



TOWN OF COMOX

1809 Beaufort Avenue Ph: (250) 339-2202
Comox BC V9M 1R9 Fx: (250) 339-7110

REGULAR COUNCIL MEETING **AGENDA FOR WEDNESDAY MARCH 4, 2020**

We respectfully acknowledge that we live, work and play on the traditional lands of the K'ómoks First Nation ... Gila'kasla ... Hay ch q' a'

PLEASE NOTE: MEETING STARTS AT 4:30 P.M.

Meeting Location: Council Chambers, 1801B Beaufort Avenue, Comox

Call to Order: 4:30 p.m.

Adoption of the Agenda

1. EXCLUDE THE PUBLIC:

a. Exclude the Public

1. *That the rules of procedure be waived in order to adjourn to an in-camera session as the first item of business.*
2. *That the Public be Excluded from the In-Camera session of Council on Wednesday March 4, 2020 pursuant to the following sub-sections of section 90 of the Community Charter:*

(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;

(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and

(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

1.1. DELEGATIONS:

- (7) a. Betty Tate & Pam Munroe (Comox Valley Social Planning Society): Summary of social planning workshop and recommended actions

2. MINUTES OF MEETINGS:

(14) a. [Regular Council Meeting Minutes](#)

That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday February 19, 2020, be Approved.

(19) b. [Committee of the Whole Meeting Minutes](#)

That the Minutes of the Committee of the Whole Meeting, held in Council Chambers on Wednesday February 26, 2020, be Received.

(21) c. [Special Council Meeting Minutes](#)

1. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Saturday February 15, 2020, be Approved.*

2. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday February 26, 2020, be Approved.*

3. COMMITTEE REPORTS: NIL

4. UNFINISHED BUSINESS:

(24) a. [Management Report - March 4, 2020](#)

That the Management Report for March 4, 2020 be received and filed for information.

5. SPECIAL REPORTS:

(31) a. [Comox Valley Regional District Meeting Minutes](#)

That the following Comox Valley Regional District meeting minutes be received for information:

- Comox Valley Regional District Board held on Tuesday, January 28, 2020.

6. BYLAWS:

(40) a. [Comox Building Amendment Bylaw 1937](#)

That Comox Building Amendment Bylaw 1937 be Adopted.

7. NEW BUSINESS AND NOTICES OF MOTION:

(43) a. [PR 20-1 Annual Referrals to School Districts](#)

That the annual referral responses from local School Districts (SD71 and SD93), be received by Council for information, as contained in Planning Report PR 20-1 dated March 4, 2020.

(49) b. [Disposal of Comox Fire Rescue Surplus Vehicle](#)

That Council authorize the disposal of Comox Fire Rescue's surplus rescue vehicle, Unit No. 38, to the Ships Point Fire Department for \$15,000, and add any revenue received to the Comox Fire Rescue's capital reserve fund.

8. CORRESPONDENCE:

(50) a. [Taryn Goodwin & Liv Veenstra \(Youth Leadership Summit\): Comox Valley Youth Leadership Summit](#)

- 9. LATE ITEMS: NIL
- 10. DELEGATIONS: NIL
- 11. REPORTS FROM MEMBERS OF COUNCIL:
- 12. MEDIA QUESTION PERIOD:
- 13. PUBLIC QUESTION PERIOD:
- 14. EXCLUDE THE PUBLIC:

ADJOURNMENT



CORPORATE OFFICER



REQUEST TO APPEAR AS A DELEGATION

TOWN OF COMOX
1809 Beaufort Avenue Ph: (250) 339-2202
Comox BC V9M 1R9 Fx: (250) 339-7110

LOG: 20-061	REFER:	AGENDA: Mar. 4, 2020
FILE: 5080-01	ACTION: MR	

REQUESTS TO APPEAR BEFORE COUNCIL OR THE COMMITTEE OF THE WHOLE MUST BE SUBMITTED NO LATER THAN WEDNESDAY NOON, THE WEEK PRIOR TO THE MEETING.

Name(s) of person(s) speaking:

PAM MUNROE, Comox Valley Social Planning Society (CVSPS)

BETTY TATE, Comox Valley Community Health Network (CHN)

Organization you are representing: CVSPS and CVCHN

Primary purpose of Organization: _____ Number of members: 200

Mailing address: 2190 Stirling Place

City: Courtenay BC Postal Code: V9N 9X1

Contact name: Betty Tate Email: betty.tate@shaw.ca

Phone: 250-897-1862 Fax: _____

Subject matter:

Nov.7, 2019 the Social Planning Society hosted a social planning workshop (report attached) We would like to report to Council on the event and the actions recommended.

Specific request of Council, if any (i.e., letter of support, funding):

Requested meeting and date: Mar 4, 2020 AV equipment required: PP

Date of application: Feb 11, 2020 Signature of applicant: _____
(or print name) Betty Tate

Please Note:

1. Regular Council Meetings start at 5:30 p.m., while Committee of the Whole Meetings start at 4:15 p.m. Delegations are dealt with at the beginning of each meeting.
2. Maximum presentation time is 10 minutes including questions, unless previously approved by the Chair.
3. Presenters are to address Council or the Committee of the Whole, and not the audience.
4. All presentation materials/handouts must be submitted no later than Thursday noon, the week prior to the meeting. If the Friday prior to the meeting is a statutory holiday, then presentation materials must be submitted by Wednesday noon.
5. Please ensure that your cell phone is turned OFF during the meeting.

RECEIVED
Feb 14, 2020

TOWN OF COMOX

Council and Committee of the Whole Meetings are public except where permitted to be closed pursuant to the Community Charter. Presentations at Council meetings are video recorded and available on the Town's website. Personal information you provide on this form is collected pursuant to Section 26 of the Freedom of Information and Protection of Privacy Act, and this form may be published in its entirety with public meeting agendas, which are also posted on the Town website.

Exploring Social Planning in the Comox Valley: Where to From Here?

Nov 7, 2019



This workshop hosted by the Comox Valley Social Planning Society brought together local government elected officials and staff with representatives of the CV Social Planning Society (Society) and the CV Community Health Network (Network). The workshop was facilitated by Scott Graham from the Social Planning and Research Council of BC and purpose of the workshop was to:

- Dialogue about community social planning and the role of different community stakeholders
- Co-explore possible future directions for collaboration, shared goals, and planning activities
- Build consensus on collaborative roles we can play in social planning work in the Comox Valley moving forward.

The workshop began with an overview of the role of local government in social planning including how it fits with the Local Government Act and Community Charter and information from the Network, the Society and local government about current initiatives. Then participants worked in small groups to explore opportunities and challenges for possible collaborations and engaged in a “dotmocracy” process to determine five priorities for future collaboration and next steps. We ended with sharing a meal together.

Summary of results of dialogue and deliberation

Through a process of dialogue and deliberation, local government leaders, Comox Valley Social Planning Society and the Comox Health Network, identified the following five priorities for future collaboration:

1. Work with CHN & CVSPS together to support regular feedback from and information with CVRD with a view to continually finding opportunities for more fulsome discussion and engagement
2. Invite all elected officials & School District to some CVRD Sessions (3x a year), considering special “COWS”, K’omoks First Nation as well as local government staff involvement
3. Work together to advance the Agricultural Plan with a focus on affordability and aging farmer renewal
4. Enhance public governance and engagement at local neighbourhood level, with a focus on emergency planning
5. Collaborate to address housing issues, including a focus on: assessments, Regional Strategy and implementation, exploring the development of a Housing Authority, Land – Publicly Owned, and other strategies such as Co – ops, rental, youth housing strategy, and zoning enforcement



Transcript from small group notes: Opportunities and Challenges

GROUP NO. 1

- Through schools get more people involved in community participation exercises
- (SD71 has a community school policy)
- Sports organizations – contacts for public consultation exercises
- School district ability to reach out to parents with their communication tools
- Emergency planning exercises
- Community hall in rural areas – focus for connections
- Immigration welcome centre – developing community cohesion
- International Students
- Creating cultural awareness of the “others” in our community
- Seniors Centres – Seniors Organizations
- Zoning regulations for sharing spaces – how to integrate in existing neighborhoods
- Seniors with no grand kids or grand kids with no local grandparents
- Employment + income – not in LG. purview – now here but CVEDS review may be an opportunity for social development lens
- L.G. – Land use Opportunities shape these opportunities

GROUP NO. 2

#1 – CHN & CVSPS tougher to regulate to give feedback/information to CVRD (Look for mechanisms for more fulsome discussion/engagement)

#2 – Clarify the Role of the CVRD rep in reporting back

#3 Invite all elected officials & SD to some CVRD Sessions (3x a year) (Special “cows” + KFN with local gov’t staff involvement.

4 Visual representation on where people are collaborating along with opportunities for engagement & support

#5 Send info “the other way” local government ____ > CHN/CVSPS

#6 Resources to review (Eg. DCC) to support social

#7 Sharing across municipalities (like Ministry of Transportation for policies)

#8 Meet and Mingle for local government, social groups, etc. sponsored by the Community Foundation

GROUP NO. 3

1. Housing

- Assessment
- Regional Strategy
- Implementation
- Housing Authority
- Land – Publicly Owned
- Multiple Strategies (Co – ops, rental, youth, strategy)
- Info about Moratorium on zoning Enforcement re: trailer, motor homes

2. Property Management S.D. & Municipalities

- Parks, SD and municipalities
- School zone v. Park zone
- Shared maintenance
- Housing opportunities
- Native Plant/Edible/Restorative landscaping

3. Child Care

- Municipalities/SD/NIC/ Community Rec Assns
- Common waitlist
- Wage security

4. Impact of Aging Population

- Volunteer Staff Shortages

5. Agricultural Plan

- Affordability
- Aging Farmer Renewal
- Where?

