



STAFF REPORT

DATE: September 14, 2018 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: Dave Leitch
Chief Administrative Officer

RE: **BYLAW NO. 331 – CORTES ISLAND FIRE PROTECTION AMENDMENTS**

PURPOSE/PROBLEM

To consider proceeding with an alternative approval process for Bylaw No. 331 and thus determining whether the Regional Board may proceed with adoption of the bylaw without first obtaining the approval of the electors by voting.

EXECUTIVE SUMMARY

At its July 18, 2018 meeting the Board considered the attached report and gave first 3 readings to Bylaw No. 331 which proposes to expand the functions of the Cortes Island fire protection service. In addition, the Board authorized approval of the electors for Bylaw No. 331 to be obtained by alternative approval process (AAP). An AAP is a process whereby the Board notifies the electors of its intent to proceed with final passage and adoption of a bylaw (or other matter) unless at least 10% of the electors petition against the initiative, in which case the bylaw or other matter may not be adopted without first obtaining the assent of the electors by voting.

Bylaw No. 331 has now been approved by the Inspector of Municipalities, and it would be in order for the Board to proceed with an AAP. In launching the AAP the following matters must first be dealt with by the Board:

- confirmation of the form to be used for elector responses,
- determination of the number of eligible electors within the area that is subject to the AAP, and
- establishment of the deadline for receiving responses from electors.

Attached to this report is the elector response form recommended for use in the AAP. In addition, a report has been prepared that presents the data and methodology used for making a fair determination of the total number of eligible electors within the area covered by Bylaw No. 331. It is recommended that the period for receiving elector responses run from September 26, 2018 to November 9, 2018 inclusive. Although this provides a longer period than the minimum 30 day response period required by the *Community Charter*, it will still allow for full verification of the AAP results to be completed in time for further consideration of Bylaw No. 331 at the November 22, 2018 Board meeting.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the elector response form attached to the September 14, 2018 report from the Chief Administrative Officer be confirmed as the elector response form to be used in the alternative approval process for Bylaw No. 331.

3. THAT the total number of electors within the area affected by Bylaw No. 331 be fairly determined as 921 for purposes of the alternative approval process.
4. THAT the deadline for receiving elector responses in respect of the alternative process for Bylaw No. 331 be established as 4:30 p.m. on Tuesday, November 13, 2018.

Respectfully:



for Dave Leitch
Chief Administrative Officer

Table: Alternative approval process for Bylaw No. 331 (Cortes Island fire protection)

DATE	ACTION	COMMENTS
WEDNESDAY, AUGUST 15, 2018	CORTES ISLAND FIRE PROTECTION AMENDMENT BYLAW NO. 331 GIVEN THREE READINGS AND APPROVED FOR ALTERNATIVE APPROVAL PROCESS.	LOCAL GOVERNMENT ACT – s.349
DAY, SEPTEMBER , 2018	BYLAW NO. 331 APPROVED BY INSPECTOR OF MUNICIPALITIES.	
WEDNESDAY, SEPTEMBER 19, 2018	REGIONAL BOARD APPROVES AAP RESPONSE FORM AND RESPONSE DEADLINE. ESTIMATE OF ELIGIBLE ELECTORS CONFIRMED.	COMMUNITY CHARTER – s.86
WEDNESDAY, SEPTEMBER 26, 2018	FIRST PUBLIC NOTICE OF AAP FOR BYLAW NO. 331 PUBLISHED IN LOCAL NEWSPAPERS.	COMMUNITY CHARTER – s.94
WEDNESDAY, OCTOBER 3, 2018	SECOND PUBLIC NOTICE OF AAP FOR BYLAW NO. 331 PUBLISHED IN LOCAL NEWSPAPERS.	
TUESDAY, NOVEMBER 13, 2018	DEADLINE FOR RECEIPT OF ELECTOR RESPONSE FORMS. RESULTS OF AAP CERTIFIED BY CORPORATE OFFICER.	COMMUNITY CHARTER – s.86
THURSDAY, NOVEMBER 22, 2018	IF APPROVED BY AAP, BYLAW NO. 331 ADOPTED BY REGIONAL BOARD.	LOCAL GOVERNMENT ACT – s.345
WEDNESDAY, NOVEMBER 28, 2018	CERTIFIED COPY OF BYLAW NO. 331 FILED WITH INSPECTOR OF MUNICIPALITIES.	LOCAL GOVERNMENT ACT – s.349
THURSDAY, DECEMBER 6, 2018	REGIONAL BOARD APPROVES AMENDED CONTRACT WITH CORTES ISLAND FIRE FIGHTERS ASSOCIATION.	LOCAL GOVERNMENT ACT – s.52

Prepared by: Tom Yates, Corporate Services Manager

Attachments: Proposed elector response form
Report on the Determination of the Number of Eligible Electors



ELECTOR RESPONSE FORM

Bylaw No. 331, South Cortes Island Fire Protection Services and Facilities Service Establishment Bylaw 1990, Amendment No. 5

I, the undersigned, being a duly qualified elector of the Strathcona Regional District, **oppose** the adoption of Bylaw No. 331, being South Cortes Island Fire Protection Service and Facilities Service Establishment Bylaw 1990, Amendment No. 5, by the Regional Board of the Strathcona Regional District without first obtaining the assent of the electors by voting, and

By affixing my signature below I hereby certify that:

- I am eighteen years of age or older;
- I am a Canadian Citizen;
- I have resided in British Columbia for at least the last six months;
- I have resided in, **OR** have been a registered owner of real property within, the area affected by Bylaw No. 331 for at least the last 30 days;
- I am not disqualified by law from voting in local elections; and
- I am entitled to sign and submit this elector response form and have not previously submitted an elector response form in relation to Bylaw No. 331.

ELECTOR'S FULL NAME (print)

RESIDENTIAL ADDRESS

MAILING ADDRESS (if different than residential address)

CHOOSE ONE:

- ☐ I am a resident elector within the area affected by Bylaw No. 331.
- ☐ I am not a resident elector within the area affected by Bylaw No. 331 but qualify as a non-resident property elector on the basis of ownership of real property located within the area affected by Bylaw No. 331 and legally described as follows:

SIGNATURE OF ELECTOR



ELECTOR RESPONSE FORM

Bylaw No. 331, South Cortes Island Fire Protection Services and Facilities Service Establishment Bylaw 1990, Amendment No. 5

The Board of directors of the Strathcona Regional District is seeking approval of the electors by alternative approval process for Bylaw No. 331, being South Cortes Island Fire Protection Service and Facilities Service Establishment Bylaw 1990, Amendment No. 5. If adopted, Bylaw No. 331 would amend the fire protection service to include the functions of ambulance assistance, rescue services and protection of foreshore areas (wharves, docks, etc.).

INSTRUCTIONS

1. If you qualify as an elector for the Strathcona Regional District and are opposed to the adoption of Bylaw No. 331 without first obtaining assent of the electors by voting, you can sign and submit an elector response form.
2. If you are **NOT** opposed to the adoption of Bylaw No. 331 you need not do anything.
3. To submit an elector response form you must qualify as a resident elector or a non-resident property elector within the boundaries of the South Cortes Island fire protection area.

[Note: Only one non-resident property elector may submit an elector response form per property regardless of the number of owners for that property. If a property is owned by more than one person the elector appointed by a majority of the owners must complete and submit an authorization form on behalf of the property.]

4. Only one elector response per response form is permitted.
-

1.

Elector response forms must be received by the corporate officer for the Regional District not later than 4:30 p.m. on Tuesday, November 13, 2018.

Emailed or faxed elector response forms cannot be accepted; forms **must** contain original signatures.

2.

The total number of electors in the area affected by Bylaw No. 331 has been fairly determined to be 921. Unless at least 10% of those electors submit an elector response form the Regional District may adopt Bylaw No. 331 without first obtaining the assent of the electors by voting.

3.

