

**CORPORATION OF THE CITY OF COURTENAY
COUNCIL MEETING AGENDA**

DATE: January 19, 2015
PLACE: City Hall Council Chambers
TIME: 4:00 p.m.

1.00 ADOPTION OF MINUTES

1. Adopt January 12, 2015 Regular Council meeting minutes

2.00 INTRODUCTION OF LATE ITEMS

3.00 DELEGATIONS

Pg#

1

1. John Watson, CVED Exe. Dir. & Paris Gaudet, Exe. Dir., Innovation Island Technology Assoc. re: Emerging Technologies Panel Discussion
2. Emily Priestley and Kathleen Johnson, Courtenay & District SPCA re: Low Income Spay and Neuter Program

7

3. Representatives from Project Watershed re: Airpark Lagoon Breach Project

4.00 STAFF REPORTS/PRESENTATIONS

Pg #

(a) CAO and Legislative Services

(b) Community Services

(c) Development Services

(d) Engineering and Operations

(e) Financial Services

5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES

8.00 RESOLUTIONS OF COUNCIL

9.00 UNFINISHED BUSINESS

10.00 NOTICE OF MOTION

11.00 NEW BUSINESS

9

1. 2015 Comox Valley Water Committee Voting Structure

21

2. The Alberni Project re: request for annual 5 year operations grant

12.00 BYLAWS

13.00 ADJOURNMENT

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Emerging Technologies Panel Discussion

*Featuring Special Guest
Minister of Advanced Education, Andrew Wilkinson*

Friday, January 23, 2015
11:30 Registration
11:45 am – 2:30 pm Lunch and Speakers
North Island College, Trades Building
2300 Ryan Road | Courtenay, BC

RSVP by Monday, January 19
[Click Here to Register](#)

Innovation Island Technology Association (IITA) and Comox Valley Economic Development (CVEDS) is pleased to be hosting an Emerging Technologies Panel Discussion, featuring special guest, Andrew Wilkinson, Minister of Advanced Education.

This event is the first in a series of technology specific sector meetings, seminars and regional collaboration activities to develop the local technology ecosystem, promote innovation and foster broader community engagement of the sector, as part of a new partnership between CVEDS and IITA.

Moderator:

- Andrew Wilkinson, Minister of Advanced Education

Panel Speakers:

- Bioenergy Technology; Michael Weedon, MBA, Executive Director, [BC Bioenergy Network](#)
- Aerospace; Mark Sylvester, President [ASAP Geomatix](#) and , and President [VI Aerospace Alliance](#)
- Aquaculture; Brian Kingzett, M.Sc, Manager, [Centre for Shellfish Research](#)
- Green Technology; Elmer K. Sum, M.Sc., P.Eng., Managing Director, [Global Cleantech Cluster Association](#)
- Renewable Energy; Paul Manson, President, [Sea Breeze Power Corporation](#)
- Graham Truax, Regional Tech Advisor, [Innovation Island Technology Association](#)
- Gaming; Alex Pepper, Founder and Senior Software Developer, [Steelhead Games](#)





Emerging Technologies Panel Discussion

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Emerging Technologies Panelist Bios;

Michael Weedon
Executive Director
BC Bioenergy Network



Michael Weedon has held senior finance and general management positions in numerous industries, bringing over 25 years' experience with large corporations including BF Goodrich, Sherritt, and the Loewen Group. He received a BA from the University of Toronto and an MBA from the University of Western Ontario. He also has served as a consultant in the environment sector and has evaluated a number of alternative energy technologies — including many in the bioenergy sector.

In addition to his duties as Executive Director, Michael is a BCBN Board Member.

Paul B. Manson

Director, President and CEO
Sea Breeze Power Corporation



Mr. Manson was appointed President of Sea Breeze Power Corp. in 2003, following the company's acquisition of Sea Breeze Energy Inc., a wind development firm that he co-founded in 2001. Sea Breeze Energy Inc. became the first company in British Columbia to pursue wind energy as a commercial opportunity, and the first company in British Columbia to achieve a full environmental permit for a wind farm.

Under Mr. Manson's leadership, Sea Breeze Power Corp. pursues opportunities to develop renewable energy projects which seek to unlock British Columbia's stranded resources, providing clean reliable energy with low environmental impact and no greenhouse gas emissions.

Originally from New York City, Mr. Manson attended Carleton College in Minnesota and immigrated to Canada in 1970 where he was actively involved in British Columbia's fishing industry for 16 years. Since 1988, Mr. Manson has held executive management positions with several development companies in the natural resource industries.

In addition to his duties with Sea Breeze Power Corp., Mr. Manson serves as a director of the Clean Technology Community Gateway, a federally incorporated non-profit corporation dedicated to assisting off-grid communities develop strategies for transitioning to locally available renewable energy resources. He also serves as co-chairman of the Renewable Energy and Transmission Committee of the Pacific Northwest Economic Region ("PNWER"), a bi-national public and private sector forum which addresses issues impacting the regional economy of Washington, Oregon, Idaho, Montana, Alaska, British Columbia, Alberta, Saskatchewan, the Yukon, and the Northwest Territories, and was recently appointed co-chair of the Wind Task Force (Canada Committee) of the International Green Economy Association, headquartered in Shanghai, PRC.

Brian Kingzett
M.Sc., Manager
Centre for Shellfish Research



As Manager of the Deep Bay Field Station, Brian is responsible for overseeing development and operations of this facility.

During Brian's twenty years experience in the aquaculture field, he has amassed a unique blend of aquaculture expertise and has become established as a leading expert in the Canadian shellfish culture industry. His career has specializing in bringing together interdisciplinary combinations of business development, sound science, responsible aquaculture production practices, strategic market-based development approaches and working with First Nations.

Brian formed Kingzett Professional Services in 1990 to provide project-consulting services in the aquaculture industry and co-founded the Blue Revolution Consulting Group in 2004 to reflect expanding roles and increasing commitment to supporting the sustainable development of marine aquaculture and other resources in an ecologically and economically sound manner. Brian joined the Centre for Shellfish Research in 2006 to oversee the development of the Deep Bay Field Station.

Direct industry experience includes 10 years as the owner | operator of a shellfish culture enterprise on the West Coast of Vancouver Island. During this time Brian has held positions as President of the BC Shellfish Growers Association (BCSGA), board member of the Canadian Aquaculture Industry Alliance and the Canadian Aquaculture Sector Council in Ottawa and President of a local marketing cooperative.

Brian has received environmental assessment training from the Canadian Environmental Assessment Agency, is HACCP certified and is accredited as an Independent Certifier with the Aquaculture Certification Council Inc. Brian has been a regular contributor to Northern Aquaculture Magazine.

Elmer K. Sum

M.Sc., P.Eng, Managing Director

Global Cleantech Cluster Association

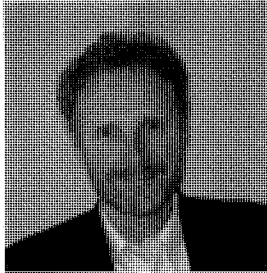


Elmer K. Sum, Co-Founder of the GreenTech Exchange and PowerHaus Network, has engaged in the innovation process throughout his career in business, industry, investment and academia across the US, Canada and the Asia Pacific region. He is well versed with key aspects of an innovation based economy and has cultivated extensive business networks in North America, Asia and Europe. His passion and focus center on connecting management, research, talent and new ideas with business, industry, commerce, and investment. Presently, Elmer serves as a senior member of the SFU Innovation Office.

Elmer led the launch of GreenTech Exchange (GTEx) in March 2009 at Simon Fraser University, Vancouver Campus. GTEx is a pathfinder organization engaging solution providers with industries and investors. It aims to advance knowledge, ideas, people, products and solutions for the green economy. It has delivered over eighty educational forums and networking events in Vancouver and on Vancouver Island to thousands of participants. The forums and events, with timely topics and insightful speakers, are platforms to engage and enable people in the community to discover their passion, to cultivate interest, to connect with others, to exchange ideas, to collaborate on projects, and to build and grow businesses in the clean technology space. GTEx participants span several groups including: business, entrepreneur & SME, industry, investment, service provider, government & agency, as well as academia.

An alumnus of the University of California, Elmer holds a B.Sc. at UC Berkeley and a M.Sc. from UCLA in Engineering & Science. He is a graduate of the Technology Management Program at the MIT Sloan School of Management. A long standing member of the Professional Engineer Associations in Ontario and British Columbia, Elmer is an advisor to several Cleantech and environmental organizations including the Global Cleantech Cluster Association (GCCA) that has 50+ clusters and over 10,000 member companies globally.

Graham Truax
Regional Technology Advisor
Innovation Island



Graham has over 25 years experience working as an entrepreneur and executive with startups and small-medium-sized businesses. He has led and participated in numerous product development and project financing ventures from bootstrapping stages through to mass market commercialization. Graham is a business and technology advisor in the areas of product conceptualization, market research, strategic planning and risk/opportunity assessment. He has expertise in retail, manufacturing and media-advertising industries. As an ardent information junky and technology advocate, Graham's enthusiasm for new concepts and ideas is infectious. In working with IT/systems since 1982 Graham consistently challenges himself and others to drive for creative solutions and to capitalize on the Internet of Things – keeping clients informed, engaged and inspired.

Mark Sylvester
President
VI Aerospace Alliance
ASAP Geomatix
ASAP Avionics

Ward, John

From: Estuary PW <estuary.projectwatershed@gmail.com>
Sent: January-06-15 10:27 AM
To: Ward, John
Subject: request for delegation status

Delegation

Hi John,

I'd like to request that Project Watershed be given delegation status for the City of Courtenay Council meeting on Jan. 19th. We will be presenting a request to the City for in-kind and financial support for the Airpark Lagoon Breach project. A briefing note has already been prepared for Council by City Staff.

Let me know if you have any questions.

Thanks,

Jennifer Sutherst
Acting Estuary Coordinator



250-703-2871

600 Comox Road, Courtenay, BC V9N 3P6
 Tel: 250-334-6000 Fax: 250-334-4358
 Toll free: 1-800-331-6007
 www.comoxvalleyrd.ca



New Bus

File: 0540-20/CV Water

January 9, 2015

Sent via email only: jward@courtenay.ca

John Ward
 Director of Legislative Services
 City of Courtenay
 830 Cliffe Avenue
 Courtenay, BC V9N 2J7

Dear John:

Re: 2015 Comox Valley water committee voting structure

The Comox Valley Regional District (CVRD) operates the Comox Valley water supply system under Bylaw No. 1783 being "Water Local Service Establishment Bylaw, 1995" (attached as appendix 'A') and includes the Town of Comox, City of Courtenay and Electoral Areas 'A', 'B' and 'C' as participants. The bylaw, including subsequent policy direction by the committee, requires annual reporting based on the previous year's water consumption to determine the assignment of weighted votes for water supply system decisions.

The bylaw and subsequent policy direction in March 2012 require that the per cent of water consumption in 2014 be compared against the percent of water consumption in 1995 and that if any participant's relative amount of consumption increases by 4.17% or more, then that participant shall receive an additional vote. Any increase in votes shall be added to the original 1995 assignment of votes. Table 1 below illustrates the consumption values and resulting votes for 2015.

Participant	2014 consumption	2013%	1995%	% change	baseline	2015 votes
City of Courtenay	4,739,429	60.78%	51.69%	9.09%	6	7
Town of Comox	2,377,421	30.49%	30.48%	0.01%	3	3
Electoral Area 'A'	31,723	0.41%	2.74%	-2.33%	1	1
Electoral Area 'B'	460,102	5.90%	12.52%	-6.62%	1	1
Electoral Area 'C'	189,068	2.42%	0.44%	1.98%	1	1
						13

At this time, the City of Courtenay and the Town of Comox are both required to adopt resolutions that assign whole votes for the water committee to the City of Courtenay and Town of Comox regional district directors. That is, three City of Courtenay directors are to receive two votes each and one City of Courtenay directors must be assigned one vote for 2015. Further, one Town of Comox director must be assigned two water committee votes and the other Town of Comox director must be assigned one water committee vote for 2015. Please have your councils consider the vote assignments as soon as possible and provide the results to me at your earliest convenience. The results of the council voting assignments will enable the water committee to conduct its first meeting, scheduled for Tuesday, February 3rd, 2015.

If you have any questions, please contact me.

Table 2 shows the historic consumption and per cent consumption values.

	City of Courtenay		Town of Comox		Area A		Area B		Area C		Total m3
	m3	%	m3	%	m3	%	m3	%	m3	%	
1995		51.69		30.48		2.74		12.52		0.44	
2000	4,326,535	54.46	2,428,098	30.56	50,439	0.63	797,858	10.04	341,928	4.30	7,944,858
2001	4,353,645	54.49	2,450,856	30.67	42,674	0.53	810,983	10.15	331,981	4.15	7,990,139
2002	4,643,105	54.44	2,569,743	30.13	46,908	0.55	956,084	11.21	313,008	3.67	8,528,848
2003	5,282,535	57.74	2,596,438	28.38	53,064	0.58	806,926	8.82	409,867	4.48	9,148,830
2004	5,284,562	57.62	2,639,371	28.78	54,608	0.60	806,965	8.80	385,201	4.20	9,170,707
2005	4,715,895	58.90	2,263,918	28.28	37,989	0.47	675,725	8.44	312,430	3.90	8,005,957
2006	5,297,371	57.23	2,719,867	29.39	47,147	0.51	789,429	8.53	402,014	4.34	9,255,828
2007	4,643,588	57.62	2,499,919	31.02	37,705	0.47	478,999	5.94	399,062	4.95	8,059,273
2008	4,757,131	58.40	2,531,740	31.08	39,485	0.48	557,952	6.85	258,883	3.18	8,145,191
2009	4,796,412	57.12	2,636,103	31.40	42,318	0.50	627,979	7.48	293,602	3.50	8,396,414
2010	4,667,929	59.30	2,348,114	29.83	42,012	0.53	548,175	6.96	265,720	3.38	7,871,950
2011	4,688,793	60.52	2,326,610	30.03	44,433	0.57	457,186	5.90	230,190	2.97	7,747,212
2012	4,850,901	60.39	2,439,895	30.37	48,683	0.61	458,181	5.70	235,253	2.93	8,032,913
2013	4,548,999	60.03	2,339,562	30.87	30,863	0.41	454,297	6.00	203,816	2.69	7,577,537
2014	4,739,429	60.78	2,377,421	30.49	31,723	0.41	460,102	5.90	189,068	2.42	7,797,743

