



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday November 16, 2022

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

Absent: Nil

Staff Present: J. Wall, Chief Administrative Officer
S. Russwurm, Corporate Officer
M. Kamenz, Director of Development Services
G. Schreiner, Fire Chief
S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5:00 p.m. with 8 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, the traditional keepers of this land.

Mayor Minions also said a few words about the passing of former Mayor Russ Arnott, and expressed sincere condolences to Russ' family. A moment of silence was held in his honour.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of the Agenda

Adoption of Agenda

That the November 16, 2022 Regular Council Meeting agenda be Adopted.

(2022.302) -- CARRIED

3. DELEGATIONS: NIL

4. ADOPTION OF MINUTES:

a. Regular Council Meeting Minutes

RCM Minutes

1. *That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday September 21, 2022, be Adopted.*

(2022.303) -- CARRIED

2. *That the Minutes of the Regular (Inaugural) Meeting of Council, held in Council Chambers on Wednesday November 2, 2022, be Adopted.*

(2022.304) -- 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 Tuesday September 27, 2022, be Adopted.*
(2022.305) -- CARRIED
2. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday September 28, 2022, be Adopted.*
(2022.306) -- CARRIED
3. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday October 5, 2022, be Adopted.*
(2022.307) -- CARRIED

5. COUNCIL COMMITTEE MINUTES AND REPORTS:

a. Strategic Planning Committee Meeting Minutes

Strategic Planning Committee Minutes

- That the Minutes of the Strategic Planning Committee Meeting, held in Council Chambers on Wednesday November 9, 2022, be Received.*
(2022.308) -- CARRIED

COMMITTEE RECOMMENDATIONS:

- (1) Council Code of Conduct Policy CCL-073

Council Code of Conduct

1. *That a letter from Council be sent in support of the appointment of a Provincial Ethics Commissioner.*
(2022.309) -- DEFEATED
[Opposed: Mayor Minions, Councillors SBlacklock CHaslett
KGrant JKerr JMeilleur MSwift]
2. *THAT Council Code of Conduct Policy CCL-073 be adopted.*
(2022.310) -- CARRIED

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

1. *That the Consent Agenda items as follows be received for information:*
 1. *Darrell McKay, September 20, 2022, requesting support for trip to Ukraine.*
 2. *Jack Shapka, September 23, 2022, parking regarding Northeast Woods use and request that the Town install residential parking only signs on Eton Road.*
 3. *Gail and Ray Challoner, September 26, 2022, parking concerns regarding construction of Providence Living Place.*

a. Consent Agenda

Consent Agenda

1. 4. *Regine and Paul Deane, September 28, 2022, roof water drainage for secondary dwelling.*
5. *Laura Matemisz, October 5, 2022, would like to see a more comprehensive mature tree protection bylaw in Comox.*
6. *Rosemary Lyle, October 5, 2022, suggesting that during the next election more consideration be made regarding the accessibility of voting place for seniors.*
7. *Jon Pascoe (Comox Valley Food Bank), October 10, 2022, growing opportunity to enhance service in Comox and surrounding area.*
8. *Maynard Harry (Indigenous Insight), October 20, 2022, offering Indigenous cultural awareness training.*
9. *Minister Nathan Cullen (Ministry of Municipal Affairs), October 21, 2022, Province of BC update regarding boundary extensions.*
10. *Len Landry, October 24, 2022, Providence Living construction staff parking on Beaufort.*
11. *Heather MacKenzie, October 24, 2022, paving the parking lot at NE Woods and requesting a garbage can at the entrance to Filberg Park.*
12. *Miriam Myers (Comox Valley Airport Commission, October 24, 2022, change to Comox Valley Airport Commission's Bylaw 3.3 regarding the Board of Directors.*
13. *Sean Woods, October 24, 2022, trespassing and fee schedule.*
14. *Jen Groundwater, October 25, 2022, development (Pritchard) and protecting our environment.*
15. *John Paulin (Royal Canadian Legion, BC/Yukon), October 24, 2022, including Sea Cadets in special ceremony/vigil.*
16. *Diana Gould (Ocean Pointe Strata), October 28, 2022, concern regarding excessive speed on Balmoral Ave.*
17. *Robert James (Point Holmes Recreation Association), October 31, 2022, requesting Town management in repairs needed at Point Holmes boat launch.*
18. *Jay Van Oostdam (Save Our Forests Team – Comox Valley), October 31, 2022, requesting support for a deferral of logging adjacent to Ramparts Creek and Browns River.*
19. *Minister Mitzi Dean (Ministry of Children and Family Development), October 31, 2022, declaring November Adoption Awareness Month.*

20. Michael McKnight (United Way BC) , November 1, 2022, request to present on social issues and solutions from the United Way.

