

Tuesday, January 14, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 14, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:53 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
	J. Warren	Chief Administrative Officer
	L. Wiwcharuk	Chief Financial Officer
Staff:	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

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)(c) Labour relations or other employee relations;

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 closed session at 4:53 pm.

ADOPTION OF MINUTES:

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board closed minutes dated December 10, 2024 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE - DECEMBER 9, 2024

K. Grant/D. Hillian: THAT the Electoral Areas Services Committee closed minutes dated December 9, 2024 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - DECEMBER 16, 2024

K. Grant/W. Morin: THAT the Electoral Areas Services Committee closed minutes dated December 16, 2024 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – JANUARY 13, 2025

K. Grant/D. Hillian: THAT an application be submitted to the provincial Disaster Resilience and Innovation Fund for preliminary planning and design activities related to the development of disaster risk reduction solutions for Goose Spit in response to the provincial Ministry of Emergency Management and Climate Readiness's invitation.

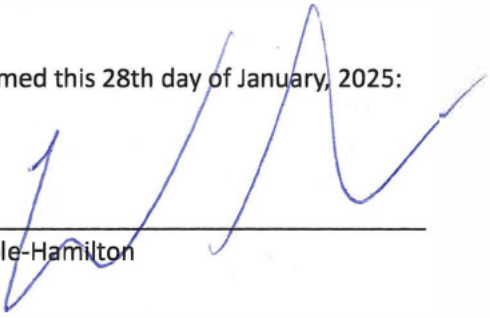
208 and 213

Carried

ADJOURN TO RESTRICTED CLOSED MEETING:

The Board adjourned to a restricted closed meeting at 4:56 pm.

Confirmed this 28th day of January, 2025:



Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded by:



Lisa Dennis
Manager of Legislative Services



COMOX VALLEY REGIONAL DISTRICT BOARD
(RESTRICTED CLOSED)

Tuesday, January 14, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 14, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:57 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:

E. Grieve/D. Hillian: THAT the Comox Valley Regional District Board restricted in-camera minutes dated November 26, 2024 be adopted.

208

Carried

REPORTS:

s.22

s.22

208

Carried

J. Warren, Chief Administrative Officer left the meeting at 5:21 p.m.

RISE AND REPORT:

E. Grieve/W. Morin: THAT the Board rise to the open session.

208

Carried

Time: 5:24 p.m.

Tuesday, January 28, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 28, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:10 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 this portion of the closed meeting were K. Broughton, D. Monteith, T. Trieu, J. Sexton, and C. Wile, CVRD.

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the Board adopted a resolution at 3:10 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; and

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.

VARY THE AGENDA:

D. Hillian/E. Grieve: THAT the agenda be varied to consider the item under the addendum.

208

Carried

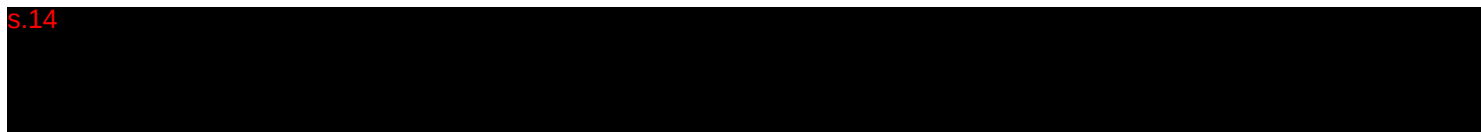
s.16

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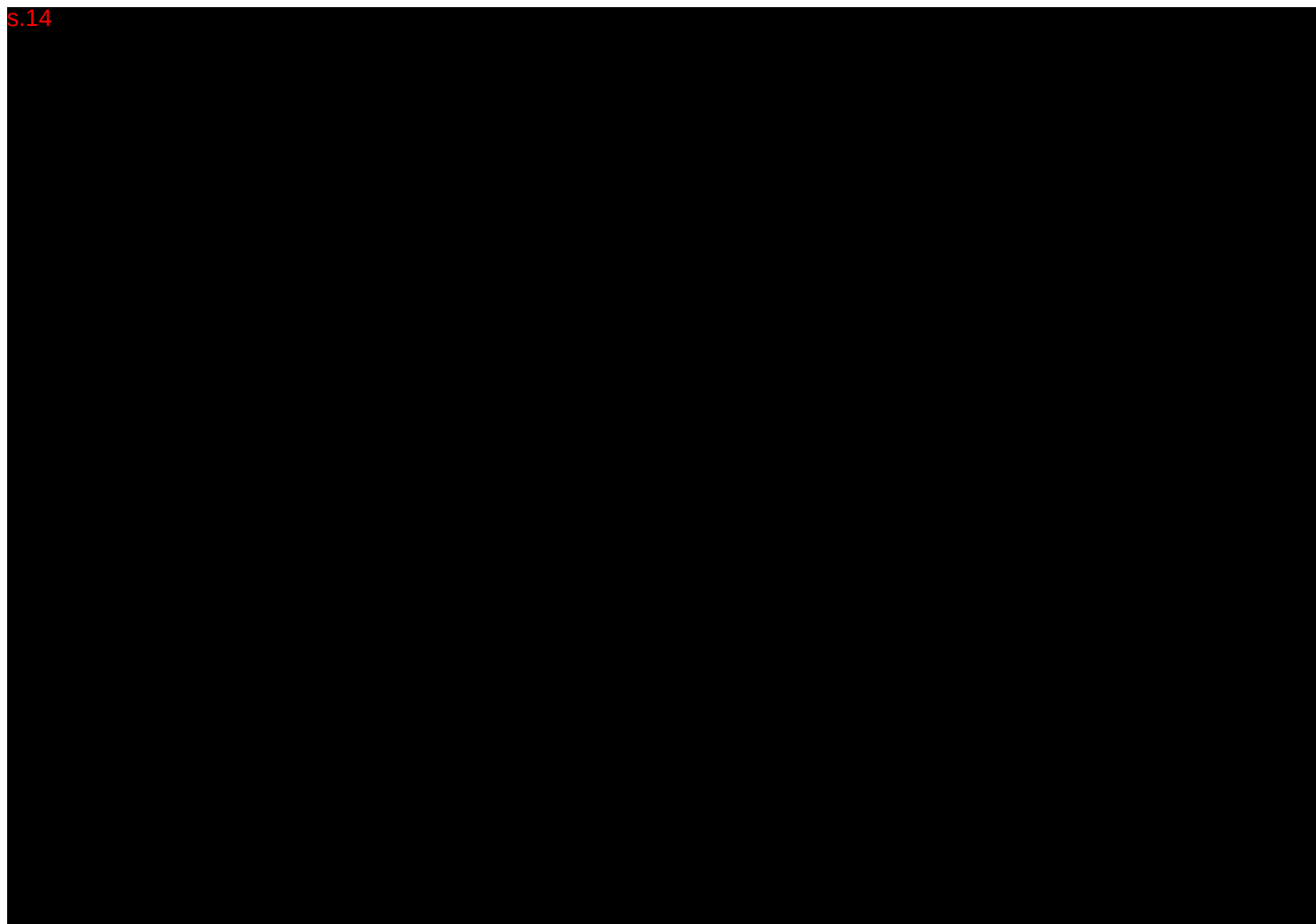
s.12, s.14

A black rectangular redaction box covering the content of sections s.12 and s.14.

s.14

A large black rectangular redaction box covering the content of section s.14.

s.14

A very large black rectangular redaction box covering the majority of the page content, starting from section s.14.

D. Hillian/K. Grant: THAT the Comox Valley Regional District Board closed minutes dated January 14, 2025 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – JANUARY 13, 2025

E. Grieve/D. Hillian: THAT the Electoral Areas Services Committee closed minutes dated January 13, 2025 be received.

208

Carried

COMOX VALLEY SEWAGE COMMISSION – JANUARY 14, 2025

D. Hillian/W. Morin: THAT the Sewage Commission closed minutes dated January 14, 2025 be received.

208

Carried

APPOINTMENT TO THE BOARD OF VARIANCE

K. Grant/W. Morin: THAT the report dated January 22, 2025 regarding consideration of the appointment of Brian Beaudry to the Board of Variance (BOV) for a term effective February 1, 2025 to December 31, 2027 be received.

208

Carried

L. Dennis, Manager of Legislative Services, provided an overview of the report regarding the appointment of Brian Beaudry to the Board of Variance.

D. Hillian/K. Grant: THAT Brian Beaudry be appointed to the Board of Variance for a term effective February 1, 2025 to December 31, 2027;

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

208

Carried

ISLAND HEALTH SERVICE CONTRACT RENEWAL

K. Grant/W. Morin: THAT the report dated January 21, 2025 regarding the 2024-2027 Island Health Service Contract for the Comox Valley Community Health Network (CVCHN) be received.

208

Carried

A. Mullaly, General Manager of Planning and Development, provided an overview of the report regarding the 2024-2027 Island Health Service Contract for the Comox Valley Community Health Network.

D. Hillian/W. Morin: THAT the Service Contract Number 2505.08 PRO 45220 with Island Health to support the continued development and progress of the Community Health Network be approved;

AND THAT a Request for Proposals be issued for a sub - contractor to deliver the services outlined in the Service Contract Number 2505.08 PRO 45220 with Island Health on behalf of the Comox Valley Regional

District;

AND FURTHER THAT the staff report dated January 21, 2025 be made public following the Comox Valley Health Network Coordinating Circle being advised of the new approach to support the Network through Island Health and CVRD's Service Contract;

AND FINALLY THAT the Corporate Officer be authorized to execute an agreement with the successful proponent of the Request for Proposals.

208

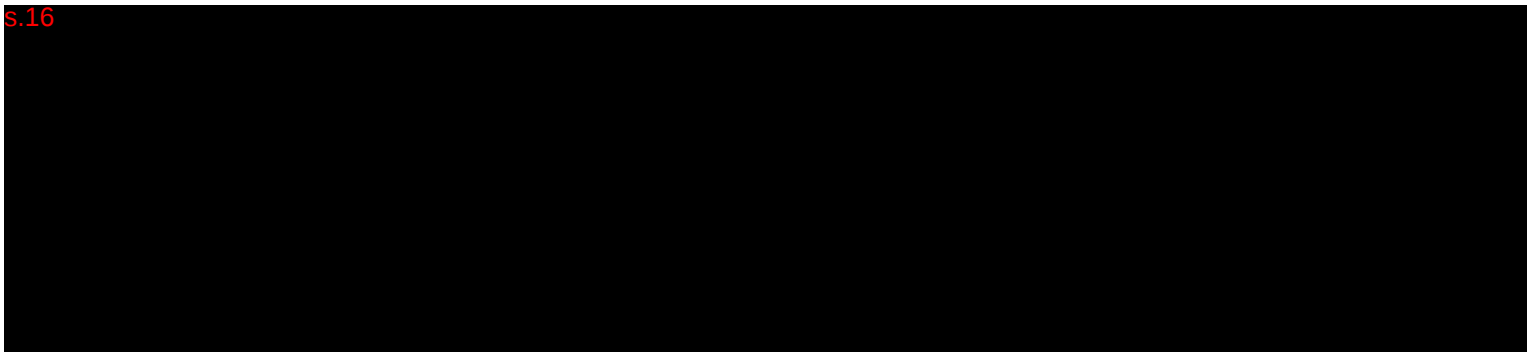
Carried

RISE AND REPORT:

The Board rose from its closed session at 3:50 pm.

ADJOURN TO CLOSED MEETING:

S.16



COMOX VALLEY AIRPORT COMMISSION - REQUEST FOR REAPPOINTMENT TO THE BOARD OF DIRECTORS

K. Grant/W. Morin: THAT the correspondence dated January 16, 2025 from Miriam Myers, Secretary, Comox Valley Airport Commission (CVAC), regarding a request to consider the reappointment of Wendy Lewis to the CVAC Board of Directors be received.

208

Carried

NOTE: CVRD Policy P49 - Comox Valley Airport Commission – Nomination or Reappointment to Board of Directors - is attached here for reference.

K. Grant/W. Morin: THAT the Board concurs with the reappointment of Wendy Lewis to the Comox Valley Airport Commission Board of Directors.

208

Carried

RISE AND REPORT:

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

Tuesday, February 25, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, February 25, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:44 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
	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 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 closed session at 6:44 pm.

ADOPTION OF MINUTES:

W. Morin/J. Kerr: THAT the Comox Valley Regional District Board closed minutes dated January 28, 2025 be adopted.

208

Carried

REPORTS:

S.21

s.12

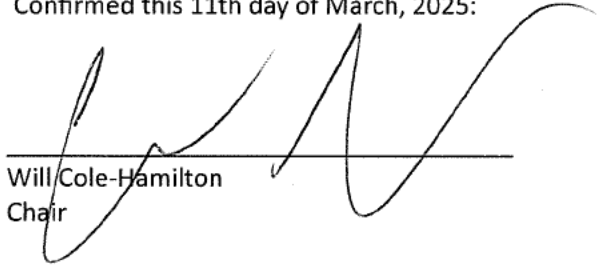
RISE AND REPORT:

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

Carried

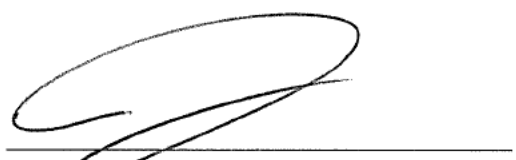
Time: 7:18 pm.

Confirmed this 11th day of March, 2025:



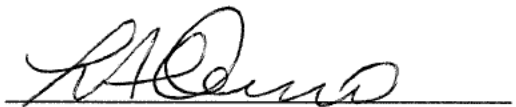
Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Lisa Dennis
Manager of Legislative Services

Tuesday, March 11, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 11, 2025 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
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
Alt. Directors:	N. Minions	Town of Comox
	E. Jolicoeur	City of Courtenay
Staff:	J. Warren	Chief Administrative 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

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 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;
- 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 90(1)(m) A matter that, under another enactment, is such that the public may be excluded from the meeting;

The board convened its closed session at 5:56 pm.

ADOPTION OF MINUTES:

K. Grant/N. Minions: THAT the Comox Valley Regional District Board closed minutes dated February 25, 2025 be adopted.

208

Carried

s.12

s.12

D. Arbour/E. Grieve: THAT the Electoral Areas Services Committee minutes dated February 24, 2025 be received.

208

Carried

COMOX VALLEY SEWAGE COMMISSION – FEBRUARY 25, 2025

D. Hillian/D. Arbour: THAT the Sewage Commission minutes dated February 25, 2025 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – MARCH 10, 2025

D. Arbour/V. Brown: THAT Comox Valley Regional District (CVRD) submit a full proposal for a funding application for the Pe'lxwkw/ Goose Spit Climate Resiliency Project through the Disaster Resilience and

Innovation Fund program; and

AND THAT the CVRD Board supports the project and commits to cost overruns;

AND FINALLY THAT the Board rise and report on the staff report dated March 5, 2025, following the Provincial announcement of the DRIF program application results.

208

Carried

RISE AND REPORT:

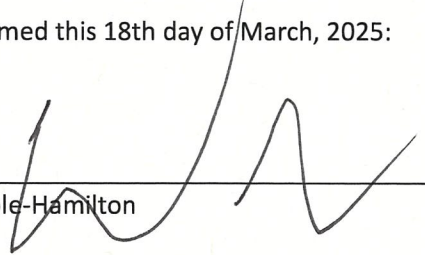
D. Hillian/K. Grant: THAT the board rise from its closed session.

208

Carried

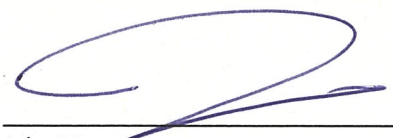
Time: 6:43 pm.

Confirmed this 18th day of March, 2025:



Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded by:



Lisa Dennis
Manager of Legislative Services

Tuesday, March 18, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 18, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:09 pm.

MINUTES

Present:

Vice-Chair:	J. Kerr	Town of Comox
Directors:	V. Brown	Village of Cumberland
	E. Grieve	Puntledge/Black Creek (Area C)
	R. Hardy	Lazo North (Area B)
	M. McCollum	City of Courtenay
Alt. Directors:	B. Wells	City of Courtenay
	E. Jolicoeur	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

Absent:

Chair:	W. Cole-Hamilton	City of Courtenay
Directors:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	K. Grant	Town of Comox

ATTENDANCE:

Vice-Chair Kerr assumed the role of presiding member as Chair Cole-Hamilton was not in attendance.

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 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;

The Board convened its closed session at 4:09 pm.

ADOPTION OF MINUTES:

E. Jolicoeur/B. Wells: THAT the Comox Valley Regional District Board closed minutes dated March 11, 2025 be adopted.

REPORTS:

S.12

[REDACTED]

[REDACTED]

[REDACTED]

RISE AND REPORT:

B. Wells/E. Jolicoeur: THAT the Board rise from its closed session.
208

Carried

Time: 4:25 pm.

Confirmed this 13th day of May, 2025:

Will Cole-Hamilton
Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:

Lisa Dennis
Manager of Legislative Services



COMOX VALLEY REGIONAL DISTRICT BOARD
(RESTRICTED CLOSED)

Tuesday, April 8, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, April 8, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:23 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
	E. Jackson	Senior Manager of Human Resources

ADOPTION OF MINUTES:

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated January 14, 2025 be adopted.

208

Carried

REPORTS:

COLLECTIVE BARGAINING

K. Grant/E. Grieve: THAT the report dated April 4, 2025 introducing the Comox Valley Regional District employer's analysis in advance of the CVRD and CUPE Local 556 bargaining sessions commencing April 1, 2025, be received.

208

Carried

E. Jackson left the meeting at 5:46 pm

s.22

Tuesday, May 13, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, April 8, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:04 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
	J. Warren	Chief Administrative Officer
	L. Wiwcharuk	Chief Financial Officer
Staff:	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
	A. Baldwin	Legislative Services Assistant

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 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;

The Board convened its closed session at 5:04 pm.

ADOPTION OF MINUTES:

K. Grant/W. Morin: THAT the Comox Valley Regional District Board closed minutes dated March 18, 2025 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – MARCH 10, 2025

K. Grant/M. McCollum: THAT the Electoral Areas Services Committee minutes dated March 10, 2025 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - MARCH 11, 2025

K. Grant/W. Morin: THAT the Comox Valley Water Committee closed minutes dated March 11, 2025 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – APRIL 7, 2025

K. Grant/W. Morin: THAT the Electoral Areas Services Committee closed minutes dated April 7, 2025 be received.

208

Carried

COMOX VALLEY SEWAGE COMMISSION – APRIL 8, 2025

D. Hillian/K. Grant: THAT the Sewage Commission closed minutes dated April 8, 2025 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – MAY 12, 2025

E. Grieve/K. Grant: THAT the Board make the following appointment to the Electoral Area B Advisory Planning Commission for the remainder of the 2023 to 2026 term:

- Maiah Scott Lenz;

AND FURTHER THAT the Board rise and report on this resolution following notification to the applicant.

208 and 213

Carried

K. Grant/D. Hillian: THAT the Board make the following appointment to the Agricultural Advisory Planning Commission for the remainder of the 2023 to 2026 term:

- Shane Landreville

AND FURTHER THAT the Board rise and report on this resolution following notification to the applicant.

208 and 213

Carried

RISE AND REPORT

D. Hillian/W. Morin: THAT the Board rise from its closed session.

208

Carried

Time: 5:08 pm

Confirmed this 27th day of May, 2025:

Tuesday, May 27, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, May 27, 2025 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)
	V. Brown	Village of Cumberland
	K. Grant	Town of Comox
	E. Grieve	Puntledge/Black Creek (Area C)
	D. Hillian	City of Courtenay
	W. Morin	City of Courtenay
Alt. Director:	R. Nichol	Lazo North (Area B)
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

Absent:

Directors:	M. McCollum	City of Courtenay
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ATTENDANCE:

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

Also in attendance at the closed meeting were K. Broughton, L. Koorn, and C. Wile, CVRD.

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)(c) Labour relations or employee negotiations; 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:

K. Grant/W. Morin: THAT the Comox Valley Regional District Board closed minutes dated May 13, 2025 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – MAY 12, 2025

E. Grieve/K. Grant: THAT the Electoral Areas Services Committee minutes dated May 12, 2025 be received.

208

Carried

HOUSING ENTITY KEY ELEMENTS

J. Martens, General Manager of Corporate Services, presented the timeline for the housing entity business case.

Craig Crawford, Crawford Consulting, and Allan Neilson, Neilson Strategies, presented information and facilitated discussion regarding the key elements of the business plan and articles for the proposed housing entity.

RISE AND REPORT:

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

208

Carried

Time: 3:54 pm.

Confirmed this 10th day of June 2025:

Jonathan Kerr
Vice-Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Tuesday, May 27, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, May 27, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:27 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')
	V. Brown	Village of Cumberland
	D. Hillian	City of Courtenay
Alt. Director:	R. Nichol	Lazo North (Area 'B')
Staff:	J. Warren	Chief Administrative Officer
	E. Jackson	Senior Manager of Human Resources

Absent:

Directors:	M. McCollum	City of Courtenay
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ATTENDANCE:

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

ADOPTION OF MINUTES:

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated April 8, 2025 be adopted.
208

Carried

REPORTS:

CUPE BARGAINING UPDATE

D. Hillian/K. Grant: THAT the report dated May 27, 2025 providing an update on the progress achieved at the bargaining table to date as follow up to the staff report dated April 4. 2025, be received.
208

Carried

E. Jackson left the meeting at 4:51 pm.

S.22 [REDACTED]

[REDACTED]

[REDACTED]

J. Warren, Chief Administrative Officer left the meeting at 5:20 pm.

M. Shoop left the meeting at 5:27 pm.

RISE AND REPORT:

W. Morin/V. Brown: THAT the Board rise to the open session.
208

Carried

Time: 5:33 pm.

Confirmed this _____ day of _____, _____:

Will Cole-Hamilton
Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services

Tuesday, June 17, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 17, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 11:44 am.

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)
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ATTENDANCE:

Also in attendance at the closed meeting were C. Gore and D. Monteith, CVRD.

Director Hardy left the meeting at 11:44 am due to a conflict of interest in regards to his position as an elected Councillor for the K'omoks First Nation.

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the board adopted a resolution to adjourn to a closed session at 11:44 am pursuant to the following subsection of section 90 of the Community Charter:

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.

REPORTS:
STRATEGIC PLANNING

Key Initiatives and briefing notes

C. Gore, Senior Manager of Capital Projects Delivery, provided an overview of the Water Extension South briefing note.

D. Monteith, Manager of Liquid Waste Planning, provided an overview of the Sewer Extension South Project briefing note.

D. Monteith, Manager of Liquid Waste Planning, provided an overview of the Electoral Area Septic Education and Regulation briefing note.

