

File: 3900-02

December 12, 2025

Via email: aproton@courtenay.ca

City of Courtenay
830 Cliffe Ave
Courtenay BC V9N 2J7

Attention: Ms. Adriana Proton, Manager of Legislative Services

Dear Ms. Proton:

**Re: Bylaw No. 897 being "Water Extension South Connection Service Establishment Bylaw No. 897" and
Bylaw No. 898 being "Water Extension South Connection Service Loan Authorization Bylaw No.898"**

The Comox Valley Regional District (CVRD) Board, at its meeting December 9, 2025, gave three readings to Bylaw No. 897 being "Water Extension South Connection Service Establishment Bylaw No. 897" and Bylaw No. 898 being "Water Extension South Connection Service Loan Authorization Bylaw No. 898". The intent of the bylaws are to establish a service and to borrow \$5,500,000 to construct the infrastructure to extend the Comox Valley Water System towards the south to provide bulk water to the City of Courtenay.

Both these bylaws, prior to submission for approval from the Inspector of Municipalities, require written consent from the City of Courtenay as the only participating area in the service.

In light of the above, the board requests your council to consent to these bylaws by considering the following resolution:

THAT Council for the City of Courtenay consent to the adoption of Comox Valley Regional District:

- Bylaw No. 897 being "Water Extension South Connection Service Establishment Bylaw No. 897" under section 346 of the *Local Government Act*; and

- Bylaw No. 898 being "Water Extension South Connection Service Loan Authorization Bylaw No. 898" under Section 407 of the *Local Government Act*.

By way of background information, please find attached the staff report dated December 5, 2025, that was presented to the Comox Valley Water Committee on December 9, 2025. Also attached are Bylaw No. 897 and Bylaw No. 898 certified at third reading.

We would appreciate a response by February 17, 2026 in order for us to adhere to the timelines as noted in the staff report. If you have any questions, please contact Charlie Gore, Senior Manager of Capital Projects Delivery at 250-334-6092 or via email at cgore@comoxvalleyrd.ca.

We look forward to hearing from you at your earliest convenience.

Sincerely,

L. Dennis

Lisa Dennis
Manager of Legislative Services

Attachments: Staff report dated December 5, 2025
 Bylaw Nos. 897 and 898