

MINUTE NO. 143

Minutes of the regular meeting of the board of directors of the North Island 9-1-1 Corporation held on Friday, March 13, 2020 at the Comox Valley Regional District offices, 770 Harmston Avenue, Courtenay, BC commencing at 11:00 a.m.

<u>Present</u>	President:	McNabb, J.	- Alberni-Clayoquot Regional District
	Directors:	Doubt, G.	- Powell River Regional District (teleconference)
		Hory, A	- Regional District of Mt. Waddington
		Moglove, C.	- Strathcona Regional District
		Swift, M.	- Comox Valley Regional District
		Wallace, L.	- Regional District of Nanaimo
	Staff:	Bremer, S.	- Manager of Fire Administration, Campbell River Fire Dept.
		Douville, K.	- Manager of Financial Planning, Comox Valley Regional District
		Dunlop, B	- Corporate Financial Officer
		Dyson, R	- NI 9-1-1 Secretary/CAO, CVRD
Lapp, M.		- Recording Secretary, CVRD	
	Pearson, B.	- NI 9-1-1 Deputy Secretary/Sr. Mgr. of Info. Systems and GIS, CVRD	
	R. Zaleschuk	- Technology Manager, NI 9-1-1 Corporation	
Also present:	C. Vanderhorst.	- MNP (teleconference)	

MINUTES

Moglove/Swift: “THAT the minutes (no. 142) of the North Island 9-1-1 Corporation board meeting held January 31, 2020, be adopted.”

CARRIED

Swift/Moglove: “THAT the minutes of the NI 9-1-1 administration committee meeting held February 21, 2020 including the following reports, be received

- Management report dated March 2020
- Fire Dispatch quality assurance report for period ending December 2019”

CARRIED

Staff confirmed that an advisory working group, consisting of staff from the Regional Districts of Nanaimo, Mount Waddington and Comox Valley, had convened to discuss the allocation and apportionment issue. Staff advised that a report regarding the options and alternatives for allocation and apportionment would be presented to the board at the June 2020 meeting.

ITEMS FOR DISCUSSION AND DELIBERATION

Financial Statements and Auditor Report

B. Dunlop introduced the Auditors report to the Board and presented an overview of the 2019 Financial Statements.

Corey Vanderhorst, MNP LLP was present via teleconference to present the audit findings report and answer questions regarding the 2019 audit.

Director Hory entered the meeting at 11:07 am.

2020-2024 Recommended Budget and Financial Plan

K. Douville presented the 2020-2024 recommended budget and financial plan, identifying specific changes since the proposed budget was presented on January 31, related to updates to year-end surplus and contribution to reserves.

Wallace/Moglove: "THAT the NI 9-1-1 2020-2024 recommended budget and financial plan be received."

CARRIED

C. Vanderhorst left the meeting at 11:15 am.

Next Generation 9-1-1

S. Bremer presented the Next Generation 9-1-1 Advisory Committee terms of reference for approval and requested two appointments to represent the board on the committee.

Moglove/Hory: "THAT the presentation regarding Next Generation 9-1-1 advisory committee terms of reference be received."

CARRIED

RECOMMENDATIONS

Doubt/Moglove: "THAT The 2019 Financial Statements and Auditors report be approved."

CARRIED

Wallace/Swift: "THAT The 2020 -2024 Recommended Budget and Financial Plan be adopted."

CARRIED

Moglove/Swift: "THAT The Next Generation 9-1-1 Advisory Committee terms of reference be adopted, as amended."

CARRIED

Moglove/Swift: "THAT director McNabb and Director Wallace be appointed to the Next Generation 9-1-1 Advisory Committee."

CARRIED

Swift/Wallace: “THAT Director Moglove be appointed Alternate to the Next Generation 9-1-1 Advisory Committee.”

CARRIED

ADDENDUM

COVID-19 protective measures – E-Comm and Campbell River Fire Dispatch

Swift/Wallace: “THAT the addendum to the agenda including:

- Correspondence from E-Comm regarding COVID-19 protective measures
- Staff report dated March 10, 2020 regarding fire dispatch services COVID-19 protective measures.

be received.”

CARRIED

S. Bremer outlined the measures in place to protect staff and to ensure business continuity at the fire dispatch centre. In addition, staff are working with the Nanaimo Fire Dispatch to provide back-up support, should a staffing levels at either location be affected.

TERMINATION

Moglove/Wallace: “THAT the meeting terminate.”

CARRIED

Time: 11:31 pm.

Confirmed:

“R. Dyson”

R. Dyson
Secretary

Certified correct:

“J. McNabb”

John McNabb
President