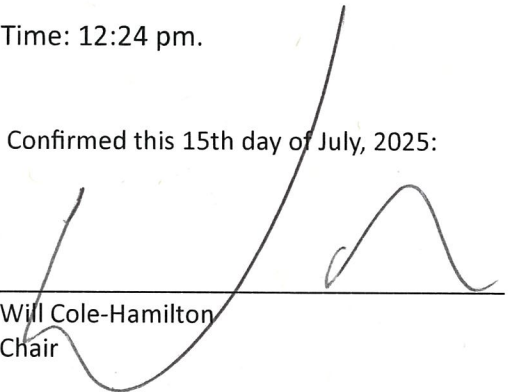
RISE AND REPORT:

D. Hillian/M. McCollum: THAT the Board rise from its closed session.
208

Carried

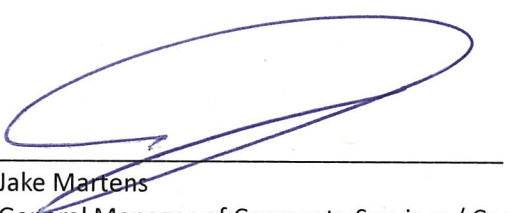
Time: 12:24 pm.

Confirmed this 15th day of July, 2025:



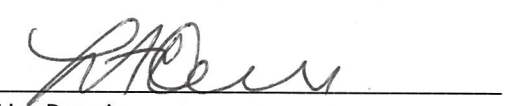
Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Lisa Dennis
Manager of Legislative Services

Tuesday, June 24, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 24, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 2:37 pm.

MINUTES

Present:

Chair:	W. Cole-Hamilton	City of Courtenay
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)
	D. Hillian	City of Courtenay
	M. McCollum	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:

Vice-Chair:	J. Kerr	Town of Comox
Directors:	K. Grant	Town of Comox

ATTENDANCE:

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

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)(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; 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;

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

ADOPTION OF MINUTES:

D. Hillian/R. Hardy: THAT the Comox Valley Regional District Board closed minutes dated May 27, 2025 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE - JUNE 9, 2025

D. Hillian/M. McCollum: THAT the Electoral Areas Services Committee closed minutes dated June 9, 2025 be received.

208

Carried

HOUSING ENTITY BUSINESS PLAN

Craig Crawford, Crawford Consulting, and Allan Neilson, Neilson Strategies, provided a follow-up presentation regarding the key elements of the proposed business plan for the CVRD housing entity.

Allan Neilson left the meeting at 3:18 pm.

D. Hillian/V. Brown: THAT the Board, for the purposes of community consultation, endorse the draft business plan elements and engagement proposal as generally outlined in the attachment to agenda item E.2 of the June 24, 2025 closed meeting agenda.

209

Carried

RISE AND REPORT:

D. Hillian/V. Brown: THAT the Board rise from its closed session.

208

Carried

Time: 3:56 pm.



Tuesday, June 24, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 24, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:45 pm.

MINUTES

Present:

Chair:	W. Cole-Hamilton	City of Courtenay
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')
	V. Brown	Village of Cumberland
	D. Hillian	City of Courtenay
	M. McCollum	City of Courtenay
Alt. Directors:	E. Jolicoeur	City of Courtenay
	M. Swift	Town of Comox
Staff:	J. Warren	Chief Administrative Officer
	E. Jackson	Senior Manager of Human Resources

ADOPTION OF MINUTES:

E. Grieve/D. Hillian: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated May 27, 2025, be adopted.
208 Carried

REPORTS:

RELEASE OF CLOSED MEETING INFORMATION - 2024

D. Hillian/V. Brown: THAT the report dated June 19, 2025 providing a summary of the Comox Valley Regional District (CVRD) Board closed-meeting minutes during 2024 and seeking direction for the release of such information where there is no longer a requirement for confidentiality, be received.
208 Carried

E. Grieve/K. Grant: THAT the Board authorize the release of the 2024 Board closed meeting minutes following the severing of information as identified in Appendix A of the staff report dated June 19, 2025.
208 Carried



208

Carried

Time: 5:20 pm

Confirmed this _____ day of _____ 20__:

Will Cole-Hamilton
Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services

Tuesday, July 15, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 15, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:57 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)
	D. Hillian	City of Courtenay
Alt. Director:	M. McCollum	City of Courtenay
	W. Morin	City of Courtenay
	R. Nichol	Lazo North (Area B)
	J. Warren	Chief Administrative Officer
	L. Wiwcharuk	Chief Financial Officer
Staff:	J. Martens	General Manager of Corporate Services
	D. DeMarzo	General Manager of Community Services
	A. Yasinski	Acting General Manager of Planning and Development
	K. La Rose	Acting 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)(c) Labour relations or employee negotiations;

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.

The board convened its closed session at 4:57 pm.

ADOPTION OF MINUTES:

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board closed minutes dated June 17, 2025 be adopted.

208

Carried

K. Grant/D. Hillian: THAT the Comox Valley Regional District Board closed minutes dated June 24, 2025 be adopted.

208

Carried

REPORTS:

COMOX VALLEY GROUND SEARCH AND RESCUE – PURCHASE OF OPERATIONS FACILITY

D. Hillian/K. Grant: THAT the report dated July 9, 2025 regarding a request for approval of the release of reserve funds held in Service 265 -Search and Rescue, to support Comox Valley Ground Search and Rescue with their purchase and/or capital improvements of an operational facility be received.

209

Carried

Paul Berry and Gord Thompson, Comox Valley Ground Search and Rescue, were in attendance and presented information regarding their purchase of property at 3001 Moray Avenue.

K. Grant/V. Brown: THAT reserve funds for Service 265 Search and Rescue, of \$400,000, be released to Comox Valley Ground Search and Rescue (CVGSAR) to facilitate the purchase and improvements of a commercial property and building to house its operations;

AND FURTHER THAT the 2025-2029 financial plan be amended by increasing grants expenditure by \$400,000 for Service 265 Search and Rescue to provide funding to assist CVGSAR in the purchase of a facility, with funding coming from the Future Expenditure Reserve (265);

AND FURTHER THAT the board chair and CVRD appointed officer be authorized to execute the agreement;

AND FINALLY THAT a joint announcement be made with CVGSAR and the CVRD regarding the purchase of 3001 Moray Avenue after the transfer of property has finalized.

