

Tuesday, November 17, 2020

Minutes of the meeting of the Committee of the Whole held on November 17, 2020 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:

<b>Chair:</b>	J. Ketler	Village of Cumberland
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area B)
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	W. Cole-Hamilton	City of Courtenay
	D. Hillian	City of Courtenay
	K. Grant	Town of Comox
	E. Grieve	Puntledge/Black Creek (Area C)
	W. Morin	City of Courtenay
	M. Swift	Town of Comox
	D. Frisch	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	M. Foort	Chief Financial Officer
	M. Rutten	General Manager of Engineering Services
	D. DeMarzo	General Manager of Community Services
	S. Smith	General Manager of Planning and Development
	J. Martens	General Manager of Corporate Services
	L. Dennis	Manager of Legislative Services

### ATTENDANCE:

Directors Cole-Hamilton, Frisch, and Grieve participated via electronic means.

Also in attendance were K. Douville, M. Harrison, A. Mullaly, and T. Trieu, CVRD.

### 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:

#### **BC HYDRO - PUNTLIDGE RIVER OPERATIONS AND CAPITAL PROJECTS UPDATE**

D. Hillian/A. Hamir: THAT the presentation from Stephen Watson, Stakeholder Engagement Advisor, BC Hydro, regarding an update on the Puntledge River operations and capital projects be received.

208

Carried

#### **STRATHCONA REGIONAL DISTRICT - CONNECTED COAST PROJECT**

D. Hillian/K. Grant: THAT the presentation from Dave Leitch, Chief Administrative Officer, Strathcona Regional District, regarding the Connected Coast Project and a request for a letter of support to construct two Connected Coast landing sites be received.

208

Carried

Director Grieve left the meeting at 4:50 pm.

### **FOOD HUB GRANT OPPORTUNITY**

K. Grant/D. Hillian: THAT the presentation from John Watson, Executive Director, Comox Valley Economic Development Society, regarding an update on the food hub grant proposal be received.

208

Carried

Director Arbour left the meeting at 5:06 pm.

D. Hillian/K. Grant: THAT the board offer support in principle for the food hub grant proposal subject to further dialogue between staff and the Comox Valley Economic Development Society.

208

Carried

### **REPORTS:**

#### **TRANSIT MANAGEMENT ADVISORY COMMITTEE MINUTES**

D. Hillian/K. Grant: THAT the minutes of the Transit Management Advisory Committee meeting held October 8, 2020 be received.

208

Carried

#### **COMOX VALLEY EMERGENCY PROGRAM ADMINISTRATION COMMITTEE**

K. Grant/D. Hillian: THAT the minutes of the Comox Valley Emergency Program Administrative Committee meeting held October 8, 2020 be received.

208

Carried

Director Arbour returned to the meeting at 5:11 pm.

#### **FINANCIAL PLAN AMENDMENT TRANSITION 2050 NEXT STEPS**

D. Hillian/K. Grant: THAT the report dated November 5, 2020 regarding an amendment to the 2020 – 2024 financial plan to support implementation actions identified in the recently completed Comox Valley Regional District Residential Retrofit Market Acceleration Strategy be received.

208 and 212

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, provided an overview of the staff report regarding an amendment to the 2020 – 2024 financial plan to support implementation actions identified in the recently completed Comox Valley Regional District Residential Retrofit Market Acceleration Strategy.

Director Grieve returned to the meeting at 5:20 pm.

D. Hillian/D. Arbour: THAT the 2020 – 2024 financial plan and capital expenditure program for the Regional Growth Strategy service, function No. 512, be amended by increasing other professional fees in 2020 by \$32,250 to support the implementation of the Comox Valley Regional District Residential Retrofit Market Acceleration Strategy, funded by the reallocation of \$32,250 in funds allocated from prior years in the Administration and General Government service, function No. 111, originally reserved to create a pilot project for an in-house retrofit rebate program in wood smoke hot spot areas.

208 and 212

Carried

**POVERTY REDUCTION STRATEGY GRANT BUDGET AMENDMENT FUNCTION NO. 512 (REGIONAL GROWTH STRATEGY)**

D. Arbour/W. Morin: THAT the report dated November 5, 2020 regarding a recommended amendment to the 2020 - 2024 financial plan for the Regional Growth Strategy Service (function 512) to include a \$100,000 provincial grant in support of the preparation of a regional Poverty Reduction Strategy be received.