Sincerely,

J. Warren

James Warren
Corporate Legislative Officer

Enclosure: Appendix 'A' – Bylaw No. 1783 being "Water Local Service Establishment Bylaw, 1995"



Water Local Service
Establishment
(Comox Valley)

The following is a consolidated copy of the Comox Valley water local service establishment bylaw and includes the following bylaws:

Bylaw No.	Bylaw Name	Adopted	Purpose
1783	Water Local Service Establishment Bylaw, 1995	December 12, 1996	A bylaw to convert the water supply service to a local service for that portion of the regional district located within the boundaries of the City of Courtenay, the Town of Comox and Electoral Areas 'A', 'B' and 'C' of the regional district.
2640	Water Local Service Establishment Bylaw 1995, Amendment Bylaw No. 1, 2004	May 31, 2004	Amends Bylaw No. 1783 to allow for the supply of water from a bulk water dispensing system and to allow the sale of water to the Sandwick waterworks district in the event of an emergency
2670	Water Local Service Establishment Bylaw 1995, Amendment Bylaw No. 2, 2004	August 30, 2004	Amends Bylaw No. 1783 to allow for the supply of water from the Comox Valley water supply system, by agreement, to the Comox Indian Band and to allow the redistribution of water supply by the Town of Comox to HMCS Quadra

The following actions are the result of committee and board resolutions and meant to apply as policy directives for the Comox Valley water supply system and Comox Valley water committee:

Date	Action
May 3, 2011	<p>At its May 3, 2011 the CVRD board endorsed the following statement from a service review that concluded in April 2011 and relates to this Bylaw No. 1783:</p> <p>"Following a full review of the concerns expressed at the outset of the Comox Valley water supply system service review, including receipt of the CVRD administrative and corporate staffing review by Performance Concepts, the service review members feel that those concerns have been addressed and that there will be an annual performance monitoring report. In addition, the service review members:</p> <ul style="list-style-type: none"> - support that voting on all issues at the Comox Valley water committee including the selection of the chair and vice-chair will be done using the weighted method; - acknowledge that the allocation of votes to committee members remains unresolved; and - recognize that where a decision has been made and that one or more parties may want to revisit that decision, that the parties be sensitive to such a request. <p>The service review members hereby conclude the Comox Valley water supply system service review and extend their appreciation to all staff at the Comox Valley local governments for their assistance through the process."</p>
May 2011	<p>THAT the Comox Valley water committee authorize its chair to cancel committee meetings where no reports are available for the committee's consideration and/or no committee business is required;</p> <p>AND FURTHER THAT the monthly meeting requirement in section 13(d) of Bylaw No. 1783 being "Water Local Service Establishment Bylaw 1995" be waived in such instances.</p>
May 2011	<p>THAT the Comox Valley water committee approve the non-voting members on the committee as being the administrators for the Comox Valley Regional District, City of Courtenay and the Town of Comox, the general manager of property services at the CVRD and the senior manager for operations City of Courtenay and the Town of Comox in accordance with section 13(b) of Bylaw No. 1783 being "Water Local Service Establishment Bylaw 1995.</p>
June 2011	<p>THAT the Comox Valley water committee approve that all references to 'secretary' in Bylaw No. 1783 being "Water Local Service Establishment Bylaw 1995" be interpreted as 'corporate legislative officer or deputy corporate officer'.</p>
January 24, 2012	<p>The Comox Valley water committee defeated a proposal to divide evenly the assignment of votes to committee members at its January 24, 2012 meeting. Council resolutions required to divide weighted votes amongst committee members where equal division is not possible,</p>

