan highlights for the Unsightly Premises and Nuisance Service, function 298.

D. Arbour/D. Arbour: THAT the proposed 2020-2024 financial plan for the Unsightly Premises and Nuisance Service, function 298 be approved.

209

Carried

#### **2020-2024 FINANCIAL PLAN - FIREWORKS REGULATION EXTENDED SERVICE FUNCTION 299**

A. Hamir/D. Arbour: THAT the report dated January 22, 2020 regarding the proposed 2020 - 2024 financial plan and work plan highlights for the Fireworks Service, function 299 be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, presented an overview of the staff report regarding the proposed 2020 - 2024 financial plan and work plan highlights for the Fireworks Service, function 299.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Fireworks Service, function 299 be approved.

209

Carried

#### **2020-2024 FINANCIAL PLAN - DENMAN ISLAND COMMUNITY PARKS AND GREENWAYS FUNCTION 619**

A. Hamir/D. Arbour: THAT the report dated January 22, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Denman Island Community Parks and Greenways Service, function 619.

D. Arbour/A. Hamir: THAT consideration of the proposed 2020-2024 financial plan and work plan highlights for the Denman Island Community Parks and Greenways Service, function 619 be deferred to the next Electoral Areas Services Committee meeting on February 10, 2020.

207

Carried

#### **2020-2024 FINANCIAL PLAN - HORNBY ISLAND COMMUNITY PARKS AND GREENWAYS FUNCTION 620**

D. Arbour/A. Hamir: THAT the report dated January 24, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Hornby Island Community Parks and Greenways Service, function 620.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for the Hornby Island Community Parks and Greenways Service, function 620 be approved.

207

Carried

#### **2020-2024 FINANCIAL PLAN - BAYNES SOUND A, B AND C PARKS AND GREENWAYS SERVICE FUNCTION 621**

A. Hamir/D. Arbour: THAT the report dated January 24, 2020 regarding the proposed 2020-2024 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 2020-2024 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/A. Hamir: THAT the proposed 2020-2024 financial plan for the Baynes Sound portion of Electoral Areas A, B and C Parks and Greenways Service, function 621 be approved.

209

Carried

D. Arbour/A. Hamir: THAT the board commit the following allocations of Community Works Funds:

- Area B Community Works Funds for the Seal Bay Park Management Plan implementation in the amounts of \$200,000 for 2021, \$140,000 for 2022 and \$100,000 for 2023;

- Area B Community Works Funds for the Lazo Greenway project in the amount of \$100,000 for 2021;

- Area A Community Works Funds for the Fanny Bay Playground project in the amount of \$100,000 for 2021;

- Area B Community Works Funds for regional greenways in the amounts of \$150,000 for 2022 and \$150,000 for 2024; and

- Area C Community Works Funds for Nymph Falls in the amount of \$150,000 for 2023.

209

Carried

The meeting recessed at 2:24 pm and resumed at 2:32 pm.

#### **2020-2024 FINANCIAL PLAN – HORNBY ISLAND COMMUNITY HALL FUNCTION 670**

D. Arbour/A. Hamir: THAT the report dated January 21, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Hornby Island Community Hall Service, function 670.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for the Hornby Island Community Hall Service, function 670 be approved.

207

Carried

#### **2020-2024 FINANCIAL PLAN – DENMAN ISLAND COMMUNITY FACILITIES FUNCTION 675**

A. Hamir/D. Arbour: THAT the report dated January 17, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Denman Island Community Facilities Service, function 675.



D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Denman Island Community Facilities Service, function 675 be approved.

207

Carried

**2020-2024 FINANCIAL PLAN – BLACK CREEK COMMUNITY CENTRE CONTRIBUTION SERVICE FUNCTION 676**

A. Hamir/D. Arbour: THAT the report dated January 17, 2020 regarding the proposed 2020-2024 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 2020-2024 financial plan and work plan highlights for the Black Creek Community Centre Contribution Service, function 676.

E. Grieve/A. Hamir: THAT the proposed 2020-2024 financial plan for the Black Creek Community Centre Contribution Service, function 676 be approved.

207

Carried

**2020-2024 FINANCIAL PLAN – COMFORT STATIONS FUNCTION 686**

A. Hamir/D. Arbour: THAT the report dated January 17, 2020 regarding the proposed 2020-2024 financial plan and work plan highlights for the Comfort Stations Service, function 686 be received.

209

Carried

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the proposed 2020-2024 financial plan and work plan highlights for the Comfort Stations Service, function 686.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Comfort Station Service, function 686 be approved.

209

Carried

D. Arbour/A. Hamir: THAT the agenda be varied to consider the 2020-2024 budget for the Vancouver Island Regional Library function 630.

208

Carried

**VANCOUVER ISLAND REGIONAL LIBRARY**

K. Douville, Manager of Financial Planning, presented an overview of the 2020-2024 financial plan for Vancouver Island Regional Library Service, function 630.

D. Arbour/A. Hamir: THAT the proposed 2020-2024 financial plan for Vancouver Island Regional Library Service, function 630 be approved.

209

Carried

**PUBLIC QUESTIONS:**

Members of the public were provided an opportunity to give input on the 2020-2024 proposed financial plan and process.

**TERMINATION:**

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

208

Carried

Time: 3:08 pm.

Confirmed by:

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Edwin Grieve  
Chair

Certified Correct:

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Jake Martens  
Manager of Legislative Services

Recorded By:

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Lisa Dennis

Legislative Services Assistant

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