

Tuesday, January 9, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 9, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:56 pm.

MINUTES

Present:

| | | |
|-----------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| | W. Morin | City of Courtenay |
| Alt. Director: | B. Wells | City of Courtenay |
| Staff: | J. Warren | Chief Administrative 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

Also in attendance at the in-camera session was L. Kilpatrick, CVRD.

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

- 90(1)(c) Labour relations or employee negotiations;
- 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public; and,
- 90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board in-camera minutes dated December 12, 2023 be adopted.

208

Carried

REPORTS:

EXTREME WEATHER RESPONSE UPDATE

E. Grieve/B. Wells: THAT the report dated January 9, 2024 regarding an update on finding a suitable location for the Extreme Weather Response Shelter and a proposed alternate option for the \$91,000 from the 2023 Homelessness Supports Service (function 451) approved financial plan be received.

209

Carried

L. Kilpatrick, Community Development and Resilience Manager, provided an overview of the report regarding an update on the Extreme Weather Response Shelter.

B. Wells/K. Grant: THAT up to \$91,000 be allocated from the 2023 Homelessness Supports Service (Function 451) approved financial plan to support the establishment and operations of an Interim Winter Weather Drop-In Centre in the absence of suitable provision of temporary shelter services (overnight sleeping accommodation);

AND FURTHER THAT staff be authorized to enter into a funding agreement with an organization, in discussions with the Comox Valley Coalition to End Homelessness, to establish and operate an Interim Winter Weather Drop-In Centre that addresses matters such as term, use of funds, operating parameters and reporting requirements;

AND FINALLY THAT the Board rise and report on the staff report dated January 9, 2024.

209

Carried

ADJOURN TO RESTRICTED IN-CAMERA:

D. Hillian/B. Wells: THAT the Board adjourn to a restricted in-camera session.

208

Carried

Time: 6:33 pm.

ATTENDANCE

Also in attendance at the in-camera session was L. Kilpatrick, CVRD.

Confirmed this 27th day of Feb 2024

Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Tuesday, January 9, 2024

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 9, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:33 pm.

MINUTES

Present:

| | | |
|-----------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| Alt. Director: | B. Wells | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

D. Hillian/B. Wells: THAT the Comox Valley Regional District restricted in-camera minutes dated December 12, 2023 be adopted.

208

Carried

REPORTS:

BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS

The Chief Administrative Officer presented information regarding the CVRD organizational structure, with respect to the currently vacant Deputy Chief Administrative Officer position.

RISE AND REPORT:

B. Wells/D. Hillian: THAT the Board rise to the open session.

208

Carried

Time: 7:06 pm

Confirmed this 19th day of March, 2024:

Tuesday, February 27, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, February 27, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:00 pm.

MINUTES

Present:

| | | |
|-----------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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) |
| | M. McCollum | City of Courtenay |
| | W. Morin | City of Courtenay |
| Alt. Director: | B. Wells | City of Courtenay |
| Staff: | 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

Also in attendance at the in-camera session were K. Broughton, J. MacLean, J. Sexton, T. Trieu and C. Wile, CVRD.

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session at 3:00 pm pursuant to the following subsection of section 90 of the Community Charter:

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;

90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

ADOPTION OF MINUTES:

B. Wells/K. Grant: THAT the Comox Valley Regional District Board in-camera minutes dated January 9, 2024 be adopted.

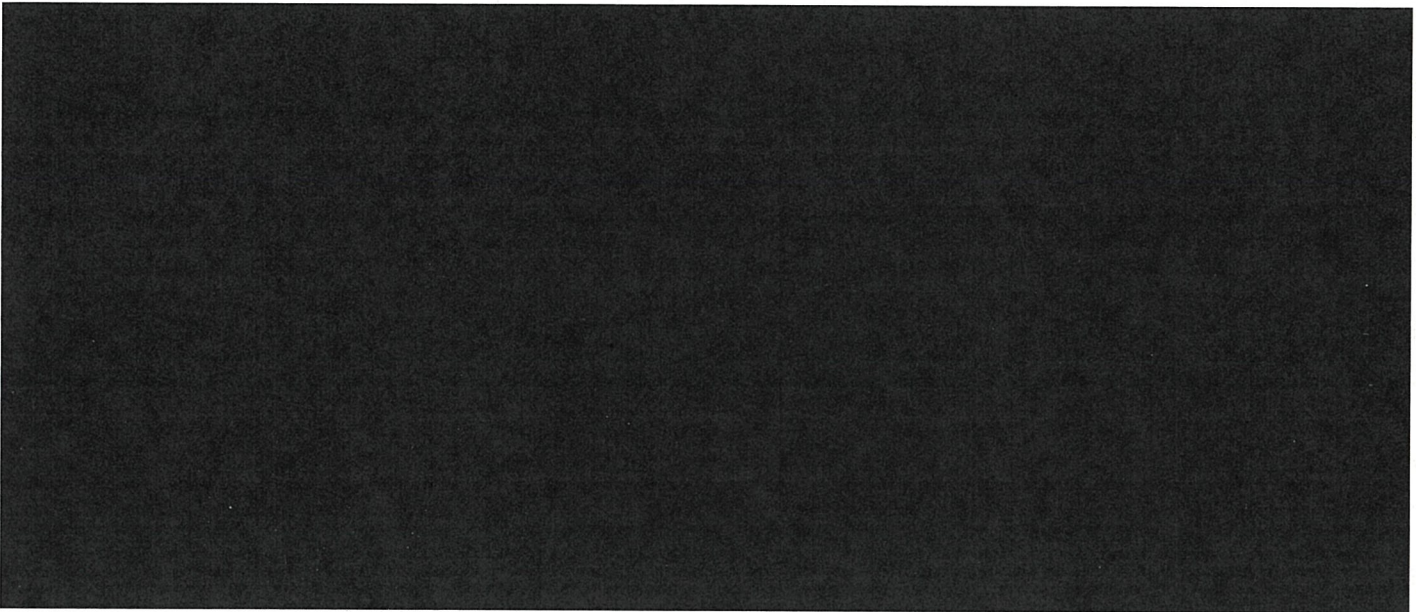
208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE - FEBRUARY 26, 2024

FOIPPA S. 12(3)(b)



BC FERRY AUTHORITY NOMINATIONS

E. Grieve/B. Wells: THAT the report dated February 13, 2024 regarding the BC Ferry Authority Board of Directors' appointment process and request that the Board provide direction on nominating an applicant to the BC Ferry Authority Board of Directors for Central Vancouver Island and Northern Georgia Strait for the term April 1, 2024 to March 31, 2027 be received.

208

Carried

D. Arbour/E. Grieve: THAT the Board nominate Sharon Small to the BC Ferry Authority for consideration of appointment to its Board of Directors for the three-year term commencing April 1, 2024;

AND FURTHER THAT the board rise and report on this resolution once the applicants have been notified.

208

Carried

LEGAL ACTION STATUS REPORT

E. Grieve/B. Wells: THAT the report dated February 14, 2024 regarding the status of existing legal actions involving the Comox Valley Regional District be received.

208

Carried

RISE AND REPORT:

Tuesday, March 19, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 19, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:30 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|--|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | J. Warren | Chief Administrative Officer |
| | L. Wiwcharuk | Chief Financial Officer |
| | J. Martens | General Manager of Corporate Services |
| | M. Harrison | Acting 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

Also in attendance at the in-camera session was L. Kilpatrick, CVRD.

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session at 3:00 pm pursuant to the following subsections of section 90 of the Community Charter:

- 90(1)(c) Labour relations or other employee relations;
- 90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the regional district;
- 90(1)(g) Litigation or potential litigation affecting the regional district;
- 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

The Board conducted a restricted in-camera session at 3:00 pm and resumed its regular in-camera session at 3:30 pm.

ADOPTION OF MINUTES:

D. Hillian/V. Brown: THAT the Comox Valley Regional District Board in-camera minutes dated February 27, 2024 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – MARCH 11, 2024

E. Grieve/D. Hillian: THAT the Electoral Areas Services Committee in-camera minutes dated March 11, 2024 be received.

208

Carried

PUNTLEDGE RIVER TIMBER RESERVATION

W. Morin/V. Brown: THAT the report dated March 14, 2024 regarding support for the Comox Valley Land Trust initiative to acquire the Puntledge River Timber Reservation rights on the BC Hydro lands in the Bevan area be received.

208

Carried

W. Morin/V. Brown: THAT a letter of support be provided to the Comox Valley Land Trust for their initiative to acquire the timber rights to the 75-hectare Puntledge River Timber Reservation;

AND FINALLY THAT the Comox Valley Regional District rise and report on the letter of support following the Comox Valley Land Trust's announcement of the successful receipt of funding from the Old Growth Nature Fund.

208

Carried



FOIPPA S. 12(3)(b)

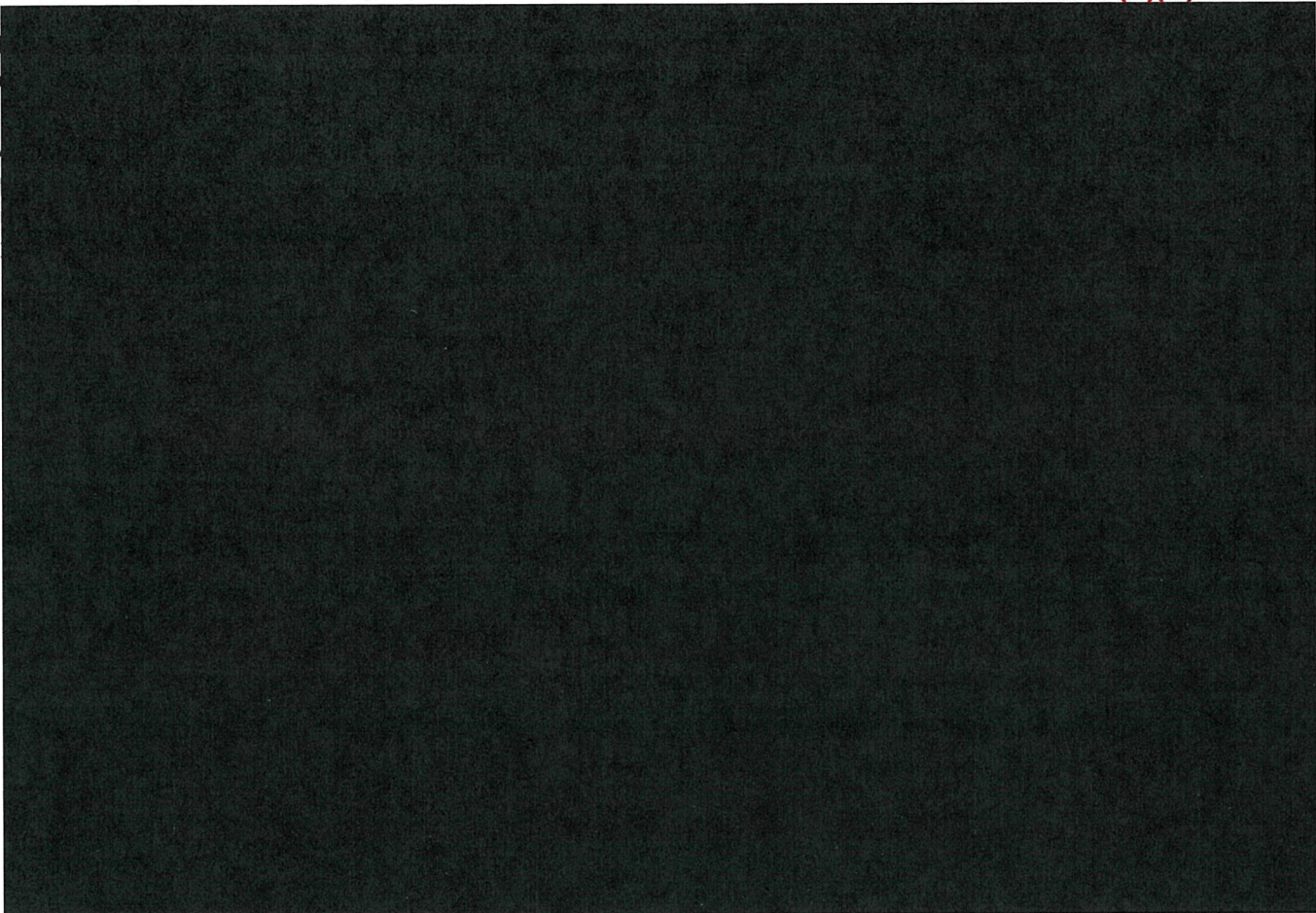


The Board recessed its in-camera session at 3:53 pm.

The Board resumed its in-camera session at 4:10 pm.

FOIPPA S. 12(3)(b)





Confirmed this _____ day of _____ 20__:

Will Cole-Hamilton
Chair

Certified Correct and Recorded By:

Lisa Dennis
Manager of Legislative Services



Tuesday, March 19, 2024

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 19, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:01 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

D. Hillian/V. Brown: THAT the Comox Valley Regional District Board restricted in-camera minutes dated January 9, 2024 be adopted.

208

Carried

REPORTS:

BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS

General discussion was held between the Board and Chief Administrative Officer concerning relations and pertinent legal and personnel matters.

ADJOURN TO REGULAR IN-CAMERA

The Board adjourned to its regular in-camera session at 3:30 pm.

Confirmed this 23 day of April, 2024:

Will Cole-Hamilton
Chair

Tuesday, April 23, 2024

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, April 23, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 7:55 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board restricted in-camera minutes dated March 19, 2024 be adopted.

208

Carried

REPORTS:

BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS

Discussion was held between the Board and Chief Administrative Officer concerning relations and pertinent legal and personnel matters.

RISE AND REPORT:

E. Grieve/K. Grant: THAT the Board rise to the open session.

208

Carried

Time: 8:09 pm

Tuesday, May 28, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, May 7, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:00 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | 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 |

Absent:

| | | |
|-------------------|-----------|---|
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area A) |
|-------------------|-----------|---|

ATTENDANCE

Also in attendance at the in-camera session were C. Wile and M. Zbarsky, CVRD.

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;

90(1)(b) Personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the regional district on condition of anonymity;

90(1)(c) Labour relations or employee negotiations;

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board

considers that disclosure might reasonably be expected to harm the interests of the municipality;
90(1)(g) Litigation or potential litigation affecting the regional district;
90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
90(1)(j) Information that is prohibited, or information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public;
90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Note: the volume of references above to the Community Charter reflect the Board's consideration of the annual release of in-camera information in accordance with Release of Closed Meeting Minutes Policy P51.

ADOPTION OF MINUTES:

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board in-camera minutes dated March 19, 2024 be adopted.

208

Carried

REPORTS:

COMOX VALLEY TRANSIT OPERATIONS FACILITY

K. Grant/D. Hillian: THAT the report dated May 23, 2024 regarding an update on the Comox Valley Transit Operations Facility project be received.

209

Carried

Seth Wright, Senior Manager - Government Relations, James Wadsworth, Infrastructure Planning Manager, and Michael Janes, Business Development & Lease Advisor, BC Transit, presented information regarding the transit operations facility.

ELECTORAL AREAS SERVICES COMMITTEE – MARCH 19, 2024

E. Grieve/D. Hillian: THAT the Electoral Areas Services Committee in-camera minutes dated March 19, 2024 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – APRIL 8, 2024

K. Grant/W. Morin: THAT the Electoral Areas Services Committee in-camera minutes dated April 8, 2024 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - MAY 6, 2024

K. Grant/W. Morin: THAT the Electoral Areas Services Committee in-camera minutes dated May 6, 2024 be received.

208

Carried

NEW BUSINESS:

K'OMOKS FIRST NATION ADDITION TO RESERVE LETTER OF SUPPORT

D. Hillian/K. Grant: THAT the correspondence dated May 17, 2024 from Chief Ken Price, K'ómoks First Nation, regarding a request for a letter of support for the an Addition to Reserve Application to the Government of Canada for three parcels (208 acres/84 hectare) of fee-simple land held by the Nation in the Union Bay area (Southlands Project) be received.

208

Carried

E. Grieve/D. Hillian: THAT the Board provide a letter of support to K'ómoks First Nation for their Addition to Reserve Application to the Government of Canada, as requested in the correspondence dated May 17, 2024.