For further information please contact:

Thomas Yates
Corporate Officer
Strathcona Regional District
301-990 Cedar Street
Campbell River, BC
V9W 7Z8
250-830-6700 _
corporate@srd.ca

Cortes Island Fire Protection Service Amendment Bylaw No. 331

Determination of Total Number of Electors for Purposes of an Alternate Approval Process

- Purpose:** To make a fair determination of the total number of electors within the area affected by Bylaw No. 331 (South Cortes Island Fire Protection Services and Facilities Service Establishment Bylaw 1990, Amendment No. 5). An elector is defined as a person who would qualify to vote on the question of approving Bylaw No. 331, if such a vote was to be held on the date this report is prepared.
- Area Affected:** The area affected by Bylaw No. 331 is the area included within the boundaries of the South Cortes fire protection area as established by Bylaw No. 1263 in 1990.
- Elector Eligibility:** For the purposes of this report the criteria used for determining the eligibility of persons to vote as electors is based on Part 4 [*Assent Voting*] of the *Local Government Act* of British Columbia. That statute defines electors to include persons who meet the following criteria:
- Canadian citizen
 - 18 years of age or older
 - resident of British Columbia for the last 6 months
 - resident of (or owner of real property within) the voting jurisdiction for the last 30 days
 - not otherwise disqualified from voting
- Authority:** Section 86 of the *Community Charter*
Sections 345, 348(1) and 407(3)(b) of the *Local Government Act*.
- Approval Process:** The Regional District intends to proceed with an alternative approval process to determine whether Bylaw No. 331 may be adopted without obtaining the assent of the electors by voting. Should it be determined that less than ten percent of the eligible electors within the affected area object to Bylaw No. 331 prior to the deadline for responses, the Regional Board may proceed to adoption without the requirement to obtain elector assent by voting in accordance with the provisions of the *Local Government Act*. In the event ten percent or more of eligible electors object to Bylaw No. 331 prior to the response deadline, the bylaw may only be adopted if approved through an assent voting process.
- Methodology:** This report will attempt to make a fair determination of the total number of electors within the area affected by Bylaw No. 331. The number of electors will be the total of those persons who qualify to vote as resident electors and those who qualify to vote as non-resident property electors. Since the methodologies for determining the total number of each type of elector differ significantly, they will need to be determined separately with the results of those calculations aggregated for the purposes of this report.

Resident Electors

There are various Provincial agencies which maintain comprehensive databases of population, population distribution, voter eligibility, voter participation rates and other demographics. The following data are supplied by those agencies:

Demographic	Estimate	Source
Population of British Columbia	4,817,160	BC Stats (July 1, 2017)
Eligible electors in British Columbia	3,246,647	Elections BC (July 1, 2017)
Population of Cortes Island	1,099	Ministry of Municipal Affairs (November 1, 2017)
Population of Strathcona Regional District	44,671	Ministry of Municipal Affairs (November 1, 2017)

Using the above data it can be determined that 67.4 % of the population of British Columbia has been estimated by BC Stats to qualify as provincial electors. Notwithstanding minor variations in regional demographics it is believed that this ratio would be sufficiently accurate for estimating the number of provincial electors within Electoral Area B (Cortes Island). Since the majority of qualifications required for voting as a resident in provincial elections are the same as those required for voting as a resident in local elections, the application of this ratio should provide a reasonable starting point for estimating the number of resident electors within Electoral Area B of the Strathcona Regional District. Therefore, multiplying the above percentage against the 1,099 population estimate for Cortes Island yields a total of 741 eligible provincial electors resident in Electoral Area B.

Since the South Cortes Island fire protection service area does not include all of Electoral Area B it is necessary to determine the proportion of the estimated provincial electors that reside within that part of Cortes Island included in the fire protection area. For this purpose, it was decided that using the relative number of address points within each area should be an appropriate method of comparison. An address point is defined as a unique civic address identifier assigned to a dwelling or other building in order to provide a service such as electric power, telephone, water or sewer service. Using data from the Regional District's geographic information system it is known that there are 675 address points within the South Cortes fire protection area compared to 745 address points within all of Electoral Area B. Converted into a percentage figure of 90.6% and applied to the estimate of electors residing in Electoral Area B, it may be calculated that 671 of the estimated 741 provincial electors reside within the boundaries of the fire protection area.

Unlike Provincial elections, there is a 30-day minimum residency requirement associated with local government voting. It is therefore necessary to eliminate from the above estimate the number of electors who have not resided within the boundaries of the fire protection area for the past 30 days. BC Stats maintains annual estimates of international, interprovincial and intraprovincial immigration and emigration for each regional district in British Columbia and has estimated that total in-migration of 2,463 persons occurred in a single year between 2015 and 2016 for the Strathcona Regional District. Although this data does not include 2017 or 2018 migration numbers it is the most recent data available and is fairly consistent with previous years. Therefore, assuming that in-migration has continued to occur at this rate and that the rate is fairly constant throughout the

year, an estimate of the number of persons who move to the South Cortes fire protection area within a typical 30 day period may be calculated as follows:

$$\frac{30 \text{ days}}{365 \text{ days}} \times 2,463 \times \frac{741}{44,671} = 3.35$$

Assuming that the provincial ratio of 67.4% eligible electors to total population also applies to recent arrivals, it may be concluded that 2 residents would be disqualified from voting for failing to meet the 30 day residency requirement.

The calculations for resident electors within the South Cortes fire protection area may therefore be summarized as follows:

$$\begin{aligned} \text{Step 1: } & 3,246,647 \text{ (eligible provincial electors)} \\ & \div 4,817,160 \text{ (total population of B.C.)} \\ & = 67.4\% \text{ (B.C. average \% of electors)} \end{aligned}$$

$$\begin{aligned} \text{Step 2: } & 1,099 \text{ (Electoral Area B population)} \\ & \times 67.4\% \text{ (B.C. average \% of electors)} \\ & = 741 \text{ (Electoral Area B resident electors)} \end{aligned}$$

$$\begin{aligned} \text{Step 3: } & 741 \text{ (Electoral Area B resident electors)} \\ & \times 90.6\% \text{ (per cent of Cortes Island electors in fire protection area)} \\ & = 671 \text{ (resident electors in fire protection area)} \end{aligned}$$

$$\begin{aligned} \text{Step 4: } & 671 \text{ (resident electors in fire protection area)} \\ & - 2 \text{ (30 day residency disqualification)} \\ & = 669 \text{ (net fire protection area resident electors)} \end{aligned}$$

It is concluded that a fair estimate of the number of resident electors within the South Cortes fire protection area, based on the most recently available data and taking into account those who would be disqualified from voting due to having recently arrived in the area, is 669.

Non-Resident Property Electors

Unlike Provincial elections in British Columbia, persons who do not reside within the local voting jurisdiction may qualify to vote in local elections solely on the basis of real property ownership. These non-resident property electors (NRPE's) must be qualified in all other respects (ie. Canadian citizen, 18 years of age or older, resident of BC, etc.) before they may be considered eligible electors. It is important to reiterate that persons who qualify as resident electors within a voting jurisdiction cannot also qualify as non-resident property electors for the same voting jurisdiction.

In order to estimate the number of NRPE's within the boundaries of the South Cortes fire protection area the database of the BC Assessment Authority was queried, and it was determined that there are 868 separate properties within the fire protection area and 1,214 registered owners of those properties.

Demographic	Count	Source
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Total properties within South Cortes fire protection area	868	BC Assessment Authority (August, 2018)
Total registered owners within South Cortes fire protection area	1,214	
Registered owners resident within fire protection area	592	
Registered owners resident outside of British Columbia	170	
Registered owner is a corporation	30	
Registered owner is Federal or Provincial Crown	13	
Registered owner(s) duplicated, triplicated, quadruplicated, etc.	157	

From the total of 1,214 registered owners the following were eliminated in sequence:

- 592 owners of property who qualify as resident electors;
- 170 owners being non-residents of British Columbia;
- 30 owners being corporate entities; and
- 13 properties owned by the Crown (Federal or Provincial).

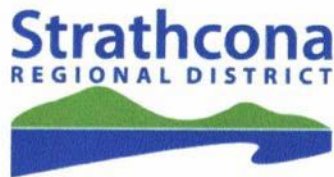
Having thus eliminated all but 409 owners of properties for the reasons outlined above, it was then necessary to eliminate a further 157 owners from the total as a result of duplication (ie. owners having multiple properties) since no elector can vote more than once in an election. It was therefore concluded that a reasonable estimate of the number of persons who could qualify to vote as non-resident property electors within the South Cortes fire protection area, based on the most recently available data, is 252. In arriving at this estimate it is worth noting that voting requirements related to the age or citizenship of property owners have not been addressed since there is no data available to the Regional District upon which it can evaluate this demographic.

Summary:

The total number of eligible electors within the Strathcona Regional District has been fairly determined to include 669 residential electors and 252 non-resident property electors for a total of 921.

Conclusion:

For the purpose of the alternative approval process for Bylaw No. 331, being South Cortes Island Fire Protection Services and Facilities Service Establishment Bylaw 1990, Amendment No. 5, the total number of eligible electors has been fairly determined to be 921. The number of valid elector responses that are required to withhold approval for the adoption of Bylaw No. 331 without first obtaining elector assent by voting is therefore 93.



BYLAW NO. 331

A BYLAW TO AMEND THE SERVICE BOUNDARIES AND CLARIFY THE FUNCTIONS FOR THE SOUTH CORTES ISLAND FIRE PROTECTION SERVICE

WHEREAS the former Comox-Strathcona Regional District has, by Bylaw No. 1263, established a service to provide fire protection for part of Cortes Island;

AND WHEREAS an establishing bylaw of the former Comox-Strathcona Regional District that authorizes the operation of a service within all or part of the area comprising the Strathcona Regional District remains in force as an establishing bylaw of the Strathcona Regional District until amended or repealed;

AND WHEREAS the Regional Board wishes to amend the aforesaid Bylaw No. 1263 by passage of this bylaw;

AND WHEREAS the approval of the electors has been obtained pursuant to the provisions of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Amendments

1. (1) Bylaw No. 1263 is hereby amended by adding a new section 1A as follows:

Participating Area

1A. The participating area for the service is Electoral Area B (Cortes Island).

- (2) A new section 1B is added as follows:

Description of Service

1B. In this bylaw, unless the context otherwise requires, the term 'fire protection' includes the following:

- (a) the prevention of, response to, and suppression of fires;
- (b) rescue services including vehicle extrication; and
- (c) providing assistance to ambulance paramedics when requested to do so.

Protection of Foreshore Areas

Citation

- Corporate Officer



STAFF REPORT

DATE: July 9, 2018 **FILE:**0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: David Leitch
Chief Administrative Officer

RE: CORTES ISLAND FIRE PROTECTION – PROPOSED SERVICE AMENDMENTS

PURPOSE/PROBLEM

To consider Bylaw No. 331 which, if adopted, would amend the Cortes Island fire protection service bylaw to incorporate changes proposed by the Cortes Island Fire Fighters Association.

EXECUTIVE SUMMARY

The attached report concerning proposed amendments to the Cortes Island fire protection service was considered at the June 20, 2018 meeting of the Board at which time the following resolution was passed:

Anderson/MacDonald: SRD 535/18

THAT a bylaw to amend the Cortes Island fire protection service to include protection of wharves, assistance to ambulance and road rescue initiatives be prepared for the Board's consideration.

The attached bylaw has been prepared based on the Board's direction. Discussions with the Ministry of Municipal Affairs and Housing have confirmed the content requirements for approval by the Inspector of Municipalities which will be needed before the Regional District may seek approval of the electors by alternative approval process (AAP), as the Board has previously indicated.

Following approval by the Inspector of Municipalities the Regional District will be able to consider further matters that must be addressed in relation to an AAP such as elector response forms, number of eligible electors and the deadline for receipt of elector responses.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT Bylaw No. 331, being a bylaw to amend the service boundaries and clarify the functions for the south Cortes Island fire protection service, be now introduced and read a first time.
3. THAT the rules be suspended and Bylaw No. 331 be given second and third readings.
4. THAT approval of the electors be authorized to be obtained by alternative approval process pursuant to s.345 of the *Local Government Act*.

5. THAT Bylaw No. 331 be returned for further consideration by the Board following approval by the Inspector of Municipalities.

Respectfully:

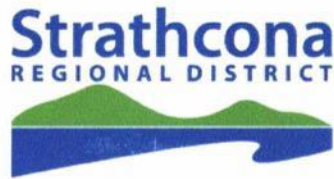
A handwritten signature in blue ink, appearing to read 'David Leitch', is written over a horizontal line.

David Leitch
Chief Administrative Officer

Prepared by: T. Yates, Corporate Services Manager

Attachments: Bylaws No. 331 and 1263
Copy of June 15, 2018 report to the Board

COPY



BYLAW NO. 331

A BYLAW TO AMEND THE SERVICE BOUNDARIES AND CLARIFY THE FUNCTIONS FOR THE SOUTH CORTES ISLAND FIRE PROTECTION SERVICE

WHEREAS the former Comox-Strathcona Regional District has, by Bylaw No. 1263, established a service to provide fire protection for part of Cortes Island;

AND WHEREAS an establishing bylaw of the former Comox-Strathcona Regional District that authorizes the operation of a service within all or part of the area comprising the Strathcona Regional District remains in force as an establishing bylaw of the Strathcona Regional District until amended or repealed;

AND WHEREAS the Regional Board wishes to amend the aforesaid Bylaw No. 1263 by passage of this bylaw;

AND WHEREAS the approval of the electors has been obtained pursuant to the provisions of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Amendments

1. (1) Bylaw No. 1263 is hereby amended by adding a new section 1A as follows:

Participating Area

1A. The participating area for the service is Electoral Area B (Cortes Island).

-
- (2) A new section 1B is added as follows:

Description of Service

1B. In this bylaw, unless the context otherwise requires, the term 'fire protection' includes the following:

- (a) the prevention of, response to, and suppression of fires;
- (b) rescue services including vehicle extrication; and
- (c) providing assistance to ambulance paramedics when requested to do so.

(3) A new section 1C is added as follows:

Protection of Foreshore Areas

1C. Where land within the service area borders on tidal waters the service area is deemed to include all that foreshore and land covered by water lying between the high water mark for that land and a line drawn 30 metres perpendicularly distant from and parallel to the said high water mark for that land.

Citation

2. This bylaw may be cited for all purposes as Bylaw No. 331, being South Cortes Island Fire Protection Services and Facilities Service Establishment Bylaw 1990, Amendment No. 5.

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

APPROVAL OF THE INSPECTOR OF MUNICIPALITIES RECEIVED ON THE DAY OF , 2018

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF , 2018

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2018

Chair

Corporate Officer



**SOUTH CORTES ISLAND FIRE PROTECTION SERVICES AND
FACILITIES SERVICE AREA ESTABLISHMENT BYLAW, 1990
(CONSOLIDATED)**

The following is a consolidated version of Bylaw No. 1263, which was adopted November 26, 1990 and includes the following amendment bylaws:

BYLAW NO.	BYLAW NAME	ADOPTED	PURPOSE
CSRD 1790	South Cortes Island Fire Protection Services and Facilities Local Service Area Establishment Bylaw 1990, Amendment Bylaw No. 1, 1995	January 29, 1996	To amend the boundaries of the service area
CSRD 1972	South Cortes Island Fire Protection Services and Facilities Local Service Area Establishment Bylaw 1990, Amendment Bylaw No. 2, 1997	December 11, 1997	To amend the maximum amount that may be requisitioned.
CSRD 2645	South Cortes Island Fire Protection Services and Facilities Local Service Area Establishment Bylaw 1990, Amendment Bylaw No. 3	May 31, 2004	To amend the boundaries of the service area.
SRD 92	South Cortes Island Fire Protection Services and Facilities Local Service Area Establishment Bylaw 1990, Amendment Bylaw No. 4	Not Adopted	To amend the boundaries of the service area.

Unless certified on the last page, this bylaw should not be relied upon for legal purposes. There may be pending updates or revisions to this bylaw. Please contact the Corporate Services Department for the Strathcona Regional District for the most current version.

REGIONAL DISTRICT OF COMOX-STRATHCONA

BY-LAW NO.1263

A By-law to establish a local service within a portion of Electoral Area "I" to provide fire protection services and facilities

CSRD
2645

WHEREAS a Regional District may by by-law, establish and operate a service under the provisions of Part 24 of the *Municipal Act*;

AND WHEREAS the amount of money that may be requisitioned to meet the annual costs shall not exceed \$.50 for each \$1,000.00 of net taxable value of land and improvements included in the service area;

CSRD
2645

AND WHEREAS the Regional Board of the Regional District of Comox-Strathcona wishes to establish a service for a portion of Electoral Area "I" to provide fire protection services and facilities;

CSRD
2645

AND WHEREAS the Regional Board has submitted the proposal to establish the Service of fire protection and facilities to the electors of Electoral Area "I" and the assent of the electors has been obtained;

NOW THEREFORE, the Regional Board of the Regional District of Comox-Strathcona in open meeting assembled, enacts as follows:

CSRD
2645

1. The Regional District hereby establishes the service of fire protection services and facilities for a portion of Electoral Area "I", the boundaries of which area are more specifically shown on Schedule "A" attached hereto and forming part of this By-law.

CSRD
2645

2. The annual costs for the service of fire protection service and facilities shall be recovered by the requisition of money under Section 804(1) of the *Municipal Act* to be collected by property value tax to be paid in the Service Area and collected under 810.1(1) of the *Municipal Act*.

3. The maximum amount that may be requisitioned Under Section 816(1) of the *Municipal Act* to meet the annual costs of the local service area will be the greater of:

a) \$94,500 or

CSRD
1972

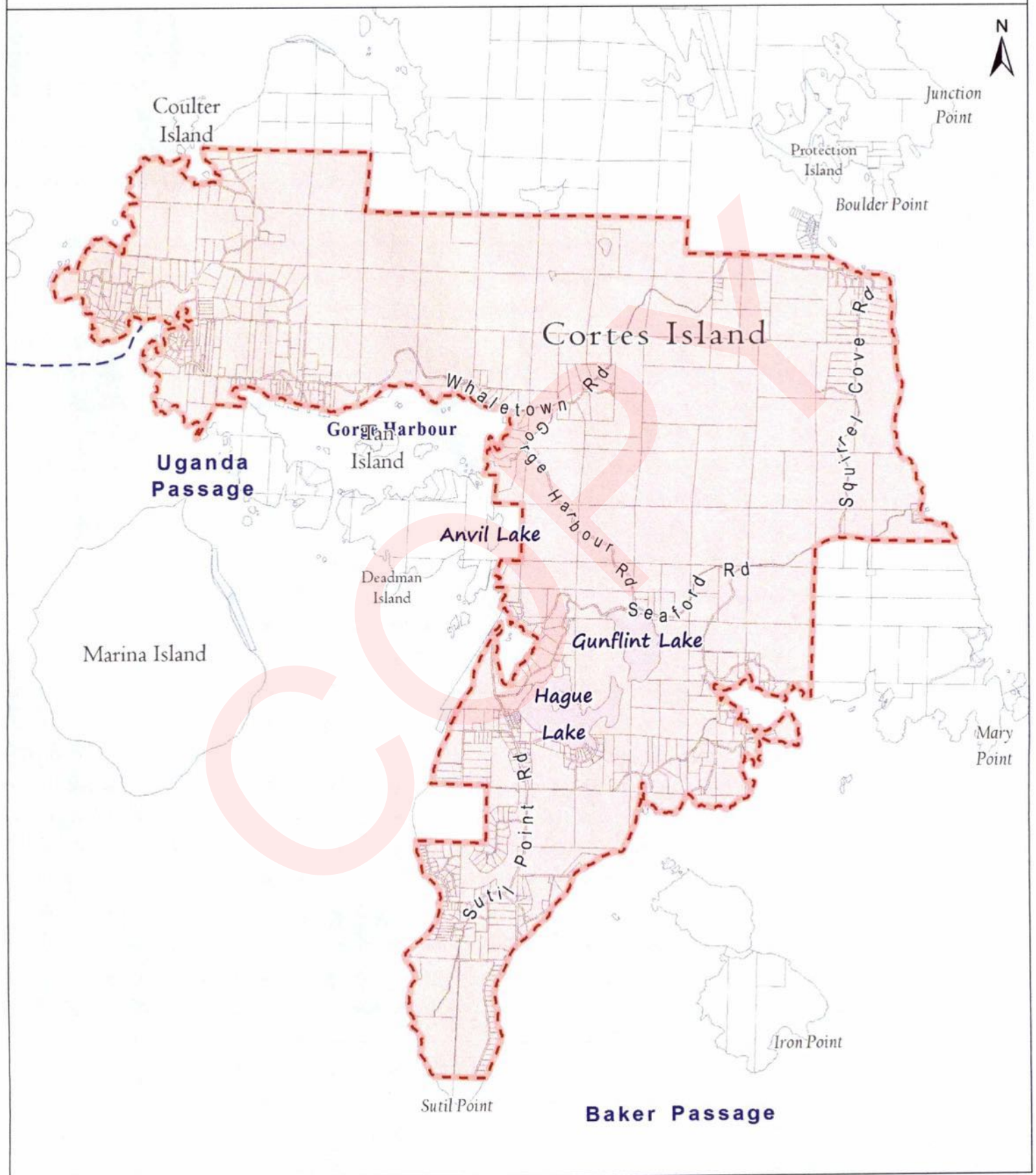
b) An amount equivalent to the amount that could be raised by a property value tax rate of \$1.00 for each \$1,000.00 which when applied to the net taxable value of land and improvements within the local service area will yield the maximum amount that may be requisitioned for the service.

CSRD
2645

4. This By-law may be cited as **"SOUTH CORTES ISLAND FIRE PROTECTION SERVICES AND FACILITIES SERVICE ESTABLISHMENT BYLAW, 1990"**

Schedule "A"

Bylaw No. 1263, being South Cortes Fire Protection Services
and Facilities Service Establishment Bylaw, 1990





STAFF REPORT

DATE: June 15, 2018 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: David Leitch
Chief Administrative Officer

RE: CORTES ISLAND FIRE PROTECTION – PROPOSED SERVICE AMENDMENTS

PURPOSE/PROBLEM

To consider a number of amendments to the Cortes Island Fire Protection service proposed by the Cortes Island Fire Fighters Association.

EXECUTIVE SUMMARY

The attached report concerning proposed amendments to the Cortes Island fire protection service was considered at the June 6, 2018 meeting of the Electoral Areas Services Committee. At that time the Committee passed the following resolutions:

Anderson/Whalley: EASC 183/18

THAT the Committee recommend that an amendment bylaw be prepared for the Cortes Island fire protection service to include protection of wharves, assistance to ambulance and road rescue initiatives, and

THAT approval for the amendment bylaw be obtained by alternative approval process or, if permitted by the Inspector of Municipalities, by director consent.

Anderson/Whalley: EASC 184/18

THAT the Committee recommend that a service establishing bylaw be prepared for the proposed First Responder service on Cortes Island.

Subsequent discussions with the Ministry of Municipal Affairs and Housing have determined that the proposal to extend the fire protection boundaries to include docks and wharves could be done by director consent but the ambulance assistance and road rescue initiatives would require the approval of the electors by voting or alternative approval process. Although staff are not recommending that the protection of wharves be offered as a stand-alone initiative the Board could decide to do so if it wishes.