209

Carried

D. Hillian/W. Morin: THAT the CVRD continue to collect through the annual requisition for Service 265 – Search and Rescue, \$200,000 for 2026 and 2027 for the future capital improvements necessary at 3001 Moray Avenue.

209

Carried

RISE AND REPORT:

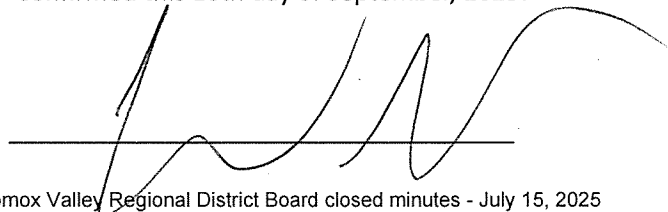
D. Hillian/V. Brown: THAT the Board rise from its closed session.

208

Carried

Time: 5:14 pm.

Confirmed this 16th day of September, 2025:

A handwritten signature in black ink, consisting of a series of loops and strokes, written over a horizontal line.



COMOX VALLEY REGIONAL DISTRICT BOARD
(RESTRICTED CLOSED)

Tuesday, July 15, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 15, 2025 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')
	K. Grant	Town of Comox
	W. Morin	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area 'C')
	V. Brown	Village of Cumberland
	D. Hillian	City of Courtenay
	M. McCollum	City of Courtenay
Alt. Directors:	R. Nichol	Lazo North (Area 'B')
Staff:	J. Warren	Chief Administrative Officer
	E. Jackson	Senior Manager of Human Resources

ADOPTION OF MINUTES:

E. Grieve/W. Morin: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated June 24, 2025 be adopted.
208 Carried

REPORTS:

CUPE BARGAINING UPDATE

K. Grant/D. Hillian: THAT the report dated July 11, 2025 providing an update on the progress achieved at the bargaining table to date, be received.
208 Carried

RISE AND REPORT:

V. Brown/D. Arbour: THAT the Board rise to open session.
208 Carried

Time: 4:19 pm.

Confirmed this _____ day of _____ 20__:



COMOX VALLEY REGIONAL DISTRICT BOARD
(RESTRICTED CLOSED)

Tuesday, July 29, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 29, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 3:31 pm.

MINUTES

Present:

Chair:	W. Cole-Hamilton	City of Courtenay
	D. Hillian	City of Courtenay
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
	M. McCollum	City of Courtenay
Alt. Directors:	N. Minions	Town of Comox
Staff:	J. Warren	Chief Administrative Officer
	E. Jackson	Senior Manager of Human Resources

ATTENDANCE:

As Chair Cole-Hamilton was attending remotely and Vice-Chair Kerr was not in attendance, Director Hillian was selected as the presiding member.

ADOPTION OF MINUTES:

E. Grieve/W. Morin: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated July 15, 2025 be adopted.

208

Carried

REPORTS:

CUPE BARGAINING UPDATE

J. Warren, Chief Administrative Officer and E. Jackson, Senior Manager of Human Resources provided a verbal update on the ongoing bargaining with CUPE Local 556.

RISE AND REPORT:

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

208

Carried

Tuesday, September 16, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, September 16, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:58 pm.

MINUTES

Present:

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. Directors:	B. Wells	City of Courtenay
	E. Jolicoeur	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 not in attendance, Vice-Chair Kerr assumed the role of presiding member.

Also in attendance was L. Kilpatrick, CVRD.

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 subsection of section 90 of the Community Charter:

90(1)(c) labour relations or other employee relations;

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;

The board convened its closed session at 5:58 pm.

The meeting recessed at 5:58 pm and resumed at 6:18 pm.

ADOPTION OF MINUTES:

K. Grant/D. Arbour: THAT the Comox Valley Regional District Board closed minutes dated July 15, 2025 be adopted.

208

Carried

REPORTS:

s.16

ELECTORAL AREAS SERVICES COMMITTEE - JULY 14, 2025

K. Grant/E. Grieve: THAT the Electoral Areas Services Committee closed minutes dated July 14, 2025 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - AUGUST 11, 2025

K. Grant/B. Wells: THAT the Electoral Areas Services Committee closed minutes dated August 11, 2025 be received.

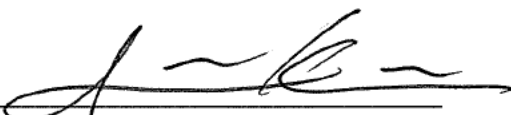
208

Carried

ADJOURN TO RESTRICTED CLOSED MEETING:

The Board adjourned to a restricted closed meeting at 6:32 pm.

Confirmed this 7th day of October, 2025:


Jonathan Kerr
Vice-Chair

Certified Correct:



COMOX VALLEY REGIONAL DISTRICT BOARD
(RESTRICTED CLOSED)

Tuesday, September 16, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, September 16, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 6:38 pm.

MINUTES

Present:

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

M. McCollum

City of Courtenay

Alt. Directors:

E. Jolicoeur

City of Courtenay

B. Wells

City of Courtenay

Staff:

J. Warren

Chief Administrative Officer

E. Jackson

Senior Manager of Human Resources

ADOPTION OF MINUTES:

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated July 29, 2025 be adopted.

208

Carried

REPORTS:

CUPE BARGAINING UPDATE

E. Jackson, Senior Manager of Human Resources and J. Warren, Chief Administrative Officer provided a verbal update concerning the ongoing bargaining with CUPE Local 556.

RISE AND REPORT:

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

208

Carried

Time: 6:58 pm

Confirmed this 7 day of October 2025:



Tuesday, October 7, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 7, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:07 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
	M. McCollum	City of Courtenay
Alt. Directors:	B. Wells	City of Courtenay
Staff:	J. Warren	Chief Administrative Officer

ADOPTION OF MINUTES:

K. Grant/M. McCollum: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated September 16, 2025 be adopted.

208

Carried

REPORTS:

s.22

RISE AND REPORT:

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

208

Carried

Time: 5:18 pm

Confirmed this _____ day of _____ 20__:

Tuesday, November 25, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 25, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 2:00 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
	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:

Directors Grant and McCollum were not in attendance when the meeting commenced.

