



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday June 4, 2025

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

Absent: S. Blacklock

Staff Present: J. Wall, Chief Administrative Officer
S. Russwurm, Corporate Officer
E. Henley, Director of Finance
R. Houle, Director of Development Services
G. Schreiner, Fire Chief
T. Hagmeier, Recreation Director
S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5:00 p.m. with 15 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.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

1. *THAT the June 4, 2025 Regular Council Meeting agenda be amended to add:*

a. the following resolutions in Item 10(g) New Business:

3. THAT the draft Communications Policy CCL-081 be adopted.

4. THAT the Social Media Guidelines (Code of Conduct) be approved.

b. a resolution under Item 17(a) Resolution to go In-Camera to exclude the public in accordance with section 90(1)(e) of the Community Charter.

(2025.231) -- CARRIED

2. *THAT the June 4, 2025, Regular Council Meeting agenda be Adopted as Amended.*

(2025.232) -- CARRIED UNANIMOUSLY

3. DELEGATIONS:

a. Rick Fisher: Comox Process Challenges

Rick Fisher: Comox Process Challenges

The delegate, a local land owner, expressed concern about inconsistent planning advice and long, unpredictable rezoning processes in Comox, which have discouraged investment and led to financial hardship. They cited an example of this and noted that other developers are choosing faster, more reliable processes in nearby communities. The speaker urged Council to adopt a clearer, more consistent approach to support responsible development.

4. ADOPTION OF MINUTES:

a. Regular Council Meeting Minutes

Regular Council Meeting Minutes

THAT the Minutes of the Regular Council Meeting, held in Council Chambers on May 21, 2025, be Adopted.

(2025.233) -- CARRIED

5. COUNCIL COMMITTEE MINUTES AND REPORTS:

a. Nautical Days Festival Committee Meeting Minutes

Nautical Days Festival Committee Meeting Minutes

THAT the Minutes of the Nautical Days Festival Committee Meeting, held in Council Chambers on Wednesday, April 30, 2025, be Received.

(2025.234) -- CARRIED

COMMITTEE RECOMMENDATIONS:

- (1) Comox Nautical Days Festival Policy CCL-076

COMMITTEE RECOMMENDATION:

THAT Comox Nautical Days Festival Policy CCL-076 be amended to update Section 7.05 to state: All Services shall be organized in a manner that promotes inclusivity, safety, and community spirit, and must specifically align with the provisions outlined in Sections 5.02, 5.03, and 5.04 of the Sale of Advertising Policy CCL-074.

(2025.235) -- CARRIED

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

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

1. Kristen Battle, Communications & Administrative Manager (LUSH Valley Food Action Society): Eat Local Comox Valley Bingo

(2025.236) -- CARRIED

- 2. THAT Item 1. (Kristen Battle, Communications & Administrative Manager (LUSH Valley Food Action Society): Eat Local Comox Valley Bingo) be removed from the consent agenda for discussion.

(2025.237) -- CARRIED

a. Consent Agenda

Consent Agenda

- 3. *THAT the Town of Comox cross-promote the LUSH Valley Food Action Society's "Eat Local Comox Valley Bingo" campaign.*

(2025.238) -- CARRIED

7. UNFINISHED BUSINESS:

a. RZ 24-3 (2123 Hector Road): Comox Zoning Amendment Bylaw 1850.48

2123 Hector Road

- 1. *THAT Zoning Amendment Bylaw No. 1850.48 be given Third Reading.*
- 2. *THAT prior to adoption of Zoning Amendment Bylaw No. 1850.48, the outstanding items listed under Schedule 1, Outstanding Items as included in the May 29, 2025 report from the Planner II, titled "RZ 24-3 2123 Hector Road" be resolved.*

(2025.239) -- CARRIED

(2025.240) -- CARRIED

b. Development Cost Charge and Amenity Cost Charge Draft Rates

DCC and ACC Draft Rates

- 1. *THAT the Development Cost Charge rates with a municipal assist factor of 1% be endorsed.*
- 2. *THAT Amenity Cost Charge rates with a municipal assist factor of 1% be endorsed.*
- 3. *THAT the programs and draft rates be advanced to the public consultation phase as presented.*

(2025.241) -- CARRIED

(2025.242) -- CARRIED

(2025.243) -- CARRIED

c. Adoption of 2024 Annual Report

2024 Annual Report

THAT the 2024 Annual Report, as included in the June 4, 2025, Regular Council Meeting agenda, be Adopted.

(2025.244) -- CARRIED

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS: NIL

10. NEW BUSINESS:

a. 2025 UBCM Grant - Strategic Priorities Fund

2025 UBCM Grant - Strategic Priorities Fund

THAT Council support the submission of an application to the Union of BC Municipalities (UBCM) Strategic Priorities Fund, as detailed in the May 29, 2025 report titled "2025 UBCM Grant –Strategic Priorities Fund" from the Comox Fire Chief, in the amount of \$5 million to assist with the necessary replacement of the Town of Comox Fire Station; AND FURTHER,

THAT Council commit to providing overall grant management for the project if the application is successful; AND FURTHER,

THAT letters of support be requested from the K'ómoks First Nation, MLA Brennan Day, MP Aaron Gunn, 19 Wing Comox, and the Comox Fire Protection District.