21. Kelsey Becir (Robb Road Elementary PAC), November 2, 2022, would like to participate in green bin composting program.

22. Betty Tate (Comox Valley Social Planning Society), November 2, 2022, requesting Council appointment to the Social Planning Society.

23. Maurito Prato (Comox Valley Food Policy Council), November 2, 2022, requesting Council appointment to Comox Valley Food Policy Council.

24. Angie Prescott (John Howard Society of North Island), November 3, 2022, requesting letters of support from community partners for development of a Situation Table.

25. Comox BIA Board of Directors, November 8, 2022, invite to the Downtown Comox Mayor Tree Lighting on November 25th.

26. Michel LeDevehat, November 10, 2022, would like to see a bylaw pertaining to smoking in public parks in Comox.

(2022.311) -- CARRIED

2. That item 17 (Point Holmes Recreation Association request for Town management in repairs needed at Point Holmes boat launch) be removed from the consent agenda for discussion.

(2022.312) -- CARRIED

3. That item 10 (Providence Living construction staff parking on Beaufort) be removed from the consent agenda for discussion.

(2022.313) -- CARRIED

4. That item 11 (paving the parking lot at NE Woods and requesting a garbage can at the entrance to Filberg Park) be removed from the consent agenda for discussion.

(2022.314) -- CARRIED

5. That item 21 (request from Ecole Robb Road Elementary to participate in green bin composting program) be removed from the consent agenda for discussion.

(2022.315) -- CARRIED

6. That item 6 (suggestion that more consideration be made regarding the accessibility of voting place for seniors) be removed from the consent agenda for discussion.

(2022.316) -- CARRIED

7. That item 22 (request of the Comox Valley Social Planning Society for a Council appointment) be removed from the consent agenda for discussion.

(2022.317) -- CARRIED

8. That Councillor Kerr be appointed to the Comox Valley Social Planning Society for a one-year term.

(2022.318) -- CARRIED

a. Consent Agenda

Consent Agenda

9. *That item 23 (request of Comox Valley Food Policy Council for a Council appointment) be removed from the consent agenda for discussion.*
(2022.319) -- CARRIED
10. *That Councillor Meilleur be appointed to the Comox Valley Food Policy Council for a one-year term.*
(2022.320) -- CARRIED
11. *That item 26 (requesting a bylaw pertaining to smoking in public parks in Comox) be removed from the consent agenda for discussion.*
(2022.321) -- CARRIED
12. *That item 4 (inquiry regarding roof water drainage for secondary dwelling) be removed from the consent agenda for discussion.*
(2022.322) -- CARRIED
13. *That item 20 (requesting time to present to new Council) be received from the consent agenda for discussion.*
(2022.323) -- CARRIED

7. UNFINISHED BUSINESS:

a. Strategic Planning and Action Items Report - November 16, 2022

**Strategic Planning and
Action Items**

- That the Strategic Planning and Action Items Report for November 16, 2022 be received and filed for information.*
(2022.324) -- CARRIED

b. Council Appointments

Council Appointments

1. *That Mayor Minions be appointed as alternate to the Vancouver Island Regional Library Board.*
(2022.325) -- CARRIED
2. *That MNP LLP be appointed as the Town auditor for the 2023 calendar year.*
(2022.326) -- CARRIED

c. OCP Amendment OCP 22-1: Tree Cutting in Hazardous Areas - Post Public Hearing Report

**OCP Amendment: Tree
Cutting**

Mr. Jordan Wall, CAO, provided a brief summary of the issues and recommendations presented in the November 16, 2022 staff report on OCP Amendment OCP 22-1.

c. OCP Amendment OCP 22-1: Tree Cutting in Hazardous Areas - Post Public Hearing Report

OCP Amendment: Tree Cutting

1. *That Comox Official Community Plan Amendment Bylaw 2006 section 3(1)(a) be amended by:*

- a. *Adding the following text to beginning of sub-section (i):*

The following definitions apply to DPA #13 only:

- b. *Adding in alphabetical order the following definition to sub-section (i):*

Toe of slope means the lowest first significant and regular break in a slope.

- c. *Adding the following text as sub-section (iv):*

Adding the following text as Part 3, Section 3.13.4(H):

Modification of vegetation located below the toe of the slope on properties shown shaded on the map, included in recommendation 1(c) of the November 16, 2022 Report to Mayor and Council titled "Tree Cutting in Hazardous Areas, Post Public Hearing Report, OCP Amendment OCP 22-1".

(2022.327) -- CARRIED

2. *That a Public Hearing in respect of Comox Official Community Plan Amendment Bylaw 2006, as amended, be scheduled for December 7th, 2022 at d'Esterre House, 1801 Beaufort Avenue, and the Town publish the requisite notices as required by the Local Government Act.*

(2022.328) -- CARRIED

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS: NIL

10. NEW BUSINESS:

a. Development Permit Variance Application DVP 22-1 - 237 Denman Street

237 Denman Street

Mr. Jordan Wall, Chief Administrative Officer, provided a brief summary of the application.

That staff be directed to seek an Arborist report that:

- assesses the condition of the two mature Douglas fir trees in the rear yard of the subject property,*
- assesses the impact of the proposed development on the trees, and*
- provides recommended mitigation measures; and further,*

That staff report back to Council with a DVP staff report that considers the implications of the Arborist report.

(2022.329) -- CARRIED

[Opposed: Councillors SBlacklock MSwift]

b. Beaufort Avenue Upgrade Project (Church Street to Nordin Street)

Beaufort Avenue Upgrade

THAT Council direct staff to proceed with the design of Beaufort Avenue (Church Street to Nordin Street) with the retention of the existing overhead electrical and communication services.

(2022.330) -- CARRIED

[Opposed: Councillors JKerr JMeilleur]

c. Recreation Department Disposal of Assets

Disposal of Assets

THAT Council authorise the disposal of Recreation Department assets listed in the November 16, 2022 report to Mayor and Council, titled "Recreation Department Disposal of Assets".

(2022.331) -- CARRIED

11. NOTICES OF MOTION:

a. Notice of Motion: Strategic Planning Process (Councillor Kerr)

Strategic Planning

Whereas the Town of Comox is beginning its strategic planning process;

And whereas the development of strategic lenses will aid Council by providing structure to how decisions will be made;

Be it resolved that:

A Strategic Planning session be organized as soon as possible for Council, and that a consultant be found to aid Council in this session.

12. CORRESPONDENCE: NIL

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Kerr

Councillor Kerr advised that he attended:

- the elected officials legal orientation,
- the Comox Business in Action AGM,
- a Vancouver Island Regional Library Strategic Planning session,
- a Social Planning Society brown bag lunch,
- the Hallowe'en Parade,
- the Everyday Ableism event,
- the Inaugural Courtenay Council meeting,
- the Remembrance Day Ceremony,
- the Sewer Conveyance Open House,
- a Comox Valley Family Physician Recruitment and Retention Task Force meeting,
- an Elders Take Action meeting, and
- along with Councillor Grant, the first CVRD board meeting.

b. Councillor Grant

Councillor Grant advised that he attended:

- the Comox Business in Action AGM, and
- the CVRD board meeting.

c. Councillor Meilleur

Councillor Meilleur advised that she attended:

- the Business in Action AGM,
- Remembrance Day ceremony,
- the Sewer Conveyance workshop
- the Everyday Ableism event.

d. Councillor Blacklock

Councillor Blacklock advised that he attended:

- the Remembrance Day Ceremony,
- Sewer Conveyance Open House,
- the Business in Action AGM, and
- a Municipal Legal Update.

e. Councillor Haslett

Councillor Haslett advised that he:

- attended the Comox Business in Action AGM,
- attended the Remembrance Day Ceremony, and
- met with some board members of the d'Esterre Seniors' Society.

f. Mayor Minions

Mayor Minions advised that she:

- attended the Inaugural Regional District board meeting;
- attended the Inaugural City of Courtenay meeting virtually;
- participated in the Comox Valley Child Development Association Telethon;
- met with the Comox Valley Coalition to End Homelessness coordinator, along with the CAO;
- met with a local radio station;
- connected with the Comox Valley Record editor;
- attended the Remembrance Day Ceremony and laid a wreath,
- attended a public policy zoom workshop on creating public policy;
- attended the sewage conveyance workshop;
- met with a UBC student;
- met with some of the development community to discuss concerns;
- attended the Comox Business in Action meeting;
- attended and announcement regarding area based aquaculture management;
- met with the recreation department; and
- attended the Everyday Ableism workshop.

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 6:41 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER