



**TOWN OF COMOX**  
**Minutes of the Regular Council Meeting,**  
**held in Council Chambers on Wednesday December 6, 2023**

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**Present:** Mayor N. Minions  
Councillors S. Blacklock, K. Grant, C. Haslett,  
J. Kerr, J. Meilleur, M. Swift

**Absent:** Nil

**Staff Present:** J. Wall, Chief Administrative Officer  
S. Russwurm, Corporate Officer  
G. Kreek, Acting Director of Finance  
M. Kamenz, Director of Development Services  
G. Schreiner, Fire Chief  
T. Hagmeier, Recreation Director  
S. Ashfield, Director of Operations

**Call to Order:**

The meeting was called to order at 5:00 p.m. with 35 members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the Unceded traditional territory of the K'omoks First Nation.

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**1. INTRODUCTION AND APPROVAL OF LATE ITEMS:**

**a. Amendment of Agenda**

**Amendment of Agenda**

1. *THAT the Agenda be amended to add the Comox Valley Substance Use Strategy update presented by delegates Kari Hackett and Betty Tate at the November 1, 2023, Regular Council Meeting.*

(2023.406) -- CARRIED UNANIMOUSLY

2. *THAT the Agenda be amended to replace the report on the 2024 Marina Rates in item 10.c. with the updated version.*

(2023.407) -- CARRIED UNANIMOUSLY

**2. ADOPTION OF AGENDA:**

**a. Adoption of Agenda**

**Adoption of Agenda**

*THAT the December 6, 2023, Regular Council Meeting agenda be Adopted as Amended.*

(2023.408) -- CARRIED

**3. DELEGATIONS: NIL**

- a. **Kari Hackett and Betty Tate, Comox Valley Substance Use Strategy update - Delegation on November 1, 2023**

**CV Substance Use Strategy**

*THAT the Town of Comox support the \$15,000 grant request for Phase 3 of the Comox Valley Substance Use Strategy.*

(2023.409) -- CARRIED

[Opposed: Councillors CHaslett KGrant MSwift]

**4. ADOPTION OF MINUTES: NIL**

- a. **Michael Zbarsky (CVRD) & David Holzer (BCAA Evolve) - Regional E-bike Program**

**Regional e-Bike Program**

Michael Zbarsky, CVRD, and David Holzer, BCAA Evolve, presented an overview of the Evo E-Bike Share Service in BC, emphasizing sustainability and affordability, and proposing a pilot program for 75 e-bikes to operate year-round, 24/7, in both Courtenay and Comox. The Evolve service, initially launched in Whistler in 2022, operates through the Evo App. Trips would be confined to geofenced areas to ensure organized bike usage, eliminating the need for racks, and wayfinding signage will facilitate orderly parking. The delegate requested official support from the Town to allow parking on roads and sidewalks.

- b. **Richard Ellsay, Municipal Marina Slip tenants**

**Municipal Marina**

Richard Ellsay, the representative for marina tenants, expressed concern about increased Marina fees, emphasizing the group's opposition to subsidizing general revenue and advocating for a fair comparison with other community-operated marinas. Requesting additional contributions from recreational boaters appears unjust and unfair, given their existing financial support for the marina's operational costs and capital fund. The delegate noted that the fund seems to be directed toward enhancing the land side of the marina and promoting tourism, rather than addressing marina repairs. The group is opposed to paying additional fees and proposes the creation of a marina advisory group to recommend rates based on tenant needs and preferences.

**5. COUNCIL COMMITTEE MINUTES AND REPORTS: NIL**

- a. **Regular Council Meeting Minutes**

**RCM Minutes**

*THAT the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday, November 15, 2023, be Adopted as Amended.*

(2023.410) -- CARRIED

**6. COUNCIL COMMITTEE MINUTES AND REPORTS: NIL**

**7. SPECIAL REPORTS: NIL**

**8. SPECIAL REPORTS: NIL**

**a. Consent Agenda**

**Consent Agenda**

1. *THAT the Consent Agenda items as follows be received for information:*
  - A. *Rev Alastair Hunting, Church of Saint John the Divine Anglican Church of Canada, November 14, 2023 regarding St. Andrews Cemetery - Revisited Project.*
  - B. *Natasha Letchford, November 14, 2023, call for ceasefire.*
  - C. *Wendy Lindsay, November 14, 2023, automated collection concerns.*
  - D. *Stefan Szkwarek, November 15, 2023, golf ball damage.*
  - E. *Janice Hayward (+3), November 17, 2023, safety in Kye Bay area.*
  - F. *Judy Morrison, November 20, 2023, widening of Lazo Rd.*
  - G. *Howard Robertson, Performing Arts Comox Valley, November 23, 2023, invitation to upcoming performances.*
  - H. *Michelle Jelinski, November 27, 2023, Complaint about Comox Taxi.*
  - I. *Dwayne McDonald, November 30, 2023, RCMP Detachment Quarterly Report.*  
(2023.411) -- CARRIED
2. *THAT item I. (Dwayne McDonald, November 30, 2023, RCMP Detachment Quarterly Report) be removed from the Consent Agenda for discussion.*  
(2023.412) -- CARRIED
3. *THAT item E. (Janice Hayward, November 17, 2023, safety in Kye Bay area) be removed from Consent Agenda for discussion.*  
(2023.413) -- CARRIED
4. *THAT item D. (Stefan Szkwarek, November 15, 2023, golf ball damage) be removed from Consent Agenda for discussion.*  
(2023.414) -- CARRIED

**9. BYLAW ADOPTIONS: NIL**

**a. Assisted Set-Out Service Fees and Subsidies**

**Assisted Set-Out Service Fees and Subsidies**

1. *THAT Third Reading of Fees and Charges Amendment Bylaw No. 2016.01 be Repealed.*  
(2023.415) -- CARRIED
2. *THAT the Fees and Charges Amendment Bylaw No. 2016.01 be amended to:*
  1. *change the Assisted Set-Out Service Fee in Table 2 of Schedule B from \$100 to \$0, and*
  2. *change the Assisted Set-Out Service Fee Subsidy in Table 2 of Schedule B from \$3.50 to \$4.50.*  
(2023.416) -- CARRIED

**a. Assisted Set-Out Service Fees and Subsidies**

**Assisted Set-Out Service Fees and Subsidies**

3. *THAT the Fees and Charges Amendment Bylaw No. 2016.01 be given Third Reading as Amended.*  
(2023.417) -- CARRIED
4. *THAT Solid Waste Management Bylaw No. 2027 be given First Reading.*  
(2023.418) -- CARRIED
5. *THAT Solid Waste Management Bylaw No. 2027 be given Second Reading.*  
(2023.419) -- CARRIED
6. *THAT Solid Waste Management Bylaw No. 2027 be given Third Reading.*  
(2023.420) -- CARRIED
7. *THAT Bylaw Notice Enforcement Amendment Bylaw No. 2004.02 be given First Reading.*  
(2023.421) -- CARRIED
8. *THAT Bylaw Notice Enforcement Amendment Bylaw No. 2004.02 be given Second Reading.*  
(2023.422) -- CARRIED
9. *THAT Bylaw Notice Enforcement Amendment Bylaw No. 2004.02 be given Third Reading.*  
(2023.423) -- CARRIED

**b. Pump Track Location**

**Pump Track**

1. *THAT the December 6, 2023, report titled "Pump Track Location" be received for information.*  
(2023.424) -- CARRIED  
[Opposed: Mayor Minions, Councillor JKerr]
2. *THAT Administration be directed not to proceed with the construction of the project in 2024, and instead, explore opportunities to secure grants.*  
(2023.425) -- CARRIED  
[Opposed: Mayor Minions, Councillors JKerr JMeilleur]

**10. BYLAW ADOPTIONS: NIL**

**11. NOTICES OF MOTION: NIL**

**a. Amendment to Affordable Housing Contribution Policy CCL-069**

**Affordable Housing**

1. *THAT Council Affordable Housing Amenity Contribution Policy CCL-069 be amended to change the the affordable amenity provision schedule for developments with 300 or more units, changing the payment structure from a lump sum at the time of rezoning to installment payments.*  
(2023.426) -- CARRIED
2. *THAT Council Affordable Housing Amenity Contribution Policy CCL-069 be amended to include an inflation factor for the affordable amenity provided in installments.*  
(2023.427) -- CARRIED
3. *THAT Council Affordable Housing Amenity Contribution Policy CCL-069 be amended to exclude common use areas for Multi-Family and Rental developments from the affordable amenity calculation.*  
(2023.428) -- CARRIED

**AT 6:54 P.M., COUNCILLOR GRANT LEFT THE MEETING, DECLARING A CONFLICT OF INTEREST WITH ITEM 11a AS HE RESIDES ADJACENT TO THE COMMUNITY CENTRE.**

**b. Community Centre Warming and Cooling Centre Operations Policy CCL - 075**

**Warming and  
Cooling Centre**

1. *THAT Council adopts the attached policy CCL – 075 Community Centre Warming and Cooling Centre Operations.*

(2023.429) -- DEFEATED

[Opposed: Mayor Minions, Councillors SBlacklock CHaslett  
JKerr JMeilleur MSwift]

2. *THAT policy CCL-075 Community Centre Warming and Cooling Centre Operations be adopted and include amendments designating the Comox Marina Sail Building as the preferred location, with the Community Centre as the secondary location at staff discretion, for a warming/cooling centre during Heat Emergencies and Extreme Cold Emergencies and requiring the centre to remain open regardless of usage.*

(2023.430) -- CARRIED

**AT 7:27 P.M., COUNCILLOR GRANT RETURNED TO COUNCIL CHAMBERS.**

**c. 2024 Marina Rates Bylaw No.2010.01**

**Marina Fees**

1. *THAT the Comox Municipal Marina Fees and Regulations Amendment Bylaw No. 2010.01, be given First Reading.*

(2023.431) -- CARRIED

2. *THAT Administration provide clarification on annual marina rates with the elimination of the Marina Improvement Fund before further readings of the Comox Municipal Marina Fees and Regulations Amendment Bylaw No. 2010.01.*

(2023.432) -- CARRIED

**d. Comox Parks and Recreation Fees Bylaw No.1924.01**

**Community Centre Family  
Rate**

1. *THAT the Comox Parks and Recreation Fees Amendment Bylaw No. 1924.01 be given First Reading.*

(2023.433) -- CARRIED

2. *THAT the Comox Parks and Recreation Fees Amendment Bylaw No. 1924.01 be given Second Reading.*

(2023.434) -- CARRIED

3. *THAT the Comox Parks and Recreation Fees Amendment Bylaw No. 1924.01 be given Third Reading.*

(2023.435) -- CARRIED

**e. Development Variance Permit Application: DVP 23-11 - Variance to permit a Coach House at 2137 Noel Avenue**

**Development Variance Permit**

*THAT Development Variance Permit DVP 23-11 for 2137 Noel Avenue be issued subject to the Development Variance Permit Conditions listed in Schedule 1 of the December 6, 2023, Planning Report on DVP 23-11.*

(2023.436) -- CARRIED

**f. Rural Economic Diversification and Infrastructure Program Economic Diversification Grant Approval**

**Marina Enhancements**

1. *THAT Council authorizes an application to be made to the Province of BC, Rural Economic Diversification and Infrastructure Program (REDIP) Economic Diversification Category – for the implementation of marina enhancements and additional floating commercial space.*  
(2023.437) -- CARRIED
2. *THAT Council commits to covering any required funding amount required in support of the project.*  
(2023.438) -- CARRIED

**g. Universal Water Meters**

**Universal Water Meters**

- THAT the December 6, 2023, report titled "Universal Water Meters" be received for information.*  
(2023.439) -- CARRIED

**12. NOTICES OF MOTION: NIL**

**13. CORRESPONDENCE: NIL**

**14. LATE ITEMS: NIL**

**15. REPORTS FROM MEMBERS OF COUNCIL:**

**a. Councillor Blacklock**

Councillor Blacklock advised that he attended the:

- Substance Use Collaborative meeting;
- CFB Comox Holiday Open House;
- Comox BIA Sessions - RCMP Policing Issues at the Comox Mall and Future of the Comox Marina as part of the Downtown Enhancement Project;
- Online learning session with Planning Institute - Implementation of AI within Development Services Departments;
- Justice Centre AGM and presentation to the CVRD.

**b. Councillor Swift**

Councillor Swift advised that she attended the:

- Comox Valley Sewage Commission Meeting
- Filberg Heritage Lodge and Park Association Board Meeting.

**c. Councillor Haslett**

Councillor Haslett advised that he attended the:

- Strategic planning session for d'Esterre House.

**d. Councillor Kerr**

Councillor Kerr advised that he attended the Community Justice Centre session in coordination with K'ómoks First Nation, CVRD, and Dawn to Dawn.

**e. Councillor Grant**

Councillor Grant advised that he attended the:

- Comox Valley Sewage Commission Meeting and provided an update on the Conveyance Project Construction Schedule and Traffic Impacts;
- Comox Valley Regional District Board Meeting;
- Comox staff Holiday Party;
- Comox Firehall Holiday Party;

**f. Councillor Meilleur**

Councillor Meilleur advised that she attended the:

- Comox Archives and Museum AGM
- Comox Valley Food Policy Council Meeting
- Comox Valley Food Policy sub-committee meeting
- Comox Tree Lighting event
- CVRD Regional Parks and Trails meeting
- Small Scale Food Processor Association meeting in support of women accessing venture capital
- Comox staff Holiday Party
- Comox Valley Christmas Parade

**g. Mayor Minions**

Mayor Minions advised that she attended the:

- Comox staff Holiday Party;
- Comox Valley Christmas Parade;
- Comox Strathcona Waste Management Meeting;
- Vancouver Island Library Board Meeting;
- Leadership Lunch;
- 19 Wing Holiday Party;
- Comox BIA Session - Air Gateways to Downtown Comox.

Mayor Minions announced the Comox Archives and Museum will be hosting a Welcome December Visitor Appreciation event December 7-9 coinciding with their 30th Anniversary in November, and that 19 Wing will be celebrating their 100th Anniversary on May 18, 2024 (RCAF Show).

**17. RESOLUTION TO GO IN-CAMERA: NIL**

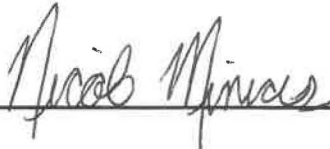
**18. RISE AND REPORT FROM IN-CAMERA: NIL**


**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 8:32 p.m.

*CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

  
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MAYOR

  
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CORPORATE OFFICER