



Tuesday, February 26, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, February 26, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:38 pm.

## MINUTES

### Present:

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

### ATTENDANCE:

Director Grieve was not present when the in-camera meeting was called to order. Alternate Director Scoville was in attendance in his absence.

### ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the board adjourned to an in-camera session at 5:17 p.m. 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)(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.

The in-camera session convened at 5:38 p.m.

**VARY THE AGENDA:**

K. Grant/D. Frisch: THAT the agenda be varied to consider item D.5 (Court Petition - 3L Developments Inc.) first.

208

Carried

**REPORTS:**

**COURT PETITION - 3L DEVELOPMENTS INC.**

D. Arbour/A. Hamir: THAT the correspondence dated February 19, 2019 from Sukhbir Manhas, Young Anderson - Barristers and Solicitors, providing a status update regarding the court petition filed by 3L Developments Inc. be received.

208

Carried

Alternate Director Scoville left the meeting at 5:51 pm and Director Grieve joined the meeting at that time.

**ADOPTION OF MINUTES:**

D. Frisch/A. Hamir: THAT the Comox Valley Regional District Board in-camera minutes dated December 18, 2018 be adopted.

208

Carried

**REPORTS CONTINUED:**

**ELECTORAL AREAS SERVICES COMMITTEE - JANUARY 21, 2019**

K. Grant/D. Frisch: THAT the Electoral Areas Services Committee in-camera minutes dated January 21, 2019 be received.

208

Carried

**2019 APPOINTMENTS TO COMMITTEES AND COMMISSIONS**

D. Frisch/A. Hamir: THAT the report dated February 19, 2019 seeking the appointment of members to Electoral Areas A, B and C Advisory Planning Commissions (APC) and the Integrated Regional Transportation Select Committee (IRTSC) be received.

208

Carried

W. Morin/K. Grant: THAT the board make the following appointments for the 2019 to 2022 term:

- Electoral Area A Advisory Planning Commission: Bill Trussler, Jane Yetter, Karen Fouracre, Lindsay Clement, Glen Loxam and Rebecca Kayfetz;

- Electoral Area B Advisory Planning Commission: Michael Obal, David Battle, Ian McIntyre, Cari McIntyre, Francie Cochran, Robert Lowey and Stan Hartfelder;

- Electoral Area C Advisory Planning Commission: Lesley Krainer, William Thompson, David Pacholuk, Grant Gordon, Mike Larock, Murray Presley, and Kip Keylock;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

D. Frisch/D. Hillian: THAT the board appoint [REDACTED] to the Integrated Regional Transportation Select Committee;

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

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D. Arbour/E. Grieve: THAT consideration of the appointment to the Integrated Regional Transportation Select Committee be postponed to the end of the agenda.

208

Carried

### 2019 APPOINTMENTS TO BOARD OF VARIANCE & AGRICULTURAL ADVISORY PLANNING COMMISSION

D. Hillian/J. Ketler: THAT the report dated February 19, 2019 seeking the appointment of members to the Agricultural Advisory Planning Commission (AAPC) and the Board of Variance (BOV) be received.

208

Carried

D. Frisch/D. Arbour: THAT the Comox Valley Regional District Board appoint:

- Chris Brown
- Andrea Burch
- [REDACTED]
- Gerry McClintock
- Megan Halstead
- Wendy Prothero
- David Page
- Robin Poirier, and
- Bill Thompson

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to the Agricultural Advisory Planning Commission for the 2019 - 2022 term;

AND FURTHER THAT the board rise and report on this resolution.

E. Grieve/D. Frisch: THAT the motion be amended to replace [REDACTED] with Jan Slomp.

208

Carried

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Vote taken on main motion as amended as follows:

THAT the Comox Valley Regional District Board appoint:

- Chris Brown
- Andrea Burch
- Jan Slomp
- Gerry McClintock
- Megan Halstead
- Wendy Prothero
- David Page
- Robin Poirier, and
- Bill Thompson

to the Agricultural Advisory Planning Commission for the 2019 - 2022 term;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

K. Grant/D. Arbour: THAT the board appoint Andrew Thomas to the Board of Variance for a three-year term, expiring December 31, 2021;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

#### **LEGAL ACTION STATUS REPORT**

D. Hillian/A. Hamir: THAT the report dated January 28, 2019 providing a status report of existing legal actions involving the Comox Valley Regional District (CVRD) be received.

208

Carried

#### **NEW BUSINESS:**

#### **COMOX VALLEY AIRPORT COMMISSION - REAPPOINTMENT OF ANDY FROST**

K. Grant/J. Ketler: THAT the correspondence dated January 31, 2019 from the Comox Valley Airport Commission (CVAC) regarding a request to reappoint Mr. Andy Frost to the CVAC board of directors, be received.

208

Carried

D. Hillian/K. Grant: THAT the Comox Valley Airport Commission be advised that the Comox Valley Regional District Board concur with the reappointment of Mr. Andy Frost to the commission;

AND FURTHER THAT the board rise and report on this resolution subject to confirmation by the airport commission.

208

Carried

#### **REPORTS CONTINUED:**

#### **APPOINTMENT TO COMMITTEES AND COMMISSIONS**

With the consent of the board the following motion was withdrawn:

"THAT the board appoint [REDACTED] to the Integrated Regional Transportation Select Committee;

AND FURTHER THAT the board rise and report on this resolution."

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D. Frisch/J. Ketler: THAT the board appoint Georgina Price to the Integrated Regional Transportation Select Committee;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**RISE AND REPORT:**

K. Grant/E. Grieve: THAT the board rise and report from the in-camera session.  
208

Carried

Time: 6:10 pm

Confirmed this 19th day of March 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, March 19, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 19, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 6:47 pm.

## MINUTES

### Present:

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

### ATTENDANCE:

Also in attendance at the in-camera portion of the meeting was K. Douville, Manager of Financial Planning, 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)(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)(f) Law enforcement, if the committee/board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

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 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.

#### **ADOPTION OF MINUTES:**

K. Grant/D. Arbour: THAT the minutes of the Comox Valley Regional District Board in-camera meeting dated February 26, 2019 be adopted.

208

Carried

#### **REPORTS:**

##### **ELECTORAL AREAS SERVICES COMMITTEE - MARCH 11, 2019**

K. Grant/A. Hamir: THAT the minutes of the Electoral Areas Services Committee in-camera meeting dated March 11, 2019 be received.

208

Carried

E. Grieve/D. Frisch: THAT the Comox Valley Regional District authorize its solicitors, Young Anderson to commence injunction proceedings in the B.C Supreme Court to enforce Section 489 of the Local Government Act (RSBC, 2015, c. 1) and Bylaw No. 2781 being the Comox Valley Zoning Bylaw, 2005 (and any other bylaws the Comox Valley Regional District's solicitors consider necessary) against Mr. Jason Choiniere, the owner of property located at 2944 Baird Road in the Comox Valley Regional District and legally described as PID: 000-549-801, Parcel "A", (DD 2571N), District Lot 126, Comox District Except Part in Plan 46797, and to make such incidental filings and decisions as necessary to undertake such proceedings.

208 and 213

Carried

##### **RELEASE OF CLOSED MEETING INFORMATION FOR 2018**

K. Grant/D. Arbour: THAT the report dated January 28, 2019 providing a summary of the Comox Valley Regional District Board (the Board) closed meeting minutes during 2018 and seeking to obtain direction for the release of such information where there is no longer a requirement for confidentially, be received.

208

Carried

K. Grant/D. Arbour: THAT the board authorize the release of the 2018 board closed meeting minutes following the severing of information as identified in Appendix A of the staff report dated January 28, 2019.

208

Carried

##### **COURT PETITION - 3L DEVELOPMENTS INC.**

D. Arbour/K. Grant: THAT the verbal update from R. Dyson, CAO, regarding the court petition filed by 3L Developments Inc. be received.

208

Carried

**ADJOURN TO RESTRICTED IN-CAMERA:**

K. Grant/D. Frisch: THAT the board adjourn to its restricted in-camera session.

208

Carried

Time: 6:58 pm.

Confirmed this 30th day of April, 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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James Warren  
General Manager of Corporate Services



Tuesday, March 19, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 19, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 6:58 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	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')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
<b>Alt. Director:</b>	W. Cole-Hamilton	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer

### ADOPTION OF MINUTES:

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board restricted in-camera minutes dated December 18, 2018 be adopted.

208

Carried

### NEW BUSINESS:

#### **BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS - ONGOING TOPIC**

The board and chief administrative officer continued their discussions regarding relations.

### RISE AND REPORT:

K. Grant/D. Frisch: THAT the Board rise.

208

Carried

Time: 7:54 pm

Confirmed this 30th day of July, 2019:

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Bob Wells  
Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, April 9, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, April 09, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 1 pm.

## MINUTES

**Present:**

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	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')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Warren	General Manager of Corporate Services

**ADJOURN RESTRICTED IN-CAMERA:**

At the open portion of this meeting the Board adopted a resolution to adjourn to a restricted in-camera session under the following sub-sections 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)(c) Labour relations or employee negotiations.

Vice-chair Hamir acted as the presiding member at this meeting as Chair Wells participated in this meeting by teleconference.

**REPORTS:**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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**RISE AND REPORT:**

D. Frisch/J. Ketler: THAT the meeting rise.  
208

Carried

Time: 1:42 pm.

Confirmed this 30th day of July, 2019:

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Arzeena Hamir  
Vice-Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, April 30, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, April 30, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:55 pm.

## MINUTES

**Present:**

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area 'C')
	W. Morin	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Martens	Manager of Legislative Services
	M. Rutten	General Manager of Engineering Services
	A. Mullaly	Acting General Manager of Planning Services
	J. Warren	General Manager of Corporate Services

**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)(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.

The board convened its in-camera session at 4:55 pm.