208 and 212

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, provided an overview of the staff report regarding an amendment to the 2020-2024 financial plan for the Regional Growth Strategy Service (function 512) to include a \$100,000 provincial grant in support of the preparation of a regional Poverty Reduction Strategy.

D. Arbour/K. Grant: THAT the 2020 – 2024 financial plan and capital expenditure program for the Regional Growth Strategy service, function No. 512, be amended by increasing other professional fees by \$50,000 in 2020 and a further \$50,000 in 2021 in support of the preparation of a regional Poverty Reduction Strategy. This is to be funded by a recently awarded provincial Poverty Reduction Planning & Action program grant totalling \$100,000.

208 and 212

Carried

**ELECTRIC VEHICLE CHARGING STATION INSTALLATION, COMMUNITY WORKS FUNDS REQUEST AND FINANCIAL PLAN AMENDMENT, FUNCTION NO. 512 (REGIONAL GROWTH STRATEGY)**

K. Grant/D. Arbour: THAT the report dated November 5, 2020 seeking approval to use \$40,000 of Electoral Area Community Works Funds for the Comox Valley Regional District's contribution towards the installation of four Electric Vehicle Charging Stations at four publically owned properties and further to seek approval for an amendment to the 2020 – 2024 financial plan for the Regional Growth Strategy Service, function 512 be received.

208 and 212

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, provided an overview of the staff report regarding electric vehicle charging stations and an amendment to the 2020-2024 financial plan Regional Growth Strategy Service, function 512.

K. Grant/D. Arbour: THAT the 2020 – 2024 financial plan and capital expenditure program for the Regional Growth Strategy Service, function 512, be amended by increasing transfers to other governments by \$40,000 in 2020, as the Comox Valley Regional District's portion of the installation costs of four Electric Vehicle Charging Stations secured through the CleanBC Clean Communities Fund, to be funded by \$40,000 of Electoral Areas Community Works Funds.

208 and 212

Carried

## **AMENDMENT (FUNCTION NO. 503)**

D. Arbour/K. Grant: THAT the report dated November 5, 2020 regarding a recommended amendment of the 2020-2024 financial plan for the Electoral Areas Planning Service (function 503) to include a \$150,000 Union of British Columbia Municipalities' Community Emergency Preparedness Fund grant in support of developing a coastal flood adaptation strategy be received.

208 and 213

Carried

A. Mullaly, Senior Manager of Sustainability and RGS, provided an overview of the staff report regarding an amendment to the 2020-2024 financial plan function 503 to include \$150,000 Union of British Columbia Municipalities' Community Emergency Preparedness Fund grant in support of developing a coastal flood adaptation strategy.

K. Grant/D. Arbour: THAT the 2020-2024 financial plan and capital expenditure program for the Electoral Areas Planning Service, functions 500 - 503, be amended by increasing other professional fees in function 503 by \$150,000 in 2020 to support the preparation of a coastal flood adaptation strategy, to be funded by a recently awarded Union of British Columbia Municipalities' Community Emergency Preparedness Fund (CEPF) grant of the same amount.

208 and 213

Carried

## **UNION BAY IMPROVEMENT DISTRICT CONVERSION STUDY**

K. Grant/A. Hamir: THAT the report dated November 6, 2020 regarding the Union Bay Improvement District Conversion Study final report be received.

208

Carried

J. Warren, Deputy Chief Administrative Officer, provided an overview of the staff report regarding the Union Bay Improvement District Conversion Study final report.

### **IN-CAMERA:**

D. Hillian/W. Cole-Hamilton: THAT the committee adjourn to an in-camera session pursuant to the following sub-section 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.

208

Carried

Time: 5:47 pm.

### **RISE AND REPORT:**

The committee rose from its in-camera session at 6:36 pm.

### **TERMINATION:**

K. Grant/D. Arbour: THAT the meeting terminate.

208

Carried

Time: 6:36 pm.

Confirmed by:

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Jesse Ketler  
Chair

Certified Correct and Recorded By:

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Lisa Dennis  
Manager of Legislative Services

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