208

Carried

J. Kerr/V. Brown: THAT the Board rise and report on the letter of support to K'ómoks First Nation for their Addition to Reserve Application to the Government of Canada. subject to notifying K'ómoks First Nation.

208

Carried

RISE AND REPORT:

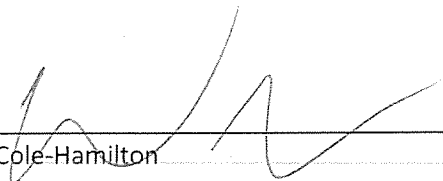
D. Hillian/V. Brown: THAT the Board rise from its in-camera session.

208

Carried

Time: 3:58 pm.

Confirmed this 11th day of June, 2024:



Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Lisa Dennis
Manager of Legislative Services



Tuesday, May 28, 2024

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, May 28, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:40 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |
| | J. Martens | General Manager of Corporate Services |

ADOPTION OF MINUTES:

E. Grieve/D. Hillian: THAT the Comox Valley Regional District Board restricted in-camera minutes dated April 23, 2024 be adopted.

208

Carried

REPORTS:

RELEASE OF CLOSED MEETING INFORMATION FOR 2023

K. Grant/E. Grieve: THAT the report dated May 7, 2024 providing a summary of the Comox Valley Regional District (CVRD) Board closed meeting minutes during 2023 and seeking direction for the release of such information where there is no longer a requirement for confidentiality, be received.

208

Carried

K. Grant/E. Grieve: THAT the Board authorize the release of the 2023 Board closed meeting minutes following the severing of information as identified in Appendix A of the staff report dated May 7, 2024.

208

Carried

RISE AND REPORT:

K. Grant/D. Hillian: THAT the Board rise to the open session.

208

Carried



Tuesday, June 11, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 11, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:00 pm.

MINUTES

Present:

Table listing attendees: Chair (W. Cole-Hamilton, City of Courtenay), Vice-Chair (J. Kerr, Town of Comox), Directors (V. Brown, K. Grant, E. Grieve, R. Hardy, D. Hillian, M. McCollum, W. Morin), Alt. Director (I. Munro), and Staff (J. Warren, L. Wiwcharuk, J. Martens, D. DeMarzo, A. Mullaly, M. Rutten, L. Dennis).

ATTENDANCE

Also in attendance at the in-camera session was C. Wile, CVRD.

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

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the Board adopted a resolution at 3:00 pm to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

ADOPTION OF MINUTES:

K. Grant/V. Brown: THAT the Comox Valley Regional District Board in-camera minutes dated May 28, 2024 be adopted.

208

Carried

PETITIONS AND DELEGATIONS:

UPDATE ON K'ÓMOKS FIRST NATION TREATY NEGOTIATIONS

Sarah Cavanagh, Senior Negotiator, Ministry of Indigenous Relations and Reconciliation, with Marie-Luise Ermisch, Sarah Plank, and Jessica Jamieson, provided an update on treaty negotiations with K'ómoks First Nation. [

Melissa Quocksister and Sheriden Barnett, K'ómoks First Nation, were in attendance.

Alternate Director Munro entered the meeting at 3:55 pm.

REPORTS:

REGIONAL PARKS AND TRAILS COMMITTEE – MAY 28, 2024

E. Grieve/M. McCollum: THAT the Regional Parks and Trails Committee in-camera minutes dated May 28, 2024 be received.

208

Carried

RISE AND REPORT:

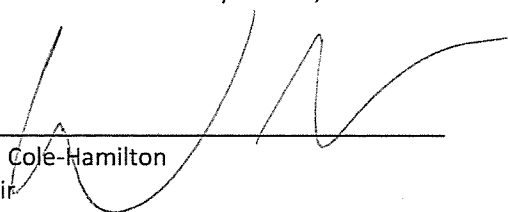
D. Hillian/K. Grant: THAT the Board rise from its in-camera session.

208

Carried


Time: 4:00 pm.

Confirmed this 25th day of June, 2024:



Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Lisa Dennis
Manager of Legislative Services

Tuesday, June 25, 2024

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 25, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:08 pm

MINUTES

Present:

| | | |
|------------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area A) |
| | V. Brown | Village of Cumberland |
| | E. Grieve | Puntledge/Black Creek (Area C) |
| | R. Hardy | Lazo North (Area B) |
| | M. McCollum | City of Courtenay |
| | W. Morin | City of Courtenay |
| Alt. Directors: | B. Wells | City of Courtenay |
| | M. Swift | Town of Comox |
| | M. Larock | Puntledge/Black Creek (Area C) |
| Staff: | 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

Also in attendance at the in-camera session was K. Broughton, CVRD

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

- 90(1)(c) Labour relations or other employee relations;
- 90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality.

ADOPTION OF MINUTES:

W. Morin/B. Wells: THAT the Comox Valley Regional District Board in-camera minutes dated June 11, 2024 be adopted.

208

Carried

REPORTS:

COMOX VALLEY SEWAGE COMMISSION – JUNE 11, 2024

J. Kerr/M. Swift: THAT the Sewage Commission minutes dated June 11, 2024 be received.
208 Carried

ELECTORAL AREAS SERVICES COMMITTEE – JUNE 17, 2024

J. Kerr/M. Swift: THAT the Electoral Areas Services Committee minutes dated June 17, 2024 be received.
208 Carried

ACQUISITION OF 418 SHIPS POINT ROAD - OLD AGE PENSIONERS HALL

D. Arbour/B. Wells: THAT the report dated June 20, 2024 regarding an update regarding the proposed acquisition of 418 Ships Point Road (Old Age Pensioners Hall) and to seek Board confirmation to enable short-term borrowing be received.
207 Carried

B. Wells/D. Arbour: THAT the Comox Valley Regional District Board authorizes an amendment to the 2024-2028 Financial Plan to include a capital project for the purpose of acquiring a community facility under Function 672 Baynes Sound Community Facilities Support Service in the amount of \$600,000 with funding coming from a maximum of \$600,000 to be borrowed, under section 403 of the Local Government Act, from the Municipal Finance Authority and that the loan be repaid within five years, with no rights of renewal.
210 Carried

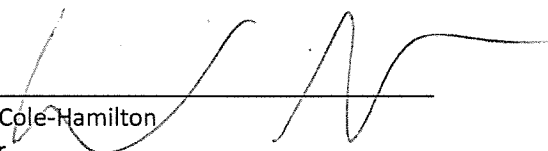
D. Arbour/W. Morin: THAT the acquisition of the property at 418 Ships Point Road, legally described as Lot A, District Lot 30, Newcastle District, Plan 11603 be finally approved, and staff be authorized to undertake all necessary action to give effect thereto;

AND FINALLY THAT the Board rise and report through a media release, upon completion of the property acquisition.
210 Carried

ADJOURN TO RESTRICTED IN-CAMERA:

The Board adjourned to a restricted in-camera session at 6:40 pm.

Confirmed this 16th day of July, 2024:



Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Tuesday, June 25, 2024

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 25, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:42 pm.

MINUTES

Present:

| | | |
|------------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | W. Morin | City of Courtenay |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | M. McCollum | City of Courtenay |
| Alt. Directors: | M. Swift | Town of Comox |
| | M. Larock | Puntledge/Black Creek (Area 'C') |
| | B. Wells | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

J. Kerr/B. Wells: THAT the Comox Valley Regional District restricted in-camera minutes dated May 28,2024 be adopted.

208

Carried

REPORTS:

[Redacted]

FOIPPA S. 22

[Redacted]

J. Warren, Chief Administrative Officer left the meeting at 7:36 pm.

RISE AND REPORT:

J. Kerr/D. Arbour: THAT the Board rise to the open session.

208

Carried

Time: 7:42 pm

Tuesday, July 30, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 30, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:40 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|--|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | J. Warren | Chief Administrative Officer |
| | L. Wiwcharuk | Chief Financial Officer |
| | J. Zbinden | Acting 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

Also in attendance at the closed session were K. Broughton, M. Harrison, T. He, J. Sexton and C. Wile, CVRD.

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

- 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public; and,
- 90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The board convened its in-camera session at 4:40 pm.

ADOPTION OF MINUTES:

D. Hillian/W. Morin: THAT the Comox Valley Regional District Board in-camera minutes dated June 25, 2024 be adopted.

[Item]

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – JUNE 24, 2024

D. Hillian/E. Grieve: THAT the Electoral Areas Services Committee closed minutes dated June 24, 2024 be received. [Item]
208 Carried

ELECTORAL AREAS SERVICES COMMITTEE – JULY 15, 2024

E. Grieve/W. Morin: THAT the Electoral Areas Services Committee closed minutes dated July 15, 2024 be received. [Item]
208 Carried

WINTER SHELTER STRATEGY RESOURCE REQUEST

D. Hillian/E. Grieve: THAT the report dated July 25, 2024 regarding an approach to identifying and activating winter shelter space and to consider a request from the City of Courtenay for funding support for the development and implementation of a Winter Shelter Strategy be received. [Item]
209 Carried

L. Kilpatrick, Community Development and Resilience Manager, provided an overview of the report regarding a winter shelter space and request from the City of Courtenay for funding support for the development and implementation of a Winter Shelter Strategy.

S. Saunders, Director of Recreation, Culture and Community Services, City of Courtenay, was in attendance for this portion of the meeting.

D. Hillian/M. McCollum: THAT up to \$91,000 be allocated from the 2024 Homelessness Support Service financial plan to the City of Courtenay for the development and implementation of a Winter Shelter Strategy for the Comox Valley;

AND FURTHER THAT staff be directed to enter into a Letter of Agreement with the City of Courtenay with the conditions that:

- the funds be used as outlined in the letter of request (Appendix A) dated July 24, 2024, and in a budget to be provided by the City of Courtenay; and
- the Comox Valley Regional District continue to be included in engagement regarding the Winter Shelter Strategy development and implementation and informed of key milestones in advance of information being released to the public;

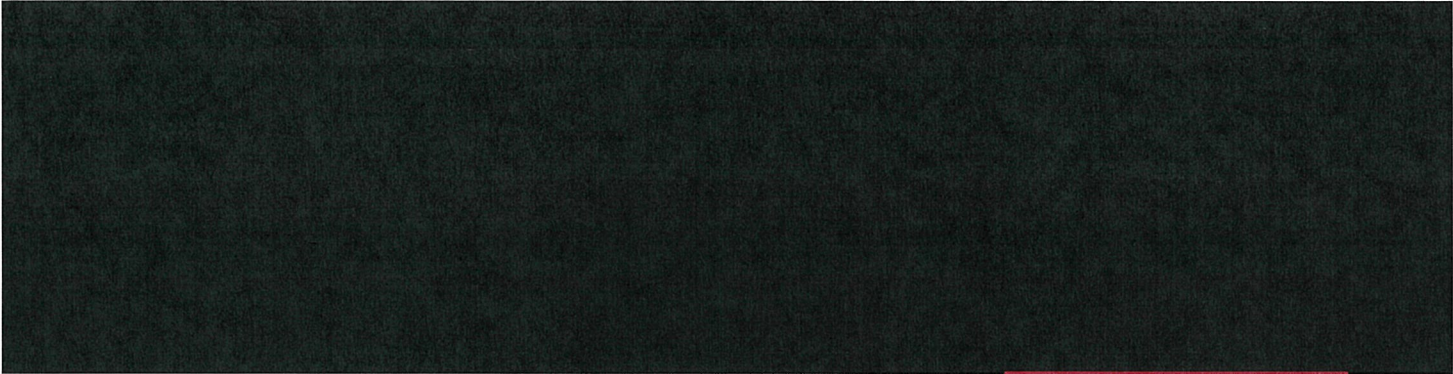
AND FINALLY THAT the Board approve a rise and report subject to the letter of agreement being signed between both parties.
209 Carried

S. Saunders left the meeting at 4:54 pm.



FOIPPA S. 12(3)(b)





Director Arbour left the meeting at 5:07 pm.

FOIPPA S. 12(3)(b)



SEMI ANNUAL SUMMARY OF ACTIVE INSURANCE CLAIMS

D. Hillian/K. Grant: THAT the report dated July 23, 2024 regarding the 2024 semi-annual insurance claims information involving the Comox Valley Regional District (CVRD) service areas be received. [\[Item\]](#)

208

Carried

LEGAL ACTION STATUS REPORT

K. Grant/E. Grieve: THAT the report dated July 23, 2024 regarding the status report of existing legal actions involving the Comox Valley Regional District be received. [Item]

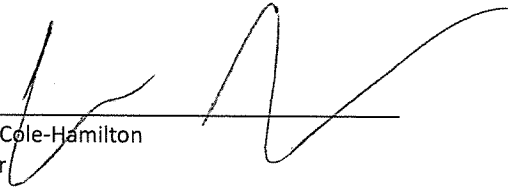
208

Carried

ADJOURN TO RESTRICTED CLOSED MEETING:

The Board adjourned to a restricted closed meeting at 6:08 pm.

Confirmed this 13th day of August, 2024:



Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Lisa Dennis
Manager of Legislative Services



Tuesday, July 30, 2024

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 30, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:08 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|----------------------------------|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

Absent:

| | | |
|-------------------|-----------|---|
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
|-------------------|-----------|---|

ATTENDANCE

Also in attendance was Michael Shoop, Shoop Group Consulting.

ADOPTION OF MINUTES:

E. Grieve/D. Hillian: THAT the Comox Valley Regional District restricted closed meeting minutes dated June 25, 2024 be adopted.

208

Carried

REPORTS:

[Redacted]

FOIPPA S. 22

[Redacted]

[Redacted]

J. Warren, Chief Administrative Officer, left the meeting at 7:06 pm.



RISE AND REPORT:

THAT the Board rise from its restricted closed meeting.
208

FOIPPA S. 22

Carried

Time: 7:16 pm

Confirmed this 13th day of August, 2024:

Will Cole-Hamilton
Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services

Tuesday, August 13, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 13, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 2:30 pm.

MINUTES

Present:

| | | |
|------------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area A) |
| | K. Grant | Town of Comox |
| | E. Grieve | Puntledge/Black Creek (Area C) |
| | R. Hardy | Lazo North (Area B) |
| | D. Hillian | City of Courtenay |
| | W. Morin | City of Courtenay |
| Alt. Directors: | T. Therrien | Village of Cumberland |
| | B. Wells | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |
| | K. Garrett | Acting 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 Arbour and Alternate Director Therrien were not in attendance when the meeting commenced

Also in attendance at the closed session were K. Broughton and L. Kilpatrick, CVRD.

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsections of section 90 of the Community Charter:

- 90(1)(c) Labour relations or employee negotiations;
- 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and,
- 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

The board convened its in-camera session at 2:30 pm.

ADOPTION OF MINUTES:

D. Hillian/K. Grant: THAT the Comox Valley Regional District Board in-camera minutes dated July 30, 2024 be adopted.

208

Carried

REPORTS:

AFFORDABLE HOUSING DIRECT-ACTION FEASIBILITY STUDY

Sue Ritchie Raymond of Tim Welch Consulting and Cassandra Vink of Vink Consulting presented the draft findings and recommendations concerning direct-action strategies for the creation of non-market rental housing. Also in attendance at this portion of the meeting were consultants Lisa Keys, Justin Rain and Tim Welch.

Alternate Director Therrien joined the meeting at 3:05 pm.

The board adjourned its closed session at 3:55 pm and rose to the open session.

The Board resumed its closed session at 4:10 pm. Director Arbour was in attendance for this portion of the meeting.

FOIPPA S. 12(3)(b)

ADJOURN TO RESTRICTED CLOSED SESSION:

The Board adjourned to a restricted closed session at 4:30 pm.

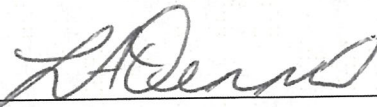
FOIPPA S. 12(3)(b)

Confirmed this 10th day of September, 2024:



Will Cole-Hamilton
Chair

Certified Correct and Recorded By:



Lisa Dennis
Manager of Legislative Services



Tuesday, August 13, 2024

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 13, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:30 pm.

MINUTES

Present:

- | | | |
|------------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | D. Hillian | City of Courtenay |
| Alt. Directors: | T. Therrien | Village of Cumberland |
| | B. Wells | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

E. Grieve/B. Wells: THAT the Comox Valley Regional District Board Restricted Closed Meeting Minutes dated July 30, 2024 be adopted.

208

Carried

REPORTS:



RISE AND REPORT:

K. Grant/D. Hillian: THAT the Board rise to the open session.

208

FOIPPA S. 12(3)(b)

Carried

Time: 4:39 pm

Confirmed this 24th day of September, 2024:

Will Cole-Hamilton
Chair

Tuesday, August 27, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 27, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| | W. Morin | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |
| | L. Wiwcharuk | Chief Financial Officer |
| | J. Martens | General Manager of Corporate Services |
| | A. Mullaly | General Manager of Planning and Development |
| | M. Rutten | General Manager of Engineering Services |
| | L. Dennis | Manager of Legislative Services |

Absent:

| | | |
|-------------------|-------------|-------------------|
| Directors: | M. McCollum | City of Courtenay |
|-------------------|-------------|-------------------|

ATTENDANCE

Also in attendance at the closed session were D. Monteith, T. Trieu and C. Wile, CVRD, and T. Luk, Young Anderson.

ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the Board adopted a resolution to adjourn to a closed session pursuant to the following subsection of section 90 of the Community Charter:

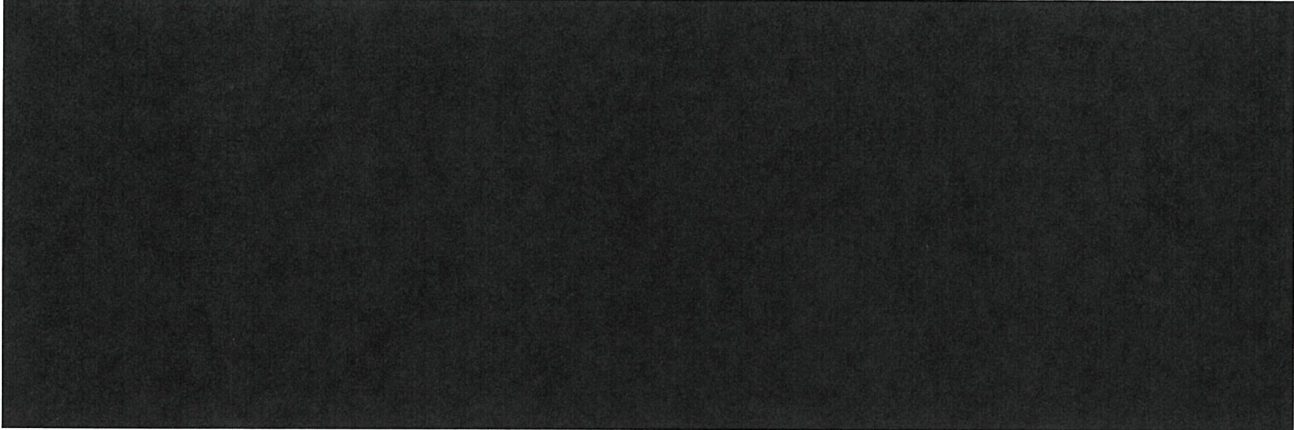
90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public; and,

90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a

provincial government or the federal government or both and a third party.

REPORTS:



RISE AND REPORT:

THAT the Board rise from its closed session.
208

FOIPPA S. 12(3)(b)

Time: 5:52 pm.

Confirmed this 10th day of September, 2024:

A handwritten signature in black ink, appearing to read 'Will Cole-Hamilton', is written over a horizontal line.

Will Cole-Hamilton
Chair

Certified Correct and Recorded By:

A handwritten signature in black ink, appearing to read 'Lisa Dennis', is written over a horizontal line.

Lisa Dennis
Manager of Legislative Services

Tuesday, September 24, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, September 10, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:33 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|--|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | 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 |
| | K. La Rose | Acting General Manager of Engineering Services |
| | L. Dennis | Manager of Legislative Services |

ATTENDANCE

Also in attendance at the in-camera portion of the meeting was A. Yasinski, CVRD.

ADJOURN TO CLOSED SESSION:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

- 90(1)(c) Labour relations or employee negotiations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district;
- 90(1)(g) litigation or potential litigation affecting the regional district; and,
- (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The board convened its in-camera session at 3:33 pm.

ADOPTION OF MINUTES:

D. Hillian/E. Grieve: THAT the following minutes be adopted:

Comox Valley Regional District Board closed minutes dated August 13, 2024 and,

Comox Valley Regional District Board closed minutes dated August 27, 2024.

208

Carried

REPORTS:

[REDACTED]

FOIPPA S.14

[REDACTED]

[REDACTED]

RISE AND REPORT:

The Board rose from its closed session and returned to the open meeting at 3:57 pm.

ADJOURN TO CLOSED SESSION:

The board adjourned to its closed session at 7:10 pm.

ISLAND RAIL CORRIDOR PLANNING EXERCISE UPDATE

D. Hillian/E. Grieve: THAT the report dated September 13, 2024 regarding an update on the Island Rail Corridor planning exercise be received.

208

Carried

K. Grant/E. Grieve: THAT staff be directed to proceed with the next phases of the approved workplan for the Island Rail Corridor planning exercise with the addition of an assessment of key Corridor infrastructure and analysis to support the exploration of development opportunities at the Courtenay Train Station;

AND FINALLY THAT the Board authorize the release of the Comox Valley Island Rail Corridor Strategy – Background Report, attached as Appendix B to the staff report dated September 13, 2024.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - AUGUST 12, 2024

K. Grant/E. Grieve: THAT the Electoral Areas Services Committee minutes dated August 12, 2024 be received.

208

Carried

K. Grant/E. Grieve: THAT the Board authorize the next steps of enforcement in the form of municipal ticketing and civil proceedings before the British Columbia Supreme Court to ensure that the owner of the property described as Lot B, Block 29, Comox District, Plan EPP81926 (2310 Macaulay Road) addresses works undertaken without a development permit.

209

Carried

COMOX VALLEY SEWAGE COMMISSION – SEPTEMBER 10, 2024

D. Hillian/K. Grant: THAT the Sewage Commission closed minutes dated September 10, 2024 be received.

208

Carried

ADJOURN TO RESTRICTED CLOSED SESSION:

The Board adjourned to its restricted closed session at 7:22 pm.

Confirmed this 8th day of October, 2024:



Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Lisa Dennis
Manager of Legislative Services



Tuesday, September 24, 2024

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, September 24, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 7:22 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

K. Grant/J. Kerr: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated August 13, 2024, be adopted.

208

Carried

REPORTS:

[Redacted]

FOIPPA S. 22

[Redacted]

RISE AND REPORT:

E. Grieve/D. Arbour: THAT the Board rise to the open session.

208

Carried

Time: 8:18 pm.

Confirmed this 26th day of November, 2024:

Tuesday, October 8, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 8, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:30 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | J. Warren | Chief Administrative Officer |
| | L. Wiwcharuk | Chief Financial Officer |
| | 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 |

Absent:

| | | |
|-------------------|-----------|---|
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area A) |
|-------------------|-----------|---|

ATTENDANCE

Also in attendance at the in-camera portion of the meeting was K. Broughton, CVRD

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution to adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality.