6. Transportation

- Multimodal committee standing
- Integrate School transportation with CVRD Public
- Walkability

7. Climate Action/Regional Plan

- Greenhouse gas reduction
- In OCP process + Emergency Planning

8. Strengthen Public Governance around Settlement Hubs Neighborhood

Attendees

Doug Hillian (Courtenay Councillor and CVRD Director)

Wendy Morin (Courtenay Councillor and CVRD Director)

David Frisch (Courtenay Councillor and CVRD Director)

Nancy Gothard (Courtenay Planner)

Nicole Minions (Comox Councillor)

Maureen Swift (Comox Councillor and CVRD Director)

Vickey Brown (Cumberland Councillor)

Leslie Baird (Cumberland Mayor)

Edwin Grieve (CVRD Director, Area C)

Arzeena Hamir (CVRD Director, Area B)

Alana Mullaly (CVRD Planner)

Sarah Jane Howe (SD #7! Trustee)

Sheila McDonnell (SD #7! Trustee)

Ian Hargreaves (SD #7! Trustee)

Bunny Shannon (CVSPS President)

Betty Tate (CVSPS Vice- President; CHN Co-Chair)

Pam Munroe (CVSPS Treasurer)

Joanne Schroeder (CVSPS Board Member)

Lindsay McGinn (CHN Facilitator)

Maurita Prato (CHN Coordinating Circle Member)



Appendix A: Agenda

Sequence of Activities

Time	Activities	Notes
	Opening remarks, introductions, review of agenda	Opening remarks and a welcome will be provided, as well as recognition of the First Nations' territory on which we meet. Scott Graham (Facilitator) will be introduced, will facilitate a round of introductions and will review the purposes for the workshop, the proposed process for discussion and deliberation and the sequence of activities.
1:15 – 1:45	What is Social Planning and what does it mean for local governments?	Scott will begin with the role of government in Social Planning and how that fits with the Local Government Act and Community Charter.
1:45-2:15	What types of social planning are happening in the Comox Valley now? Community Health Network and Social Planning Society presentation	Lindsay McGinn will review the priorities that arose from the conversations that resulted in the formation of the Comox Valley Community Health Network. Betty Tate will review priority actions for Social Planning Society. Limited Q&A. Intention is not to add or subtract priorities.
2:15-3:00	In addition to the work of the Health Network and Social Planning Society, what local government initiatives are currently underway that address social issues and build healthy communities?	Local government representatives report on what is happening in their jurisdictions (e.g. update Regional Growth Strategy, Courtenay OCP, strategic planning Comox, Food Policy council, Urban Forest policy)
3:00-4:00	What are the opportunities and challenges of pursuing collaboration around social planning initiatives in Comox Valley	Small group discussions and report back to whole group.
4:00-4:15	Break	Take a walk outside, talk with fellow attendees
4:15-5:30	What next steps are possible Small group discussion and report back and practical to help us work better together?	Small group discussions and report back to whole group.
5:30-6:15	Dinner served	
6:15-7:00	Summary and next steps.	Reflections on moving this dialogue to action. Scott will summarize the next steps in the process

We acknowledge that we are living, working, and playing in the unceded territory of the K'ómoks First Nation

TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday February 19, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions
Staff A. Kenning, Chief Administrative Officer
S. Russwurm, Corporate Officer
C. Freundlich, Director of Finance
M. Kamenz, Director of Development Services (in part)
G. Andestad, Planner (in part)

Absent: M. Swift

Call to Order:

The meeting was called to order at 4:30 p.m.

The Agenda was Adopted.

There were 7 members of the public in attendance.

1. EXCLUDE THE PUBLIC:

a. Exclude the Public

Exclude the Public

1. *That the rules of procedure be waived in order to adjourn to an in-camera session as the first item of business.*

(2020.041) -- CARRIED UNANIMOUSLY

2. *That the Public be Excluded from the In-Camera session of Council on Wednesday February 19, 2020 pursuant to the following sub-sections of section 90 of the Community Charter:*

(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; and

(1)(c) labour relations or other employee relations.

(2020.042) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 4:30 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 5:31 P.M.

1.1 LATE ITEMS:

a. LATE ITEM: Adoption of BC Energy Step Code

BC Energy Step Code

That the agenda be amended to include the addition of the February 19, 2020 Planning Report PR 19-17, titled "Adoption of the BC Energy Step Code".

(2020.043) -- CARRIED

1.2 DELEGATIONS:

- a. **Mohammed Janief and John Miller (Applicant) - Planning Report PR 19-16: Non-Medical Cannabis Licence Application Review - Prime Cannabis Corp. (278 Anderton Road)**

278 Anderton Road

Mr. Miller described the proposed development and the benefits that it could bring to the community.

- b. **Hereditary Chief Rob Everson and Lee Everson (Kumugwe Cultural Society): Red Dress Legacy Totem Project Funding Support**

Red Dress Legacy Project

Chief Everson advised of the purpose of the Kumugwe Cultural Society and identified some of their past projects. He advised that currently they are working on a red dress legacy totem project, and have applied to the Canada Council of Arts for funding. Chief Everson asked Council for a \$5,000 donation towards their project.

2. MINUTES OF MEETINGS:

- a. **Regular Council Meeting Minutes**

RCM Meeting Minutes

That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday February 5, 2020, be Approved.

(2020.044) -- CARRIED

- b. **Special Council Meeting Minutes**

Special Council Meeting Minutes

1. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Saturday January 25, 2020, be Approved.*

(2020.045) -- CARRIED

2. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Saturday February 8, 2020, be Approved.*

(2020.046) -- CARRIED

AT 6:25 P.M., MAYOR ARNOTT LEFT THE MEETING DECLARING A CONFLICT OF INTEREST WITH THE NEXT ITEM ON THE AGENDA (PUBLIC HEARING MINUTES ON REZONING APPLICATION RZ 19-5) AS HE MANAGES THE RESIDENTIAL PROPERTIES SURROUNDING SOME OF THE AFFECTED LANDS.

ACTING MAYOR MCGOWAN ASSUMED THE CHAIR.

- c. **Public Hearing Meeting Minutes**

Public Hearing Minutes

That the Minutes of the Public Hearing, held at d'Esterre Seniors Centre on Wednesday February 5, 2020, be Approved.

(2020.047) -- CARRIED

AT 5:54 P.M., MAYOR ARNOTT RETURNED TO THE MEETING AND ASSUMED THE CHAIR.

3. COMMITTEE REPORTS: NIL

4. UNFINISHED BUSINESS:

a. Management Report - February 19, 2020

Management Report

That the February 19, 2020 Management Report be received and filed for information.

(2020.048) -- CARRIED

AT 6:03 P.M., MAYOR ARNOTT LEFT THE MEETING AGAIN, DECLARING A CONFLICT OF INTEREST WITH THE NEXT ITEM ON THE AGENDA (PUBLIC HEARING MINUTES ON REZONING APPLICATION RZ 19-5) AS HE MANAGES THE RESIDENTIAL PROPERTIES SURROUNDING SOME OF THE AFFECTED LANDS.

ACTING MAYOR MCGOWAN ASSUMED THE CHAIR.

b. Rezoning Application RZ 19-05 Cannabis Production

**RZ 19-05 Cannabis
Production**

1. That Comox Zoning Amendment Bylaw 1926 be defeated.

(2020.049) -- CARRIED

AT 6:08 P.M., MAYOR ARNOTT RETURNED TO THE MEETING AND ASSUMED THE CHAIR.

5. SPECIAL REPORTS: NIL

6. BYLAWS:

a. LATE ITEM: Adoption of BC Energy Step Code

BC Energy Step Code

1. That Third Reading of Comox Building Amendment Bylaw 1937 be Rescinded.

(2020.050) -- CARRIED

2. That Comox Building Amendment Bylaw 1937 be amended by inserting the phrase "and letters of assurance" to proposed section 12(5) following the words "compliance reports".

(2020.051) -- CARRIED

3. That Comox Building Amendment Bylaw 1937 be given Third Reading as Amended.

(2020.052) -- CARRIED

7. NEW BUSINESS AND NOTICES OF MOTION:

a. Planning Report PR 19-16: Non-Medical Cannabis Licence Application Review - Prime Cannabis Corp. (278 Anderton Road)

278 Anderton Road

That staff be directed to gather the views of Town residents on Non-Medical Cannabis Retail Store Licence Application PR 19-16 as follows:

a. In accordance with Planning Procedures Bylaw 1780:

- i. placement of a notice of request for written public comment in two consecutive issues of a newspaper; and*
- ii. mail-out or hand delivery of a notice of request for written public comment to property owners and tenants within 75 meters of the subject property.*

(2020.053) -- CARRIED

8. CORRESPONDENCE:

a. Rick Gibson (Comox Valley Snow to Surf Society) Request Permission to use Marina Park

Snow to Surf Event

That the January 22, 2020 letter from Rick Gibson of the Comox Valley Snow to Surf Society, requesting the use of Marina Park and the closure of the boat launch facilities for the finish of the Snow to Surf event on Sunday April 26, 2020, be received and permission granted.

(2020.054) -- CARRIED

b. Jim Lalic (Comox Valley Kin Club) Thank you

Kin Club Flag

That the January 23, 2020 letter from Jim Lalic of the Comox Valley Kin Club, thanking Council for its support over the years and requesting permission to fly the Kin Canada flag on the municipal flagpole, be received and permission granted.

(2020.055) -- CARRIED

c. Jacqueline Zweng (Wounded Warriors Canada) Wounded Warrior Run BC 2020

Wounded Warrior Run

That the February 10, 2020 letter from Jacqueline Zweng, Director of Wounded Warrior Run BC, regarding their annual Wounded Warrior Run, be received and filed for information.

(2020.056) -- CARRIED

d. Steve Cowan (Royal Canadian Naval Association) Battle of the Atlantic

Battle of the Atlantic

That the February 7, 2020 letter from Steve Cowan of the Royal Canadian Naval Association, requesting permission to hold the annual Battle of the Atlantic ceremony at the Naval Memorial Cairn in Marina Park on Sunday May 3, 2020, be received and permission granted; and further

That Council approve of a low level fly past by a CP-140 Aurora Long Range Patrol aircraft, as low as 500 feet, at 1:25 pm during the two minutes of silence.

(2020.057) -- CARRIED

9. LATE ITEMS: NIL

10. DELEGATIONS: NIL

11. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor McKenna

Councillor McKenna advised that he attended two CAO Recruitment meetings and had a preliminary budget discussion with the CAO and the Director of Finance.

b. Councillor McGowan

Councillor McGowan advised that she attended two CAO Recruitment meetings and attended the Local Government Leadership Academy workshops.

c. Councillor Bissinger

Councillor Bissinger advised that she attended the two CAO Recruitment meetings and the open house on the Courtenay OCP.

d. Councillor Grant

Councillor Grant advised that he attended the two CAO Recruitment meetings and the Comox Strathcona hospital and solid waste management board meetings.

TOWN OF COMOX - REGULAR COUNCIL MEETING MINUTES

e. Councillor Minions

Councillor Minions advised that she attended the two CAO Recruitment meetings and the Comox Strathcona hospital and solid waste management board meetings.

f. Mayor Arnott

Mayor Arnott advised that he attended:

- a meeting regarding 695 Aspen Road,
- an interview with Raven FM,
- a Comox Valley Economic Development Society meeting,
- a meeting with MLA Ronna-Rae Leonard,
- two CAO Recruitment meetings,
- the Regional District sewage commission meeting,
- a tour of the Fixed Wing Search and Rescue facility, and
- the Economic Development Society's Grand Tasting Dine Around Festival.

14. EXCLUDE THE PUBLIC:

a. Exclude the Public

Exclude the Public

That the Public be Excluded from the In-Camera session of Council on Wednesday February 19, 2020 pursuant to the following sub-sections of section 90 of the Community Charter:

(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; and

(1)(c) labour relations or other employee relations.

(2020.058) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 6:28 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 6:40 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:41 p.m.

CARRIED

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

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Committee of the Whole Meeting,
held in Council Chambers on Wednesday February 26, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions, M. Swift
Staff A. Kenning, Chief Administrative Officer
S. Russwurm, Corporate Officer
C. Freundlich, Director of Finance
G. Schreiner, Fire Chief
M. Kamenz, Director of Development Services
S. Ashfield, Director of Operations

Absent: Nil

Call to Order: The meeting was called to order at 4:15 p.m.

The Agenda was Adopted.

1. DELEGATIONS: NIL

2. MINUTES OF MEETINGS: NIL

3. DEPARTMENT REPORTS: NIL

4. STAFF REPORTS:

a. Budget - Capital and Special Projects

Mr. Freundlich, Director of Finance, presented information on the preliminary financial plan. Property tax increases were reviewed, and cost drivers (asset management, capacity building and RCMP costs) were discussed. Mr. Freundlich advised that taxes have been set higher this year in order to ensure that general reserves remain at a level necessary to balance both known and unforeseen future cost increases.

5. CORRESPONDENCE: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 5:52 p.m.

CARRIED

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

CHAIR

TOWN OF COMOX
Minutes of the Special Council Meeting,
held in Council Chambers on Saturday February 15, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions
Staff A. Kenning, Chief Administrative Officer

Absent: M. Swift

Call to Order:

The meeting was called to order at 10:50 a.m.

The Agenda was Adopted.

There were 0 members of the public in attendance.

1. AGENDA ITEM:

a. Exclude the Public

Exclude the Public

That the Public be Excluded from the Special In-Camera Meeting of Council on Saturday February 15, 2020, pursuant to the following sub-sections of section 90 of the Community Charter:

(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.

(20.040) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 10:50 A.M.

THE SPECIAL COUNCIL MEETING RECONVENED AT 3:00 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 3:00 p.m.

CARRIED

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

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Special Council Meeting,
held in Council Chambers on Wednesday February 26, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger (in part), K. Grant, S. McGowan, P. McKenna, N. Minions, M. Swift
Staff A. Kenning, Chief Administrative Officer
S. Russwurm, Corporate Officer
C. Freundlich, Director of Finance
G. Schreiner, Fire Chief
M. Kamenz, Director of Development Services
S. Ashfield, Director of Operations

Absent: Nil

Call to Order:

The meeting was called to order at 5:52 p.m.

The Agenda was Adopted.

There were 0 members of the public in attendance.

1. AGENDA ITEM:

a. Exclude the Public

Exclude the Public

That the Public be Excluded from the Special In-Camera Meeting of Council on Saturday February 8, 2020, pursuant to the following sub-sections of section 90 of the Community Charter:

(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;

(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and

(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]

(2020.059) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 5:53 P.M.

COUNCILLOR BISSINGER LEFT THE MEETING AT 7:18 P.M.

THE SPECIAL COUNCIL MEETING RECONVENED AT 7:34 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:34 p.m.

CARRIED

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

MAYOR

CORPORATE OFFICER

TOWN OF COMOX – MANAGEMENT REPORT
February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
1.	07-Mar-2007	Waste Collection Service	Investigate the provision of an Organic Waste Collection Service in Comox-Courtenay. (Council provided conditional support on Aug 1, 2018 for a regional organics program, subject to a detailed cost comparative analysis being completed by the CVRD on site location alternatives.)	Waste collection contract expires Mar 31, 2020. Implications of reducing garbage collection being considered with new contract to promote composting. <i>Staff developing draft schedule for implementation.</i>
2.	18-Jan-2017	Northeast Comox Storm Water Management Plan	Implementation of Northeast Comox Storm Water Management Plan	Staff presentation at upcoming meeting (February 2020)
3.	18-Jan-2017	Mack Laing Trust	That staff be directed to begin the process to modify, if necessary, the terms of the Trust.	Facilitated Public Meeting and Workshop held March 27, 2019. Revised design for viewing platform approved by Council at May 15, 2019 Regular Meeting. Revised design presented to KFN Chief and Council on June 26, 2019. Waiting for Province (AG) to assess KFN correspondence and to decide whether or not to support funding of the viewing platform from trust funds. Town solicitor seeking time frame from Province. AG proposed another meeting with KFN. Waiting for dates.
4.	17-Jan-2018	Boundary Extension Request - Torrence Road	That the Town of Comox proceed with a boundary extension proposal in the Noel, Torrence and Lazo Roads area that includes the following: <ul style="list-style-type: none"> • 480 Torrence Rd • Vacant Land • 456 Torrence Rd • Vacant Land (Lot 10) • 274 Torrence • 1310 Lazo Rd • Vacant Land (Lot A) 	Discussions held with Ministry staff regarding condition of Lazo Road and Town desire for grant funding or improvements to be made prior to bringing it into Town boundary. Ministry staff advised that it is not a priority for them for the next few years. Letter to be sent from Mayor to Ministers of Municipal Affairs and Transportation, asking for assistance in upgrades to Lazo Road if it is to be brought into Town boundary. Property owner of Northern three parcels asked to be removed from application.

** New items and updates shown in ***blue bold italics text.***

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

TOWN OF COMOX – MANAGEMENT REPORT
February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			<ul style="list-style-type: none"> • 1250 Lazo Rd • Adjacent portions of Torrence and Lazo Roads plus undeveloped south end of King Road; and further, <p>That Town of Comox staff be authorized to develop, sign and submit the proposal to the Ministry of Municipal Affairs and Housing.</p>	
5.	16-Jan-2019	LGMA Commemorative Tree Planting - 100th Anniversary	That Council authorize staff to proceed with selecting a tree to plant in a location recommended by staff and hold a commemorative tree planting ceremony in recognition of the local government profession and ongoing commitment to the community.	Plaque has been prepared. Preparations underway for planting ceremony. Council will be informed/invited in near future, once a location has been determined.
6.	16-Jan-2019	Dog Park Feasibility and Public Consultation Process	That a public consultation process regarding the feasibility of a dog park be undertaken, for an amount up to \$20,000.	Looking at two leash optional areas – fenced in area plus larger trailed area.
7.	20-Mar-2019	Planning Report PR 19-4: Affordable Housing, Town Initiatives	That staff be instructed to prepare a report on: <ul style="list-style-type: none"> a. Options for local government provision of affordable housing; b. Options for the use of rental zoning; and d. Impact of short term rentals on the supply of affordable housing, including an allowance for rental of primary units. 	Complex issues that will require considerable staff time to complete. Current priority is working with developer at 695 Aspen to achieve some affordable housing in this project.
8.	03-Apr-2019	Notice of Motion from March 20, 2019 Meeting (Councillor McGowan) - Heritage Registry	That a staff report be provided on whether a Heritage Registry be created within the Town of Comox.	Staff investigating the requirements and consequences of developing a Community Heritage Register.
9.	17-Apr-2019	Interim Report on Affordable Housing Initiatives	That the Town request that the Comox Valley Regional District amend its Development Cost Charge Bylaws (DCCs) to exempt from required	Letter sent May 24, 2019 from Mayor to CVRD chair. No update received to date.