Date	Action
March 13, 2012	<p>WHEREAS the Regional District of Comox-Strathcona enacted Bylaw 1783 in 1995 thereby establishing a "Water Local Service" for various areas in the Comox Valley;</p> <p>AND WHEREAS all policy related to the administration and operation of this local water service has been delegated to a standing committee of the regional board known as the "Water Committee";</p> <p>AND WHEREAS for the purpose of voting on all matters related to the water local service, a voting structure was assigned to each participant from January 1, 1997 based on the percentage of the water consumed by each of the participants relative to the total of water provided by the water local service;</p> <p>AND WHEREAS the solicitor for the regional district has "interpreted Section 15(d) of the bylaw...as meaning that when a participant's water consumption exceeds the base 1995 level by at least .50 of 8.33 per cent (or 4.17 per cent)-being one half of one vote – that particular participant is then entitled to an additional vote";</p> <p>AND WHEREAS the solicitor for the regional district has further advised "that there is no explicit indication in bylaw 1783 that the number of votes was inalterably fixed at twelve" and it was his "opinion Courtenay is therefore entitled to an additional vote in accordance with Section 15(d) of the bylaw";</p> <p>AND WHEREAS it is the opinion of the solicitor for the regional district "that Courtenay is now entitled (i.e. 2010) to a 7th vote at the water committee and at the board in connection with the Comox Valley service in accordance with bylaw 1783; and, "must be added to the total in order to give effect to Section 15(d) of the bylaw, creating a new voting structure that involves thirteen votes;</p> <p>AND WHEREAS based on the historical development of bylaw 1783 in 1995, the Town of Comox should have been assigned four votes based on consumption and to correct that action, the Town of Comox be awarded an additional vote;</p> <p>THEREFORE to give effect to the advice from the regional district solicitor, that the water committee determine the voting structure not be limited to twelve votes; and that for determining each participant's voting entitlement henceforth, the corporate officer interpret Section 15(d) of the bylaw as meaning when a participant's water consumption exceeds the base 1995 level by at least 0.50 per cent of 8.33 per cent (or 4.17 per cent)-being one half of one vote – that particular participant will be entitled to an additional vote;</p> <p>FURTHERMORE the water committee agree that there be an increase in the number of votes commencing in January 2012, as follows: - City of Courtenay 7 votes; Town of Comox 4 votes; Electoral Area A 1 vote; Electoral Area B 1 vote; Electoral Area C 1 vote</p> <p>AND FURTHERMORE the water committee adopt a dispute resolution process that will assure fairness and equity when resolving differences.</p>

Date	Action																														
December 2012	<p>Comox Valley water committee resolution dated December 11, 2012: THAT the Comox Valley water committee approve that the corporate officer shall:</p> <ul style="list-style-type: none"> a) report the percentage of water consumed by the participants in the Comox Valley water supply system as early in each year as possible; and, b) apply weighted votes, in accordance with Bylaw No. 1783 being "Water Local Service Establishment Bylaw 1995" and subsequent policy direction approved by the committee on or before January 20 in each year; <p>AND FURTHER THAT the Comox Valley water committee chair and vice-chair selection shall occur at the first meeting of the water committee in each year, rather than in January as required under section 13(g) of Bylaw No. 1783.</p>																														
February 2013	<p>Following council resolutions on weighted vote assignments, Comox Valley water committee weighted votes for 2013 are as follows:</p> <table border="1" data-bbox="316 745 1307 1100"> <tbody> <tr><td>City of Courtenay</td><td>Director Ambler</td><td>2 votes</td></tr> <tr><td>City of Courtenay</td><td>Director Theos</td><td>2 votes</td></tr> <tr><td>City of Courtenay</td><td>Director Winchester</td><td>2 votes</td></tr> <tr><td>City of Courtenay</td><td>Director Anglin</td><td>1 vote</td></tr> <tr><td>Town of Comox</td><td>Director Fletcher</td><td>2 votes</td></tr> <tr><td>Town of Comox</td><td>Director Grant</td><td>1 votes</td></tr> <tr><td>Electoral Area A</td><td>Director Jolliffe</td><td>1 vote</td></tr> <tr><td>Electoral Area B</td><td>Director Gillis</td><td>1 vote</td></tr> <tr><td>Electoral Area C</td><td>Director Grieve</td><td>1 vote</td></tr> <tr><td>Totals</td><td></td><td>13 votes</td></tr> </tbody> </table>	City of Courtenay	Director Ambler	2 votes	City of Courtenay	Director Theos	2 votes	City of Courtenay	Director Winchester	2 votes	City of Courtenay	Director Anglin	1 vote	Town of Comox	Director Fletcher	2 votes	Town of Comox	Director Grant	1 votes	Electoral Area A	Director Jolliffe	1 vote	Electoral Area B	Director Gillis	1 vote	Electoral Area C	Director Grieve	1 vote	Totals		13 votes
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This bylaw may not be complete due to pending updates or revisions and therefore is provided for reference purposes only. **THIS BYLAW SHOULD NOT BE USED FOR ANY LEGAL PURPOSES.** Please contact the corporate legislative officer at the Comox Valley Regional District to view the complete bylaw when required.

REGIONAL DISTRICT OF COMOX-STRATHCONA

BYLAW NO. 1783

A bylaw to convert the water supply service to a local service for that portion of the regional district located within the boundaries of the City of Courtenay, the Town of Comox and Electoral Areas 'A', 'B' and 'C' of the regional district.