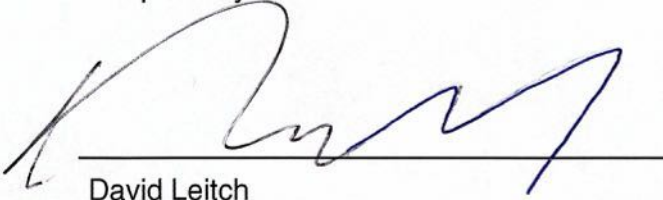
The actions outlined below are offered in support of the Committee's recommendations.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT a bylaw to amend the Cortes Island fire protection service to include protection of wharves, assistance to ambulance and road rescue initiatives be prepared for the Board's consideration.

3. THAT a bylaw to establish a First Responder service on Cortes Island be prepared for the Board's consideration.

Respectfully:

A handwritten signature in blue ink, appearing to read 'David Leitch', is written over a horizontal line.

David Leitch
Chief Administrative Officer

Prepared by: T. Yates, Corporate Services Manager

Attachments: Copy of June 1, 2018 report to the Electoral Areas Services Committee

COPY



STAFF REPORT

DATE: June 1, 2018

FILE: 0540-04 EASC

TO: Chair and Directors,
Electoral Areas Services Committee

FROM: Dave Leitch
Chief Administrative Officer

RE: REQUEST FOR SERVICE AMENDMENT – CORTES ISLAND FIREFIGHTERS ASSOCIATION

PURPOSE/PROBLEM

To consider a proposal from the Cortes Island Fire Fighters Association (CIFFA) that the Regional District provide additional public safety services on Cortes Island.

EXECUTIVE SUMMARY

The attached report was considered at the November 8, 2017 meeting of the Electoral Areas Services Committee at which time the following resolution was passed:

Leigh/Lavelle: EASC 242/17

THAT a staff report be prepared for the EASC to outline the process to be followed for the Cortes Island Fire Protection Service establishment bylaw.

The proposal from the CIFFA includes the following additional services:

Service	Definition	Additional Funding Requested
Wharf Protection	To protect any wharf or dock extending from the shoreline adjacent to the current service boundary.	None
Road Rescue	Automobile extrication and low angle rope rescue within the fire protection boundaries.	None
Ambulance Assistance	Acting as untrained assistants to BC Emergency Health Services (BCEHS) during medical calls within the fire protection boundaries and preparing landing sites for helicopter medical extractions when requested by BCEHS.	None
First Responder	Provision of life-saving skills to the public until the arrival of the ambulance.	2019 - \$41,000 2020 and onward - \$25,000 annually

The initiatives listed above fall into 2 categories and it is reasonable to consider that the First Responder service could not be approved without first receiving approval of the electors. While

that may also be true for the non-monetary items requested, the Ministry is currently reviewing this matter and may conclude that consent on behalf of the electors is sufficient. Regardless of whether or not that is allowed, it would be appropriate that the latter group be dealt with in a single amendment bylaw.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the Committee recommend that an amendment bylaw be prepared for the Cortes Island fire protection service to include protection of wharves, assistance to ambulance and road rescue initiatives, and

THAT approval for the amendment bylaw be obtained by alternative approval process or, if permitted by the Inspector of Municipalities, by director consent.

3. THAT the Committee recommend that service establishing bylaw be prepared for the proposed First Responder service on Cortes Island.

Respectfully:



Dave Leitch
Chief Administrative Officer

BACKGROUND/HISTORY

Wharf Protection - When the fire protection service area was established, the boundary was drawn at the high-tide line. This leaves wharves out of the protection area. The CIFFA proposes to protect any water access site (wharf or dock) extending from the shoreline adjacent to the fire protection area if it is deemed safe to do so by the duty officer. The Harbor Authority of Cortes Island has been installing firefighting water lines on the public wharves on Cortes Island for the fire department's use. There are currently 18 water access sites in the fire protection service area. The CIFFA would protect the boats tied up to these sites using exterior defensive tactics. The CIFFA would not protect any moored vessels not accessible by land, dock or ramp. The CIFFA conducts training exercises at the wharves and the CIFFA has responded to three incidents involving boat/wharf fires in the past four years. The CIFFA anticipates that this service can be provided without amending the 2018-2022 Financial Plan.

Road Rescue & Ambulance Assistance - Through fundraisers and grants the CIFFA has already procured \$13,597.50 worth of equipment and training to provide this service. The CIFFA anticipates that this service can be provided without amending the 2018-2022 Financial Plan.

First Responder - The CIFFA is requesting additional funding, \$41,000 for 2019 and \$25,000 in 2020 and onward to provide first responder services. The higher cost in 2019 is due to the training costs for volunteers to become first responders. The CIFFA plans to certify their members to become trainers so that subsequent training costs can be reduced. As per the approved 2018-2022 Financial Plan this represents an 18% increase in 2019 and 11% increase in future years.

POLICY ANALYSIS

The proposed bylaw amendments will likely need to receive the approval of the electors by assent

voting or by alternative approval process. Given that the CIFFA is not seeking additional financing to provide wharf protection, road rescue or ambulance assist services it is suggested that an alternative approval process is appropriate for seeking electoral approval for these items. The First Responder proposal may be viewed as a new service and it is likely that this would need to be processed separately from the others.

Prepared by: S. Koopman, Protective Services Coordinator

Attachments:

- A - Request from the CIFFA to extend the current fire service protection area to include water access sites such as wharves.
- B - Request from the CIFFA to be authorized by the Regional District to provide road rescue and ambulance assist services.
- C - Request from the CIFFA to be authorized by the Regional District to provide first responder services.
- D - A map of the new proposed Cortes Island Fire Protection Service Area that includes wharves.
- E - Letters of support from BC Emergency Health Services for CIFFA to provide first responder services.



Cortes Island Fire-Fighting Association

Box #2 - 959 Beasley Road
Mansons Landing B.C. V0P 1K0
Tel: 250 935-6779 Fax: 250 935-6771

May 10, 2018

To: Shaun Koopman, Protective Services Coordinator, SRD

The Board of Directors of the Cortes Island Fire Fighting Association requests that the Cortes Fire Service Establishment Bylaw be updated such that the fire protection service area be expanded to include public and private wharves connected to our service area.

Once the service establishment bylaw is amended accordingly, we would then request that our service delivery contract be also amended in a timely fashion.

- At this time several volunteers from each hall have had specific training (Seafire wharfs and ports fire fighting) and we will be adding to that number as the course becomes available.
- CIFFA conducts training exercises specific to wharf fire fighting several times a year and has the equipment appropriate to the task.

It should also be noted that the federal government has installed rigid metal piping down all the public wharves on Cortes Island to facilitate fire fighting operations.

- CIFFA has discussed this item with SRD Protective Services staff

Yours truly,

Chris Walker
President, Cortes Island Fire Fighting Association



Cortes Island Fire-Fighting Association

Box #2 - 959 Beasley Road
Mansons Landing B.C. V0P 1K0
Tel: 250 935-6779 Fax: 250 935-6771

May 23, 2018

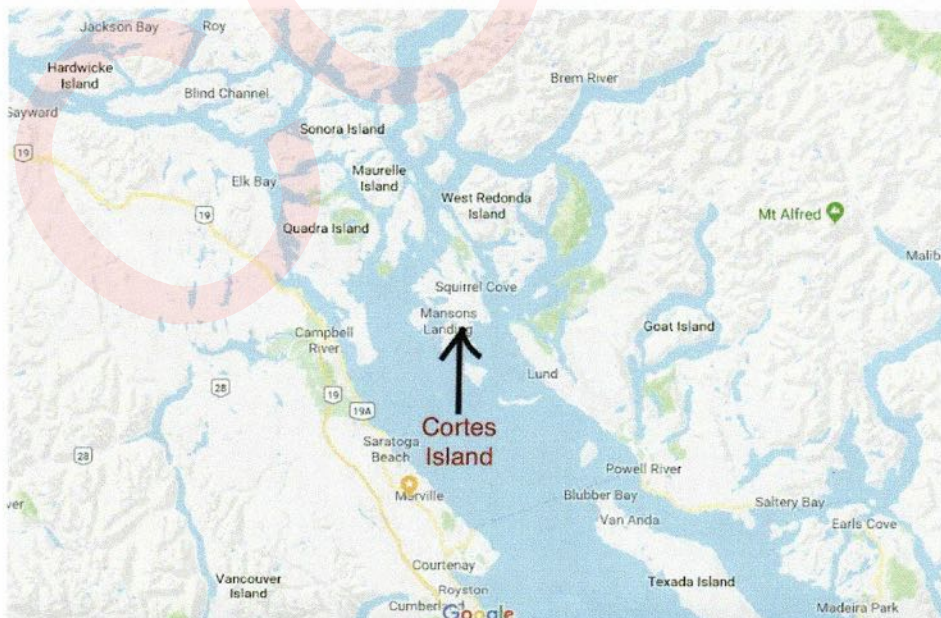
To: Shaun Koopman, Protective Services Coordinator, SRD