** New items and updates shown in *blue bold italics text*.

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

TOWN OF COMOX – MANAGEMENT REPORT
February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			DCCs payments the construction or alteration of self-contained dwelling units in buildings in which each unit is not larger than 45 m2;	
10.	17-Apr-2019	Electric Vehicle Charging Station - Grant Funding Opportunity	That the Town of Comox participate in the Mid-Island EV Network project and associated CleanBC Communities Fund application with the Regional District of Nanaimo as the lead applicant and dedicate a total of up to \$6,000 to be funded from General Revenue, and representing the Town's portion of the cost of one (1) dual port public electric vehicle charging station at a Town owned site within the community and that the location of the charging station be referred to staff.	Information re: Home and Workplace EV Charging Program Grant on website and circulated to selected business. Investigation into possible Town sites under way. Staff awaiting update on Regional District of Nanaimo grant application. As part 1700 Balmoral Avenue development, a \$25,000 amenity payment was obtained for providing public electrical vehicle charging stations within the Downtown area and/or making capital improvements at Anderton Park. At this time, no park improvements are contemplated. Conversations ongoing with downtown property owners. <i>Staff reviewing alternate sites and electrical services required. Town drafting an agreement between the Town and the Mall for two EV charging stations.</i>
11.	17-Apr-2019	New Motion (Councillor McKenna): Communications Specialist	That staff include in the 2019 budget, the provision of salary to hire a communications specialist in the year 2019.	Job Description development currently underway for new bargaining unit position. Anticipated start date end of March.
12.	15-May-2019	Climate Emergency (April 17, 2019 Notice of Motion: Councillor Bissinger)	That the following motions be referred to Council's next strategic planning process: - "That staff prepare a report to Council within six months with tangible actions the Mayor/Council and Town staff can take to	See Oct 2, 2019 resolution "Open House - Climate Crisis and Adaptation". New strategic priorities identified for 2020 financial plan.

** New items and updates shown in *blue bold italics text*.

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

TOWN OF COMOX – MANAGEMENT REPORT

February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			address the Climate Crisis", and - "That Council seek commitment and financial support from the Comox Valley Regional District and its member communities for a shared position of Sustainability and Long Range Planning Manager for the Comox Valley."	
13.	19-Jun-2019	Single Use Plastic Regulation Bylaw	That Council direct staff to arrange for the required statutory advertising regarding the "Town of Comox Single Use Plastic Regulation Bylaw No. 1923, 2019" prior to adoption of the bylaw.	Bylaw given First, Second and Third Readings at June 19, 2019 RCM and staff directed to proceed with local stakeholder engagement. Similar Victoria bylaw struck down in July 2019 as being outside municipality's jurisdiction. Federal government announced in June 2019 its intention to ban harmful single-use plastics as early as 2021. Provincial announcement also expected.
14.	03-Jul-2019	Susan Anderson - Safety concern regarding the vehicle traffic on Hillside Avenue	That the June 24, 2019 letter to Mayor Arnott from Susan Anderson, regarding the Hillside/Nimpkish neighbourhood's safety concerns with vehicle traffic on Hillside Avenue, be received and referred to staff for followup.	Traffic tabulators to be placed on Hillside Avenue in September of this year. Following the collection of information staff to review and present a report to Council that may recommend formal changes to existing traffic patterns and/or pedestrian flow on Hillside Avenue.
15.	07-Aug-2019	Alena, Quinn and Max Barner - Clamshell plastic used to sell bakery items	That the July 3, 2019 email from Alena, Quinn and Max Barner, asking Council to consider eliminating single use clamshell plastic, be received and referred to staff for inclusion in the Town of Comox Single Use Plastics Regulation Bylaw.	<i>See number 14 above.</i>
16.	02-Oct-2019	Open House - Climate Crisis and Adaptation	That an open house be held on the topic of Current Town of Comox Strategic Priorities and	Initial draft of strategic plan presented to Council in-camera on Jan 22, 2020. <i>Next draft to be presented at Mar 11, 2020 COW meeting.</i>

** New items and updates shown in *blue bold italics text*.

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

TOWN OF COMOX – MANAGEMENT REPORT
February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			Climate Crisis and Adaptation at a future date to be determined by staff.	
17.	16-Oct-2019	Proposal for CAO Executive Search and Strategic Planning	That Jerry Berry Consultants Inc. be hired to provide executive search services to assist with the recruitment of a new Chief Administrative Officer, for a total cost not to exceed \$12,500 plus applicable taxes, disbursements and expenses.	Selection process underway.
18.	16-Oct-2019	Proposal for CAO Executive Search and Strategic Planning	That Jerry Berry Consultants Inc. be hired to provide facilitation services to assist Mayor and Council with the review of its 2020 Strategic Priorities, for a total cost not to exceed \$7,200 plus applicable taxes, disbursements and expenses.	Initial draft of strategic plan presented to Council Jan 22, 2020. Staff currently working on details on higher level goals.
19.	16-Oct-2019	Low Income Regional Recreation All Access Pass Program	That staff participate with the Regional District and other local municipalities to investigate options for a regional, low-income, all access pass and report to Council with the operational and policy implications.	Staff are meeting with regional recreation departments. Will work towards simplifying applications with the goal of implementing integrated Comox/Courtenay-to-RD low-income passes.
20.	16-Oct-2019	Bill Toews (Comox BIA) Downtown Comox Business in Action Association Bylaw	That the October 1, 2019 letter from Bill Toews, President of the Comox Business in Action, requesting that Council initiate the renewal of the business improvement area, be received and filed for information.	<i>Draft bylaw received three readings on February 5. Letter to businesses on initiation of new BIA term/bylaw sent out Feb 18. Petition deadline March 30.</i>
21.	06-Nov-2019	PR 19-18 Childcare Space Creation Funding Applications	That the Town of Comox Council endorse the creation of additional childcare spaces; That the Town of Comox Council instruct staff to apply for funding to: purchase a commercial unit	UBCM grant application submitted Nov. 21. <i>Provincial grant application submitted Dec. 19, 2019. UBCM requested evidence of confirmation of purchase by March 26, 2020.</i>

** New items and updates shown in *blue bold italics text*.

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

TOWN OF COMOX – MANAGEMENT REPORT

February 19, 2020

ITEM	DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			<p>at 695 Aspen Road and undertake necessary tenant improvements;</p> <p>That the Town of Comox Council authorize the expenditure of Town funds for professional services necessary to complete applications;</p> <p>That staff be directed to negotiate an option to purchase a commercial unit in a proposed building at 695 Aspen Rd;</p> <p>That staff be directed to negotiate a potential lease agreement with the Comox Valley Children's Day Care Society for the operation of a childcare facility.</p>	<p>Initiated.</p> <p>Preliminary negotiations complete. Final negotiations awaiting grant approval <i>and zoning</i>.</p> <p>Preliminary negotiations complete. Final negotiations awaiting grant approval <i>and zoning</i>.</p>
22.	22-Jan-2020	Review of Council Remuneration	That a Council Remuneration Advisory Group be established in order to determine fair and reasonable compensation levels for the Town of Comox Mayor and Councillors.	CAO to appoint Advisory Group members by end of March.
23.	22-Jan-2020	Planning Report PR 19-17 / Adoption of BC Energy Step Code	That Council direct staff to prepare for Council's consideration a Building Bylaw amendment to: require Step 2 of the BC Energy Step Code for new construction of all Part 3 and 9 buildings commencing upon adoption of the bylaw and require Step 3 of the BC Energy Step Code for new construction of all Part 9 buildings commencing on January 1st, 2021.	<i>Bylaw to be considered for adoption by Council during March 4, 2020 RCM.</i>
24.	22-Jan-2020	Conference Attendance Policy	That a staff report be provided on the effectiveness of providing individual annual spending limits for Council members' conference attendances.	

** New items and updates shown in *blue bold italics text*.

NOTE: Shaded items will be removed from the Management Report unless otherwise directed by council.

STRATEGIC PRIORITIES CHART

Updated: August 2019

CORPORATE PRIORITIES (Council/CAO)

<p>NOW</p> <ol style="list-style-type: none"> 1. MACK LAING: Future 2. 5-YEAR CAPITAL PLAN: Priorities 3. NE INDUSTRIAL LANDS STRATEGY: Terms of Reference 4. AFFORDABLE HOUSING: Current Town Actions 5. OFF LEASH DOG PARK: Public Consultation 	<p>TIMELINE</p> <p>May June July March [number of steps underway] March/April</p>
<p>NEXT</p> <ul style="list-style-type: none"> • CLIMATE CHANGE ADAPTATION: Project • LONG TERM CAPITAL PLAN • DOWNTOWN REVITALIZATION: Zone Expansion • ORGANICS COLLECTION PROGRAM: Review • WATERFRONT WALKWAY: Options • CLIMATE CHANGE ADAPTATION STRATEGY • MARINA PARK: Phase II • SHORT TERM RENTAL: Policy Options • SHELF/SHOVEL-READY GRANT PROJECT 	<p>ADVOCACY / PARTNERSHIPS</p> <ul style="list-style-type: none"> • <i>Regional Organics Facility: Decision (RD)</i> • <i>NE Industrial Land Strategy (CVEDS)</i> • <i>Coalition to end Homelessness: Support</i> • <i>Climate Change Grant (FCM)</i> • <i>Regional Transit Review (RD)</i> • <i>Regional Connectivity System (RD)</i>

OPERATIONAL STRATEGIES (CAO/Staff)

<p>CHIEF ADMINISTRATIVE OFFICER</p> <ol style="list-style-type: none"> 1. MACK LAING: Future – August 2. NE INDUSTRIAL LAND STRATEGY: TOR – Sept 3. CLIMATE CHANGE ADAPTATION: Project – July 	<p>PLANNING SERVICES</p> <ol style="list-style-type: none"> 1. Subdivision Bylaw: Update - November 2. NE Comox SWMP: Implementation - September 3. Step Code - November 4. Anderton Corridor Land Use: – Preliminary/Density concept Plan to consulting eng. March 2019
<p>FINANCE</p> <ol style="list-style-type: none"> 1. Office Space: Relocations/renos - July/August 2. CAPITAL PLAN: Priorities – Sept-Dec. <ul style="list-style-type: none"> • Payroll Software (replacement) – Aug - Dec • Fiber Optics - September 	<p>CORPORATE</p> <ol style="list-style-type: none"> 1. Policy Manual: October 2. Procedure Bylaw: October 3. Records Management - Administration: December
<p>PARKS</p> <ol style="list-style-type: none"> 1. DOG PARK: Options – Public Consultation 2. Wayfinding Project – April <ul style="list-style-type: none"> • Ellis Street Walkway: Replacement • Greenway Development: Detailed Design 	<p>PUBLIC WORKS & ENGINEERING</p> <ol style="list-style-type: none"> 1. Anderton Servicing Plan – 75% complete [water/sanitary and storm]. Construction ready spring 2020 <ul style="list-style-type: none"> • Foreshore Sanitary Replacement • Transportation Plan: Update
<p>FIRE</p> <ol style="list-style-type: none"> 1. POC / Volunteer Retention: Review – FT Assistant hired – July 2. Full Time Staff: Review - March 3. Service Level Review – September 	<p>RECREATION</p> <ol style="list-style-type: none"> 1. Site Master Plan: 1st draft - June 2. Programmer Hours: Review – add 5 hrs. approved <ul style="list-style-type: none"> • Fitness Studio: Capital Equipment - ongoing • Regional Recreation Initiative – discussions in progress

Tuesday, January 28, 2020

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Tuesday, January 28, 2020 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

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

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation and read the following article from the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) available online at: www.un.org/

Article 4

Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating to their internal and local affairs, as well as ways and means for financing their autonomous functions.

IN-CAMERA MEETING:

K. Grant/D. Arbour: THAT the board adjourn to an in-camera session pursuant to section 90 of the Community Charter, subsections 1 (a), (b), (c), (e), (f), (g), (i), (j), (k), and in consideration of:

- 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
- Litigation or potential litigation affecting the regional district;

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

ADOPTION OF MINUTES:

D. Arbour/D. Hillian: THAT the Comox Valley Regional District Board minutes dated December 17, 2019 be adopted.
208 Carried

D. Hillian/K. Grant: THAT the Comox Valley Regional District Board minutes dated January 7, 2020 be adopted.
208 Carried

VARY THE AGENDA:

D. Hillian/K. Grant: THAT the agenda be varied to bring item H.1 (AVICC Resolution - Farm Tax Harmonization To Encourage Production On Farmland) forward on the agenda.
208 Carried

NEW BUSINESS:

AVICC RESOLUTION - FARM TAX HARMONIZATION TO ENCOURAGE PRODUCTION ON FARMLAND

D. Arbour/K. Grant: THAT the correspondence dated January 21, 2020 from Director Hamir requesting the board's consideration of forwarding a resolution to the Association of Vancouver Island and Coastal Communities (AVICC) 2020 AGM and Convention requesting that the Provincial Government work with BC Assessment to establish a minimum \$7,000 threshold for farms of all sizes, be received.
208 Carried *NAY: E. Grieve*

B. Price/D. Arbour: THAT the following resolution be forwarded to the Association of Vancouver Island and Coastal Communities 2020 AGM and Convention for consideration:

WHEREAS the re-localization of our food system is necessary to reduce our carbon footprint and increase resiliency in local communities;

AND WHEREAS the threshold to maintain farm class status for properties between two (2) and ten (10) acres is \$2500 has not changed since 1993, making British Columbia one of the lowest thresholds in Canada;

THEREFORE BE IT RESOLVED that the Province of British Columbia work with BC Assessment to establish a minimum \$7,000 threshold for farms of all sizes to be phased in over three years for new participants and to implement a program of continued farm status for retired farmers;

AND THAT the Ministry of Agriculture, through its Farmers' Institutes support small scale farmers to increase their profitability and production levels.
208 Defeated

The dissenting votes for the above motion were as follows: W. Cole-Hamilton, E. Grieve, D. Frisch, D. Arbour, J. Ketler, W. Morin, D. Hillian, M. Swift, D. Hillian

BUSINESS ARISING FROM MINUTES:

COMMITTEE OF THE WHOLE - JANUARY 14, 2020

RCM Agenda March 4, 2020

The following resolution was passed at the January 14, 2020 Committee of the Whole in-camera meeting and was publicly released as the required conditions have been met:

"THAT the Comox Valley Regional District (CVRD) provide a copy of the following reports by Explorer Solutions to the Comox Valley Economic Development Society (CVEDS) for information:

- a. The Comox Valley Economic Development Review report dated January 8, 2020
- b. The Results Matrix dated December 6, 2019;

AND FURTHER THAT the CVRD rise and report on the Economic Development Review and the Results Matrix subject to the documents being provided to CVEDS."

PETITIONS AND DELEGATIONS:

SHAW COMMUNICATIONS

D. Arbour/K. Grant: THAT the information provided by Kiersten Enemark, Director of Government Relations, Shaw Communications, regarding a request that the CVRD participate in a consultation on Shaw Communication's petition to the federal government on the CRTC decision respecting third party internet access rates be received.

208

Carried

VARY THE AGENDA:

E. Grieve/B. Price: THAT the agenda be varied to bring forward item F.11 (Rates for Aggregated Wholesale High-Speed Access Services) on the agenda.

208

Carried

REPORTS:

RATES FOR AGGREGATED WHOLESALE HIGH-SPEED ACCESS SERVICES

E. Grieve/B. Price: THAT the report dated January 22, 2020 providing the board with information regarding a potential submission to the Governor in Council concerning Telecom Order CRTC 2019-288, which set lower rates for smaller internet service providers to purchase access on the network infrastructure owned by large cable and telephone service providers, be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - DECEMBER 9, 2019

K. Grant/D. Frisch: THAT the board approve issuance of a Temporary Use Permit (TUP 3C 19) for two Test and Tune weekend events expiring on September 20, 2020 on property described as Lot A, Township 9, Section 5, Comox District, Plan VIP80212, PID 026-537-206 (4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road);

AND FINALLY THAT the board authorize the Corporate Legislative Officer to execute the Temporary Use Permit once the applicants have provided a written acknowledgement that the applicants have read, understood and agreed to the conditions of the permit.

208 and 213

Carried

SEWAGE COMMISSION - DECEMBER 19, 2019

D. Hillian/K. Grant: THAT the Sewage Commission minutes dated December 19, 2019 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - JANUARY 13, 2020

K. Grant/W. Cole-Hamilton: THAT the Electoral Areas Services Committee minutes dated January 13, 2020 be received.

208

Carried

D. Arbour/E. Grieve: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix A of staff report dated January 3, 2020, and direct staff to start the external agency referral process for Lot 2, Block 29, Comox District, Plan VIP81047, PID 026-682-311 (Lot 2, Plan VIP81047 Olund Road) as part of a proposed amendment (RZ 2C 19, Braun) of Bylaw No. 520 being the "Rural Comox Valley Zoning Bylaw, No. 520, 2019";

AND FURTHER THAT Comox Valley Regional District staff consult with First Nations in accordance with the referrals management program dated September 25, 2012;

AND FINALLY THAT the Comox Valley Regional District Board authorize staff to begin discussions on provision of community amenities as per Section 72 "Community Amenity Contributions" of Bylaw No. 337, being the "Rural Comox Valley Official Community Plan Bylaw No. 337, 2014.

208 and 213

Carried

W. Morin/M. Swift: THAT the board grant a site specific exemption of the floodplain specifications that reduces floodplain setback from 60 metres to 30 metres for the proposed buildings on Lot 20, Block 29, Comox District, Plan VIP79847, PID 026-477-840 (9550 Sarmma Road);

AND FINALLY THAT, as a condition of the site specific exemption, the Comox Valley Regional District building services department not issue final occupancy for any buildings on the property described as Lot 20, Block 29, Comox District, Plan VIP79847, PID 026-477-840 (9550 Sarmma Road) until the applicants, at their own expense, register a restrictive covenant under Section 219 of the Land Title Act, specifying conditions that would enable the land to be safely used for the use intended according to the terms of the professional engineer's report by Michael de Hart, P.Eng., and Mark DeGagne, P.Eng., of McElhanney Ltd, dated November 13, 2019, which will form part of the restrictive covenant, as well as an acknowledgement that no Disaster Financial Assistance funding is available for the building or its contents and releasing and indemnifying the Comox Valley Regional District from liability in the event any damage is caused by flooding or erosion.

208 and 213

Carried

W. Morin/M. Swift: THAT Innovation, Science and Economic Development Canada be advised that Freedom Mobile and Cypress Land Services have satisfactorily consulted with the Comox Valley Regional District and completed the required public consultation process for the proposed telecommunication tower at 1901 Larch Road and that the Comox Valley Regional District concurs with the proposal.

208 and 213

Carried

W. Morin/M. Swift: THAT the recently constructed trail along the unopened Eagles Drive road allowance

extending from Tasman Road down to the opened portion of Eagles Drive authorized under Ministry of Transportation and Infrastructure permit #2018-05977 be added to Bylaw No. 103;

AND FURTHER THAT this trail be named Eagles Greenway;

AND FURTHER THAT the recently acquired Hornby Island boat ramp authorized under Provincial Licence of Occupation # 931917 be added to Bylaw No. 103;

AND FURTHER THAT this park be named Shingle Spit Boat Launch;

AND THAT Bylaw No. 103 being "Electoral Areas Parks Regulations Bylaw No. 103, 2010" be amended to reflect the following changes as noted in the staff report dated January 7, 2020:

- i. regulations related to motorized vehicles in parks;
- ii. signature location on research permits;
- iii. adding the identified new parks and greenways, maps, designations and other housekeeping revisions;

AND FINALLY THAT Bylaw No. 104 being "Municipal Ticket Information Bylaw No. 104, 2010" be amended to update the fines Schedule 1 for Electoral Areas Parks Regulation Bylaw No. 103, as outlined in the staff report dated January 7, 2020.

209

Carried

K. Grant/E. Grieve: THAT staff collect water samples at Goose Spit Bay Park only and write a letter to Island Health requesting consideration of a partnership to restore the level of service that was previously provided in regards to water quality testing at swim locations in the CVRD electoral areas.

D. Arbour/E. Grieve: THAT the motion be amended to insert the following text: " and that the CVRD Board invite further consideration regarding a partnership with Island Health respecting this matter".

209

Carried

Vote taken on main motion as amended as follows:

THAT staff collect water samples at Goose Spit Bay Park only and write a letter to Island Health requesting consideration of a partnership to restore the level of service that was previously provided in regards to water quality testing at swim locations in the CVRD electoral areas;

AND THAT the Board invite further consideration regarding a partnership with Island Health respecting this matter"

209

Carried

COMMITTEE OF THE WHOLE - JANUARY 14, 2020

E. Grieve/K. Grant: THAT the Committee of the Whole minutes dated January 14, 2020 be received.

208

Carried

K. Grant/D. Frisch: THAT the "Exploring Social Planning in the Comox Valley: Where to From Here?" report dated November 7, 2019 prepared by the Comox Valley Social Planning Society be utilized as background material for the various initiatives the Comox Valley Regional District considers, including projects related to the community health network, agricultural planning, emergency management and housing.

208

Carried

K. Grant/B. Price: THAT the Comox Valley Regional District 2020 Corporate Plan (Key Projects – Interim) as attached to the staff report dated January 7, 2020, which includes the key projects by Core Service in advance of the 2020-2024 financial planning process, be approved.

208

Carried

Note: the updated Comox Valley Regional District 2020 Corporate Plan (Key Projects – Interim) is provided reflecting the feedback received from the directors at the January 14, 2020 Committee of the Whole meeting.

E. Grieve/K. Grant: THAT Vancouver Island MusicFest continue to pay fees in accordance with the Comox Valley Regional District Fees and Charges Bylaw.

209

Carried

K. Grant/D. Frisch: THAT staff be directed to explore opportunities on the Comox Valley Exhibition Grounds to provide additional space for increased event revenues.

209

Carried

SEWAGE COMMISSION - JANUARY 21, 2020

D. Frisch/K. Grant: THAT the Sewage Commission minutes dated January 21, 2020 be received.

208

COMOX VALLEY SPORTS CENTRE COMMISSION - JANUARY 21, 2020

K. Grant/W. Cole-Hamilton: THAT the Comox Valley Sports Centre Commission minutes dated January 21, 2020 be received.

208

Carried

VARY THE AGENDA:

D. Arbour/D. Frisch: THAT the agenda be varied to bring forward items F.8 (Public Hearing - January 22, 2020) and G.1 (Bylaw No. 593 being "Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1" on the agenda.

208

Carried

PUBLIC HEARING - JANUARY 22, 2020

K. Grant/D. Arbour: THAT the public hearing minutes dated January 22, 2020 regarding Bylaw No. 593 being "Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1" (RZ 5C 18 - Wilfred Road), be received.

208

Carried

K. Grant/D. Frisch: THAT Bylaw No. 593 being "Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1" be read a third time.

208 and 213

Carried

NAY: B. Price

The board recessed at 5:34 pm and reconvened at 5:52 pm.

COMMITTEE OF THE WHOLE - JANUARY 21, 2020

K. Grant/D. Arbour: THAT the Committee of the Whole minutes dated January 21, 2020 be received.
208 Carried

K. Grant/E. Grieve: THAT the Indigenous relations framework, as attached to the staff report dated January 17, 2020 be approved, as a guide to support the Comox Valley Regional District (CVRD) in considering the needs, interests and concerns of Indigenous peoples and outline how the CVRD can incorporate an Indigenous lens into decision-making and service delivery.
208 Carried

EMERGENCY PROGRAM ACT MODERNIZATION PROJECT - PROPOSING REVISION OF LEGISLATION

D. Hillian/D. Arbour: THAT the report dated January 22, 2020 providing the board with the Modernizing BC's Emergency Management Legislation Discussion Paper technical review submission created through the support from Comox Valley Regional District (CVRD), City of Courtenay, Comox Valley Emergency Program (CVEP) personnel and members of the Mid- Island Emergency Coordinators and Managers (MIECM) professional group, be received.
208 Carried

Howie Siemens, Emergency Program Coordinator, presented information regarding the Modernizing BC's Emergency Management Legislation Discussion Paper technical review.

D. Arbour/D. Frisch: THAT Comox Valley Regional District submission to the Province for the technical review of the Modernizing BC's Emergency Management Legislation Discussion Paper be endorsed by the board.
208 Carried

D. Arbour/K. Grant: THAT the board resolve to write a letter to the Ministry and copy the Union of British Columbia Municipalities to support the advancements, but express the need for the Ministry to provide meaningful consultation with all local governments and consider new financial resources to support the response by local governments prior to any legislative changes.
208 Carried

UBID CONVERSION STUDY UPDATE AND ELECTED OFFICIAL APPOINTMENT FOR ADVISORY GROUP

D. Arbour/K. Grant: THAT the report dated January 15, 2020 providing an update on the Union Bay Improvement District (UBID) conversion study and to seek the confirmation of Director Arbour as the appointed elected official for the conversion study project advisory working group, be received.
208 Carried

K. Grant/D. Frisch: THAT Director Arbour be appointed as the elected official for the advisory working group to support the Union Bay Improvement District conversion study.
208 Carried

BYLAWS AND RESOLUTIONS:**RCM Agenda March 4, 2020**

E. Grieve/K. Grant: THAT Bylaw No. 608 being "Comox Valley Water Supply System Bulk Water Rates Bylaw No. 190, 2011, Amendment No. 5' be read a first and second time.

Bylaw 1783

Carried

D. Frisch/B. Price: THAT Bylaw No. 608 being "Comox Valley Water Supply System Bulk Water Rates Bylaw No. 190, 2011, Amendment No. 5' be read a third time.

Bylaw 1783

Carried

THAT Bylaw No. 608 being "Comox Valley Water Supply System Bulk Water Rates Bylaw No. 190, 2011, Amendment No. 5' be finally adopted.

Bylaw 1783

Note: the above resolution received 2/3 of the votes cast.

E. Grieve/K. Grant: THAT Bylaw No. 605 being "King Coho Wastewater Service Future Expenditure Reserve Fund Establishment Bylaw No. 605" be finally adopted.

207

Carried

D. Frisch/B. Price: THAT Bylaw No. 607 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 16" be finally adopted.

208

Carried

NEW BUSINESS CONTINUED:

TOWN OF COMOX - AFFORDABLE HOUSING AND CHILDCARE INITIATIVE

K. Grant/E. Grieve: THAT the correspondence dated January 16, 2020 from Mayor Arnott requesting the board's consideration of providing a financial contribution to partner in the delivery of an affordable housing and childcare service initiative for a proposed mixed use development at 695 Aspen Road, Comox, be received.

209

Carried

K. Grant/E. Grieve: THAT the board write a letter to the Town of Comox to request the Town to refer their request for a financial contribution to partner in the delivery of an affordable housing and childcare service initiative to the Comox Valley Coalition to End Homelessness for review and consideration.

208

Carried

ADDENDUM UPON APPROVAL OF THE BOARD:

W. Cole-Hamilton/E. Grieve: THAT the addendum be considered.

208

Carried

COMMUNITY RESILIENCY INVESTMENT GRANT FUNDING

E. Grieve/B. Price: Report dated January 28, 2020 regarding the application for Community Resiliency Investment (CRI) grant funding by way of a revised motion to include K'ómoks First Nation (KFN) for receipt.

208

Carried

K. Grant/W. Cole-Hamilton: THAT staff be authorized to apply for the 2020 Community Resiliency Investment grant funding in partnership with K'ómoks First Nation to undertake a community FireSmart education program as outlined in the Community Wildfire Protection Plan report dated November 30, 2018

208

Carried

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 6:30 pm.

RISE AND REPORT:

The board rose from its restricted in-camera session at 7:32 pm and reported as follows:

- "THAT the Comox Valley Regional District (CVRD) and Comox Valley Economic Development Society (CVEDS) agreement be extended by up to four months to enable negotiations between the parties, for consideration of any subsequent agreements;

AND FURTHER THAT the CVRD rise and report on this resolution subject to CVEDS being notified"; and

- "THAT the Board authorize the release of the 2019 Board closed meeting minutes following the severing of information as identified in Appendix A of the staff report dated January 17, 2020."

TERMINATION:

E. Grieve/D. Frisch: THAT the meeting terminate.

208

Carried

Time: 7:32 pm.

Confirmed this _____ day of _____ 20__:

Jesse Ketler
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services

TOWN OF COMOX

BYLAW NO. 1937

A BYLAW TO AMEND TOWN OF COMOX BUILDING BYLAW 1472

WHEREAS Council has adopted a Building Bylaw and has the authority under the provisions of the *Community Charter* to amend the Building Bylaw;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as “Comox Building Amendment Bylaw 1937”.

2. Amendments

Comox Building Bylaw 1472” is amended as follows:

- (a) By inserting the following new definitions in section 2(1) in the appropriate alphabetical order:

“Energy Advisor” means a person who is registered and in good standing as an energy advisor by Natural Resources Canada who conducts EnerGuide home evaluations on behalf of service organizations licensed by Natural Resources Canada.

“Energy Step Code” means, in relation to Standard Buildings, Article 9.36.6 of Division B of the Building Code and, in relation to Complex Buildings that contain any major occupancy of residential, business and personal services or mercantile, Article 10.2.3 of Division B of the Building Code, and a reference to a numbered step in the Energy Step Code is a reference to a step established in the Energy Step Code.

- (b) By inserting the following new section 12 after section 11:

“12. Energy Step Code

- (1) Effective March 16, 2020, but subject to section 12(3), standard buildings shall be designed and constructed to conform to Step 2 of the Energy Step Code.

(2) Effective March 16, 2020, complex buildings containing any of the following major occupancies:

- (a) residential,
- (b) business and personal services, or
- (c) mercantile,

shall be designed and constructed to conform to Step 2 of the Energy Step Code.

(3) Effective January 1, 2021, standard buildings shall be designed and constructed to conform to Step 3 of the Energy Step Code.

(4) Where this bylaw requires that a building is to be designed and constructed to conform with a Step of the Energy Step Code:

(a) the owner shall give at least 24 hours' notice to a building official before an Energy Advisor does any testing or energy modelling, advising of the time of the testing or modelling, and a building official may attend such testing or modelling;

(b) if the building is a standard building:

(i) the application for a building permit for the building shall include a Pre-Construction BC Energy Compliance Report – Performance Paths for Part 9 Buildings: Pre-Construction Form (in the latest form from time to time published by the Province of British Columbia), prepared and signed by an Energy Advisor, and such other reports, documentation and materials as may be required by the Building Official with respect to Energy Step Code compliance;

(ii) prior to cover of wall assembly, the building shall be tested for airtightness in accordance with the applicable requirements of the Energy Step Code and the owner shall provide the Town of Comox with a BC Energy Compliance Report – Performance Paths for Part 9 Buildings: Mid-Construction Form (in the latest form from time to time published by the Province of British Columbia), prepared and signed by an Energy Advisor, and such other reports, documentation and materials as may be required by the Building Official with respect to such testing; and

(iii) prior to the issuance of an occupancy permit for the building, the owner shall provide the Town of Comox with a BC Energy Compliance Report - Performance

Paths for Part 9 Buildings: As-Built Form (in the latest form from time to time published by the Province of British Columbia), prepared and signed by an Energy Advisor, and such other reports, documentation and materials as required by the Building Official with respect to Energy Step Code compliance; and

(c) prior to the issuance of an occupancy permit for the building, the owner shall provide the Town of Comox with a letter of assurance, in a form determined by the building official, signed by the Energy Advisor confirming and giving assurance that the mechanical systems, plumbing systems and electrical systems in the constructed building are the same as the systems in respect of which testing, confirmation or both were conducted for all letters of assurance provided to the Town of Comox for the building.

(5) References to “letters of assurance” in sections 13(1), 17(1), 18(2)(a) and 24(c) shall be deemed to include compliance reports and letters of assurance required under this section 12.”

(c) By re-numbering the sections following the new section 12 and adjusting all bylaw section references to reflect such re-numbering.

3. Adoption

- | | | | |
|--|-------------------------|----------|--------|
| (1) READ A FIRST, SECOND and THIRD time this | 5 th day of | February | , 2020 |
| (2) THIRD READING RESCINDED this | 19 th day of | February | , 2020 |
| (3) READ A THIRD time as AMENDED this | 19 th day of | February | , 2020 |
| (4) ADOPTED this | day of | | , 2020 |

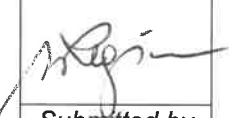
MAYOR

CORPORATE OFFICER

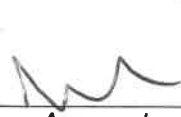


TOWN OF COMOX PLANNING REPORT

TO:	AL KENNING, CHIEF ADMINISTRATIVE OFFICER
FROM:	MARVIN KAMENZ, MUNICIPAL PLANNER REGINA BOZEROCKA, PLANNER I
SUBJECT:	PR 20-1 ANNUAL REFERRALS TO SCHOOL DISTRICTS
DATE:	MARCH 4, 2020 RCM


Submitted by


Concurrence


Approval

Staff recommendation:

That the annual referral responses from local School Districts (SD71 and SD 93), be received by Council for information, as contained in Planning Report PR 20-1 dated March 4, 2020.

Background:

In accordance with section 476 of the *Local Government Act*, if a local government has adopted an official community plan for an area that includes one or more school districts, the local government must consult with the boards of education of those school districts at least once in each calendar year.

There have been no updates to the OCP since previous referral to the School Boards in 2019. The OCP was referred on January 6, 2020 to the Boards of Education of School District No. 71 and School District 93 (Conseil scolaire francophone de la Colombie-Britannique) and received responses from both institutions. The referrals and responses are included in the **Attachments 1 and 2**, respectively.

SCHOOL DISTRICTS REFERRAL

MARCH 4, 2020

OCP Implications:

The Comox Elementary school is now closed for several years and is considered surplus to school capacity.¹

The Francophone School District responded that there are no additional needs for their school in Comox.

Prior to the annual OCP referral in January, the Planning Department also inquired with SD 71 about the need for a future school within the OCP boundary expansion Area B (Anderton Corridor). The response is included in Attachment 2.

MK/ RB

Attachments:

1. Referrals
2. School Boards' Responses

¹ For the Comox Elementary site (at 2085 Wallace Avenue), the current OCP addresses the non-school use of the land. The property is designated Institutional.

Section 2.1.7.3 Institutional Policies (i) specifies that the school may be closed and the land may be used for other institutional purposes or Residential: Townhouse and Ground Oriented Infill development, provided open space and public ownership of environmentally sensitive areas are maintained. No OCP amendment would be required.

SCHOOL DISTRICTS REFERRAL

MARCH 4, 2020

ATTACHMENT 1
TOWN REFERRALS

Official Community Plan referral
January 6, 2020

VIA E-MAIL ONLY: Tom.Demeo@sd71.bc.ca

Board of Education School District 71
607 Cumberland Road
Courtenay, BC, V9N 7G5

Attention:
Mr. Tom Demeo, Superintendent of Schools

RE: SEEKING INPUT TO COMOX OFFICIAL COMMUNITY PLAN BYLAW (OCP)

Dear Board of Education,

In accordance with section 476 of the *Local Government Act*, if a local government has adopted an official community plan for an area that includes one or more school districts, the local government must consult with the boards of education of those school districts at least once in each calendar year. Your input is sought as to the following information in regard to the Comox Official Community Plan Bylaw, 2011 (OCP):

- (a) the actual and anticipated needs for school facilities and support services in the school district;
- (b) the size, number and location of sites anticipated to be required for the school facilities referred to in paragraph (a);
- (c) the type of school anticipated to be required on the sites referred to in paragraph (b);
- (d) when the school facilities and support services referred to in paragraph (a) are anticipated to be required;
- (e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

The consolidated version of the OCP and applicable maps are available online:
<http://comox.ca/hall/bylaws/official-community-plan-ocp-bylaw-1685-consolidated/>

This consolidated OCP bylaw is for convenience purposes only and should not be used for legal or interpretative purposes without reference to the original bylaw and amending bylaws.

Please do not hesitate to contact me at 250-339-1118 if you require any further information.

Yours truly,

MARVIN KAMENZ
MUNICIPAL PLANNER

MK/ RB

SCHOOL DISTRICTS REFERRAL

MARCH 4, 2020

Official Community Plan referral
January 6, 2020

VIA E-MAIL ONLY: sallison@csf.bc.ca

Board of Education School District 93
Conseil scolaire francophone de la Colombie-Britannique (CSF)
180 - 10200 Shellbridge Way
Richmond, BC V6X 2W7

Attention:
Mr. Sylvain Allison, Secrétaire Trésorier

RE: SEEKING INPUT TO COMOX OFFICIAL COMMUNITY PLAN BYLAW (OCP)

Dear Board of Education,

In accordance with section 476 of the *Local Government Act*, if a local government has adopted an official community plan for an area that includes one or more school districts, the local government must consult with the boards of education of those school districts at least once in each calendar year. Your input is sought as to the following information in regard to the Comox Official Community Plan Bylaw, 2011 (OCP):

- (a) the actual and anticipated needs for school facilities and support services in the school district;
- (b) the size, number and location of sites anticipated to be required for the school facilities referred to in paragraph (a);
- (c) the type of school anticipated to be required on the sites referred to in paragraph (b);
- (d) when the school facilities and support services referred to in paragraph (a) are anticipated to be required;
- (e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

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This consolidated OCP bylaw is for convenience purposes only and should not be used for legal or interpretative purposes without reference to the original bylaw and amending bylaws.

Please do not hesitate to contact me at 250-339-1118 if you require any further information.

Yours truly,

MARVIN KAMENZ
MUNICIPAL PLANNER

MK/RB

SCHOOL DISTRICTS REFERRAL

MARCH 4, 2020

ATTACHMENT 2

From: Sylvain Allison <sallison@csf.bc.ca>
Sent: January 6, 2020 12:56 PM
To: Regina Bozerocka <rbozerocka@comox.ca>
Subject: Re: Town of Comox annual referral

Bonjour Regina,

Thank you for consulting us every year. You are the only community to do this in the Province and we certainly appreciate.

There is no additional need for the CSF in Comox.

Happy New Year!

Sylvain Allison
Secrétaire Trésorier
Conseil scolaire francophone de la Colombie-Britannique
100 - 13511 Commerce Parkway, Richmond, BC V6V 2J8 | Tél.: 604.214.2606 | Sans frais :
1.888.715.2200 | Fax: 604.214.9881 | www.csf.bc.ca

Nous sommes reconnaissants à l'égard de la Nation Musqueam de nous accueillir sur son territoire traditionnel, hay čx^w qə .

SCHOOL DISTRICTS REFERRAL

MARCH 4, 2020



Comox Valley Schools
A Community of Learners
INNOVATIVE • INQUISITIVE • INCLUSIVE

Comox Valley Schools
School District No. 71
Office of the Secretary-Treasurer

607 Cumberland Road
Courtenay, B.C. V9N 7G5
Fax (250) 334 5552
Telephone (250) 334 5500

VIA E-MAIL ONLY: rbozerocka@comox.ca

January 24, 2020

Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Dear Mr. Marvin Kamenz,

Re: Seeking Input to Comox Official Community Plan Bylaw (OCP)

The Town of Comox has requested input from School District No. 71 regarding the Comox Official Community Plan Bylaw, 2011 (OCP).

The Town of Comox has stated that, in order to make future development feasible and support public services, the Town is aiming to achieve a net density of 38 residential units per hectare or more. This is also typical minimum density to support public transit. The average household/family size is currently 2.25 people in Comox Valley; therefore, the preliminary population projection for Area B is approximately 9,000 people.

School District No. 71 would like to propose that an additional elementary school (kindergarten to grade 7) be considered to support the future development. The elementary school would need to support approximately 400 students and 35 staff members. It would require a playground on the premises, as well as a small sports field.

Currently, the Ministry of Education area standard recommendations for a school site to support a 400-capacity school is approximately 2.3 hectares. Please see the attached documents from the Ministry of Education.

If you would like to discuss this further, please do not hesitate to contact me.

Sincerely,

Nicole Bittante
Secretary-Treasurer
School District No. 71 (Comox Valley)



TOWN OF COMOX
REGULAR COUNCIL MEETING

STAFF REPORT
Meeting Date: March 4, 2020

TO: Mayor and Council	FILE: 1090-02
FROM: Gord Schreiner, Fire Chief	DATE: February 26, 2020
SUBJECT: Disposal of Comox Fire Rescue Surplus Vehicle	

Prepared by: Gord Schreiner, Chief	Supervisor: _____	Financial Approved: _____	Report Approved: Al Kenning, CAO
		Clive Freundlich, Fin. Director	

Recommendation from the Chief Administrative Officer:

That Council authorize the disposal of Comox Fire Rescue’s surplus rescue vehicle, Unit No. 38, to the Ships Point Fire Department for \$15,000, and add any revenue received to the Comox Fire Rescue’s capital reserve fund.

Purpose

To obtain Council authorization for the disposal of Comox Fire Rescue Unit No. 38.

Strategic Plan Linkage

Maintaining a fleet of suitable emergency vehicles falls under Council’s Core Service of Public Safety and Protection. The replacement of this vehicle ensures firefighters have up to date equipment.

Background

Last year we replaced one of our rescue vehicles (capital 2018/2019). Rescue #38 had served us very well since 2001. It replacement was ordered in 2018 and delivered in 2019. We held on to the older vehicle during 2019 as we spent some time equipping the new vehicle (Squad #39). Squad #39 is now in-service and working great. Rescue #38 has become surplus to us.

Ships Point Fire department has offered us \$15,000.00 for this vehicle. We believe this is fair value and a win/win for both communities. Ships Point recently also purchased our surplus self-contained breathing apparatus.

As the assets of the fire department are jointly owned by the Town of Comox and the Comox Fire Protection District, it is recommended that any revenue received from this disposal be added to the capital reserve fund.

RECEIVED

FEB 24 2020

TOWN OF COMOX

February 7, 2020

o- RCM Agenda
Copies- Council?
- AK



LOG: 20-004	REFER:	AGENDA: RCM Mar 4
FILE: 1850-30	ACTION: MR	

Dear Mayor Russ,

We are currently organizing the **Comox Valley Youth Leadership Summit (YLS)**, taking place on March 22, 2020 10-4pm at the Stan Hagan Theatre in Courtenay. The YLS is a youth-led and organized event featuring forward-thinking youth presenters ages 15-30 as they share their ideas and insights through keynote presentations, panel interviews, stand-up comedy, songs and more. We expect 200 people to attend the YLS, including students and community members of all ages and backgrounds, to witness and support the forward momentum of youth-led, community-based, social change. We hope to also see you there!

All of our funding comes from the support of local businesses, organizations, and individuals like you. Our mandate for the Comox Valley Leadership Summit is to *enhance social change in a passion-driven community through the elevation of youth voices* and we see how this too is closely aligned with the values embodied by the Town of Comox.

While any amount of financial assistance would be greatly appreciated, here are some suggested donations and how they would help elevate this youth-led and inspired summit:

- **\$2000-\$5000 | Foundation Builder** | Your donation will help us cover costs like catering, materials and supplies, promotions and advertising, and operational costs. You help make this event come to life!
- **\$850 | Community Connector** | We recognize the privilege associated with a ticketed event and are committed to sponsoring 50% of the seats to be free of charge for youth. With your donation, we can provide free tickets to 10 youth in the Comox Valley.
- **\$500 | Centre Stage** | One of our core values is to help re-frame a working culture that says "If you love what you do, you'd do it for free." Instead, we believe that our speakers deserve to be paid well for what they love! Your donation will help us ensure each speaker is paid well for their work.

As a sponsor, you will receive public thanks through our social media, event program, and website. If your organization would like to participate in this year's event as a sponsor, please contact us at cvyouthleadershipsummit@gmail.com by **February 21, 2020**. For more information about this event, please visit our website: cvyouthleadershipsummit.com.

Thank you for your consideration in supporting youth-led and organized events!

Yours in Inspired Action,

Taryn Goodwin
Producer

Liv Veenstra
Marketing Director

Dear Mayor Russ,

It is with excitement and gratitude that I write to you on this topic of collaboration and community engagement.

It is with admiration for your commitment to community that I am reaching out for support to bring greater opportunity for growth and impact in the Comox Valley!

Thank you for the dedication it takes to help communities thrive.

- Liv Veenstra.

Creative Director, CV Youth
Leadership Summit



YOUTH LEADERSHIP SUMMIT

10 am to 4 pm | Sunday, March 22, 2020
Stan Hagen Theatre, Courtenay

TICKETS ON SALE NOW!

\$85 in advance
\$100 at the door



COMOX VALLEY YOUTH LEADERSHIP SUMMIT

The Comox Valley Youth Leadership Summit is a one-day event featuring forward-thinking youth presenters as they speak on topics of social justice, entrepreneurship, and community engagement.

The Summit is open to individuals of all ages; expect enriching keynotes, interviews, music, and more that will be sure to inspire and educate.

EXPLORE IDEAS AROUND:
ENVIRONMENTAL ACTIVISM
INCLUSION AND DIVERSITY
QUEER RIGHTS IN HEALTH CARE
MENTAL HEALTH AND WELL-BEING
CONSENT AND ANTI-HARASSMENT
OUTDOOR EDUCATION
AND MORE!

For info and tickets please visit

WWW.CVYOUTHLEADERSHIPSUMMIT.COM



YOUTH LEADERSHIP SUMMIT

10 am to 4 pm | Sunday, March 22, 2020
Stan Hagen Theatre, Courtenay

TICKETS ON SALE NOW!

\$85 in advance
\$100 at the door