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

ADJOURN TO CLOSED MEETING:

At the open portion of the meeting, the Board adopted a resolution at 2:00 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)(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,
Section 90(2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district 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.

ADOPTION OF MINUTES:

D. Hillian/J. Kerr: THAT the Comox Valley Regional District Board closed minutes dated September 16, 2025 be adopted.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – SEPTEMBER 16, 2025

W. Morin/D. Hillian: THAT the Electoral Areas Services Committee special closed minutes dated September 16, 2025 be received.

208

Carried

COMOX VALLEY RECREATION COMMISSION - SEPTEMBER 16, 2025

E. Grieve/J. Kerr: THAT the Recreation Commission closed minutes dated September 16, 2025 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE – OCTOBER 6, 2025

E. Grieve/D. Hillian: THAT the Electoral Areas Services Committee closed minutes dated October 6, 2025 be received.

208

Carried

COMOX VALLEY SEWAGE COMMISSION – OCTOBER 7, 2025

D. Hillian/J. Kerr: THAT the Sewage Commission closed minutes dated October 7, 2025 be received.

208

Carried

COMOX VALLEY RECREATION COMMISSION - OCTOBER 21, 2025

J. Kerr/V. Brown: THAT the Recreation Commission closed minutes dated October 21, 2025 be received.

208

Carried

REGIONAL PARKS AND TRAILS COMMITTEE – OCTOBER 21, 2025

V. Brown/W. Morin: THAT the Regional Parks and Trails Committee closed minutes dated October 21, 2025 be received.

208

Carried

COMOX VALLEY HOUSING AUTHORITY CREATION

D. Hillian/E. Grieve: THAT the report dated November 20, 2025 seeking Board feedback on key elements respecting the proposed Comox Valley Housing Authority (CVHA) prior to consideration of formal approval be received.

208

Carried

Craig Crawford, Crawford Consulting, and Allan Neilson, Neilson Strategies, presented information regarding the creation of the proposed housing authority.

Pam Jefcoat, Civic Legal LLP, was in attendance.

Director McCollum entered the meeting at 2:14 pm.

Director Grant entered the meeting at 2:22 pm.

D. Hillian/J. Kerr: THAT the formation of the proposed Comox Valley Housing Authority, including the summary of engagement, articles of incorporation and business plan, be considered at the December 9, 2025 regular meeting.

209

Carried

RISE AND REPORT:

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

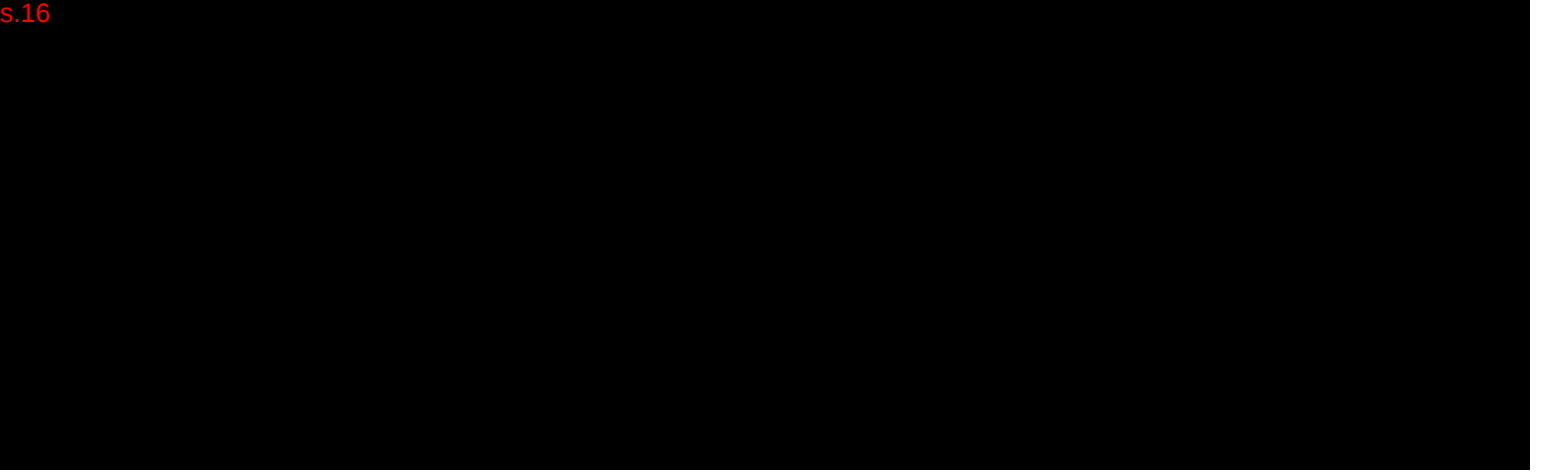
208

Carried

Time: 3:55 pm.

ADJOURN TO CLOSED MEETING

s.16



BOARD OF VARIANCE APPOINTMENT

E. Grieve/W. Morin: THAT the report dated November 5, 2025 regarding consideration of the reappointment of Glenn Mitchell to the Board of Variance (BOV) for a term of three years be received.
208 Carried

D. Arbour/V. Brown: THAT the Comox Valley Regional District Board appoint Glenn Mitchell to the Board of Variance for a three-year term, effective January 1, 2026 and expiring December 31, 2028;

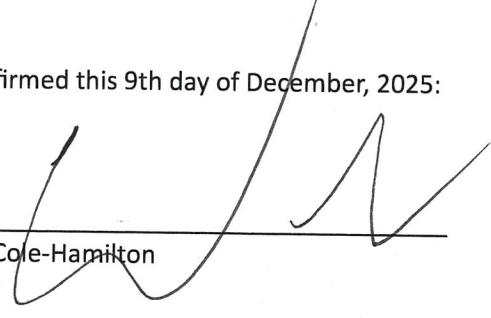
AND FURTHER THAT the Board rise and report on this resolution.
208

Carried

ADJOURN TO RESTRICTED CLOSED MEETING:

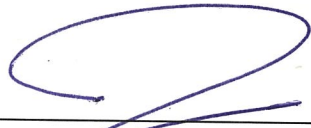
The Board adjourned to a restricted closed meeting at 5:50 pm.