WHEREAS by supplementary Letters Patent dated the 17th day of February, 1967, the Regional District under Division VI Water Supply was empowered to design, construct, reconstruct, purchase, maintain and operate facilities for the purpose of supplying water in bulk to the City of Courtenay and to the Town of Comox, for redistribution by them within their municipalities, and to individual customers not within the boundaries of a municipality or improvement district having water supply as an object, which Letters Patent were further amended on the 9th day of March, 1977 to provide for the establishment of debt limit by the Inspector and on the 14th day of July, 1977 to renumber subsections;

AND WHEREAS a recommendation was made by Order in Council approved the 6th day of April, 1978 for the alteration of the basis for apportionment of costs;

AND WHEREAS the Board of the Regional District now wishes to exercise the power granted to it by the Letters Patent in accordance with Part 24 of the *Municipal Act* subject to all the terms and conditions contained in the Letters Patent except where the powers are herein amended;

AND WHEREAS the Board of the Regional District wishes to proceed to convert the service to a local service exercised under the authority of a bylaw for a portion of the Regional District under sections 767(4), 794 and 802 of the *Municipal Act*.

NOW THEREFORE the Regional Board of the Regional District of Comox-Strathcona in open meeting assembled enacts as follows:

Local Service

2670

1. The service hereby established is to design, construct, reconstruct, purchase, maintain and operate facilities for the supply, treatment, conveyance, storage and distribution of water,
 - (a) in bulk to the City of Courtenay and the Town of Comox for redistribution by those municipalities, including redistribution by the Town of Comox to HMCS Quadra;
 - (b) in bulk to water service areas in that part of the Regional District not within the boundaries of the City of Courtenay and the Town of Comox located within a participating area for this service;
 - (c) in bulk to the Comox Indian Band;
 - (d) in bulk to the Sandwich Waterworks District in the event of an emergency;
 - (e) in bulk from the bulk water dispensing system; and
 - (f) the service shall be known as "The Comox Valley Water System".

Boundaries

2. The boundaries of the local service area shall be the boundaries of the participating areas.

Participating Areas

3. The participating areas for the service shall be the City of Courtenay, the Town of Comox and Electoral Areas 'A', 'B' and 'C' of the Regional District.

Cost Recovery

4. The annual costs for the local service may be recovered by:
 - (a) the imposition of fees and other charges that may be fixed by separate bylaw for the purpose of recovering these costs.

Apportionment

5. The annual debt costs and operating costs of operating and maintaining the water service shall be apportioned among the participating areas on the basis of the volume of water supplied by the local service consumed within each participating area each year as a percentage of the total water supplied in that year by the water service.

Metering

6. Water supplied from the local service shall be metered at the point of delivery from the facility of the local service to the City of Courtenay, to the Town of Comox and to each local service area within each participating Electoral Area that receives water from the local service authorized by this Bylaw.
7. The Regional District is authorized to sell water in bulk to the City of Courtenay and to the Town of Comox at a rate sufficient to meet the cost of such supply.
8. The Regional District is authorized to sell water in bulk to water local service areas created in the participating Electoral Areas at a rate sufficient to meet the cost of the Regional District providing such water service.

Local Service Areas Within Electoral Areas

9. The existing Specified Areas of Comox Valley, Arden and Marsden/Camco Road as defined in the bylaws converting those specified areas to local service areas will continue to be entitled to receive water in bulk as local service areas within the participating Electoral Areas as shown on Schedule 'A' attached hereto and forming part of this Bylaw.
10. No new water local service area may obtain water from the water local service area created by this Bylaw unless approved by a majority of the weighted votes of the Water Committee created by this Bylaw.
11. Notwithstanding section 10, if a water supply is required by the Medical Health Officer as a result of a failure of the water supply of persons outside municipal boundaries located within one of the participating Electoral Areas to supply potable water, the water local service area to be created for the purpose of obtaining water under this section shall be restricted to the area specified by the Medical Health Officer if supply to the new local service area is approved by the Water Committee.

Water Committee

12. The local service created by this Bylaw shall be operated by a standing committee of the Regional Board to be known as the Water Committee.
13. The Water Committee:
 - (a) shall consist of the Regional Board members of the participating Municipalities and Electoral Areas as voting members;

- (b) shall consist of the Administrators of the Regional District, the City of Courtenay and the Town of Comox and the Engineer of the City of Courtenay, the Supervisor of Field Services of the Regional District and the Superintendent of Works of the Town of Comox as non-voting members;
- (c) shall have the exclusive authority to approve or refuse the connection of any municipality or local service area under the Municipal Act, to the water system other than the City of Courtenay, the Town of Comox, the Arden Local Service Area, the Comox Valley Local Service Area and the Marsden/Camco Road Local Service Area which are more particularly shown on the map annexed hereto as Schedule 'A'.
- (d) shall meet at least monthly to conduct its business;
- (e) shall conduct their meetings in accordance with the Procedure Bylaw of the Regional District as applicable;
- (f) where a member of the Regional Board cannot attend then his/her Alternate may attend as provided for attendance at the Regional Board;
- (g) shall, on adoption of this Bylaw, then in January of each year, select from amongst their voting members, a Chairman and Vice-Chairman who shall be responsible for preparing the agenda for each meeting and chairing the meeting;
- (h) shall determine all policy related to the administration and operation of this local water service.

Voting

14. For the purpose of voting on all matters related to the water local service including the creation or expansion of local service areas and notwithstanding the provisions of Part 24 of the *Municipal Act* and the Letters Patent of the Regional District, votes at the Water Committee and at the Regional Board under section 781(4) of the Municipal Act shall be as follows:
- (a) City of Courtenay 6 votes
 - (b) Town of Comox 3 votes
 - (c) Electoral Area 'A' 1 vote
 - (d) Electoral Area 'B' 1 vote
 - (e) Electoral Area 'C' 1 vote
15. The number of votes assigned to each participant from January 1, 1997 will be determined as follows:
- (a) The percentage of the water consumed by each of Courtenay and Comox and through the water local service areas by each Electoral Area of the total of water provided by the Water Local Service created by this Bylaw, shall be determined by the Regional District and provided to the Secretary of the Regional District and each member of the Water Committee on or before January 5th of each year for the previous year.
 - (b) The Secretary of the Regional District shall, on or before January 10th of each year, apply the percentage of water consumed within each participant area to 12 votes.
 - (c) For the purpose of determining any change in percentage for the calculation of vote entitlement in 1997, consumption within the participating areas for January 1, 1995 and the 1995 entitlement is:

City of Courtenay	51.69%	6 votes
Town of Comox	30.48%	3 votes

Electoral Area 'A'	2.74% less the amount in Arden within Electoral Area 'C'	1 vote
Electoral Area 'B'	12.52%	1 vote
Electoral Area 'C'	.44% plus the amount of Arden not in Electoral Area 'A'	1 vote

- (d) Where the number determined for any participant includes a part of a vote if the percentage exceeds .50 of a vote, the participant will be assigned the whole vote.
- (e) In no event shall any participant be assigned less than one vote.
- (f) At the first Board Meeting in February, the Secretary will report the result of the assignment of votes as determined by this section and his/her assignment will be final and binding for that year.

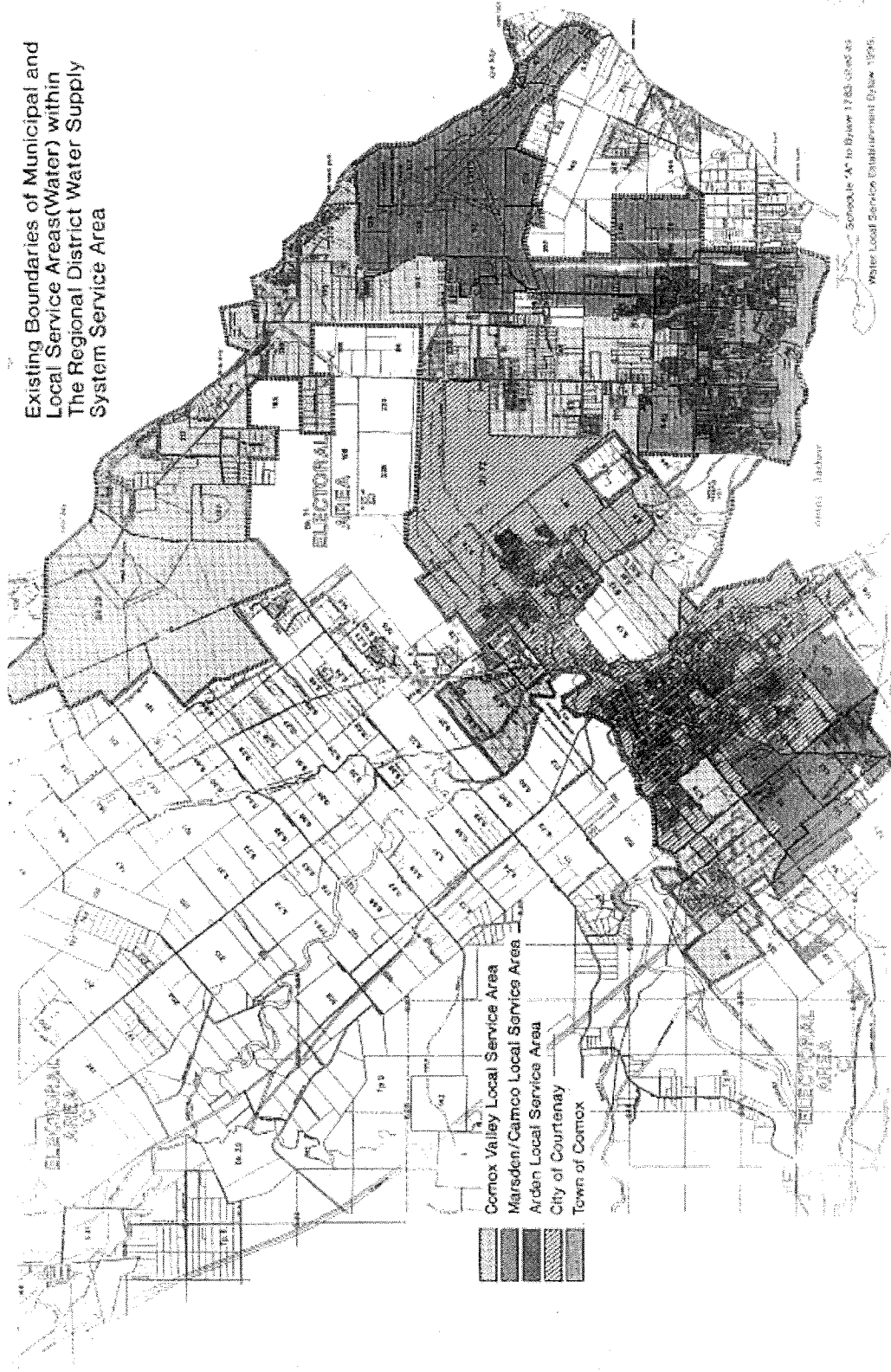
Pressures and Flows

- 16. If a proposed expansion to the use of water from the local service system in any participating area would cause the pressure and flow of water to fall below 275 Kpa (40 psi) or 1800 litres/capita/day (400 imperial gallons/capita/day) or such other volume which may be determined by the Water Committee, the Water Committee shall refuse to approve such expansion until such time as the system can absorb the expansion and maintain the above specified pressures and flows.

Citation

- 17. This Bylaw may be cited for all purposes as "Water Local Service Establishment Bylaw, 1995".

Schedule A



THE ALBERNI PROJECT

HMCS ALBERNI
MEMORIAL



I WILL REMEMBER
JE ME SOUVIENDRAI

HMCS ALBERNI MUSEUM

34-190 Port Augusta Street
Comox BC Canada V9M 3N1
Tue-Sat 10 am - 4 pm

MUSEUM EMAIL

k103museum@alberniproject.org

MUSEUM PHONE

250-339-4322

DIRECTOR EMAIL

Lewis Bartholomew
mrbarth@alberniproject.org

DIRECTOR PHONE

250-334-6555

THE ALBERNI PROJECT SOCIETY ADMINISTRATION OFFICE

65 Salisbury Road
Courtenay, BC Canada V9N 9L7

PHONE

250-338-2720

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TAP MOBILE EXHIBIT

65 Salisbury Road
Courtenay, BC Canada V9N 9L7

TAP MOBILE INQUIRIES EMAIL

tap103@alberniproject.org

WEBSITE

www.alberniproject.org

Tuesday, 6 January, 2015

City of Courtenay

Mayor Larry Jangula

Councilors Manno Theos, Bob Wells, David Frisch, David Frisch, Doug Hillian, Rebecca Lennox, Erik Eriksson

Dear City of Courtenay Mayor and Council,

I am writing to you to ask for the City of Courtenay's financial support of The Alberni Project (TAP) and the HMCS Alberni Museum and Memorial (HAMM) located in the Comox Centre Mall. TAP & HAMM are community supported programs operated by The Alberni Project Society (BC reg: S-0062206) based in Courtenay.

As many of you have experienced first hand, TAP has been presented at various Comox Valley events for the past 10 years including the annual Canada Day festival in Lewis Park as well as other locations at schools and public events on Vancouver Island from Port Hardy to Victoria. HAMM has developed into a popular local museum and memorial which is dedicated to preserving part of Canada's military history. HAMM and the larger TAP program held the highly successful Year of the Veteran - Comox Valley last year which received a nomination for the Governor General's History Award for Excellence in Community Programming. Both programs continue to receive national recognition in both television and print media and in September 2013 was recognized by the Federal Government with the presentation of the Peace Tower Flag which flew on the 70th Anniversary of the sinking of HMCS Alberni. At the end of 2014 visitor attendance figures of both HAMM and TAP exhibits more than doubled from the previous year to just over 5600 visitors.

In past years TAP/HAMM has been supported by small amounts of public donations and local business' contributions. The major shortfalls in annual operating expenses were covered with funding from my own personal pension. However now that TAP and HAMM have become much larger and popular we have had to significantly increase our operating budget for 2015 to reflect this growth in public awareness and interest in our programs of Remembrance.

Our basic operating budget for 2015 is \$18,000. We are asking for an annual 5 year commitment from the City of Courtenay for an annual Operations Grant of \$2000. This will assist us to continue our ongoing community service and to provide new exhibits in the Comox Valley related to our Nation's military history. We hope that the City of Courtenay's 2015 budget can be amended to include our request for funding.

Thank you for your consideration of our grant proposal.

Sincerely,

Lewis Bartholomew

Founder and Director - The Alberni Project - HMCS Alberni Museum

A handwritten signature in blue ink that reads "Lewis Bartholomew".

New Bus

