



North Island 9-1-1 Corporation

*serving the regional districts of Alberni-Clayoquot, Comox Valley,
Mt. Waddington, Nanaimo (School District #69),
qathet and Strathcona*

MINUTE NO. 172

Minutes of the regular meeting of the Board of Directors of the North Island 9-1-1 Corporation held on November 29, 2024 at the Comox Valley Regional District offices, 770 Harmston Avenue, Courtenay, BC commencing at 11:01 am.

<u>Present</u>	President:	K. Grant	- Comox Valley Regional District
	Directors:	J. Rice	- Strathcona Regional District
		A. Hory	- Regional District of Mt. Waddington
		S. McLean	- Regional District of Nanaimo
		B. Beckett	- Alberni-Clayoquot Regional District
	Alternate		
	Directors:	J. Lennox	- qathet Regional District
	Staff:	B. Pearson	- NI 911 Deputy Secretary/Sr. Mgr. of Info. Systems & GIS, CVRD
		L. Wiwcharuk	- Chief Financial Officer, CVRD
		K. Powell	- Manager of Financial Operations, CVRD
	J. Sexton	- Financial Planning Analyst, CVRD	
	J. Martens	- General Manager of Corporate Services, CVRD	
	E. Mulder	- Technology Manager, NI 9-1-1 Corporation	
	S. Bremer	- Assistant Chief, City of Campbell River	
	S. Speed	- Recording Secretary, CVRD	
Also			
present:	C. Starratt	- Regional Fire Services Manager, ACRD	
	J. Freeman	Emergency Management Coordinator, Tla'amin Nation	

ADOPTION OF THE AGENDA AND MINUTES

Agenda

Rice/McLean "THAT the agenda be adopted as presented."

CARRIED

Minutes

Rice / McLean "THAT the minutes (no. 171) of the North Island 9-1-1 Corporation Board meeting held June 28, 2024 be adopted."

CARRIED

Rice/McLean "THAT the minutes of the North Island 9-1-1 Administration Committee meeting held November 15, 2024 be received."

CARRIED

CORRESPONDENCE FOR RECEIPT

2025 North Island 9-1-1 Board and Committee Meetings

Rice/McLean "THAT the letter from Jake Martens, Deputy Secretary, regarding the 2025 North Island 9-1-1 Board and Administration Committee meeting dates be received.

CARRIED

J. Martens, General Manager of Corporate Services introduced the letter regarding the 2025 North Island 9-1-1 (NI 9-1-1) Board and Administrative Committee meeting dates and noted the schedule can be amended if needed at the request of the Board.

ITEMS FOR DISCUSSION AND DELIBERATION

Audit Service Plan

Rice/McLean "THAT the report dated November 8, 2024 regarding the 2024 Audit Service Plan be received.

CARRIED

K. Powell, Manager of Financial Operations provided an overview of the report regarding the 2024 Audit Service Plan and introduced Cory Vanderhorst, MNP who confirmed that they are working to develop a plan to remove the qualified audit opinion related to asset retirement obligations.

2025 Financial Plan

McLean/Rice "THAT the report dated November 13, 2024 regarding the 2025 Financial Plan be received."

CARRIED

L. Wiwcharuk, Chief Financial Officer provided a presentation on the proposed 2025 - 2029 Financial Plan.

Rice/McLean "THAT the 2025 proposed budget and five-year financial plan be received."

CARRIED

Inclusion of the Tla’amin Nation

Beckett/McLean “THAT the report dated November 12, 2024 regarding the inclusion of the Tla’amin Nation as a NI 9-1-1 Corporation Shareholder be received.

CARRIED

J. Martens, General Manager of Corporate Services provided an overview of the report regarding the inclusion of the Tla’amin Nation as a NI 9-1-1 shareholder and explained the proposed agreements, resolution and other legal documents required to implement this change.

McLean/Rice “THAT the revised and restated Shareholders Agreement and shareholders resolution to amend the articles of the North Island 9-1-1 Corporation in a form that is substantially compliant with appendices to the staff report dated November 12, 2024 be approved;

AND FURTHER THAT staff be directed to forward the shareholders resolution to amend the articles to the Inspector of Municipalities for approval;

AND FINALLY THAT subject to the Inspector’s approval of the special resolution to amend the articles, the President forward a covering letter with the necessary agreements, resolutions and other legal instruments to the Corporation’s Shareholders and Tla’amin Nation to seek final approval and execution.

CARRIED

Management Report

Rice/Mclean “THAT the management report be received.”

CARRIED

Fire Dispatch Statistical Report

Rice/Beckett “THAT the Fire Dispatch Statistical Report dated November 12, 2024 be received”.

CARRIED

S. Bremer, Assistant Fire Chief provided a summary of the report regarding Fire Dispatch Statistics from January to June 2024.

S. Bremer, Assistant Fire Chief noted the effects the Bomb Cyclone had on the dispatch centre and explained staff were able to work without stress due to the current procedures that are in place.

NEW BUSINESS

NI 9-1-1 E-Comm Fifth Extension Agreement

Rice/McLean "THAT the report dated November 28, 2024 regarding the fifth extension agreement between NI 9-1-1 Corporation and E-Comm Emergency Communications for British Columbia Incorporated be received"

CARRIED

J. Martens, General Manager of Corporate Services provided an overview of the report regarding the fifth extension agreement between NI 9-1-1 and E-Comm Emergency Communications for British Columbia Incorporated and explained the extension is necessary until a new five year agreement can be negotiated in alignment with the implementation of Next Generation 9-1-1.

Rice/McLean "THAT the President and Secretary be authorized to enter into a fifth amendment agreement with E-Comm Emergency Communications for British Columbia Incorporated for Public Safety Answering Point services, extending the current contract for up to an additional year through to December 31, 2025 at a total estimated cost of \$607,010, as outlined in the staff report dated November 28, 2024."

CARRIED

TERMINATION

Rice/McLean "THAT the meeting terminate."

CARRIED

Time: 11:43 am

Confirmed:

Certified correct:

B. Pearson
Secretary

Ken Grant
President