The Board of Directors of the Cortes Island Fire Fighting Association requests that the Cortes Fire Service Establishment Bylaw be updated such that the service agreement includes road rescue and ambulance assistance. The Cortes Island Fire Fighting Association is not requesting any additional funding for the provision of these additional services. The considerable investment in training and equipment in order to provide these services has been paid for by fundraising, grants and donations.

Once the service establishment bylaw is amended accordingly, we would then request that our service delivery contract be also amended in a timely fashion.

Background:

Cortes Island is a small (approx. 1000 full time residents) and relatively remote community.



Getting to the north west end of Cortes from Campbell River by vehicle is a minimum 1-1/2 hour trip involving two ferries and a drive across Quadra Island. This time can increase to several hours to several days if the weather becomes stormy (which it does regularly). We can call upon the helicopters of the BCEHS as well as the launch of the RCMP however these first responders cannot assist us at all times for all eventualities, especially in the event of a wider emergency.

The Cortes Island Fire Fighting Association (CIFFA) provides the first line of defence for structural fires, forest and wildland fires, vehicle accidents, hazardous materials accidents, search and rescue, assistance to BCEHS in medical emergencies and evacuations. We cannot easily call upon outside resources as is the case on Vancouver Island.

Specifically, there is a need for properly-trained and properly-equipped personnel to be available on Cortes 24/7 to perform the following duties:

1. Road rescue (defined as; automobile extrication and low angle rope rescue)
2. Ambulance assist (defined as; acting as untrained assistants to BCAS during medical calls and preparing landing sites for helicopter medical extractions.)

Supporting material attached:

- vehicle extrication/low slope rope training invoices for 2016 and 2017
- vehicle extrication tools upgrade invoice
- letters of support from Martin Metz (Community Paramedic Cortes Island) and Kim Robertson (BCEHS Cortes Island unit chief)

Additional training - all volunteer fire fighters are trained and tested on road rescue/vehicle fires as part of the BC Emergency Services training playbook. Almost all of our volunteers have now successfully completed the Basic Firefighter Training qualification.

Yours truly,

Chris Walker
President, Cortes Island Fire Fighting Association

KGC Fire Rescue Inc.

Box 597
Parksville, British Columbia V9P 2G6
Canada

INVOICE

Invoice No.: 234730
Date: 07/11/2017
Ship Date: 07/29/2017
Page: 1
Re: Order No.

Sold to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0

Ship to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0
Attn: Mac Diver

Business No.: 86541-3488 RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
158.013.166	Each	3	Kit Core-UG Tool 3K/4K Conversion	G3	325.00	975.00
158.182.025	Each	1	Kit Core-UG M203/M204 Set	G3	1,765.00	1,765.00
158.572.129	Each	2	Hose CORE 50' Blue	G3	1,730.00	3,460.00
KGC Service			KGC Holmatro Service Inspection & Tool Check	G3		175.00
			G3 - GST 5%, PST 7%			
			GST			318.75
			PST			446.25
			G3			
KGC Fire Rescue Inc. GST: #86541-3488 RT0001 KGC Fire Rescue Inc. G3: #GST 5%, PST 7%						
Shipped By: Tracking Number:					Total Amount	7,140.00
Terms: Net 15. Due 07/26/2017.					Amount Paid	0.00
Comment: Office: 250-248-9244 Thank you for your business					Amount Owing	7,140.00
Sold By:						

KGC Fire Rescue Inc.

Box 597
Parksville, British Columbia V9P 2G6
Canada

INVOICE

Invoice No.: 234731
Date: 07/11/2017
Ship Date: 07/30/2017
Page: 1
Re: Order No.

Sold to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0

Ship to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0
Attn: Mac Diver

Business No.: 86541-3488 RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
KGC Training	Each	1	Rescue Tool Upgrade Overview and Rope Training July 30th	GS	1,250.00	1,250.00
			GS - GST @ 5%, GST			62.50
KGC Fire Rescue Inc. GST: #86541-3488 RT0001						
Shipped By: Tracking Number:					Total Amount	1,312.50
Terms: Net 15. Due 07/26/2017.					Amount Paid	0.00
Comment: Office: 250-248-9244 Thank you for your business					Amount Owing	1,312.50
Sold By:						

KGC Fire Rescue Inc.

Box 597
Parksville, British Columbia V9P 2G6
Canada

INVOICE

Invoice No.: 234395
Date: 08/10/2016
Ship Date: 07/10/2016
Page: 1
Re: Order No.

Sold to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0

Ship to:

Cortes Island Fire Dept
PO Box 2
Mansons Landing, BC V0P 1K0
Attn: Mac Diver

Business No.: 86541-3488 RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
KGC Training	Each	1	Extrication & Rope Techniques Class July 9-10, 2016	GS	4,900.00	4,900.00
			GS - GST @ 5%, GST			245.00
KGC Fire Rescue Inc. GST: #86541-3488 RT0001						
Shipped By: Tracking Number:					Total Amount	5,145.00
Terms: Net 15. Due 08/25/2016.						
Comment: Office: 250-248-9244 Thank you for your business						
Sold By:						



Cortes Island Fire-Fighting Association

Box #2 - 959 Beasley Road
Mansons Landing B.C. V0P 1K0
Tel: 250 935-6779 Fax: 250 935-6771

May 23, 2018

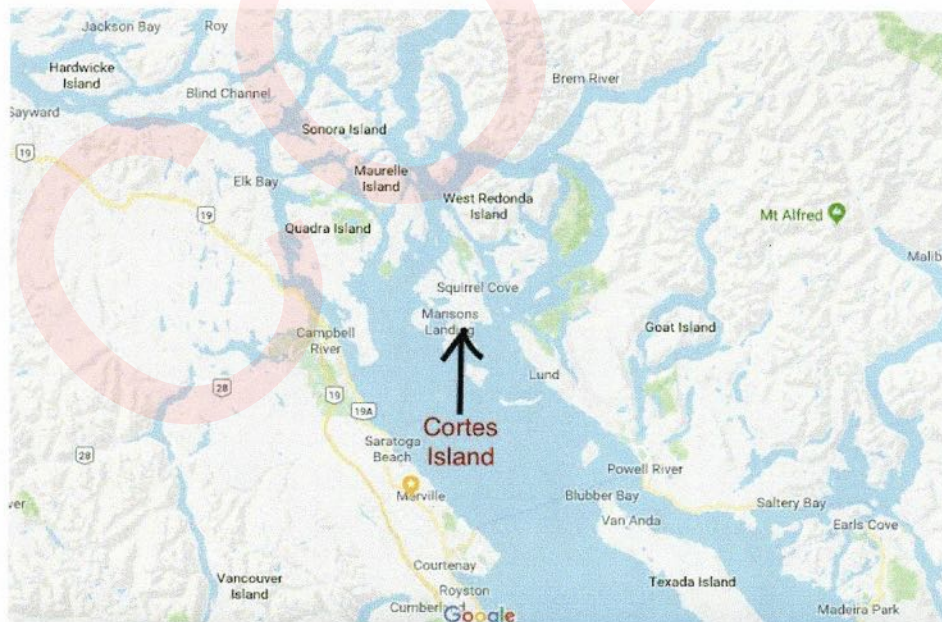
To: Shaun Koopman, Protective Services Coordinator, SRD

The Board of Directors of the Cortes Island Fire Fighting Association requests that the Cortes Fire Service Establishment Bylaw be updated such that the service agreement includes First Responder service provision by CIFFA volunteers.

Once the service establishment bylaw is amended accordingly, we would then request that our service delivery contract be also amended in a timely fashion.

Background:

Cortes Island is a small (approx. 1000 full time residents) and relatively remote community.



Getting to the north west end of Cortes from Campbell River by vehicle is a minimum 1-1/2 hour trip involving two ferries and a drive across Quadra Island. This time can increase to several hours to several days if the weather becomes stormy (which it does regularly). We can call upon

the helicopters of the BCEHS as well as the launch of the RCMP however these first responders cannot assist us at all times for all eventualities, especially in the event of a wider emergency.

The Cortes Island Fire Fighting Association (CIFFA) provides the first line of defence for structural fires, forest and wildland fires, vehicle accidents, hazardous materials accidents, assistance to BCEHS in medical emergencies and evacuations. We cannot easily call upon outside resources as is the case on Vancouver Island.

Specifically, there is a need for properly-trained and properly-equipped personnel to be available on Cortes 24/7 to perform First Responder duties for the more serious medical emergencies until the BCEHS crew arrive after which the First Responder will render assistance as required. The key improvement in service will be the high probability of a reduced response time for serious medical emergencies, especially in the north end of the island.

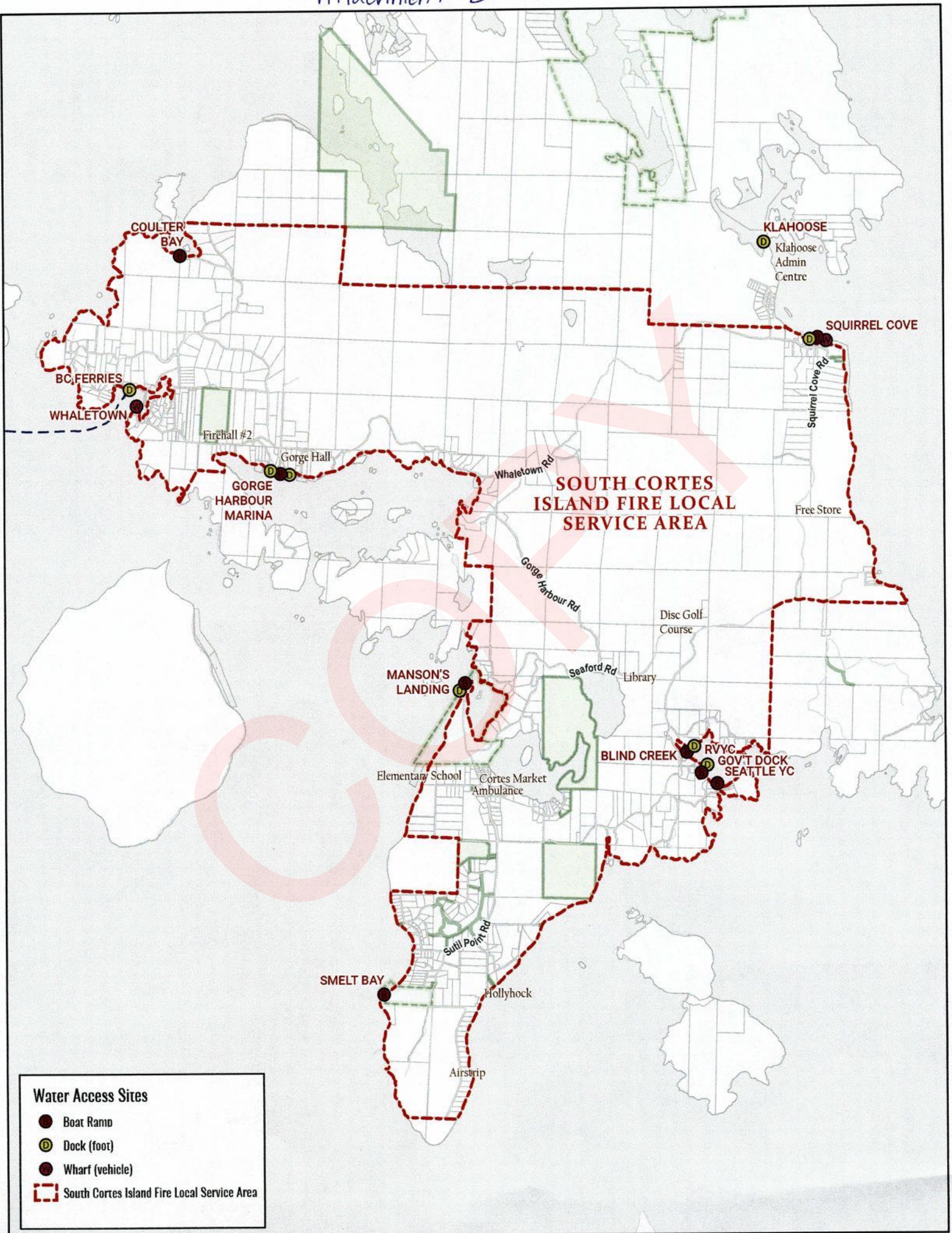
The estimated budget for this service upgrade is \$41,000 for 2019 and \$25,000 in 2020. The higher cost for 2019 is due to the training costs for the volunteers to become First Responders. We aim to have certify some of our personnel to become trainers so that subsequent training costs will be greatly reduced.

Supporting material attached:

- letters of support from Martin Metz (Community Paramedic Cortes Island) and Kim Robertson (BCEHS Cortes Island unit chief)

Yours truly,

Chris Walker
President, Cortes Island Fire Fighting Association



Sue Steuart

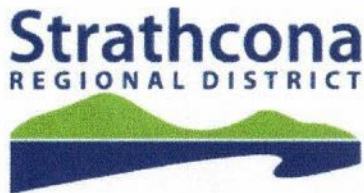
Subject: FW: EASC Nov 8, CIFFA
Attachments: SRD bylaw change request letter-2.pdf; CIFFA contract.doc

From: Mary Lavelle [<mailto:alt.director.lavelle@gmail.com>]
Sent: Thursday, November 02, 2017 4:12 PM
To: Edith Watson <EWatson@strathconard.ca>; Tom Yates <TYates@srd.ca>; David Leitch <DLeitch@srd.ca>
Subject: EASC Nov 8, CIFFA

Hi Edith and Tom,

Please add this item to the Nov 8th EASC. I have attached my report and a letter from CIFFA.

Thanks,
Mary



Mary Lavelle, Alternate Director
Cortes- Electoral Area 'B'

Tel: 250-935-0235 E-mail: alt.director.lavelle@gmail.com

November 1, 2017

Electoral Area Service Committee Directors

Last week, I met with the Cortes Island Fire-Fighting Association (CIFFA) board and SRD staff for a productive meeting. For many reasons, the two parties have been operating for almost two years on a month-to-month contract while a renewed contract is being drafted. In essence, CIFFA has wanted the contract to reflect the services, primarily road rescue and BCEHS support, currently provided by them. Currently the Cortes Fire Service Establishment bylaw only refers to the provision of 'fire' service. The SRD, therefore, cannot sign a contract for services not itemized in the establishment bylaw. I believe that the new understanding arrived at during last week's meeting will lead to a signed contract very soon that commits the SRD only to 'fire' provision.

Further, when the fire protection service area was established, the boundary was drawn at the high-tide line. This leaves wharves out of the protection area thereby not allowing the department to respond to boat fires, of which there have been a few. The Harbour Authority of Cortes Island has been installing fire fighting water lines on Cortes public wharves for the fire department's use and we would therefore also like to expand the protection area to include wharves.

CIFFA would also like to train up and equip to be a First Responder department, so that they can attend immediately to critical ambulance calls and provide patient care to the public until the arrival of the ambulance.

