



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday February 7, 2024

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

Absent: Nil

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

Call to Order:

The meeting was called to order at 5:02 p.m. with 23 members of the public in attendance.

Mayor Minions respectfully acknowledged that the land on which we gather and work is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the February 7, 2024, Regular Council Meeting agenda be Adopted.

(2024.034) -- CARRIED

3. DELEGATIONS:

a. Carolyn Rice - Make Back Road Safe (Glacier View Drive)

Delegation - Make Back Road Safe

Carolyn Rice provided details and a video of traffic issues near Glacier View Drive on Back Road. The delegate is requesting the following safety measures be taken in cooperation with Ministry of Transportation and Infrastructure, CVRD and City of Courtenay:

1. Reduce the posted speed limit on Back Road to 40 km/h, on a trial basis.
2. Install Speed Humps (cushions or tables) to enforce speed compliance.
3. Designate Glacier View Drive as a neighbourhood collector road.
4. Ensure there is NO diversion of traffic from Comox Avenue onto Back Road during the two-year CVRD Sewer Conveyance Project.

THE MEETING RECESSED AT 5:22 P.M. AND WAS CALLED BACK TO ORDER AT 5:24 P.M.

b. Pete Chambers, Ian Tostenson, Jeff Guignard - Comox BIA, BCRFA, ABLEBC

**Delegation - Downtown
Business Enhancement**

Representatives presented information on local and provincial challenges, trends, and issues facing the food, beverage, and cannabis businesses. The delegation asked for the Town's consideration as to how it can best support the growing number of food and beverage businesses in Comox.

d. Tracey Clarke, Comox Valley Chamber of Commerce - Business Retention and Expansion Service Proposal

**Delegation - Business
Recruitment and Retention**

Tracey Clarke presented a proposal for a structured three-year plan for establishing a Business Retention and Expansion Program and is requesting collaboration with municipal leaders to enhance economic prosperity in Courtenay and Comox.

4. ADOPTION OF MINUTES:

a. Regular Council Meeting Minutes

**Regular Council Meeting
Minutes**

THAT the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday, January 24, 2024, be Adopted.

(2024.035) -- CARRIED

5. COUNCIL COMMITTEE MINUTES AND REPORTS: NIL

6. CONSENT AGENDA:

a. Consent agenda:

Consent Agenda

1. *THAT the Consent Agenda items as follows be received for information:*

a. Joan Henderson, January 18, 2024, BC Transit

b. Julia Jones, January 16, 2024, Curb concerns

c. Carol Finley, January 22, 2024, Gaza ceasefire

d. Carol Finley, January 22, 2024, Automated cart fees

e. Evan Wind, January 22, 2024, Artificial turf field

f. Shannon Wind, January 22, 2024, Artificial turf field

g. Jason Walker, January 24, 2024, Multi-sport turf facility

h. Ryan McQueen, January 24, 2024, Multi-sport turf facility

i. John & Barbara Neilson, January 21, 2024, Conveyance project and urban forest concerns

(2024.036) -- CARRIED

a. Consent agenda:

Consent Agenda

1. *j. Pulfrey/Roundhill Family, January 26, 2024, Second artificial turf*

k. Rick Gibson, Comox Valley Snow to Surf Society, January 16, 2024, Permission to use Park Marina

l. M. Feschuk, January 30, 2024, New waste collection

m. Maurita Prato, Comox Valley Food Policy Council, January 31, 2024, Island Food Charter
2. *THAT item B. (Julia Jones, January 16, 2024, curb concerns) be removed from the Consent Agenda for discussion.*

(2024.037) -- CARRIED
3. *THAT Item A. (Joan Henderson, January 18, 2024, BC Transit) be removed from the Consent Agenda for discussion.*

(2024.038) -- CARRIED
4. *THAT Item I. (John & Barbara Neilson, January 21, 2024, Conveyance project and urban forest concerns) be removed from the Consent Agenda for discussion.*

(2024.039) -- CARRIED
5. *THAT Item K. (Rick Gibson, Comox Valley Snow to Surf Society, January 16, 2024, Permission to use Park Marina) be removed from the Consent Agenda for discussion.*

(2024.040) -- CARRIED
6. *THAT the January 16, 2024, letter from Rick Gibson of the Comox Valley Snow to Surf Society, requesting the use of Marina Park, use of bleachers and traffic barricades, and the closure of the boat launch facilities for the finish of the Snow to Surf event on Sunday, April 28, 2024, be received, and permission granted.*

(2024.041) -- CARRIED
7. *THAT Item M. (Maurito Prato, Comox Valley Food Policy Council, January 31, 2024, Island Food Charter) be removed from the Consent Agenda for discussion.*

(2024.042) -- CARRIED

7. UNFINISHED BUSINESS:

a. January 24, 2024 Delegation - Comox Valley Situation Table

Delegation - Situation Table

- THAT Mayor Nicole Minions participate in Situation Table System Leaders Group.*

(2024.043) -- CARRIED

b. January 24, 2024 Delegation - d'Esterre Senior Centre Association

Delegation - d'Esterre Senior Centre

The delegate requested funding to hire an executive director for the d'Esterre Seniors Centre.