(2025.245) -- CARRIED

b. Community Emergency Preparedness Fund Grant Application

Community Emergency Preparedness Fund Grant

THAT Council pass a resolution in support of the Comox Valley Regional District's joint application to the Union of BC Municipalities Community Emergency Preparedness Fund (CEPF), which includes up to \$200,000 under the Emergency Operations Centres (EOC) Equipment and Training stream, including \$40,000 toward the purchase of a backup generator for the Comox Community Centre; and up to \$150,000 under the Emergency Support Services (ESS) Equipment and Training stream; AND FURTHER,

THAT the Comox Valley Regional District (CVRD) be designated as the primary applicant and fiscal host for the grant.

(2025.246) -- CARRIED

c. Comox Facility Booking Policy

Comox Facility Booking Policy

1. *THAT Council direct Administration to create a facility booking policy to prohibit individuals or organizations renting Town facilities which may or are likely to promote hate and/or discrimination.*

(2025.247) -- CARRIED

2. *THAT, conditional upon Council's direction to create a facility booking policy, staff create a facility booking policy with the Recreation Director responsible to approve or deny a facility rental, with an appeal process to the Chief Administrative Officer.*

(2025.248) -- CARRIED

d. Disposal of Assets - Recreation

Disposal of Assets - Recreation

THAT Council authorise the disposal of Recreation Department assets listed in the May 28, 2025 Report from the Recreation Supervisor titled "Disposal of Assets Recreation Department".

(2025.249) -- CARRIED

f. Public Notice Bylaw - Alternative Means of Public Notice

Public Notice Bylaw

THAT Comox Public Notice Bylaw No. 2045 be given First, Second and Third Readings.
(2025.250) -- CARRIED

g. Social Media Overview and Platform Considerations

Social Media Overview and Platform Considerations

- 1. *THAT the use of the Town's X accounts be discontinued, using a phased approach that will transition to using the BlueSky media platform.*
(2025.251) -- CARRIED

- 2. *THAT the Town continue to maintain an online presence, allowing for comments and utilizing the Town's Social Media Guidelines (Code of Conduct), to maintain a respectful and engaged online community.*
(2025.252) -- CARRIED

- 3. *THAT the draft Communications Policy CCL-081 be Adopted.*
(2025.253) -- CARRIED

- 4. *THAT the Social Media Guidelines (Code of Conduct) be Approved.*
(2025.254) -- CARRIED

11. NOTICES OF MOTION:

a. Notice of Motion (Councillor Grant) - CVRD Grant-in-Aid Policy

Notice of Motion - Grant-in-Aid Policy

THAT the Council of the Town of Comox requests that the Comox Valley Regional District Board amend the Regional Grant-in-Aid Policy as follows:

1. Policy Statement (Section 1):

To establish and provide a framework for a small-scale Regional Grant-in-Aid Program, administered through a Community Foundation, as part of the CVRD's Administration and General Government Service. This program is intended to streamline the distribution of already established granting amounts and to support cost control and program efficiency into the future. Should higher levels of grant funding be desired, the CVRD Board may consider the creation of a stand-alone granting service to support such expansion.

2. Funding Cap (Section 5.b):

Replace the original clause with "The total Grant Funding available each year shall be set at no more than \$30,000 in 2025, increasing by no more than \$1,000 per calendar year."

12. CORRESPONDENCE: NIL

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Swift

Councillor Swift attended the following:
- Filberg Heritage Lodge and Park Association Board meeting
- Comox Valley Food Policy Council meeting
- "Aging at Home in British Columbia" event by B.C. Seniors Advocate, Dan Levitt

b. Councillor Haslett

Councillor Haslett attended the Comox Nautical Days Festival Committee meeting and reported that the committee will host a booth at the upcoming Downtown Comox Summer Fest 2025, taking place on June 28 from 10:00 a.m. to 5:00 p.m.

c. Councillor Kerr

Councillor Kerr attended the following events:
- "Aging at Home in British Columbia" event by B.C. Seniors Advocate, Dan Levitt
- Comox Nautical Days Festival Committee meeting

d. Councillor Grant

Councillor Grant attended the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show held in Ottawa.

e. Councillor Meilleur

Councillor Meilleur attended the Energy Justice Forum on accessible, affordable heating and cooling.

f. Mayor Minions

Mayor Minions advised the Filberg Summer Kitchen is now open 4 days per week and that she attended the following meetings:
- Ministry of Jobs, Economic Development and Innovation and Comox Valley Chamber of Commerce meeting with the Honourable Rick Glumac, Minister of State for Trade on the Provincial Response to U.S. Tariffs in Comox Valley.
- Comox Valley Community Action Team (CAT) Business Luncheon - Understanding the Toxic Drug Crisis.

17. RESOLUTION TO GO IN-CAMERA:

a. Exclude the Public

Exclude the Public

THAT the Public be Excluded from the In-Camera session of Council on Wednesday, June 4, 2025 pursuant to the following sub-section of section 90 of the Community Charter:

(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.

(2025.255) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 6:44 P.M.

THE MEETING WAS CALLED BACK TO ORDER AT 7:09 P.M.

18. RISE AND REPORT FROM IN-CAMERA:

- a. **Rise and Report - In Camera meeting of June 4, 2025 - Mack Laing (Shakesides)**

**Rise and Report - Mack Laing
(Shakesides)**

Council rose and reported on the resolution of its June 4, 2025 In-Camera Council meeting, as follows:

THAT Council reaffirms its decision made at the May 21, 2025, Regular Council Meeting directing Administration to proceed with the construction of the Mack Laing viewing platform in 2025.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:10 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER