

**Minutes of a Committee of the Whole meeting held Monday, October 28, 2019 at 4:00 p.m. in the City Hall Council Chambers.**

**Attending:**

**Mayor:** B. Wells  
**Councillors:** W. Cole-Hamilton  
D. Frisch  
D. Hillian  
M. McCollum  
W. Morin  
M. Theos

**Staff:**

**T. Kushner, Director of Public Works Services/Assistant CAO**  
**J. Ward, Director of Legislative & Corporate Services/Deputy CAO**  
**W. Sorichta, Manager of Legislative & Corporate Administrative Services**  
**J. Nelson, Director of Financial Services**  
**D. Snider, Director of Recreation and Cultural Services**  
**K. Shaw, Manager of Transportation and Utilities/Assistant Director of Public Works Services**  
**C. Smith, Assistant Manager, Active Recreation**  
**R. Matthews, Executive Assistant**  
**A. Guillo, Manager of Communications**

**1.00 STAFF REPORTS/PRESENTATIONS**

**.01**  
PRESENTATION -  
PHYSICAL LITERACY -  
DREW COOPER,  
GENERAL MANAGER,  
PACIFIC SPORT  
VANCOUVER ISLAND  
8000-01

Drew Cooper, General Manager, Pacific Sport Vancouver Island, presented information to Council related to physical literacy. In the spring of 2019, the Comox Valley was chosen as one of the successful regions to receive funding in partnership with Pacific Sport Vancouver Island and Sport for Life; for a valley wide initiative known as “Play Comox Valley” a program to educate and activate people to get involved in physical activity through cross sector engagement (health, education, recreation and sport).

The delegation asked Council to consider policy that would make “Play Comox Valley” part of the community ethos promoting physical activity for life; and, invited Council and staff to participate in the Physical Literacy 101 Workshop, hosted Thursday, November 21<sup>st</sup>, 2019, 9:30 a.m. - 1:30 p.m., at Native Sons Hall, Courtenay.

The Physical Literacy presentation was received for information.

## **2.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01**  
WATER SMART  
ACTION PLAN  
BRIEFING NOTE &  
PRESENTATION  
5600-04

Neal Whiteside, Water Street Engineering Ltd., presented information to Council regarding the Courtenay Water Smart Action Plan; a conservation framework to guide the City of Courtenay's required water consumption reduction target set by the Comox Valley Regional District Water Efficiency Plan, to reduce non-agricultural per capita consumption by 50% by 2050.

The presentation included current City of Courtenay water consumption rates; and, water conservation tools, incentives and strategies for water use reduction.

Moved by Frisch and seconded by Hillian that the October 28<sup>th</sup>, 2019 Briefing Note "Water Smart Action Plan" and presentation, be received for information.

**Carried**

**The council meeting recessed at 6:00 p.m.**

**The meeting reconvened at 6:09 p.m.**

**.02**  
REQUEST FOR  
CLARITY -  
INVESTIGATE  
AMENDMENT TO  
TRAFFIC  
REGULATION BYLAW  
NO. 1926, 1996  
3900-01/5455-01

Moved by Frisch and seconded by Cole-Hamilton that the October 28<sup>th</sup>, 2019 Request for Clarity "Investigate Traffic Regulation Bylaw 1926, 1996 Amendment" be received for information.

**Carried**

**New motion:**

Moved by Hillian and seconded by Frisch that based on the October 28<sup>th</sup>, 2019 Request for Clarity "Investigate Traffic Regulation Bylaw 1926, 1996 Amendment", Council support adding a comprehensive parking study to the 2020 general operating five year financial plan.

**Carried**

**.03**  
COMOX VALLEY  
REGIONAL DISTRICT  
(CVRD) MEETINGS  
AND FOLLOW-UP  
PROCESS  
0360-20

Mayor Wells presented information on how Council may establish a process for City Council appointed Comox Valley Regional District (CVRD) Directors to report back to Council and staff on significant regional matters considered at CVRD board, committee and commission meetings which are likely to impact the City of Courtenay.

Council and staff discussed options how best to deliver regional reports at Council meetings. It was agreed that detailed CVRD Director reports will appear as an agenda topic at Committee of the Whole meetings and that significant items for discussion will be submitted in writing to the Corporate Officer and Deputy Corporate Officer as outlined in **Section 3 of Council Procedure Bylaw No. 2730, 2013**. Furthermore, that time sensitive matters may be brought forward at regular Council meetings under "Reports from Council Members Including Reports from Committees", to ensure timely reporting.

**3.00 ADJOURNMENT**

**.01**

Moved by Cole-Hamilton and seconded by Hillian that the meeting now adjourn at 6:33 p.m.

**Carried**

**CERTIFIED CORRECT**

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**Corporate Officer**

**Adopted this 4<sup>th</sup> day of November, 2019**

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**Mayor**