Council agreed to discuss this item in conjunction with the Item 10c, 2024 Council Funding Requests.

c. Council Budget Timeline Policy CCL-066.01 (Amended)

**Council Budget Timeline
Policy CCL-066.01**

THAT the Council Budget Timeline Policy CCL-066.01 be Adopted as Amended.

(2024.044) -- CARRIED

d. Fees and Charges Amendment Bylaw No. 2016.02

Fees and Charges Bylaw

1. *THAT the Fees and Charges Amendment Bylaw No. 2016.02 be given First Reading.*

(2024.045) -- CARRIED

2. *THAT the Fees and Charges Amendment Bylaw No. 2016.02 be given Second Reading.*

(2024.046) -- CARRIED

3. *THAT the Fees and Charges Amendment Bylaw No. 2016.02 be given Third Reading.*

(2024.047) -- CARRIED

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS:

a. 2024 Marina Rates Amendment Bylaw No. 2010.01

2024 Marina Rates

THAT the Comox Municipal Marina Fees and Regulations Amendment Bylaw No. 2010.01 be Adopted.

(2024.048) -- CARRIED

10. NEW BUSINESS:

a. Development Variance Permit DVP 23-13 for 148 Beach Drive

**Development Variance
Permit Application: DVP 23-
13**

THAT Development Variance Permit DVP 23-13 for 148 Beach Drive be issued subject to the Development Variance Permit Conditions listed in Schedule 1 of the February 7, 2024 Planning Report on DVP 23-13.

(2024.049) -- CARRIED

b. Development Variance Permit DVP 23-14 for 2141 Fairbairn Avenue

**Development Variance
Permit Application: DVP 23-
14**

THAT Development Variance Permit DVP 23-14 for 2141 Fairbairn Avenue be issued subject to the Development Variance Permit Conditions listed in Schedule 1 of the February 7, 2024 Planning Report on DVP 23-14.

(2024.050) -- CARRIED

c. 2024 Council Funding Requests

**2024 Council Funding
Requests**

1. *THAT Council receive the February 7, 2024, report from the Corporate Administrative Officer titled "2024 Council Funding Requests" for information.*

(2024.051) -- CARRIED

c. 2024 Council Funding Requests

2024 Council Funding Requests

2. *THAT Administration meet with d'Esterre Seniors Centre Association to explore a potential partnership with the Town of Comox.*

(2024.052) -- CARRIED

d. Infrastructure Renewal Fund

Infrastructure Renewal Fund

1. *THAT Council approve a \$51.70 infrastructure renewal charge to be included in the 2024 tax notices, which reflects the year-one cost increase required to close the Town's infrastructure gap in 10 years;*

THAT the infrastructure gap funding amount appear on tax notices as a special taxation line called "Infrastructure Renewal Fund"; and,

THAT the Infrastructure Renewal Fund be effectively communicated to the community, providing a clear explanation of the reasons behind its implementation.

(2024.053) -- CARRIED

[Opposed: Councillors CHaslett JKerr MSwift]

e. Comox Nautical Days Society and Festival Structure Reorganization

Comox Nautical Days Festival

THAT the dissolution of the Comox Nautical Days Society be approved; and that the Mayor and Corporate Officer be authorized to execute the necessary legal documents.

(2024.054) -- CARRIED

2. *THAT an advisory Comox Nautical Days Festival Committee be established to develop policies and recommend service levels for the Comox Nautical Days Festival.*

(2024.055) -- DEFEATED

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

3. *THAT an advisory Comox Nautical Days Festival Committee be established; and*

THAT Administration return to Council at a future Regular Council Meeting with an updated Terms of Reference that has been reviewed in accordance with Policy No. CCL-076 for high level governance considerations and the relationship between the Comox Nautical Days Festival Committee and the Festival Producer.

(2024.056) -- CARRIED

4. *THAT the Comox Nautical Days Festival Policy No. CCL-076 be approved by Council.*

AMENDING MOTION:

THAT sponsor names be removed from Policy No. CCL-076, specifically from sections 7(a) vi. and viii.

(2024.057) -- CARRIED

5. **MOTION AS AMENDED**

THAT Council approve Policy No. CCL-076 for the Comox Nautical Days Festival, with the amendment to remove sponsor names from sections 7(a) vi. and viii.

