

Monday, February 5, 2024

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Monday, February 5, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 8:34 am.

## MINUTES

**Present:**

<b>Chair:</b>	W. Cole-Hamilton	City of Courtenay	
<b>Vice-Chair:</b>	J. Kerr	Town of Comox	
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)	
	V. Brown	Village of Cumberland	
	K. Grant	Town of Comox	
	E. Grieve	Puntledge/Black Creek (Area C)	
	R. Hardy	Lazo North (Area B)	
	D. Hillian	City of Courtenay	
	M. McCollum	City of Courtenay	
	W. Morin	City of Courtenay	
	<b>Staff:</b>	J. Warren	Chief Administrative Officer
		L. Wiwcharuk	Chief Financial Officer
J. Martens		General Manager of Corporate Services	
D. DeMarzo		General Manager of Community Services	
A. Mullaly		General Manager of Planning and Development	
M. Rutten		General Manager of Engineering Services	
L. Dennis	Manager of Legislative Services		

**ATTENDANCE:**

Director Grant was not in attendance when the meeting was called to order.

**RECOGNITION OF TRADITIONAL TERRITORIES:**

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation and read the following Call to Action from the Truth and Reconciliation Commission of Canada: Calls to Action report:

Call to Action 41 - Justice:

We call upon the federal government, in consultation with Aboriginal organizations, to appoint a public inquiry into the causes of, and remedies for, the disproportionate victimization of Aboriginal women and girls. The inquiry's mandate would include:

- i. Investigation into missing and murdered Aboriginal women and girls.
- ii. Links to the intergenerational legacy of residential schools.

**ADOPTION OF MINUTES:**

D. Hillian/M. McCollum: THAT the Comox Valley Regional District Board minutes dated January 23, 2024 be adopted.

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Carried

**PUBLIC INPUT ON THE 2024-2028 FINANCIAL PLAN:**

L.Wiwcharuk provided a summary of input received in regards to the 2024-2028 proposed financial plan and the specific CVRD services under consideration.

Members of the public may submit comments, questions, or feedback on the 2024-2028 proposed financial plan here: [www.engagecomoxvalley.ca/budget](http://www.engagecomoxvalley.ca/budget).

**PRESENTATIONS:**

**2024-2028 FINANCIAL PLAN**

L. Wiwcharuk, Chief Financial Officer, introduced the 2024-2028 financial planning process.

**FINANCE AND ADMINISTRATION CORE SERVICE - 2024-2028 FINANCIAL PLAN**

L. Wiwcharuk, Chief Financial Officer, J. Warren, Chief Administrative Officer, and J. Martens, General Manager of Corporate Service presented an overview of the finance and administration core service.

**MEMBER MUNICIPALITY ADMINISTRATION, FUNCTION 100**

L. Wiwcharuk, Chief Financial Officer, presented information regarding the proposed 2024-2028 financial plan for function 100, Member Municipality Administration.

D. Hillian/W. Morin: THAT the proposed 2024-2028 financial plan for function 100, Member Municipality Administration Service, be approved.

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Carried

**ELECTORAL AREA ADMINISTRATION, FUNCTION 130**

J. Warren, Chief Administrative Officer, and J. Martens, General Manager of Corporate Services, presented information regarding function 130, Electoral Area Administration Service.

E. Grieve/J. Kerr: THAT the proposed 2024-2028 financial plan for the function 130, Electoral Areas Expenditures & Election Service, be approved.

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Carried

**ADMINISTRATION & GENERAL GOVERNMENT, FUNCTION 110**

L. Wiwcharuk, Chief Financial Officer, J. Warren, Chief Administrative Officer, and J. Martens, General Manager of Corporate Services, presented information regarding the proposed 2024-2028 financial plan for function 110, Administration and General Government.

J. Kerr/M. McCollum: THAT the proposed 2024-2028 financial plan for function 110, Administration and General Government Service, be approved.

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Carried

### **COMOX VALLEY TOURISM, FUNCTION 550**

L. Kilpatrick, Community Development and Resilience Manager, presented information regarding function 550, Comox Valley Tourism Service.

E. Grieve/J. Kerr: THAT the proposed 2024-2028 financial plan for the function 550, Comox Valley Tourism Service, be approved.

209

Carried

### **OTHER - FUNCTIONS 150, 190, 275, 400, 630**

L. Wiwcharuk, Chief Financial Officer, provided a verbal overview of the following services:

- \* Feasibility (Regional), function 150
- \* Municipal Debt, function 190
- \* 9-1-1 Answering Service, function 275
- \* Vancouver Island Regional Library Service, function 630
- \* Cemetery Service, function 400

J. Kerr/M. McCollum: THAT the proposed 2024-2028 financial plans for function 150, Regional Feasibility, and function 190, Municipal Debt, be approved.

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Carried

D. Hillian/W. Morin: THAT the proposed 2024-2028 financial plans for function 275, 9-1-1 Answering Service and function 630, Vancouver Island Regional Library Service, be approved.

209

Carried

D. Hillian/M. McCollum: THAT the proposed 2024-2028 financial plans for function 400, Cemetery Service, be approved.

209

Carried

### **WATER SUPPLY CORE SERVICE - 2024-2028 FINANCIAL PLAN**

M. Rutten, General Manager of Engineering Services, presented an overview of the water supply core service.

## **SEWAGE TREATMENT CORE SERVICE - 2024-2028 FINANCIAL PLAN**

M. Rutten, General Manager of Engineering Services, presented an overview of the sewage treatment core service.

## **ELECTORAL AREAS CORE SERVICE - 2024-2028 FINANCIAL PLAN**

J. Warren, Chief Administrative Officer, presented an overview of the electoral areas core service.

## **REGIONAL SUSTAINABILITY CORE SERVICE - 2024-2028 FINANCIAL PLAN**

A. Mullaly, General Manager of Planning and Development Services, presented an overview of the regional sustainability core service.

## **EMERGENCY LAND ACQUISITION, FUNCTION 450**

L. Kilpatrick, Community Development and Resilience Manager, presented information regarding function 450, Emergency Land Acquisition Service.

D. Arbour/J. Kerr: THAT the proposed 2024-2028 financial plan for function 450, Emergency Shelter Land Acquisition Service, be approved.

209

Carried

## **HOMELESSNESS SUPPORTS, FUNCTION 451**

L. Kilpatrick, Community Development and Resilience Manager, presented information regarding function 451, Homelessness Supports Service.

D. Hillian/V. Brown: THAT the proposed 2024-2028 financial plan for function 451, Homelessness Supports Service, be approved.

209

Carried

## **REGIONAL GROWTH STRATEGY, FUNCTION 512**

A. Mullaly, General Manager of Planning and Development Services, present information regarding function 512, Regional Growth Strategy Service.

D. Hillian/V. Brown: THAT the proposed 2024-2028 financial plan for function 512, Regional Growth Strategy Service, be approved.

Director Grant joined the meeting at 11:42 am.

### **TRANSPORTATION CORE SERVICE - 2024-2028 FINANCIAL PLAN**

A. Mullaly, General Manager of Planning and Development Services, presented an overview of the Transportation Core Service.

### **TRANSIT SERVICE, FUNCTION 780**

M. Zbarsky, Manager of Transit and Facilities, presented information regarding function 780, Transit Service.

The meeting recessed at 12:20 pm and resumed at 12:50 am.

D. Arbour/D. Hillian: THAT the proposed 2024-2028 financial plan for function 780, Transit Service, include \$20,000 from prior year surplus for “other professional fees” to conduct a study for transit service on Denman and Hornby Islands.

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Carried

E. Grieve/W. Morin: THAT the proposed 2024-2028 financial plan for function 780, Transit Service – Comox Valley, be approved as amended.

209

Carried

### **RECREATION CORE SERVICE - 2024-2028 FINANCIAL PLAN**

D. DeMarzo, General Manager of Community Services, presented an overview of the Recreation Core Service.

### **REGIONAL EMERGENCY SERVICES CORE SERVICE - 2024-2028 FINANCIAL PLAN**

D. DeMarzo, General Manager of Community Services, presented an overview of the regional emergency services core service.

### **VICTIM SERVICES, FUNCTION 200**

D. DeMarzo, General Manager of Community Services, presented information regarding function 200, Victim Services.

K. Grant/D. Hillian: THAT the proposed 2024-2028 financial plan for function 200, Victim Services Program, be approved.

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Carried

**COMMUNITY JUSTICE, FUNCTION 205**

H. Siemens, Manager of Emergency Programs, presented information regarding function 205, Community Justice Service.

E. Grieve/D. Hillian: THAT the proposed 2024-2028 financial plan for function 205, Comox Valley Community Justice, be approved.

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Carried

**SEARCH AND RESCUE, FUNCTION 265**

H. Siemens, Manager of Emergency Programs, will present information regarding function 265, Comox Valley Search and Rescue Service.

D. Hillian/K. Grant: THAT the proposed 2024-2028 financial plan for function 265, Comox Valley Search and Rescue Service, be approved.

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Carried

K. Grant/V. Brown: THAT a business case to explore a partnership between the Comox Valley Regional District and the Comox Valley Ground Search and Rescue for a publicly owned facility that is leased to Search and Rescue be undertaken in 2024.

209

Carried

**EMERGENCY MANAGEMENT, FUNCTION 270**

H. Siemens, Manager of Emergency Programs, will present information regarding function 270, Comox Valley Emergency Management Service.

D. Hillian/E. Grieve: THAT the proposed 2024-2028 financial plan for function 270, Comox Valley Emergency Management Service, be approved.

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Carried

**TERMINATION:**

D. Arbour/D. Hillian: THAT the meeting terminate.

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Carried

Time: 2:05 pm.

Confirmed this 27th day of February, 2024:

Will Cole-Hamilton  
Chair

Certified Correct and Recorded By:

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Lisa Dennis  
Manager of Legislative Services