Confirmed this 9th day of December, 2025:



Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Recorded By:



Lisa Dennis
Manager of Legislative Services



Tuesday, November 25, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 25, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:53 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
	E. Jackson	Senior Manager of Human Resources

ADOPTION OF MINUTES:

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated October 7, 2025, be adopted.

208

Carried

REPORTS:

CUPE BARGAINING

E. Grieve/J. Kerr: THAT the staff report dated November 17, 2025 providing an update on the progress achieved at the bargaining table to date as follow up to the staff report dated July 15, 2025, and verbal update to the Board September 16, 2025, be received.

208

Carried

s.12

s.12



CURRENT AND PROPOSED 2026-2030 PERSONNEL

K. Grant/E. Grieve: THAT the staff report dated November 20, 2025 providing the status of current personnel and rationale for additional full-time equivalents (FTEs) to be considered through the 2026 to 2030 financial planning process, be received.
208 Carried

RISE AND REPORT:

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

Time: 6:58 pm

Confirmed this _____ day of _____ 20____:

Will Cole-Hamilton
Chair

Certified Correct:

Jake Martens
General Manager of Corporate Services

Thursday, December 4, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Thursday, December 4, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 1:05 pm.

MINUTES

Present:

Chair:	W. Cole-Hamilton	City of Courtenay
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
Alt. Directors:	N. Minions	Town of Comox
Staff:	J. Warren	Chief Administrative Officer
	J. Martens	General Manager of Corporate Services
	M. Rutten	General Manager of Engineering Services

ATTENDANCE:

Also in attendance was:

K'ómoks First Nation - Chief Councillor Rempel, H. Stark and J. Templeman
City of Courtenay - G. Garbutt and S. Saunders
Island Corridor Foundation - T. Bevan and A. Russell
Barefoot Planning and Design - E. Peterson
SvN - E. Rennalls

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)(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,
Section 90(2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district 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 closed session at 1:05 pm.

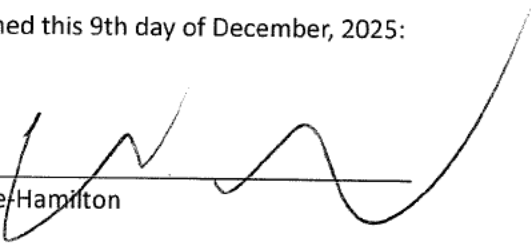
REPORTS:

s.16

RISE AND REPORT:

The Board rose to the open session at 4:04 pm.

Confirmed this 9th day of December, 2025:



Will Cole-Hamilton
Chair

Recorded by and Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer

Tuesday, December 9, 2025

Minutes of the closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 9, 2025 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
	J. Warren	Chief Administrative Officer
	L. Wiwcharuk	Chief Financial Officer
Staff:	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 meeting were K. Broughton and M. Zbarsky, CVRD.

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 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 committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality.

ADOPTION OF MINUTES:

K. Grant/V. Brown: THAT the Comox Valley Regional District Board closed minutes dated November 25, 2025 be adopted.

208

Carried

K. Grant/V. Brown: THAT the Comox Valley Regional District Board closed minutes dated December 4, 2025 be adopted.

208

Carried

REPORTS:

s.12

ELECTORAL AREAS SERVICES COMMITTEE – NOVEMBER 3, 2025

D. Hillian/W. Morin: THAT the Electoral Areas Services Committee closed minutes dated November 3, 2025 be received.

208

Carried

COMOX VALLEY RECREATION COMMISSION - DECEMBER 2, 2025

D. Hillian/W. Morin: THAT the Recreation Commission closed minutes dated December 2, 2025 be received.

208

Carried

RISE AND REPORT:

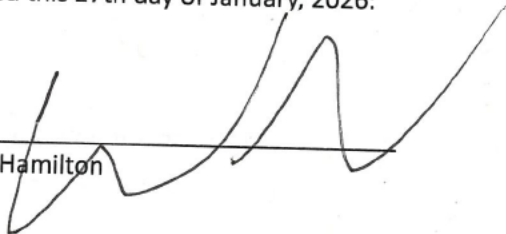
K. Grant/D. Hillian: THAT the Board rise from its closed session.

208

Carried

Time: 4:12 pm.

Confirmed this 27th day of January, 2026:



Will Cole-Hamilton
Chair

Certified Correct:



Jake Martens
General Manager of Corporate Services / Corporate Officer



Tuesday, December 9, 2025

Minutes of the restricted closed meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 9, 2025 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 8:35 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
	E. Jackson	Senior Manager of Human Resources

ATTENDANCE:

Also in attendance was J. Leeburn, bargaining consultant.

ADOPTION OF MINUTES:

D. Hillian/K. Grant: THAT the Comox Valley Regional District Board restricted closed meeting minutes dated November 25, 2025 be adopted.

208

Carried

REPORTS:

CUPE BARGAINING UPDATE

D. Hillian/K. Grant: THAT the staff report dated December 9, 2025 providing an update with respect to the outcome of mediation between the Comox Valley Regional District and CUPE Local 556 on December 8, 2025, be received.

208

Carried

s.12

RISE AND REPORT:

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

208

Carried

Time: 9:27 pm

Confirmed this _____ day of _____ 20__:

Will Cole-Hamilton

Chair

Certified Correct:

Jake Martens

General Manager of Corporate Services