(2024.058) -- CARRIED

e. Comox Nautical Days Society and Festival Structure Reorganization

Comox Nautical Days Festival

6. *THAT an additional \$10,000 be added to the Comox Nautical Days Festival operating budget to cover costs associated with the establishment of a Comox Nautical Days Festival Committee and the dissolution of the Comox Nautical Days Festival Society.*

(2024.059) -- CARRIED

7. *THAT the production and oversight of the Comox Nautical Days Festival continue to be provided through the use of an external service contractor.*

(2024.060) -- CARRIED

8. *THAT the draft Service Contract with Mr. Dave Stevenson for the production of the 2024 Comox Nautical Days' Festival, as attached, be approved; and that the Mayor and Corporate Officer be authorized to execute the contract.*

(2024.061) -- CARRIED

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

- a. Jeff West, Executive Director: Habitat for Humanity Vancouver Island North, 2161 Park Drive**

Correspondence - Habitat for Humanity

THAT the letter dated January 15, 2024, from Jeff West of Habitat for Humanity Vancouver Island North, requesting the development of an agreement for the Town of Comox's donation of land located at 2161 Park Drive be Received.

(2024.062) -- CARRIED

- b. CVRD Board resolution - 2024 UBCM Community - Emergency Preparedness Fund Application**

Correspondence - Emergency Preparedness Fund

THAT the Town of Comox approves the Comox Valley Regional Districts' grant application to the Union of BC Municipalities Community Preparedness Fund (Emergency Support Services (ESS) Equipment and Training Stream) in the amount of up to \$150,000 to assist with the modernization of ESS and to build capacity to ensure that group lodging and reception centres are delivered in a trauma aware and culturally safe environment;

AND FURTHER THAT the Town of Comox approves the Comox Valley Regional District's management of the grant funds for the Town of Comox in partnership with K'omoks First Nation, City of Courtenay, and the Village of Cumberland.

(2024.063) -- CARRIED

- c. Lisa Dennis, CVRD - 2024 Comox Valley Water Committee Voting Structure**

Correspondence - CV Water Committee

THAT the January 25, 2024, correspondence received from Lisa Dennis of the Comox Valley Regional District requesting anticipated changes to the Town of Comox appointments for the Comox Valley Water Committee be Received.

(2024.064) -- CARRIED

d. Jacqueline Zweng - Wounded Warrior Run BC Funding Request

**Correspondence - Wounded
Warrior Run BC**

THAT the February 1, 2024, letter from Jacqueline Zweng of Wounded Warrior Run BC requesting Mayor Minions and Council meet the team on Wednesday, February 28, 2024, be Received.

(2024.065) -- CARRIED

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Blacklock

Councillor Blacklock advised that he attended the Local Government Leadership Academy Forum: "Empowering Communities... Leading Change Together" on January 31, February 1, and February 2. He provided some information on the presentation about Climate Damage & Risks of Local Government Liability.

b. Councillor Swift

Councillor Swift advised that she attended a Filberg Heritage Lodge and Park Association board meeting and reminded everyone to buy a membership.

d. Councillor Kerr

Councillor Kerr advised that he attended the following:

- Coalition to End Homelessness: welcomed the new coordinator Dayna Forsgren
- Met with a group of Kye Bay residents to walk their neighbourhood and hear their concerns
- CVRD Meetings
- Committee of the Whole meeting focused on addressing Climate Change
- Full day Budget meeting

e. Councillor Grant

Councillor Grant advised that he attended the following:

- Comox Valley Regional District board meeting
- the Local Government Leadership Academy Forum: "Empowering Communities, Leading Change Together" on January 31, February 1, and February 2. He provided some information on presentations about Affordable Housing, Budget Concepts, and Governance

f. Councillor Meilleur

Councillor Meilleur advised that she attended the following:

- Comox Archives and Museum Society board meeting
- Courageous Dialogues session
- Anti-racism Bystander training session
- Comox Valley Regional District Committee of the Whole meeting about Climate Planning
- Regional Parks and Trails public engagement session
- World Community Film Fest and watched a short film on Tsunami's in the North Island and West Coast

g. Mayor Minions

Mayor Minions reminded everyone about the upcoming Coldest Night of the Year walk on Saturday, February 24th from 4:30 to 5:30 pm at the Comox Fire Hall, and advised that she attended the following:

- K'ómoks First Nation Council meeting as a delegate invite to present information about partnership opportunities and a review of other projects
- Comox Valley Regional District Committee of the Whole about Future Climate Action Planning
- Literacy Family Week and thanked the Comox Fire Department for their participation
- Pete Chambers, BIA
- Residents inquiries
- Girl Guide meeting with Councillor Swift

17. RESOLUTION TO GO IN-CAMERA: NIL

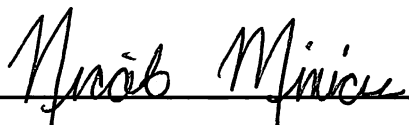
18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 8:05 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER