
Tuesday, November 10, 2015

Minutes of the meeting of the committee of the whole held on Tuesday, November 10, 2015 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, B.C. commencing at 4:00 p.m.

MINUTES

Present:

Chair:	B. Jolliffe	Baynes Sound-Denman/Hornby Islands (Area 'A')
Vice-Chair:	M. Theos	City of Courtenay
Directors:	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
	B. Wells	City of Courtenay
Alt. Director:	D. Frisch	City of Courtenay
Staff:	K. Gurak	Manager of Communications
	B. Dunlop	Corporate Financial Officer
	A. MacDonald	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	D. Oakman	Chief Administrative Officer
	D. Walters	Acting General Manager of Community Services
	J. Warren	Corporate Legislative Officer
	W. Byrne	Manager of Financial Planning

MESSAGE FROM THE CHAIR:

Chair Jolliffe honoured Mike Fournier, Comox Valley emergency program coordinator, who will be retiring at the end of the year after 15 years of service.

B. Wells/R. Nichol: THAT the agenda be varied to bring forward agenda item C.1 - Dantec Associates draft report - Comox Valley transit services analysis - forward on the agenda.

791(2)

Carried

DANTEC ASSOCIATES DRAFT REPORT - COMOX VALLEY TRANSIT SERVICES ANALYSIS

E. Grieve/K. Grant: THAT the report dated November 5, 2015 by DanTec Associates regarding the draft transit services analysis be received.

791(4)

Carried

Dan Levy from DanTech Associates presented information regarding the draft transit services analysis report.

DELEGATIONS:

CUMBERLAND TRAIL NETWORK AGREEMENTS

Kevin McPhedran, parks and outdoor recreation coordination, Village of Cumberland and Mike Manara, president, United Riders of Cumberland, presented information regarding Cumberland trails network and land access agreements with private timber companies and requested funding for the United Riders of Cumberland to support trail management operational expenses for trails on private timber lands.

ISLAND COASTAL ECONOMIC TRUST

Line Robert, CEO, Island Coastal Economic Trust (ICET), presented an update on ICET activities.

BC HYDRO - BUCKLEY BAY SUB STATION AND PUNTLEDGE RIVER HYDROELECTRIC SYSTEM: WATER LEVEL GAUGES AND PUBLIC WARNING SYSTEM

Stephen Watson, stakeholder engagement advisor, BC Hydro, presented information regarding the the Buckley Bay substation and the Puntledge River hydroelectric system: water level gauges and public warning system.

B. Wells/B. Price: THAT the agenda be varied to move agenda item C.6 - Air quality update – BC Ministry of Environment - forward on the agenda.

791(2)

Carried

AIR QUALITY UPDATE – BC MINISTRY OF ENVIRONMENT

K. Grant/B. Wells: THAT the report dated October 30, 2015 regarding background information on an air quality update being provided by Ministry of Environment (MOE) staff be received.

791(2)

Carried

Natalie Suzuki, Earle Plain and Glen Okrainetz from the Ministry of Environment presented information regarding air quality in the Comox Valley.

Director Jangula left the meeting at 6:21 p.m.

REPORTS:

HANDYDART REGISTRATION PILOT PROJECT

K. Grant/G. Sproule: THAT the report dated September 29, 2015 regarding an update on the improved Handydart registration process pilot project implemented by BC Transit be received.

791(4) Carried

M. Zbarsky, manager of transit and sustainability, provided an overview of the staff report regarding an update on the improved Handydart registration process pilot project implemented by BC Transit.

G. Sproule/R. Nichol: THAT the board support BC Transit's recommendation to implement the improved Handydart registration process on a permanent basis for all new applications.

791(4)

D. Frisch/E. Grieve: THAT the motion be amended to include "and that staff report back to the board in one year."

791(4) Carried

The vote was taken on the main motion, as amended, as follows:

THAT the board support BC Transit's recommendation to implement the improved Handydart registration process on a permanent basis for all new applications, and that staff report back to the board in one year.

791(4) Carried

COMOX VALLEY TRANSIT SERVICE – SPECIAL EVENT SERVICE

B. Price/B. Wells: THAT the report dated October 28, 2015 regarding a revised Comox Valley transit service – special event service policy guideline be received.

791(4) Carried

V. Van Tongeren, policy and sustainability analyst, provided an overview of the staff report regarding a revised Comox Valley transit service – special event service policy guideline.

K. Grant/G. Sproule: THAT the board approve the revised special service policy guideline for the Comox Valley transit service as attached in Appendix A to the report dated October 28, 2015.

PRELIMINARY 2016 – 2020 FINANCIAL PLAN – COMOX VALLEY TRANSIT SERVICE – FUNCTION 780

B. Wells/R. Nichol: THAT the report dated October 30, 2015 regarding the preliminary 2016-2020 financial plan and work plan highlights for the Comox Valley transit service, function 780 be received.

791(4)

Carried

W. Byrne, manager of financial planning, provided an overview of the financial planning process.

M. Zbarsky, manager of transit and sustainability, presented an overview of the staff report regarding the preliminary 2016-2020 financial plan and work plan highlights for the Comox Valley transit service, function 780.

TRANSIT MANAGEMENT ADVISORY COMMITTEE MINUTES

D. Frisch/R. Nichol: THAT the minutes of the transit management advisory committee meeting held September 23, 2015 be received.

791(4)

Carried

CONVENING ACTION FOR VANCOUVER ISLAND – INTER-REGIONAL EDUCATIONAL INITIATIVE

K. Grant/E. Grieve: THAT the report dated November 1, 2015 regarding the Georgia Basin Inter-Regional Education Initiative (IREI) output Beyond the Guidebook 2015 be received.

791(2)

Carried

Kim Stephens, executive director, Partnership for Water Sustainability of BC, presented information regarding the Georgia Basin Inter-Regional Education Initiative (IREI) output Beyond the Guidebook 2015.

Director Sproule and Alternate Director Frisch left the meeting at 7:21 p.m.

COMOX VALLEY EXHIBITION GROUNDS - FEES AND CHARGES BYLAW AMENDMENT

R. Nichol/B. Wells: THAT the report dated October 30, 2015 regarding amendments to the existing schedule of fees and charges bylaw for the Comox Valley exhibition grounds (CVEG) be received.

791(4)

Carried

R. Nichol/B. Wells: THAT the Comox Valley exhibition grounds fees and charges bylaw be amended to

reflect the proposed new rates effective January 1, 2016.

791(4)

Carried

UPDATE ON MOSQUITO ABATEMENT

B. Wells/R. Nichol: THAT the report dated November 4, 2015 regarding an update on the 2015 mosquito study in the Point Holmes/Cape Lazo area and information on mosquito complaints in the Saratoga Beach area be received.

791(2)

Carried

K. Grant/B. Wells: THAT the Comox Valley Regional District commit \$6,000 from the Electoral Area 'C' feasibility studies function 2016 budget to conduct an investigation into the scope of the Saratoga Beach mosquito problem and if required, develop options and cost estimates for mosquito population abatement in this area.

791(2)

Carried

REGIONAL GROWTH STRATEGY ORIENTATION

The regional growth strategy orientation will be presented to the committee in January 2016.

2014 ANNUAL REPORT - REGIONAL GROWTH STRATEGY

E. Grieve/K. Grant: THAT the report dated October 26, 2015 regarding the publication of the 2014 regional growth strategy (RGS) annual report on the Comox Valley Regional District (CVRD) website be received.

791(2), 791(3)

Carried

A. MacDonald, general manager of planning and development services, presented an overview of the staff report regarding the publication of the 2014 regional growth strategy (RGS) annual report on the Comox Valley Regional District (CVRD) website.

B. Wells/E. Grieve: THAT the 2014 regional growth strategy annual report be approved for publishing on the Comox Valley Regional District website.

791(2), 791(3)

Carried

2016 – 2020 PRELIMINARY FINANCIAL PLAN – REGIONAL GROWTH STRATEGY FUNCTION 512

The preliminary 2016-2020 financial plan and work plan highlights for the regional growth strategy, function 512 will be presented to the committee in January 2016.

RECORDS MANAGEMENT PROGRAM BYLAW

B. Wells/R. Nichol: THAT the report dated October 27, 2015 regarding a records management program bylaw that will provide the guidance and structure for a Comox Valley Regional District (CVRD) records classification and retention system be received.

791(2)

Carried

R. Nichol/B. Wells: THAT the "Comox Valley Regional District Records Management Program Bylaw No. XXX, 2015" be considered for approval;

AND FURTHER THAT the records management policy dated February 2006 be repealed upon adoption of Bylaw No. XXX.

791(2)

Carried

NEW BUSINESS:

RECORDED VOTES

The correspondence dated October 9, 2015 from Director Jangula regarding recording votes in minutes will be presented to the committee in January 2016.

TERMINATION:

E. Grieve/K. Grant: THAT the meeting terminate.

791(2)

Carried

Time: 7:37 p.m.

Confirmed by:

Bruce Jolliffe
Chair

Certified Correct:

James Warren
Corporate Legislative Officer

Recorded By:

Lisa Dennis
Recording Secretary

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