Although the soon-to-be-signed contract will only be for the provision of 'fire' service within the existing boundary, all parties see the value in having the scope of the contract include the following:

- 1) the life-saving services of road rescue and BCEHS support
- 2) the extension of the fire protection boundaries to include wharves
- 3) the First Responder program

To that end, CIFFA is requesting in the attached letter that we amend the service establishment bylaw in two phases. The first phase would be to amend the bylaw to include road rescue, BCEHS support, and service to

wharves. These three amendments are all deemed to be non-controversial and cost-neutral and it is therefore proposed that we seek electoral assent for these changes through the alternative approval process. The second phase would to amend the bylaw to become a First Responder department, with its associated cost increase. This would be put to a referendum vote later in the year. If the later amendment fails to receive public support, the other changes will not be affected.

I therefore request that the following motions be supported.

THAT, subject to a new signed contract with CIFFA, staff be directed to bring back an amended Cortes Fire Protection Service Establishment Bylaw which includes the provision of 'road rescue' and 'assistance to BCEHS when requested' and further that the fire protection service area be expanded to include public and private wharves connected to the service area.

THAT if the Service Establishment Bylaw is successfully updated with the above amendments, that a further amendment be drafted to include the provision of a 'First Responder' program, to be put to a referendum.

Sincerely,

Mary Lavelle
Alternate Regional Director
Area B, Cortes Island



Cortes Island Fire-Fighting Association

Box #2 - 959 Beasley Road
Mansons Landing B.C. V0P 1K0
Tel: 250 935-6779 Fax: 250 935-6771

November 2, 2017

To the Strathcona Regional District Board

The Board of Directors of the Cortes Island Fire Fighting Association requests that the Cortes Fire Service Establishment Bylaw be updated to include the provision of 'road rescue' and 'assistance to BCEHS when requested' and further that the fire protection service area be expanded to include public and private wharves connected to our service area. We request that the SRD seek electoral approval through an 'alternative approval process' at your earliest convenience as we believe that these changes will not be met with any real degree of community opposition. If these amendments receive electoral support and the service establishment bylaw is amended accordingly, we would then request that our service delivery contract be also amended in a timely fashion.

We would also request that, at a later time in 2018, a further amendment to the service establishment bylaw to include a 'First Responder' service provision be put to a referendum vote.

Yours truly,

Chris Walker
President, Cortes Island Fire Fighting Association



April 27th 2018

To Whom It May Concern:

BCEHS supports CIFFA's decision to add Road Rescue to their list of services provided.

Having the fire department available to perform extrication activities and secure unstable vehicles is vital in allowing the ambulance crew to both gain access to patients and allow them to perform their tasks in a safe and controlled environment.

Utilizing the fire department for this service would allow the patient quicker access care and is imperative to the rescue operations on Cortes.

I sincerely hope you consider their application for Road Rescue Services.

A handwritten signature in black ink, appearing to read "Kimberly Robertson", is written over a horizontal line.

Kimberly Robertson

Unit Chief – Station 169, Cortes Island
BC Ambulance Service

To SRD

30/04/2018

As the Community Paramedic on Cortes Island I support CIFFA's decision to add road rescue to their list of services provided.

After a motor vehicle incident with severe traumatic injuries it is paramount to quickly extricate and transport the patient to a hospital with surgical capabilities. A well trained Fire department is a must for the safe extrication of a patient out of a crashed vehicle. The ambulance service is neither trained nor has the equipment to accomplish that.

Having the fire department perform extrication activities and secure unstable vehicles will be vital the BCAS in allowing them to perform their tasks safely.

Thank You

Martin Metz

Community Paramedic Cortes Island

250-202-3359

"Healing is a collective exercise" Guru Singh

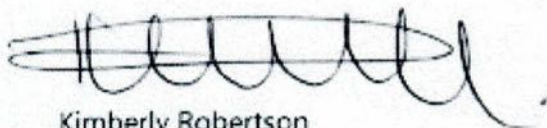
April 27th 2018

To Whom It May Concern:

BCEHS supports the CIFFA's decision to add Ambulance Assist to their list of services provided.

At times, we rely heavily on the fire department for assistance in such tasks as lifting heavy patients, moving patients over uneven ground, difficult extrications and assistance with helicopter evacuations.

They have our full support in this endeavor.

A handwritten signature in black ink, consisting of a series of loops and a final flourish.

Kimberly Robertson

Unit Chief – Station 169, Cortes Island
BC Ambulance Service

To SRD

30/04/2018

As the Community Paramedic on Cortes Island I strongly support the CIFFA's decision to add Ambulance assist to their list of services provided.

Cortes Island is a rugged, ferry access, Island with many steep and difficult terrains. There is only one ambulance on Cortes island and nearest other ambulance is on Quadra Island a 45 min minutes ferry ride away. The ambulance tasks are usually time sensitive and the ferry has limited times of operations. In severe weather the ferry does not run all.

At times the ambulance crews rely on the Fire Department to assist them with tasks such as lifting heavy patients, moving patients over uneven ground, and helicopter evacuations. They have my full support in this endeavour.

Thank You

Martin Metz

Community Paramedic Cortes Island

250-202-3359

"Healing is a collective exercise" Guru Singh

April 27th 2018

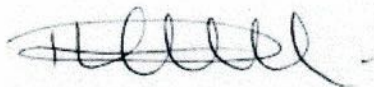
To Whom It May Concern:

BCEHS strongly supports CIFFA's decision to progress to a First Responder department.

This will be an important and essential step forward for Emergency Services on Cortes Island. In remote communities, the First Responder Program provides a faster response and critical interventions for our sickest patients. These precious minutes could mean the difference between life and death. There is also the added benefit of having more resources on scene early which helps with the expedient transport once BCEHS arrives.

The first responder model has demonstrated to be highly beneficial and successful in our neighboring Gulf Island communities.

A goal for BCEHS is to ensure the right care is provided to the right patient with the right resource at the right time. The addition of First Responders on the island would provide an overall higher quality of patient care to our friends, family and members of the Cortes Island community.



Kimberly Robertson

Unit Chief – Station 169, Cortes Island
BC Ambulance Service

To SRD

30/04/2018

As the Community Paramedic on Cortes Island I strongly support CIFFA's decision to progress to a First Responder department.

Cortes Island is a large remote Island. There is only one ambulance on Cortes island and nearest other ambulance is on Quadra Island a 45 min minutes ferry ride away. The closest hospital is 2 ferries or a minimum of 2 hours away. The ferry has limited times of operations and in severe weather the ferry does not run all. That means one ambulance is the only resource covering the whole Island Community. The ambulance station is located on the south end of Cortes Island 20 minutes away from the ferry terminal on the North Island. The paramedics are part time on pager. This means they are not waiting at the ambulance station for a call. When their pager sounds they have to call North Island dispatch from a phone to sign in and get instructions. Then the crew of 2 gets dressed in their uniforms and drive to the ambulance station where they meet and take the ambulance from there to the call. So it may take up to 40min for the ambulance crew to respond to a medical emergency, depending on where the call is and where the responding paramedics live.

Furthermore the ambulance is set up to treat and transport one patient at a time. If the ambulance is taking a patient off Cortes Island by ferry it is tied up for 2 hours until it gets back from delivering the patient to Quadra Island.

There are 2 fire halls on Cortes Island. One is in north and one in the south, the fire fighters respond to the hall that is closest to where they live. Having the CIFFA trained up to a first responder level and respond as such could mean a faster initial response to critical calls such as Cardiac Arrest/CPR or patients that are short of breath and support with oxygen may keep them from deteriorating until the ambulance crew arrives. Also in the case of multiple patients having the Fire Department trained to triage and does some lifesaving interventions would be invaluable to the people affected.

Having the CIFFA respond on trauma/ emergency medical calls would greatly increase the resilience of this community and also the sense of safety for individuals living in it.

Thank You

Martin Metz

Community Paramedic Cortes Island

"Healing is a collective exercise" Guru Singh