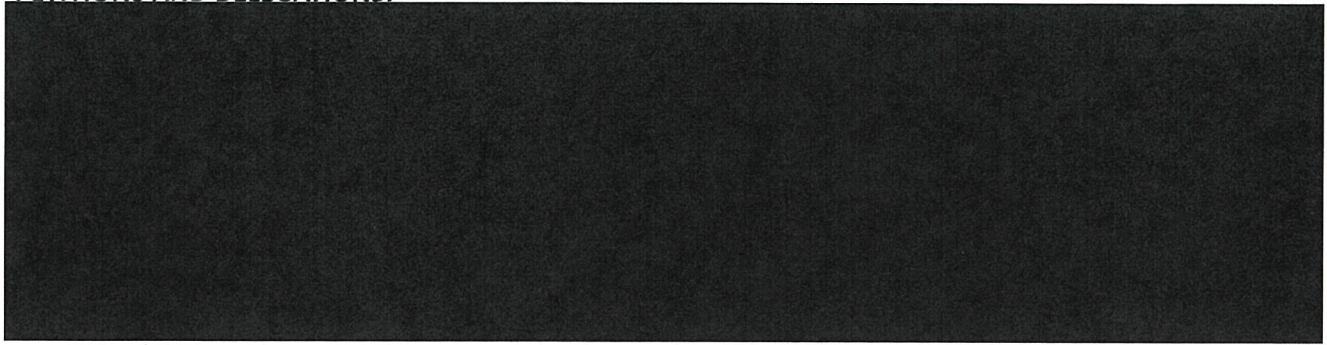
The board convened its in-camera session at 3:30 pm

ADOPTION OF MINUTES:

D. Hillian/W. Morin: THAT the Comox Valley Regional District Board closed minutes dated September 24, 2024 be adopted.

FOIPPA S. 12(3)(b)

PETITIONS AND DELEGATIONS:



RISE AND REPORT:

K. Grant/E. Grieve: THAT the Board rise from its closed session.
208

Carried

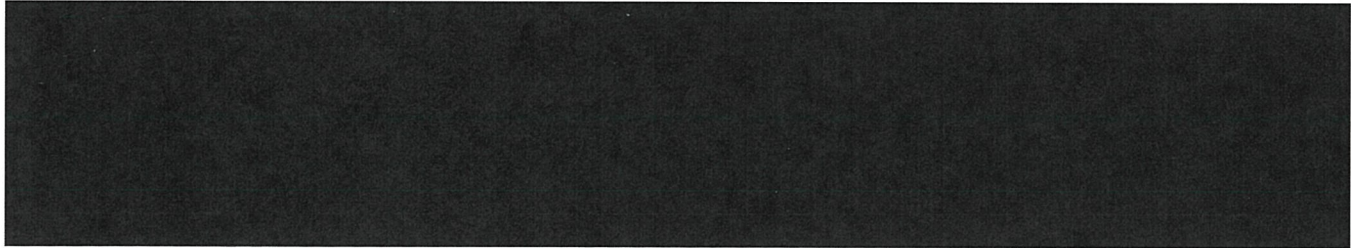
Time: 3:56 pm.

ADJOURN TO CLOSED MEETING:

The Board adjourned to a closed session at 8:31 pm.

FOIPPA S. 12(3)(b)

NEW BUSINESS:



RISE AND REPORT:

D. Hillian/K. Grant: THAT the Board rise from its closed session.
208

Carried

Time: 8:40 pm.

Confirmed this 22nd day of October, 2024:

Will Cole-Hamilton
Chair

Certified Correct:

Tuesday, October 22, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 22, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:32 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | 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:

Also in attendance at the in-camera session were K. Broughton, A. Yasinski, H. Siemens, B. Green, S. Willie, D. Monteith, L. Kilpatrick, K. Garrett, and E. Jackson, CVRD.

ADJOURNED TO CLOSED MEETING:

At the open portion of the meeting, the commission adopted a resolution to adjourn to a closed session at 3:15 pm, pursuant to the following subsections of section 90 of the Community Charter:

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

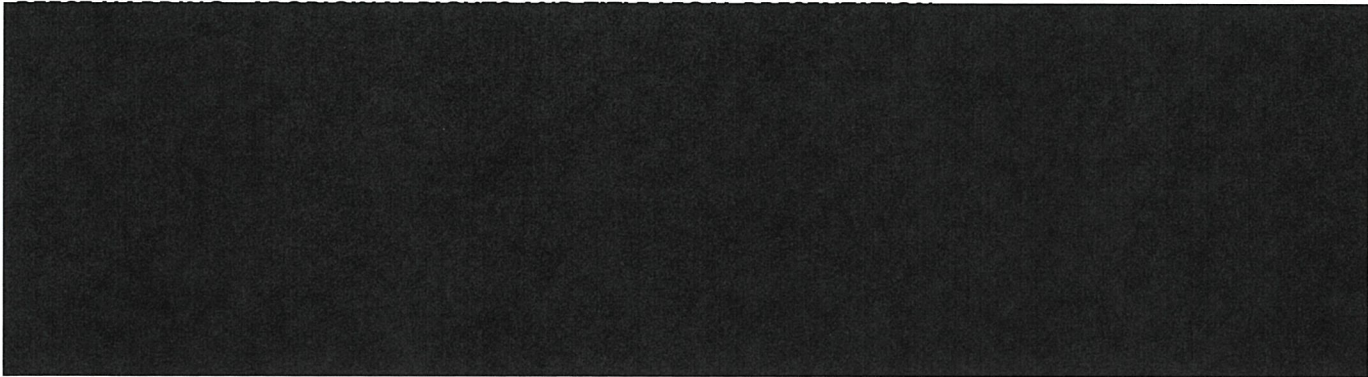
90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district.

90(1)(k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the board could reasonably be expected to harm the interests of the regional district if they were held in public.

The Board convened its closed session at 3:32 pm.

FOIPPA S. 14

REPORTS:



ADOPTION OF MINUTES:

D. Hillian/E. Grieve: THAT the Comox Valley Regional District Board closed minutes dated October 8, 2024 be adopted.

208

Carried

REPORTS CONTINUED:

ELECTORAL AREAS SERVICES COMMITTEE - OCTOBER 7, 2024

K. Grant/M. McCollum: THAT the Electoral Areas Services Committee closed minutes dated October 7, 2024 be received.

208

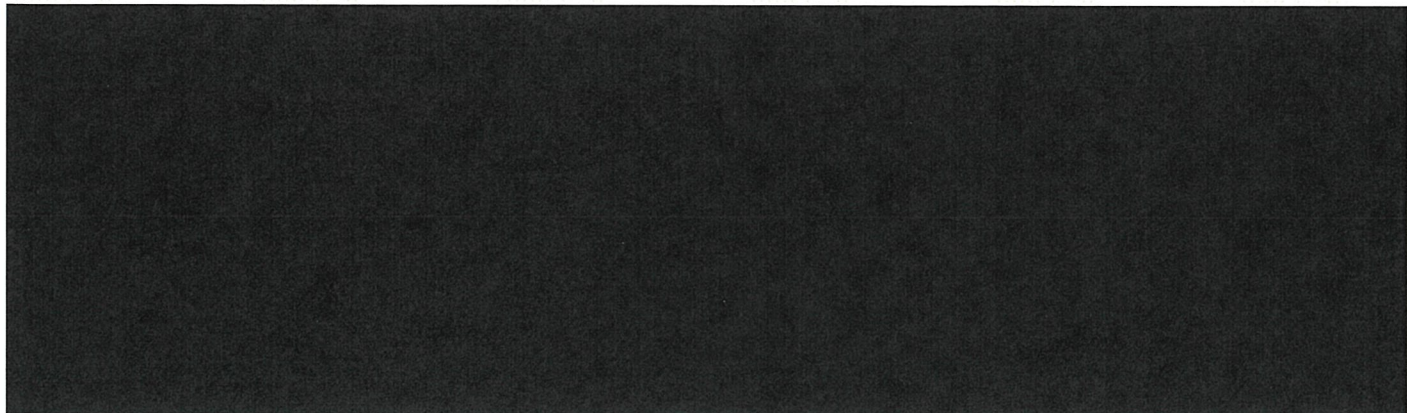
Carried

COMOX VALLEY SEWAGE COMMISSION – OCTOBER 8, 2024

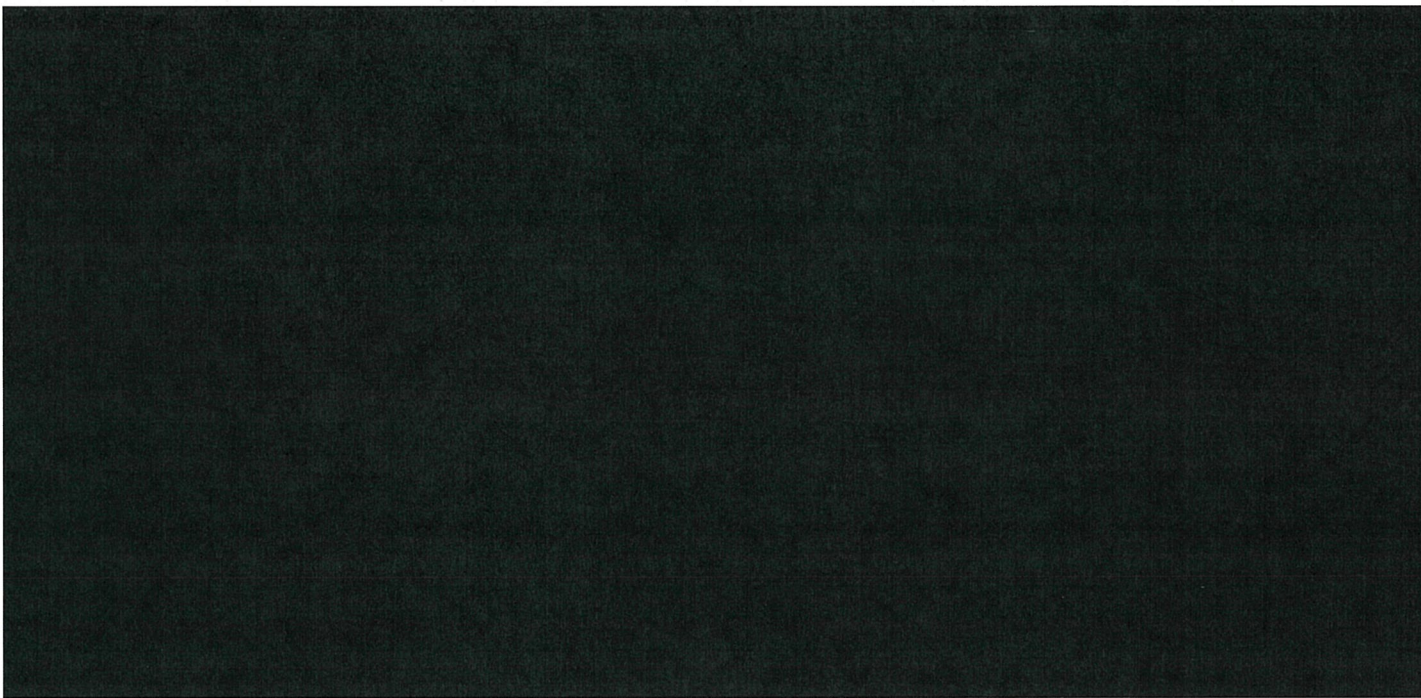
D. Hillian/K. Grant: THAT the Sewage Commission closed minutes dated October 8, 2024 be received.

208

Carried



FOIPPA S. 12(3)(b)



RISE AND REPORT:

D. Hillian/E. Grieve: THAT the Board rise from its closed session.
208

FOIPPA S. 12(3)(b)

Carried

Time: 5:12 pm.

Confirmed this 5th day of November, 2024:




Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Antoinette Baldwin
Legislative Services Assistant



Tuesday, November 5, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 5, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:36 pm.

MINUTES

Present:

| | | | |
|--------------------|------------------|---|------------------------------|
| Chair: | W. Cole-Hamilton | City of Courtenay | |
| Vice-Chair: | J. Kerr | Town of Comox | |
| Directors: | 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 | |
| | Staff: | J. Warren | Chief Administrative Officer |
| | | L. Wiwcharuk | Chief Financial Officer |
| A. Mullaly | | General Manager of Planning and Development | |
| M. Rutten | | General Manager of Engineering Services | |
| L. Dennis | | Manager of Legislative Services | |

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution to adjourn to a closed session pursuant to the following subsections of section 90 of the Community Charter:

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district; and
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a regional district service that is at a preliminary stage and that, in the view of the board could reasonably be expected to harm the interests of the regional district if they were held in public;

The board convened its in-camera session at 4:36 pm.

ATTENDANCE

Also in attendance at the closed meeting were L. Kilpatrick, CVRD, and G. Garbutt, S. Saunders, and B. Wells, City of Courtenay.

ADOPTION OF MINUTES:

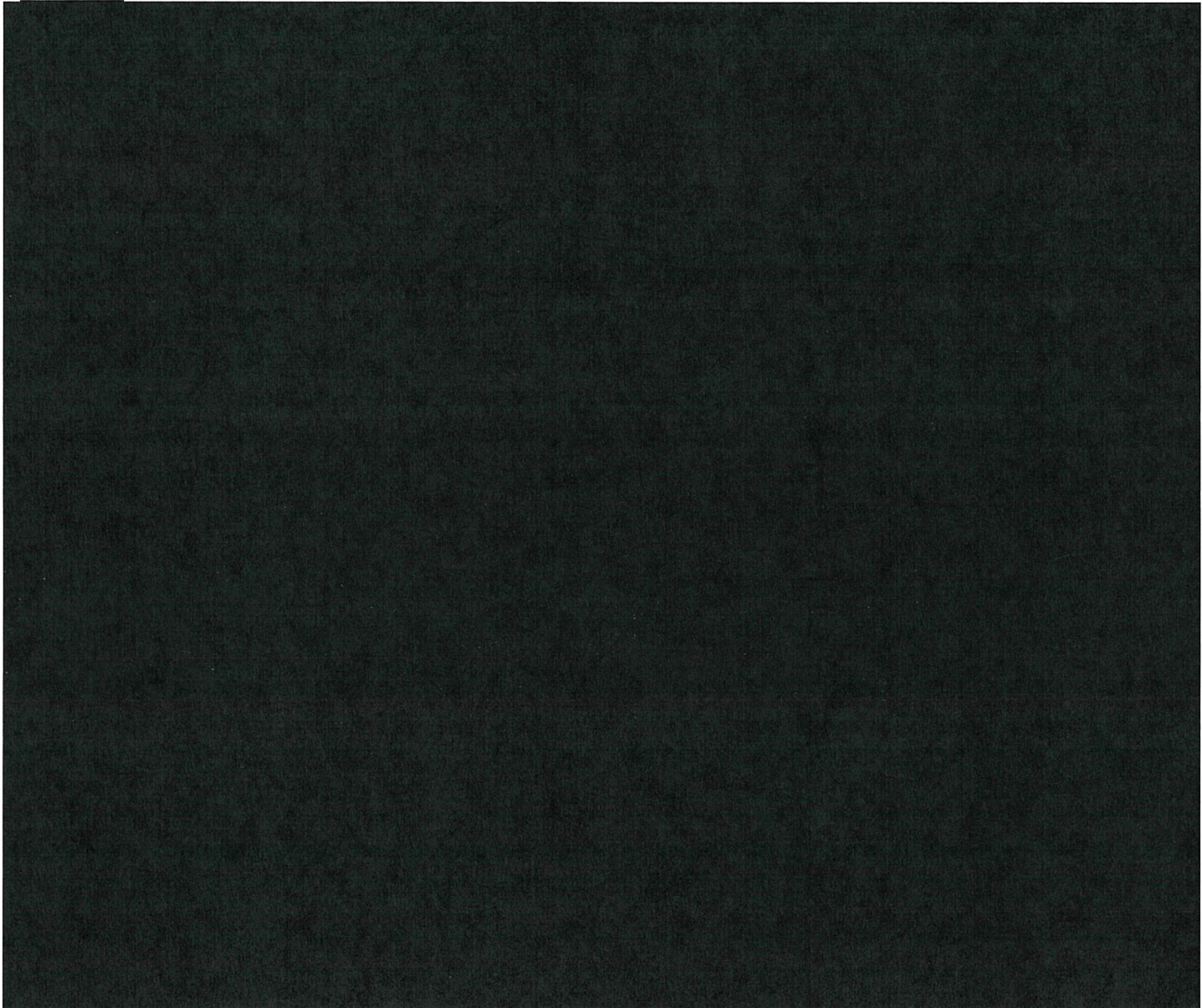
D. Hillian/M. McCollum: THAT the Comox Valley Regional District Board closed minutes dated October 22, 2024 be adopted.

208

Carried

FOIPPA S. 21

REPORTS:



RISE AND REPORT:

D. Hillian/J. Kerr: THAT the Board rise to the open session of the meeting.

208

Carried

Time: 4:49 pm.

RISE AND REPORT:

Confirmed this 26th day of November, 2024:

Tuesday, November 26, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 26, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:15 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | 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:

Also in attendance at the closed session were K. Broughton, D. Monteith, T. Trieu and A. Yasinski, CVRD.

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution at 3:15 pm to adjourn to a closed session pursuant to the following subsection of section 90 of the Community Charter:

- 90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;
- 90(1)(c) Labour relations or employee negotiations;
- 90(1)(g) Litigation or potential litigation affecting the regional district; and,
- 90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

ADOPTION OF MINUTES:

M. McCollum/D. Hillian: THAT the Comox Valley Regional District Board closed minutes dated November 5, 2024 be adopted.

208 Carried

REPORTS:

COMOX VALLEY AIRPORT COMMISSION – DIRECTOR NOMINATION

K. Grant/E. Grieve: THAT the report dated November 8, 2024 regarding the applications received in response to an upcoming Comox Valley Airport Commission (CVAC) Board vacancy and to request endorsement of one or more applications for CVAC consideration be received.

208 Carried

D. Hillian/K. Grant: THAT the Comox Valley Regional District Board endorses the following nominees for consideration of appointment to the Comox Valley Airport Commission Board of Directors:



FOIPPA S. 22

208 Carried

ADDENDUM - UPON APPROVAL OF BOARD:

D. Hillian/E. Grieve: THAT the addendum be considered.

208 Carried



FOIPPA S. 14



UNION BAY ESTATES DEVELOPMENT

D. Monteith, Manager of Liquid Waste Planning, and M. Rutten, General Manager of Engineering Services, provide a verbal update regarding the Union Bay development proposal.

RISE AND REPORT:

D. Hillian/K. Grant: THAT the Board rise from its closed session.

208 Carried

Confirmed this 10th day of December, 2024:



Tuesday, November 26, 2024

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 26, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 7:50 p.m.

MINUTES

Present:

- | | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | D. Arbour | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| | K. Grant | Town of Comox |
| | W. Morin | City of Courtenay |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | R. Hardy | Lazo-North (Area 'B') |
| | V. Brown | Village of Cumberland |
| | D. Hillian | City of Courtenay |
| | M. McCollum | City of Courtenay |
| Staff: | J. Warren | Chief Administrative Officer |

ADOPTION OF MINUTES:

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated September 24, 2024 be adopted.

208

Carried

REPORTS:

[Redacted]

FOIPPA S. 17

[Redacted]

[Redacted]

[Redacted]

RISE AND REPORT:



Tuesday, December 10, 2024

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 10, 2024 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 7:59 pm.

MINUTES

Present:

| | | |
|--------------------|------------------|---|
| Chair: | W. Cole-Hamilton | City of Courtenay |
| Vice-Chair: | J. Kerr | Town of Comox |
| Directors: | 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 |
| Staff: | 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:

As Chair Cole-Hamilton was attending the meeting remotely, Vice-Chair Kerr assumed the role of presiding member.

Also in attendance at the closed session were K. Broughton and L. Kilpatrick, CVRD.

ADJOURN TO CLOSED MEETING:

At the open meeting, the board adopted a resolution to adjourn to a closed session pursuant to the following subsection of sections 90 of the Community Charter:

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; and,

90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be

expected to harm the interests of the regional district if they were held in public.

The board convened its in-camera session at 7:59 pm.

ADOPTION OF MINUTES:

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board closed minutes dated November 26, 2024 be adopted.

208

Carried

REPORTS:

BOARD OF VARIANCE APPOINTMENT

D. Hillian/K. Grant: THAT the report dated December 4, 2024 regarding consideration of the reappointment of Connie Halbert to the Board of Variance (BOV) for a term of three years effective January 1, 2025 to December 31, 2027 be received.

208

Carried

D. Arbour/V. Brown: THAT Connie Halbert be appointed to the Board of Variance for a three-year term, effective January 1, 2025 and expiring December 31, 2027;

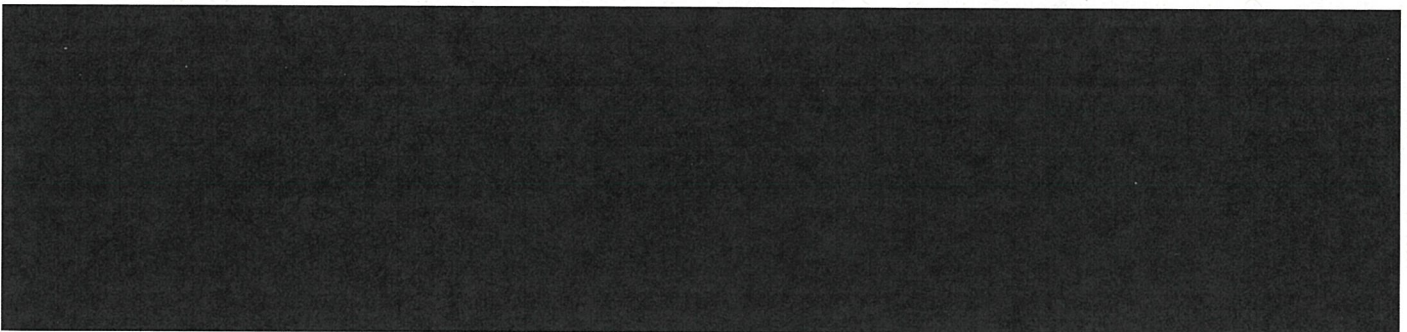
AND FURTHER THAT the Board rise and report on this resolution once the applicant has been notified.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – DECEMBER 9, 2024

FOIPPA S. 14



E. Grieve/D. Arbour: THAT the July 13, 2020, moratorium on enforcement of residential use of recreation vehicles be rescinded;

AND FURTHER THAT staff be authorized to advise property owners that compliance can be sought through a site-specific application for a temporary use permit or a site-specific zoning amendment;

AND FINALLY THAT a report be provided with options for general amendments to the Zoning Bylaw that would enable, as-of-right, residential use of recreational vehicles.

208 and 213

Carried

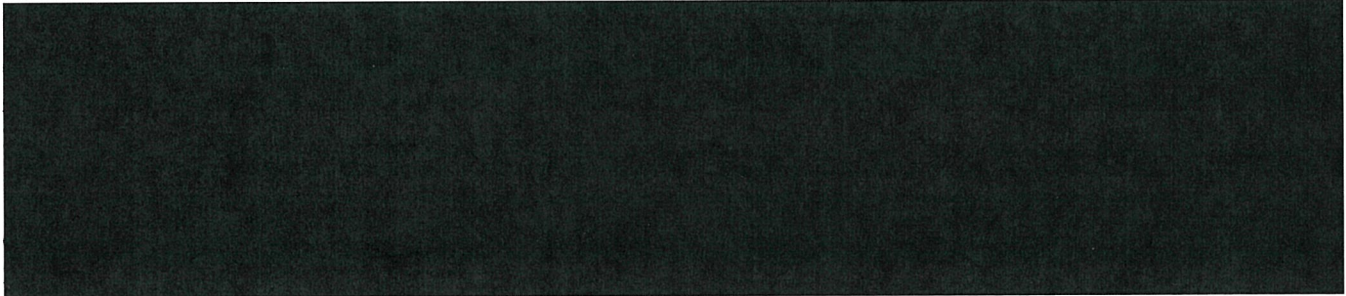
ADDENDUM - UPON APPROVAL OF BOARD:

D. Hillian/K. Grant: THAT the addendum be considered.

REVISED WINTER SHELTER FUNDING REQUEST

G. Garbutt and S. Saunders, City of Courtenay, were in attendance for this portion of the meeting.

FOIPPA S. 16



K. Grant/D. Hillian: THAT \$200,000 be allocated from the unallocated 2024 Service 451 Homelessness Supports funds for the provision of a winter shelter at 971 Cumberland Road, Courtenay.
209 Carried

K. Grant/M. McCollum: THAT the Corporate Officer be authorized to execute an agreement with the City of Courtenay for the funding supports noted in this resolution and stating that any remaining funds be returned to the Comox Valley Regional District in the event that any costs are covered by other grants received by the City of Courtenay for a winter shelter at 971 Cumberland Road, Courtenay.
209 Carried

D. Hillian/V. Brown: That the Board rise and report on this matter following City of Courtenay Council's decision to proceed with the property.
208 Carried

RISE AND REPORT:

K. Grant/M. McCollum: THAT the Board rise from its closed session.
208 Carried

Time: 8:21 pm.

Confirmed this 14th day of January, 2025:

Jonathan Kerr
Vice-Chair

Certified Correct:

Jake Martens