**ADOPTION OF MINUTES:**

K. Grant/A. Hamir: THAT the Comox Valley Regional District Board in-camera minutes dated March 19, 2019 be adopted.

208

Carried

**REPORTS:**

**SEWAGE COMMISSION - APRIL 16, 2019**

K. Grant/D. Frisch: THAT the Sewage Commission in-camera minutes dated April 16, 2019 be received.  
208 Carried

**COMMITTEE OF THE WHOLE - APRIL 16, 2019**

K. Grant/D. Frisch: THAT the Committee of the Whole in-camera minutes dated April 16, 2019 be received.  
208 Carried

R. Dyson, Chief Administrative Officer, provided a verbal update on a CVRD and Comox Valley Economic Development Society board to board meeting and development of performance review materials.

**LEGAL ACTION STATUS REPORT**

E. Grieve/D. Frisch: THAT the report dated April 3, 2019 providing a status report of existing legal actions involving the Comox Valley Regional District (CVRD) be received.  
208 Carried

**SUMMARY OF ACTIVE INSURANCE CLAIMS**

D. Hillian/K. Grant: THAT the report dated April 17, 2019 providing a summary of all the current active insurance claims involving the Comox Valley Regional District (CVRD) be received.  
208 Carried

**RISE AND REPORT:**

E. Grieve/K. Grant: THAT the board rise from its in-camera session.  
208 Carried

Time: 5:27 pm.

Confirmed this 28th day of May, 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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James Warren  
Corporate Legislative Officer

Tuesday, May 28, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, May 28, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:39 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area B)
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area C)
	J. Ketler	Village of Cumberland
<b>Alt. Directors:</b>	M. McCollum	City of Courtenay
	N. Minions	Town of Comox
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	M. Rutten	General Manager of Engineering Services
	S. Smith	General Manager of Planning and Development Services
	D. DeMarzo	Acting General Manager of Community Services
	J. Martens	Manager of Legislative Services

### Absent:

<b>Directors:</b>	D. Hillian	City of Courtenay
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### 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 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 municipality or another position appointed by the municipality;

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

90(1)(f) law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; 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 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 4:39 pm.

**ADOPTION OF MINUTES:**

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board in-camera minutes dated April 30, 2019 be adopted.

208

Carried

**REPORTS:**

**ELECTORAL AREAS SERVICES COMMITTEE - MAY 13, 2019**

K. Grant/E. Grieve: THAT the Electoral Areas Services Committee in-camera minutes dated May 13, 2019 be received.

208

Carried

K. Grant/D. Arbour: THAT the Comox Valley Regional District (CVRD) support in principle a partnership with the Mountaineer Avian Rescue Society (MARS) for locating a Greater Merville Fire Protection Service fire hall on the southwest portion of the MARS property that is closest to Highway 19A;

AND FURTHER THAT the partnership include acquisition through lease or purchase, access and egress requirements and site improvements, all of which must be beneficial to both the CVRD and MARS;

AND FURTHER THAT such a partnership is conditional on the CVRD's requirements to obtain public approval for the fire hall project;

AND FURTHER THAT the public release of information associated with the proposed fire hall location be coordinated with the MARS annual general meeting to be held on June 1, 2019;

AND FINALLY THAT further details regarding projects costs, timing, public engagement and elector approval requirements be presented to an upcoming Electoral Areas Services Committee meeting.

209

Carried

[REDACTED]

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**SEWAGE COMMISSION - MAY 14, 2019**

K. Grant/E. Grieve: THAT the Sewage Commission in-camera minutes dated May 14, 2019 be received.

208

Carried

[REDACTED]

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**NEW BUSINESS:**  
**DIRECTOR HAMIR - AREA B ADVISORY PLANNING COMMISSION**

S. 12(3)(b)

K. Grant/A. Hamir: THAT the correspondence dated May 22, 2019 from Director Hamir requesting the board's consideration of granting a leave of absence for Area B Advisory Planning Commission member Cari McIntyre, be received.

208

Carried

K. Grant/D. Arbour: THAT the board grant a leave of absence to Electoral Area B Advisory Planning Commission member, Cari McIntyre, for the duration of 2019.

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**RISE AND REPORT:**

E. Grieve/K. Grant: THAT the board rise and report from its in-camera session.

208

Carried

Time: 6:06 pm.

Confirmed this 25th day of June, 2019 :

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Bob Wells  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, June 25, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, June 25, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 7:43 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area B)
<b>Directors:</b>	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area C)
	W. Morin	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
<b>Alt. Directors:</b>	R. Arnott	Town of Comox
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	S. Smith	General Manager of Planning and Development Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services

### Absent:

<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	D. Hillian	City of Courtenay

### 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 subsections of section 90 of the Community Charter:

90(1)(f) law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

### ADOPTION OF MINUTES:

J. Ketler/W. Morin: THAT the Comox Valley Regional District Board in-camera minutes dated May 28, 2019 be adopted.

[\[Item\]](#)

208

Carried

### REPORTS:

#### **ELECTORAL AREAS SERVICES COMMITTEE - JUNE 10, 2019**

E. Grieve/J. Ketler: THAT the Electoral Areas Services Committee in-camera minutes dated June 10, 2019 be received.

[\[Item\]](#)

208

Carried

D. Frisch/E. Grieve: THAT the Comox Valley Regional District Board approve legal action and enforcement to halt contravention of Bylaw No. 337 being the "Rural Comox Valley Official Community Plan" at 62 Powerhouse Road. 208 and 213

Carried

#### **SEWAGE COMMISSION - JUNE 11, 2019**

D. Frisch/R. Arnott: THAT the Sewage Commission in-camera minutes dated June 11, 2019 be received. [[Item](#)]  
208 Carried

**RISE AND REPORT:**

A. Hamir/R. Arnott: THAT the board rise from its in-camera session.  
208

Carried

Time: 7:46 pm.

Confirmed this 30th day of July, 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, July 16, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 16, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 3:15 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area B)
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area C)
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
<b>Alt. Director:</b>	W. Morin	City of Courtenay
<b>Staff:</b>	B. Dunlop	Corporate Financial Officer
	M. Rutten	General Manager of Engineering Services
	J. Warren	Acting Chief Administrative Officer

### ATTENDANCE:

Also in attendance at the in-camera portion of the meeting were C. Gore, S. Hainsworth, M. Herschmiller, K. La Rose, Z. Norcross Nu'u and C. Wile, CVRD.

### ADJOURN TO IN-CAMERA:

At the open portion of the meeting, the committee adopted a resolution to adjourn to an in-camera session at 3:15 pm pursuant to the following subsection of section 90 of the Community Charter:

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.  
208

### REPORTS:

#### **COMOX VALLEY WATER COMMITTEE - JULY 16, 2019**

D. Arbour/K. Grant: THAT the total project budget of the Comox Valley Water Treatment Project be increased from \$110.6 million to a maximum of \$126 million;

AND FURTHER THAT staff be authorized to execute a contract with AECOM Water Infrastructure Inc. for the design and construction of the Comox Valley Water Treatment Project up to \$111,600,000;

AND FURTHER THAT the 2019 - 2023 financial plan for the Comox Valley Water Supply System Service, function 300, be amended to increase water infrastructure and debt issuance expenditures for the Comox Valley Water Treatment Plant project (#1035), over the five year financial plan, by \$12,955,159 (\$12,904,753 and \$50,406 respectively) to \$121,114,151, to be funded as follows and as supported by Appendix C attached to the report:

- Additional senior government grant funding of \$1,100,702;
- Further contributions from Capital Works Reserve #838 of \$1,947,823;
- Further contributions from Development Cost Charge Reserve #894 of \$4,867,967; and
- Remaining available debt proceeds of \$5,038,667;

AND FINALLY THAT subject to the execution of a contract with AECON Water Infrastructure Inc. for the design and construction of the Comox Valley Water Treatment Plant, the Board authorizes the release of information concerning this matter from in-camera.

210

Carried

**RISE AND REPORT:**

E. Grieve/K. Grant: THAT the board rise from its in-camera session.

Carried

Time: 3:17 pm

Confirmed this 30th day of July, 2019:

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Bob Wells  
Chair

Certified Correct:

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James Warren  
Acting Chief Administrative Officer

Recorded By:

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Lisa Dennis  
Legislative Services Assistant

Tuesday, July 30, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 30, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:24 pm.

## MINUTES

### **Present:**

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

### **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 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)(e) The acquisition, disposition or expropriation of land or improvements, if the 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)(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 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 meeting at 5:24 pm.

**ADOPTION OF MINUTES:**

K. Grant/J. Ketler: THAT the following in-camera minutes be adopted:

- Comox Valley Regional District Board in-camera minutes dated June 25, 2019.

- Comox Valley Regional District Board in-camera minutes dated July 16, 2019.

208

Carried

**REPORTS:**

**ELECTORAL AREAS SERVICES COMMITTEE - JULY 15, 2019**

K. Grant/E. Grieve: THAT the Electoral Areas Services Committee in-camera minutes dated July 15, 2019 be received.

208

Carried

**COMOX VALLEY WATER COMMITTEE - JULY 16, 2019**

K. Grant/D. Frisch: THAT the Comox Valley Water Committee in-camera minutes dated July 16, 2019 be received.

208

Carried

**LEGAL ACTIONS**

K. Grant/D. Arbour: THAT the report dated July 3, 2019 regarding an update to legal actions be received.

208

Carried

**ACTIVE INSURANCE CLAIMS**

K. Grant/J. Ketler: THAT the report dated July 8, 2019 regarding a summary of active insurance claims be received.

208

Carried

**ADDENDUM - UPON APPROVAL OF BOARD:**

E. Grieve/J. Ketler: THAT the addendum be considered.

208

Carried

**WATER USE AGREEMENT WITH BC HYDRO**

K. Grant/D. Frisch: THAT the report dated July 29, 2019 regarding a water use agreement with BC Hydro be received.

Bylaw 1783

Carried

K. Grant/D. Arbour: THAT the board approve the Water Use Agreement between the Comox Valley Regional District and BC Hydro, attached as Appendix A of the staff report dated July 29, 2019.



Bylaw 1783

Carried

**ADJOURN TO RESTRICTED IN-CAMERA:**

D. Frisch/W. Morin: THAT the board adjourn to a restricted in-camera session.  
208

Carried

Time: 5:38 pm.

Confirmed this 27th day of August, 2019:

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Arzeena Hamir  
Vice-Chair

Certified Correct and Recorded By:

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James Warren  
General Manager of Corporate Services

Tuesday, July 30, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, July 30, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:49 pm.

## MINUTES

### Present:

<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	K. Grant	Town of Comox
	E. Grieve	Puntledge/Black Creek (Area 'C')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	W. Cole-Hamilton	City of Courtenay
<b>Alt. Directors:</b>	W. Morin	City of Courtenay
	M. McCollum	City of Courtenay

### ADJOURN RESTRICTED IN-CAMERA:

At the in-camera portion of this meeting the Board adopted a resolution to adjourn to this restricted in-camera session.

### ADOPTION OF MINUTES:

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board restricted in-camera minutes dated March 19, 2019 be adopted.

208

Carried

E. Grieve/J. Ketler: THAT the Comox Valley Regional District Board restricted in-camera minutes dated April 9, 2019 be adopted.

208

Carried

### REPORTS:

#### **COMMITTEE OF THE WHOLE - JULY 16, 2019**

K. Grant/W. Cole-Hamilton: THAT the Committee of the Whole restricted in-camera minutes dated July 16, 2019 be received.

208

Carried

### NEW BUSINESS:

#### **CHIEF ADMINISTRATIVE OFFICER PERFORMANCE**

Vice-chair Hamir provided information regarding the chief administrative officer performance for consideration by the Board of Directors.

**RISE AND REPORT:**

E. Grieve/K. Grant: THAT the meeting rise.  
208

Carried

Time: 6:31 pm

Confirmed this 27th day of August, 2019:

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Arzeena Hamir  
Vice-Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, August 27, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 27, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:32 pm.

## MINUTES

**Present:**

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

**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 Board considers that disclosure might 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 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 in-camera session at 5:32 pm.

**ADOPTION OF MINUTES:**

K. Grant/D. Arbour: THAT the Comox Valley Regional District Board in-camera minutes dated July 30, 2019 be adopted.

208

Carried

**REPORTS:**

**ELECTORAL AREAS SERVICES COMMITTEE - AUGUST 12, 2019**

K. Grant/D. Arbour: THAT the Electoral Areas Services Committee in-camera minutes dated August 12, 2019 be received.

208

Carried

[REDACTED]

[REDACTED]

[REDACTED]

[S. 12\(3\)\(b\)](#)

**SEWAGE COMMISSION - AUGUST 13, 2019**

K. Grant/M. Swift: THAT the Sewage Commission in-camera minutes dated August 13, 2019 be received.

208

Carried

**ADJOURN TO RESTRICTED IN-CAMERA:**

K. Grant/J. Ketler: THAT the board adjourn to a restricted in-camera session.

208

Carried

Time: 5:33 pm

Confirmed this 1 day of October, 2019.

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Bob Wells  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, August 27, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 27, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:36 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	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')
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
<b>Alt. Director:</b>	W. Cole-Hamilton	City of Courtenay

### ADJOURN TO RESTRICTED IN-CAMERA:

At its in-camera session the Board adopted a resolution to adjourn to this restricted in-camera session.

### ADOPTION OF MINUTES:

K. Grant/W. Morin: THAT the Comox Valley Regional District Board restricted in-camera minutes dated July 30, 2019 be adopted.

208

Carried

### NEW BUSINESS:

#### **CHIEF ADMINISTRATIVE OFFICER PERFORMANCE**

D. Arbour/K. Grant: THAT the Comox Valley Regional District Board, given the performance of the Chief Administrative Officer (CAO), update its Employment Agreement with Russell W.B. Dyson dated February 9, 2017 to reflect the following:

- Include a clause that the contract will continue for a three year term ending May 15, 2022;
- Include a clause to reflect wage increases as follows:
  - o 3% increase effective January 1, 2019;
  - o 2% increase effective January 1, 2020;
  - o 0.5% increase effective January 1, 2021;
- Include seven days of additional paid leave per year;

AND FURTHER THAT the Board agree to review the contract with the CAO within the term in consideration of the wage rate in the event of governance changes;

AND FURTHER THAT the Chair and the Corporate Legislative Officer be authorized to execute the Employment Agreement addendum.

210

Carried

**RISE AND REPORT:**

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

208

Carried

Time: 6:10 pm

Confirmed this 1 day of October, 2019.

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Bob Wells  
Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, October 1, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 01, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:53 pm.

## MINUTES

### Present:

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

### 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)(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;

AND FINALLY THAT the in-camera portion convene immediately following the open portion of the meeting.

The board convened its in-camera session at 4:53 pm

### ADOPTION OF MINUTES:



E. Grieve/D. Arbour: THAT the Comox Valley Regional District Board in-camera minutes dated August 27, 2019 be adopted.

208

Carried

**REPORTS:**

**ELECTORAL AREAS SERVICES COMMITTEE - SEPTEMBER 16, 2019**

A. Hamir/D. Frisch: THAT the Electoral Areas Services Committee in-camera minutes dated September 16, 2019 be received.

208

Carried

A. Hamir/E. Grieve: THAT the board, under Section 3 of Bylaw No. 36 being the "Advisory Planning Commission Bylaw 2009", appoint Carl Goldscheider to the Electoral Area C Advisory Planning Commission for the remainder of the 2018-2022 term;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**SEWAGE COMMISSION - SEPTEMBER 17, 2019**

D. Frisch/D. Arbour: THAT the Sewage Commission in-camera minutes dated September 17, 2019 be received.

208

Carried

**COMMITTEE OF THE WHOLE - SEPTEMBER 17, 2019**

A. Hamir/J. Ketler: THAT the Committee of the Whole in-camera minutes dated September 17, 2019 be received.

208

Carried

**NEW BUSINESS:**

**ELECTORAL AREA C - ADVISORY PLANNING COMMISSION APPOINTMENT**

D. Arbour/A. Hamir: THAT the correspondence dated September 23, 2019 from Director Grieve regarding an appointment to the Electoral Area C Advisory Planning Commission be received.

208

Carried

E. Grieve/A. Hamir: THAT the Board, under Section 3 of Bylaw No. 36 being the "Advisory Planning Commission Bylaw 2009", appoint Peter Gibson to the Electoral Area 'C' Advisory Planning Commission for the remainder of the 2018-2022 term;

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

208

Carried

**ADJOURN TO RESTRICTED IN-CAMERA:**

D. Frisch/A. Hamir: THAT the board adjourn to a restricted in-camera session.

208

Carried

Time: 4:56 pm

Confirmed this 29th day of October, 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, October 1, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 01, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:59 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area 'B')
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	E. Grieve	Puntledge/Black Creek (Area 'C')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
<b>Alt. Directors:</b>	N. Minions	Town of Comox
	W. Cole-Hamilton	City of Courtenay
	M. McCollum	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer

### ADJOURN TO RESTRICTED IN-CAMERA:

At the in-camera portion of this meeting the Board adopted a resolution to adjourn to this restricted in-camera session.

### ADOPTION OF MINUTES:

E. Grieve/D. Arbour: THAT the Comox Valley Regional District restricted in-camera Board minutes dated August 27, 2019 be adopted.

208

Carried

### NEW BUSINESS:

#### **BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS - ONGOING TOPIC**

The board and chief administrative officer continued their discussions regarding relations.

### RISE AND REPORT:

M. Swift/A. Hamir: THAT the Board rise.

208

Carried

Time: 5:41 pm

Confirmed this 17th day of December, 2019:

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Bob Wells  
Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, October 29, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 29, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:30 pm.

## MINUTES

### **Present:**

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Directors:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area C)
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
<b>Alt. Directors:</b>	W. Morin	City of Courtenay
	B. Price	Lazo North (Area B)
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial Officer
	J. Martens	Manager of Legislative Services
	M. Rutten	General Manager of Engineering Services
	S. Smith	General Manager of Planning and Development Services
	D. DeMarzo	General Manager of Community Services
	J. Warren	General Manager of Corporate Services

### **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)(g) Litigation or potential litigation affecting the regional district;

The board convened its in-camera session at 5:30 pm

### **ADOPTION OF MINUTES:**

D. Arbour/K. Grant: THAT the Comox Valley Regional District Board in-camera minutes dated October 1, 2019 be adopted.

208

Carried

**REPORTS:**

**SEWAGE COMMISSION - OCTOBER 8, 2019**

E. Grieve/K. Grant: THAT the Sewage Commission in-camera minutes dated October 8, 2019 be received.  
208 Carried

**COMMITTEE OF THE WHOLE - OCTOBER 8, 2019**

D. Frisch/W. Morin: THAT the Committee of the Whole in-camera minutes dated October 8, 2019 be received.  
208 Carried

D. Frisch/K. Grant: THAT the Comox Valley Airport Commission be advised that the Comox Valley Regional District Board concur with the reappointment of Mr. Joe Schommer to the commission;

AND FURTHER THAT the board rise and report on this resolution subject to confirmation by the airport commission.  
208 Carried

**BOARD OF VARIANCE APPOINTMENT**

D. Arbour/B. Price: THAT the report dated October 1, 2019 concerning the proposed reappointment of Mr. Joe Schommer to the Board of Variance, be received.  
208 and 213 Carried

K. Grant/B. Price: THAT the Comox Valley Regional District Board appoint Joe Schommer to the Board of Variance for a three-year term, effective January 1, 2020 and expiring December 31, 2022;

AND FURTHER THAT the board rise and report on this resolution.  
208 and 213 Carried

**LEGAL ACTION STATUS REPORT**

K. Grant/D. Frisch: THAT the report dated October 1, 2019 providing a status report of existing legal actions involving the Comox Valley Regional District, be received.  
208 Carried

**SUMMARY OF ACTIVE INSURANCE CLAIMS**

D. Hillian/K. Grant: THAT the report dated October 3, 2019 providing a summary of all the current active insurance claims involving the Comox Valley Regional District (CVRD), be received.  
208 Carried

**NEW BUSINESS:**

**DIRECTOR ARBOUR - APC LEAVE OF ABSENCE**

E. Grieve/J. Ketler: THAT the correspondence dated October 16, 2019 from Director Arbour requesting the board's consideration of granting a leave of absence to Electoral Area A Advisory Planning Commission member, Lindsay Clement, be received.

