

Tuesday, September 18, 2018

Minutes of the meeting of the Committee of the Whole held on Tuesday, September 18, 2018 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:00 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Jolliffe	Baynes Sound-Denman/Hornby Islands (Area 'A')
<b>Vice-Chair:</b>	B. Wells	City of Courtenay
<b>Directors:</b>	E. Eriksson	City of Courtenay
	K. Grant	Town of Comox
	E. Grieve	Puntledge/Black Creek (Area 'C')
	L. Jangula	City of Courtenay
	R. Nichol	Lazo North (Area 'B')
	B. Price	Town of Comox
	G. Sproule	Village of Cumberland
	M. Theos	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial Officer
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	I. Smith	General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

### RECOGNITION OF TRADITIONAL TERRITORIES

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

### DELEGATIONS:

#### **UPDATE ON BRAIDWOOD AFFORDABLE HOUSING PROJECT**

R. Nichol/B. Wells: THAT the information presented by Roger Kishi, Wachiay Friendship Centre, and Lindsay Monk, M'akola Development Services, regarding the Braidwood affordable housing project be received.  
208 Carried

### REPORTS:

#### **COMOX VALLEY TRANSIT MANAGEMENT ADVISORY COMMITTEE**

K. Grant/B. Wells: THAT the minutes of the Comox Valley Transit Management Advisory Committee held on August 9, 2018 be received.  
208 Carried

### **UTILITIES GOVERNANCE UPDATE**

K. Grant/B. Price: THAT the report dated September 12, 2018 regarding the final report on utilities governance for the Comox Valley Water Committee and Sewage Commission be received.

208

Carried

Sherry Hurst, Leftside Partners Inc., and Allan Neilson, Neilson-Welch Consulting Inc., presented information regarding the final report on utilities governance for the Comox Valley Water Committee and Sewage Commission.

E. Grieve/K. Grant: THAT the final report on utilities governance for the Comox Valley Water Committee and Sewage Commission be referred to the Comox Valley Water Committee and Sewage Commission following the 2018 local government elections for further consideration of governance issues, concerns and options.

208

Carried

#### **ANNUAL PERFORMANCE SUMMARY - BC TRANSIT**

K. Grant/B. Price: THAT the information presented by Myrna Moore and Adriana McMullan, BC Transit, regarding the annual BC Transit performance summary for the Comox Valley Transit Service be received.

209

Carried

#### **TRANSIT SERVICE TO THE NEW COMOX VALLEY HOSPITAL**

K. Grant/R. Nichol: THAT the report dated September 5, 2018 regarding Transit Service to the Comox Valley hospital be received.

209

Carried

Michael Zbarsky, Manager of Transit and Sustainability, provided an overview of the report regarding Transit Service to the Comox Valley hospital.

#### **WOOD STOVE EXCHANGE PROGRAM - 2019 FUNDING APPLICATION**

K. Grant/M. Theos: THAT the report dated September 7, 2018 regarding a recommendation to apply to the provincial wood stove exchange program for 2019 funding be received.

208

Carried

Vince Van Tongeren, Policy and Sustainability analyst, provided an overview of the report regarding a recommendation to apply to the provincial wood stove exchange program for 2019 funding.

B. Wells/B. Price: THAT the Comox Valley Regional District approve the application process for funding to continue the wood-stove exchange program in the Comox Valley Regional District;

AND FURTHER THAT staff submit an application for up to \$40,000.00 to the provincial wood stove exchange program;

AND FINALLY THAT the wood stove exchange program be continued in 2019, including additional incentives for cleaner heating sources, subject to funding being received from the provincial wood stove exchange program.

208

Carried

## CONTRACT AWARD REPORT

K. Grant/B. Wells: THAT the report dated September 7, 2018 regarding contract awards that have occurred subsequent to the new Procurement Policy adoption in January 2018 be received.

208

Carried

Scott Hainsworth, Manager of Operating and Capital Procurement, presented information regarding contract awards that have occurred subsequent to the new Procurement Policy adoption in January 2018.

Director Grieve left the meeting at 5:29 pm and was not present when the vote was taken.

## 2015-2018 STRATEGIC PRIORITIES - FINAL REPORT

B. Wells/K. Grant: THAT the report dated September 7, 2018 regarding the final 2015-2018 strategic priorities report for this term of the Comox Valley Regional District's board of directors be received.

208

Carried

Director Nichol left the meeting at 5:30 pm and was not present when the vote was taken.

### TERMINATION:

K. Grant/M. Theos: THAT the meeting terminate.

208

Carried

Time: 5:31 pm.

Confirmed by:

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Bruce Jolliffe  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Recorded By:

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Antoinette Baldwin  
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.