

**TOWN OF COMOX**  
**Minutes of the Regular Council Meeting,**  
**held in Council Chambers on Wednesday December 7, 2016**

**Present:** Mayor P. Ives  
Councillors R. Arnott, K. Grant, M. Grant  
H. MacKinnon, B. Price, M. Swift

**Absent:** Nil

**Call to Order:**

The meeting was called to order at 5:30 p.m.

The Agenda was Adopted.

There were 5 visitors in attendance.

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**1. DELEGATIONS:**

**a. Kris Tewinkel (BCGEU Local 502) Grocery store wine and liquor sales**

**Grocery Store Wine and Liquor**

Mr. Tewinkel stated that he would like Council to not support the zoning amendment. He thinks that the one-kilometer rule for BC VQA wine in grocery stores is a good idea. Mr. Tewinkel also stated that he is representing the BCGEU.

**b. Kai Grenier - Rezoning Application RZ 16-5 / Development Variance Permit Application DVP 16-7 (1879 Comox Avenue)**

**1879 Comox Avenue**

Mr. Grenier advised that he was available to answer any questions of Council.

**2. MINUTES OF MEETINGS:**

**a. Regular Council Meeting Minutes**

**RCM Meeting**

*That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday November 16, 2016, be Approved.*

(2016.266) -- CARRIED

**b. Committee of the Whole Meeting Minutes**

**COW Meeting**

*That the Minutes of the Committee of the Whole Meeting, held in Council Chambers on Wednesday November 23 2016, be Received.*

(2016.267) -- CARRIED

**3. COMMITTEE REPORTS: NIL**

**4. UNFINISHED BUSINESS:**

**a. Management Report - December 7, 2016**

**Management Report**

*That the Management Report for December 7, 2016 be received and filed for information.*

(2016.268) -- CARRIED

**b. Comox Valley Farmers' Institute - Agriplex: Request for Letter of Support**

**Agriplex Proposal Support**

*That the Agriplex project, proposed by the Comox Valley Farmers' Institute, be supported in principle.*

(2016.269) -- CARRIED

**c. Grant to Comox Valley Transition Society for Construction of Transitional Housing**

**CV Transition Society Grant**

*That the \$30,000 commitment to the Comox Valley Recovery Centre for the construction of four transitional housing units authorized by Council on August 17, 2016, be redirected to the Comox Valley Transition Society for purchase of a fourplex in Courtenay for transition housing for women and women with children who are fleeing violence.*

(2016.270) -- CARRIED

**5. SPECIAL REPORTS:**

**a. 2016 Year in Review**

**Year in Review**

The Mayor's "December 2016 Year in Review" was received for information.

**b. Council Committee Appointments, Acting Mayor Schedule, Auditor Appointment, Signing Authorities and Meeting Schedule**

**Council Appointments**

1. *That the Council appointments to Boards and External Committees for 2016/2017, as contained in the December 1, 2016 report from the Chief Administrative Officer and included in the December 7, 2016 Regular Council Meeting agenda, be approved as amended to replace Councillor MacKinnon with Councillor Arnott on the Comox Business in Action.*

(2016.271) -- CARRIED

2. *That Council approve the Acting Mayor schedule as contained in the December 1, 2016 report from the Chief Administrative Officer and included in the December 7, 2016 Regular Council Meeting agenda.*

(2016.272) -- CARRIED

3. *That MNP LLP be appointed as auditors for the municipality for the year 2017.*

(2016.273) -- CARRIED

4. *That signing authority for 2017 be designated to Mayor Paul Ives, Councillor Ken Grant, Councillor Maureen Swift, CAO Richard Kanigan, Director of Finance Donald Jacquest and Deputy Corporate Administrator Shelly Russwurm.*

(2016.274) -- CARRIED

5. *That the 2017 Regular Council and Committee of the Whole meeting schedule be approved as contained in the December 1, 2016 report from the Chief Administrative Officer and included in the December 7, 2016 Regular Council Meeting agenda; and further,*

*That staff be authorized to publish notice of availability of the schedule.*

(2016.275) -- CARRIED

**c. Comox Valley Regional District Meeting Minutes**

**CVRD Meeting Minutes**

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

- *Comox Valley Regional District Board (Comox Strathcona Waste Management) Board held on Thursday, November 10, 2016;*
- *Comox Regional Hospital District Board held on Thursday, November 10, 2016;*
- *Comox Valley Regional District Board held on Tuesday, November 29, 2016.*

(2016.276) -- CARRIED

**6. BYLAWS:**

**a. Bylaw No. 1849: Comox Water Rates and Regulation Bylaw Amendment No. 23, 2016**

**Water Rates and Regulations  
Bylaw**

*That Bylaw No. 1849: Comox Water Rates and Regulation Bylaw Amendment No. 23, 2016 be Adopted.*

(2016.277) -- CARRIED

**b. Bylaw No. 1851: Comox Fire Prevention and Regulation Bylaw Amendment No. 7, 2016**

**Fire Prevention and  
Regulation Bylaw**

*That Bylaw No. 1851 (Comox Fire Prevention and Regulation Bylaw Amendment No. 7, 2016) be given First, Second and Third Readings.*

(2016.278) -- CARRIED

**7. NEW BUSINESS:**

**a. Resolution authorizing Corporate VISA cards**

**Corporate VISA Cards**

1. *That the Corporate Administrator, Deputy Corporate Administrator and Director of Finance are hereby authorized to borrow on behalf of the Town of Comox (the "Corporation") from The Bank of Nova Scotia (the "Bank") from time to time by way of promissory note or Scotia Visa Business Card Agreement a sum or sums not exceeding at any one time thirty five thousand dollars (\$35,000) to meet current expenditures of the Corporation.*

(2016.279) -- CARRIED

2. *That the Corporate Administrator, Deputy Corporate Administrator and Director of Finance are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.*

(2016.280) -- CARRIED

3. *The Corporate Administrator, Deputy Corporate Administrator and Director of Finance are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements under the seal of the Corporation providing for payment to the Bank of all amounts required to be paid by the Bank pursuant to each promissory note of the Corporation guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such rate as the Bank may from time to time determine.*

(2016.281) -- CARRIED

**a. Resolution authorizing Corporate VISA cards**

**Corporate VISA Cards**

4. *That the Corporate Administrator, Deputy Corporate Administrator and Director of Finance are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.*

(2016.282) -- CARRIED

5. *That the Corporate Administrator, Deputy Corporate Administrator and Director of Finance are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all the monies collected or received from any other source.*

(2016.283) -- CARRIED

**b. SPCA Kennel Service Agreement**

**SPCA Contract**

*That Council authorizes the Chief Administrative Officer to enter into and execute the agreement for Kennel Services between the Town of Comox and the British Columbia Society for the Prevention of Cruelty to Animals (SPCA) for a three year term ending December 31, 2019.*

(2016.284) -- CARRIED

**c. Rezoning Application RZ 15-2 Liquor in Grocery Stores**

**Liquor in Grocery Stores**

1. *That Comox Zoning Amendment Bylaw No. 1802 be given First and Second Readings.*

(2016.285) -- CARRIED

2. *That a Public Hearing be scheduled for Bylaw No. 1802 and be located at Council Chambers, 1801B Beaufort Avenue.*

(2016.286) -- CARRIED

**d. Rezoning Application: RZ 16-5 / Development Variance Permit Application: DVP 16-7 (1879 Comox Avenue)**

**1879 Comox Avenue**

1. *That Comox Zoning Amendment Bylaw No. 1847 be given First and Second Readings.*

(2016.287) -- CARRIED

2. *That a Public Hearing be scheduled for Bylaw No. 1847 and be located at Council Chambers, 1801B Beaufort Avenue.*

(2016.288) -- CARRIED

**e. Regional Scale Organics Composting Facility - Request for letter of support**

**Organics Composting Facility**

*That Council direct staff to send a letter to M. Rutten, P.Eng., General Manager of Engineering Services Branch of the Comox Valley Regional District encouraging the regional district to consider both communities when contemplating the location of an organics processing facility.*

(2016.289) -- CARRIED

**8. CORRESPONDENCE:**

**a. Richard Campbell (The British Columbia Cycling Coalition) Letter of Support**

**BC Cycling Coalition**

*That the November 26, 2016 letter from Richard Campbell of the BC Cycling Coalition, requesting support for their multi-year initiative to facilitate the development and implementation of a provincial active transportation strategy, be received and a letter of support provided.*

*(2016.290) -- CARRIED*

**b. Martin (Comox Place Condominiums) Driveway at Comox Place**

**1876 Comox Avenue**

*That the December 1, 2016 letter from Linda Martin of Strata VIS3053 at 1876 Comox Avenue, requesting the re-examination of the sidewalk design at the entrance to their driveway, be received; and further,*

*That the driveway be fixed in the most cost effective manner possible.*

*(2016.291) -- CARRIED*

*[Opposed: Mayor Ives, Councillor HMacKinnon]*

**9. LATE ITEMS: NIL**

**10. DELEGATIONS: NIL**

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

**a. Councillor Arnott**

Councillor Arnott requested that Council reports be a little shorter and more to the point. He suggested that if Council members have more detail to report that it be submitted in writing to staff to be included in the agenda.

**b. councillor Marg Grant**

Councillor Grant advised that she attended a Comox Seniors' meeting and the Comox Mall open house.

**c. Councillor Ken Grant**

Councillor Grant advised that he attended the Comox Mall open house, and the regional district sewer commission, water committee and board meetings.

**d. Councillor MacKinnon**

Councillor MacKinnon advised that he attended:

- the Fire Department dinner and awards,
- a d'Esterre Seniors' meeting,
- the strategic planning session,
- the Christmas tree lighting ceremony,
- a Vancouver Island Regional Library board meeting,
- CPR and defibrillator training at Highland Secondary,
- a Homelessness Coalition meeting,
- the Braidwood affordable housing initiative,
- a meeting with the new superintendent of schools,
- the Multicultural Centre potluck dinner,
- the opening of the new library on Hornby Island,
- the Chamber of Commerce mixer event,
- the Comox Mall open house, and
- the Jingle Bell run for the food bank.

**e. Councillor Price**

Councillor Price advised that she attended:

- two days of UBCM Executive meetings,
- the Comox Archives board meeting,
- the Changemaker forum at the Band hall,
- the regional district board meeting,
- an Integrated Regional Transportation Committee meeting,
- the Comox Mall open house, and
- and AVICC teleconference meeting.

**f. Councillor Swift**

Councillor Swift advised that she:

- lit the Town Christmas tree as acting Mayor,
- attended a Filberg Heritage Lodge and Park Association board meeting,
- attended the Comox Mall open house, and
- attended the Broadstreet properties open house.

**g. Mayor Ives**

Mayor Ives advised that he attended:

- the Economic Development Society's strategic planning session,
- an Island Coastal Economic Trust board meeting,
- Courtenay's Christmas light up ceremony,
- the Christmas parade in Courtenay,
- a National Child Day breakfast event,
- the strategic planning session,
- the defibrillator training at Highland Secondary, and
- a board meeting with the Economic Development Society.

Mayor Ives also reminded Council of the upcoming fixed wing search and rescue announcement.

**14. EXCLUDE THE PUBLIC:**

**a. Exclude the Public**

**Exclude the Public**

*That the Public be Excluded from the In-Camera Meeting of Council on Wednesday December 7, 2016, pursuant to the following sub-section of section 90 of the Community Charter:*

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

(2016.292) -- CARRIED

**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 6:54 p.m.

CARRIED

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

***"Paul Ives"***

MAYOR

***"Richard Kanigan"***

CORPORATE OFFICER