208 and 213

Carried

K. Grant/E. Grieve: THAT the board grant a leave of absence to Electoral Area A Advisory Planning Commission member, Lindsay Clement, from December 1, 2019 until June 30, 2020;

AND FURTHER THAT the board rise and report on this resolution.

208 and 213

Carried

**ADDENDUM - UPON APPROVAL OF BOARD:**

E. Grieve/K. Grant: THAT the addendum be considered.

208

Carried

**DIRECTOR WELLS – KFN RELATIONSHIP**

D. Arbour/W. Morin: THAT the correspondence dated October 25, 2019 from Chair Wells requesting the board's consideration of actions to enhance engagement and participation with K'ómoks First Nation, be received.

208

Carried

[REDACTED]

[REDACTED]

Carried S. 16

K. Grant/J. Ketler: THAT staff be directed to develop a report that:

- a) Describes the various initiatives that the CVRD is currently pursuing with K'ómoks First Nation;
- b) Identifies further opportunities, both short and longer term, for improving relations; and
- c) Presents a draft CVRD and KFN engagement policy that acts as a framework for aligning the CVRD's activities and intent with respect to its relationship with K'ómoks First Nation;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**ADJOURN TO RESTRICTED IN-CAMERA:**

D. Frisch/K. Grant: THAT the board adjourn to restricted in-camera.

208

Carried

Time: 5:35 pm.

Confirmed this 26th day of November, 2019:

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Bob Wells  
Chair

Certified Correct and Recorded By:

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James Warren  
General Manager of Corporate Services



Tuesday, October 29, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, October 29, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:37 pm.

## MINUTES

**Present:**

<b>Chair:</b>	B. Wells	City of Courtenay
<b>Directors:</b>	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')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	D. Hillian	City of Courtenay
<b>Alt. Directors:</b>	B. Price	Lazo North (Area B)
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Warren	General Manager of Corporate Services

**ADJOURN TO RESTRICTED IN-CAMERA:**

The Board adjourned to the restricted in-camera session from its in-camera session at 5:37 pm.

**NEW BUSINESS:**

**BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS**

The Board and Chief Administrative Officer continued their discussions regarding relations.

**RISE AND REPORT:**

D. Hillian/E. Grieve: THAT the Board rise.  
208

Carried

Time: 5:49 pm

Confirmed this 17th day of December, 2019:

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Bob Wells  
Chair

Certified Correct:

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James Warren  
General Manager of Corporate Services

Tuesday, November 26, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, November 26, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:16 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
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	W. Morin	City of Courtenay
	M. Swift	Town of Comox
	D. Hillian	City of Courtenay
<b>Alt. Director:</b>	C. Scoville	Puntledge/Black Creek (Area C)
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Martens	Manager of Legislative Services
	M. Rutten	General Manager of Engineering Services
	S. Smith	General Manager of Planning and Development Services
	D. DeMarzo	General Manager of Community Services
	J. Warren	General Manager of Corporate Services

### ATTENDANCE:

Also in attendance at the in-camera portion of the meeting was K. Douville, 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)(e) The acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure might reasonably be expected to harm the interests of 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 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 5:16 pm.

**ADOPTION OF MINUTES:**

K. Grant/D. Arbour: THAT the Comox Valley Regional District Board in-camera minutes dated October 29, 2019 be adopted.

208

Carried

**REPORTS:**

**3100 HAMM ROAD - PROPERTY ACQUISITION RESULT**

D. Arbour/K. Grant: THAT the report dated November 19, 2019 informing the board that the portion of 3100 Hamm Road has effectively been sold and is no longer available for purchase, be received.

209

Carried

**MERVILLE FIRE HALL PROPERTY**

D. Arbour/K. Grant: THAT the report dated November 19, 2019 recommending that the CVRD enter into a Memorandum of Understanding (MOU) with Mountaineer Avian Rescue Society (MARS), be received.

209

Carried

D. Arbour/K. Grant: THAT the Comox Valley Regional District (CVRD) sign the Memorandum of Understanding (MOU) with Mountaineer Avian Rescue Society that includes \$1,600 month lease payments to secure further advancement towards a lease agreement for construction of an auxiliary fire hall in the Merville Fire Protection Area

209

Carried

D. Arbour/K. Grant: THAT a lease agreement be prepared by CVRD solicitors in accordance with the MOU and presented to the board for approval with a process for financing a new Auxiliary Fire Hall.

209

Carried

**ELECTORAL AREAS SERVICES COMMITTEE - NOVEMBER 4, 2019**

D. Arbour/K. Grant: THAT the Electoral Areas Services Committee in-camera minutes dated November 4, 2019 be received.

208

Carried

**SEWAGE COMMISSION - NOVEMBER 5, 2019**

D. Arbour/D. Frisch: THAT the Sewage Commission in-camera minutes dated November 5, 2019 be received.

208

Carried

**COMOX VALLEY WATER COMMITTEE - NOVEMBER 5, 2019**

D. Frisch/D. Hillian: THAT the Comox Valley Water Committee in-camera minutes dated November 5, 2019 be received.

208

Carried

D. Hillian/D. Frisch: THAT staff be directed to develop a Land Acquisition Policy;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**COMMITTEE OF THE WHOLE - NOVEMBER 19, 2019**

D. Hillian/K. Grant: THAT the Committee of the Whole in-camera minutes dated November 19, 2019 be received.

208

Carried

D. Hillian/K. Grant: THAT staff develop recommendations for a procedure regarding access to in-camera documents by alternate directors;

AND FURTHER THAT the board rise and report on this resolution.

208

Carried

**NEW BUSINESS:**

**DIRECTOR HAMIR - ADVISORY PLANNING COMMISSION APPOINTMENT**

K. Grant/D. Arbour: THAT the correspondence dated November 19, 2019 from Director Hamir regarding an appointment to the Electoral Area B (Lazo North) Advisory Planning Commission, be received.

208 and 213

Carried

D. Arbour/K. Grant: THAT the Board, under Section 3 of Bylaw No. 36 being the "Advisory Planning Commission Bylaw 2009", appoint George Alastair Gibson to the Electoral Area 'B' Advisory Planning Commission for the remainder of the 2018-2022 term;

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

208 and 213

Carried

**RISE AND REPORT:**

A. Hamir/D. Frisch: THAT the board rise and report from its in-camera session.

208

Carried

Time: 5:27 pm.

Confirmed this 17th day of December, 2019 :

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Jesse Ketler  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, December 17, 2019

Minutes of the in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 17, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 5:05 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
	K. Grant	Town of Comox
	D. Frisch	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area C)
	W. Morin	City of Courtenay
	M. Swift	Town of Comox
	D. Hillian	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial Officer
	J. Martens	Manager of Legislative Services
	M. Rutten	General Manager of Engineering Services
	S. Smith	General Manager of Planning and Development Services
	D. DeMarzo	Acting General Manager of Community Services

### **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)(e) The acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure might reasonably be expected to harm the interests of 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 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 5:05 pm.

### **ADOPTION OF MINUTES:**

K. Grant/W. Morin: THAT the Comox Valley Regional District Board in-camera minutes dated November 26, 2019 be adopted.

208

Carried

**REPORTS:**

**ELECTORAL AREAS SERVICES COMMITTEE - DECEMBER 9, 2019**

A. Hamir/D. Arbour: THAT the Electoral Areas Services Committee in-camera minutes dated December 9, 2019 be received.

208

Carried

[REDACTED]

[REDACTED]

S. 12(3)(b)

**SEWAGE COMMISSION - DECEMBER 10, 2019**

K. Grant/D. Frisch: THAT the Sewage Commission in-camera minutes dated December 10, 2019 be received.

208

Carried

**COMMITTEE OF THE WHOLE - DECEMBER 10, 2019**

D. Frisch/K. Grant: THAT the Committee of the Whole in-camera minutes dated December 10, 2019 be received.

208

Carried

D. Arbour/W. Cole-Hamilton: THAT the appointment of an advisor and liaison between the board and the Ministry of Indigenous Relations and Reconciliation for the K'ómoks First Nation treaty negotiation process for the remainder of the 2018-2022 term of office be deferred to the January 2020 board meeting.

208

Carried

The meeting recessed at 5:11 pm and reconvened at 5:41 pm.

**ADJOURN TO RESTRICTED IN-CAMERA:**

D. Frisch/K. Grant: THAT the board adjourn to a restricted in-camera session.

208

Carried

Time: 5:41 pm.

**RISE AND REPORT:**

K. Grant/E. Grieve: THAT the board rise from its restricted in-camera session.

208

Carried



Time: 6:08 pm.

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_:

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Jesse Ketler  
Chair

Certified Correct and Recorded By:

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Jake Martens  
Manager of Legislative Services

Tuesday, December 17, 2019

Minutes of the restricted in-camera meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 17, 2019 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 5:41 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
	K. Grant	Town of Comox
	W. Morin	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area 'C')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	D. Hillian	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer

### ADJOURN TO RESTRICTED IN-CAMERA SESSION:

At the in-camera portion of the meeting the Board adopted a resolution to adjourn to a restricted in-camera portion.

### ADOPTION OF MINUTES:

D. Frisch/D. Arbour: THAT the Comox Valley Regional District Board restricted in-camera minutes dated October 1, 2019 be adopted.

208

Carried

D. Frisch/D. Arbour: THAT the Comox Valley Regional District Board restricted in-camera minutes dated October 29, 2019 be adopted.

208

Carried

### NEW BUSINESS:

#### **BOARD AND CHIEF ADMINISTRATIVE OFFICER RELATIONS**

The CVRD Board and the Chief Administrative Officer continued their discussions regarding relations.

D. Frisch/M. Swift: THAT the verbal updated on relations by the Chief Administrative Officer be received.

208

Carried

### RISE AND REPORT:

D. Frisch/M. Swift: THAT the Board rise.  
208

Carried

Time: 6:10 pm

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_:

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Jesse Ketler  
Chair

Certified Correct:

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James Warren  
Corporate Legislative Officer