



TOWN OF COMOX

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

SPECIAL COUNCIL MEETING **AGENDA FOR WEDNESDAY JANUARY 22, 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'

NOTICE is hereby given pursuant to section 127 of the Community Charter that a Special Council Meeting will be held at the location and time noted below for the transaction of business as listed below.

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

Call to Order: 3:00 p.m.

Adoption of the Agenda

1. EXCLUDE THE PUBLIC:

a. Exclude the Public

That the Public be Excluded from the Special In-Camera Meeting of Council on Wednesday January 22, 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)(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; 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].

2. PROCLAMATION:

(7) a. RCMP Appreciation Day

That February 1, 2020 be proclaimed as RCMP Appreciation Day in the Town of Comox.

3. DELEGATIONS: NIL

4. MINUTES OF MEETINGS:

- (8) a. [Regular Council Meeting Minutes](#)
That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday December 4, 2019, be Approved.
- (15) b. [Special Council Meeting Minutes](#)
1. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday December 11, 2019, be Approved.*
 2. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday December 18, 2019, be Approved.*
 3. *That the Minutes of the Special Meeting of Council, held in Council Chambers on Wednesday January 8, 2020, be Approved.*
- (20) c. [Committee of the Whole Meeting Minutes](#)
That the Minutes of the Committee of the Whole Meeting, held in Council Chambers on Wednesday January 8, 2020, be Received.

COMMITTEE RECOMMENDATIONS:

- (1) [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.

5. COMMITTEE REPORTS: NIL

6. UNFINISHED BUSINESS:

- (22) a. [Management Report - January 15, 2020](#)
That the Management Report for January 15, 2020 be received and filed for information.
- (29) b. [Rezoning Application RZ 18-3 / Development Variance Permit Application DVP 18-3 \(2260 Robb Ave\)](#)
1. *That Comox Zoning Amendment Bylaw 1893 be adopted;*
 2. *That Comox Phased Development Agreement Authorization Bylaw 1911: 2260 Robb Avenue be adopted; and*
 3. *That Development Variance Permit DVP 18-3 be issued, subject to the Development Variance Permit Conditions listed in Schedule 1 to the January 15, 2020 Planning Report on RZ 18-3 and DVP 18-3.*

7. SPECIAL REPORTS:

- (56) 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, December 17, 2019 and Tuesday, January 7, 2020.

8. BYLAWS: NIL

9. NEW BUSINESS AND NOTICES OF MOTION:

- (68) a. [Asset Management Planning Program - Long Term Financial Plan](#)
THAT Council supports the Town's application for funding for its project titled "Long Term Financial Plan" including a commitment to provide overall grant management of this funding project.
- (69) b. [2020 Nautical Days Agreement: Dave Stevenson](#)
 1. *That the Town of Comox enter into an agreement with Mr. David Stevenson for the production of the 2020 Nautical Days Festival, at a price of \$20,000 plus applicable taxes; and further, that the Mayor and the Deputy Corporate Administrator be authorized to execute the agreement.*
 2. *That a grant of \$25,000 be provided to the Nautical Days' Society in order to plan and implement the 2020 Nautical Days' Festival.*
- (77) c. [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.
- (111) d. [Cancellation of Business Licences with Outstanding Fees](#)
For information only.
- (113) e. [Conference Attendance Policy](#)
That Council approve policy CCL - 053 which limits the number of delegates attending the annual FCM (Federation of Canadian Municipalities) conference to three members of Council plus the Mayor, and grants ongoing approval for all Council members to attend UBCM (Union of BC Municipalities), LGLA (Local Government Leadership Academy), and AVICC (Association of Vancouver Island and Coastal Communities) conferences annually.
- f. [Increases to Water, Sewer, Solid Waste and Marina Rates](#)
Report to be provided on Monday January 20, 2020.

10. CORRESPONDENCE: NIL

11. LATE ITEMS:

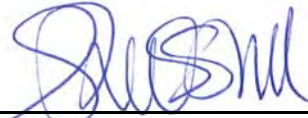
12. DELEGATIONS:

13. REPORTS FROM MEMBERS OF COUNCIL:

14. MEDIA QUESTION PERIOD:

15. PUBLIC QUESTION PERIOD:

ADJOURNMENT



Deputy Corporate Administrator

P R O C L A M A T I O N

RCMP Appreciation Day

February 1, 2020

- WHEREAS** in 1919, the Parliament of Canada voted to form a national police force by merging the North-West Mounted Police and the Dominion Police of Eastern Canada, and on February 1, 1920, the newly formed police force was named the Royal Canadian Mounted Police; and
- WHEREAS** on August 15, 1950, the British Columbia Provincial Police was dissolved, and 495 of 525 officers remained to form the Royal Canadian Mounted Police “E” Division; and
- WHEREAS** the employees of the Royal Canadian Mounted Police have given much to our communities in terms of services and sacrifice; and
- WHEREAS** there is a desire to recognize, to show appreciation for, and to celebrate the history and role of the Royal Canadian Mounted Police force in British Columbia on the centennial anniversary of its inception in Canada;

NOW THEREFORE,

*I, Mayor Arnott, do hereby declare
February 1, 2020 as RCMP Appreciation Day
in the Town of Comox*



Mayor Russ Arnott

TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday December 4, 2019

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, Deputy Corporate Administrator
C. Freundlich, Director of Finance
M. Kamenz, Municipal Planner
S. Ashfield, Municipal Engineer

Absent: Nil

Call to Order:

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

The Agenda was Amended to remove items 2d, 8c and 8d, and Adopted as Amended.

There were 14 visitors 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.*

(2019.343) -- CARRIED UNANIMOUSLY

2. *That the Public be Excluded from the In-Camera session of Council on Wednesday December 4, 2019, 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)(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; and

(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

(2019.344) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 4:16 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 5:30 P.M.

2. DELEGATIONS:

- a. **Andrea Cupelli (Comox Valley Coalition to End Homelessness) Update on Coalition's Activities**

Coalition to End Homelessness

Ms. Cupelli provided an update on the Coalition's activities, and requested that Council increase its homelessness support from \$30,000 to \$45,000 per year.

- b. **John Paulin and Kent Gulliford (Comox Legion) Appreciation for podium**

Comox Legion Appreciation

Mr. Paulin and Mr. Gulliford summarized the recent Remembrance Day ceremonies and expressed their gratitude to Council for its support. They also thanked the building department for the standing podium that was provided for the ceremony this year.

- c. **Derek Costantino: Electric Vehicle Charging Stations**

Electric Vehicle Charging Stations

Mr. Costantino discussed how increasing the number of electric vehicle charging stations in Comox will lead to additional tourism and economic development opportunities.

3. MINUTES OF MEETINGS:

- a. **Regular Council Meeting Minutes**

RCM Minutes

That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday November 20, 2019, be Approved.

(2019.345) -- CARRIED

- b. **Public Hearing Meeting Minutes**

Public Hearing

That the Minutes of the Public Hearing, held in Council Chambers on Wednesday November 20, 2019, be Approved.

(2019.346) -- CARRIED

4. COMMITTEE REPORTS: NIL

5. UNFINISHED BUSINESS:

- a. **Management Report - December 4, 2019**

Management Report

That the Management Report for December 4, 2019 be received and filed for information.

(2019.347) -- CARRIED

6. SPECIAL REPORTS:

- a. **Mayor's 2019 Year in Review**

Mayor's Year in Review

Mayor Arnott provided the following summary for Council and the community:

Congratulations to Council for a solid first year! You have all contributed to the betterment of our community in many ways. You have made connections with other local leaders that, collectively, we will all benefit from.

a. Mayor's 2019 Year in Review

Mayor's Year in Review

During last year's campaign I spoke about asset management and how we need to ensure we always stay ahead of it, I also spoke about our most important asset; our employees. A year later, we have seen changes that give better working conditions for our financial team that now work out of the newly leased office space above the Credit Union and Town administration staff are seeing upgrades that better suit their needs as well as serving our residents more effectively.

This past year we have seen significant personnel changes with the departure of our Executive Coordinator Twyla Slonski and our CAO Richard Kanigan. Both of these individuals contributed greatly to the betterment of Comox and we wish them well in their future endeavours. At the same time we welcome our new Executive Coordinator Lia Pesklevits and interim CAO Al Kenning to carry on the great work that was set before them.

Anytime there is hard work put into something you start to receive the benefits. This is so true for our community; our collective hard work has resulted in two new brew pubs, a new tap house, two new cannabis shops and soon Aurora Cannabis will open their Cannabis Innovation Centre near the airport. Also, the final phase of the mall renovation has provided new space to house a variety of businesses. These are new jobs for Comox with spinoffs that have added to the betterment of our Town.

We are aware more than ever that we need to ensure climate adaptation is part of what we do when planning our community for the future and this Council has shown clear leadership in this. We are aware that affordable housing options are limited in Comox, and that the rental vacancy rate has been extremely low. This year, I am pleased to see the completion of Anderton Place, a brand new rental housing development on Anderton Road. And, I am even more pleased to see that its 85 units are nearly fully rented, providing high quality, desirable housing options for many Comox residents. On the affordable housing front, we are working regionally to undertake a housing needs assessment, with the goal of ensuring a diversity of affordable housing options to meet our local demographics and needs.

As we start year two of our term, I am excited that we have the skills, leadership, support and desire to continue making Comox a destination to work, live and play. We will continue to be transparent and offer the best we can to our residents.

There is always more that can be done. With a strong Council and dedicated staff, our momentum will not only continue but will get stronger.

Thank you all very much and I look forward to continuing our work together.

b. Comox Valley Regional District Meeting Minutes

CVRD Meeting Minutes

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

- *Comox Strathcona Waste Management Board held on Thursday November 14, 2019; and*
- *Comox Valley Regional District Board held on Tuesday, November 26, 2019.*

(2019.348) -- CARRIED

7. BYLAWS:

a. Comox Council Procedure Bylaw No. 1614, 2009, Amendment No.4, 2019

Procedure Bylaw Amendment

That Comox Council Procedure Bylaw No. 1614, 2009, Amendment No. 4, 2019 be Adopted.

(2019.349) -- CARRIED

8. NEW BUSINESS AND NOTICES OF MOTION:

a. Council Appointments, Acting Mayor Schedule, Auditors and Signing Authority

Council Appointments

1. *That the following appointments be made to Boards and Committees for the year 2020:*

Comox Archives & Museum Society - Councillor McGowan (Councillor Minions, alternate);

Comox Business in Action - Mayor Arnott (Councillor Grant, alternate);

*Comox Valley Community Justice Centre - Councillor McKenna
(Councillor Bissinger, alternate);*

Comox Valley Economic Development Society - Mayor Arnott (Councillor Grant, alternate);

d'Esterre Seniors Centre - Councillor McGowan (Councillor McKenna, alternate);

*Filberg Heritage Lodge & Park Association - Councillor Swift
(Councillor Bissinger, alternate);*

Comox Valley Food Policy Council - Councillor McGowan;

Comox Golf Club - Director of Finance, staff;

Comox Valley Harbour Authority - Parks Superintendent, staff;

*Comox Valley Integrated Regional Transportation Select Committee - Councillor Bissinger
(Councillor McGowan, alternate);*

Comox Nautical Days Society - Councillor McKenna (Councillor Bissinger, alternate);

*Comox Valley Regional District Board, Water Committee and Sports Commission -
Councillors Grant and Swift (Councillors Bissinger and Minions, alternates);*

*Comox Valley Regional District Sewer Commission -
Mayor Arnott, Councillors Grant and Swift
(Councillors Bissinger, Minions and McKenna, alternates);*

*Comox-Strathcona Regional Solid Waste Management & Regional Hospital District –
Councillors Grant and Swift (Councillors Bissinger and Minions, alternates);*

Comox Valley Social Planning Society - Councillor McGowan; and

Vancouver Island Regional Library - Councillor Minions (Councillor McKenna, alternate).

(2019.350) -- CARRIED

2. *That the Acting Mayor Roster for the 2020 calendar year be as follows:*

<i>Councillor Grant</i>	<i>January and July</i>
<i>Councillor McGowan</i>	<i>February and August</i>
<i>Councillor McKenna</i>	<i>March and September</i>
<i>Councillor Minions</i>	<i>April and October</i>
<i>Councillor Swift</i>	<i>May and November</i>
<i>Councillor Bissinger</i>	<i>June and December</i>

(2019.351) -- CARRIED

a. Council Appointments, Acting Mayor Schedule, Auditors and Signing Authority

Council Appointments

3. *That Cory Vanderhorst of MNP LLP be appointed as the Town auditor for the years 2019 and 2020.*
(2019.352) -- CARRIED

4. *That signing authority for 2020 be designated to Mayor Russ Arnott, Councillor Ken Grant, Councillor Maureen Swift, Chief Administrative Officer Al Kenning, Director of Finance Clive Freundlich, and Deputy Corporate Administrator Shelly Russwurm.*
(2019.353) -- CARRIED

5. *That the 2020 Regular Council and Committee of the Whole meeting schedule be approved, as included in the November 27, 2019 report to Mayor and Council from Lia Pesklevits, Executive Coordinator.*
(2019.354) -- CARRIED

b. Whistleblower Policy

Whistleblower Policy

That Council Policy CCL-052, Whistleblowing – Reporting, Investigation and Protection, as included in the December 4, 2019 Regular Council Meeting agenda, be approved.
(2019.355) -- CARRIED

9. CORRESPONDENCE:

a. Mike Couture: Improvements to Remembrance Day Ceremonies

Remembrance Day Ceremonies

That the November 18, 2019 email from Mike Couture, recommending that improvements be made to the sound system used during the Remembrance Day Ceremonies, be received and filed for information.
(2019.356) -- CARRIED

b. Mel McLachlan: Gas-powered Leaf Blowers

Leaf Blowers

That the November 22, 2019 email from Mel McLachlan, providing information on a notice of motion made by a District of Oak Bay Councillor on gas powered leaf blowers, be received and filed for information.
(2019.357) -- CARRIED

c. Pam Moughton (Comox Archives and Museum Society): Gratitude for assistance and support

CAMS Appreciation

That the November 25, 2019 letter from Pam Moughton of the Comox Archives and Museum Society, expressing the board's gratitude for the assistance of Town staff in transporting and installing a newly restored heritage church window, be received and filed for information.
(2019.358) -- CARRIED

10. LATE ITEMS: NIL

11. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Bissinger

Councillor Bissinger advised that she attended the regional solid waste management meeting and the Town's open house on the implementation of Step Codes 2 and 3 for simple and complex buildings.

b. Councillor Grant

Councillor Grant advised that he:

- attended the Town's open house on the implementation of Step Codes 2 and 3,
- attended the CVRD board meeting,
- met with property owner Chris Gage, and
- attended the CVRD committee of the whole meeting.

c. Councillor Minions

Councillor Minions advised that she attended:

- the regional solid waste management board meeting,
- a Vancouver Island Regional Library board meeting,
- the Mayor's tree lighting ceremony,
- a couple of private meetings with community members, and
- the Town's open house on the implementation of Step Codes 2 and 3.

d. Councillor McGowan

Councillor McGowan advised that she:

- attended a couple of climate action forums,
- attended a Comox Archives and Museum Society board meeting,
- participated in the Fire Hall's equipment exchange event with the Ship's Point Fire Hall,
- attended a Comox Valley Advocates Association meeting,
- attended the Mayor's tree lighting ceremony, and
- attended the Town's open house on the implementation of Step Codes 2 and 3.

e. Councillor Swift

Councillor Swift advised that she attended:

- the regional district board meeting,
- the regional district committee of the whole meeting,
- the Town's open house on the implementation of Step Codes 2 and 3,
- the Filberg Christmas Craft Fair, and
- the Mayor's tree lighting ceremony.

f. Councillor McKenna

Councillor McKenna advised that he attended:

- participated in the Fire Hall's equipment exchange event with the Ship's Point Fire Hall,
- the Mayor's tree lighting ceremony,
- the Town's open house on the implementation of Step Codes 2 and 3,
- a Community Justice Centre AGM and board meeting, and
- Habitat for Humanity's key ceremony in Courtenay.

g. Mayor Arnott

Mayor Arnott advised that he:

- attended the tree lighting ceremony,
- attended the regional district's Innovate 2030 event,
- attended the Town's open house on the implementation of Step Codes 2 and 3,
- met with Comox resident Liz Stubbs,
- participated in the Fire Hall's equipment exchange event with the Ship's Point Fire Hall, and
- participated in Courtenay's Christmas parade.

12. EXCLUDE THE PUBLIC:

a. Exclude the Public

Exclude the Public

That Council resolve back into the In-Camera session, 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)(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.

(2019.359) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 6:36 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 7:40 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:40 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 December 11, 2019

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions, M. Swift
Staff Al Kenning, Chief Administrative Officer
S. Russwurm, Deputy Corporate Administrator
C. Freundlich, Director of Finance
T. Hagmeier, Recreation Director
A. Fraser, Parks Superintendent
S. Ashfield, Municipal Engineer
M. Kamenz, Municipal Planner

Absent: Nil

Call to Order:

The meeting was called to order at 3:05 p.m.

The Agenda was Adopted.

There were 0 visitors in attendance.

1. 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 11, 2019, 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)(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];

(2019.360) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 3:05 P.M.

THE SPECIAL COUNCIL MEETING RECONVENED AT 6:55 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:55 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 December 18, 2019

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions, M. Swift
Staff Al Kenning, Chief Administrative Officer
S. Russwurm, Deputy Corporate Administrator
C. Freundlich, Director of Finance
T. Hagmeier, Recreation Director
G. Schreiner, Fire Chief
A. Fraser, Parks Superintendent
S. Ashfield, Municipal Engineer
M. Kamenz, Municipal Planner

Absent: Nil

Call to Order:

The meeting was called to order at 3:00 p.m.

The Agenda was Adopted.

There were 0 visitors in attendance.

1. 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 18, 2019, 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)(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];

(2019.361) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 3:00 P.M.

THE SPECIAL COUNCIL MEETING RECONVENED AT 6:02 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:02 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 January 8, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions, M. Swift
Staff Al Kenning, Chief Administrative Officer
Shelly Russwurm, Deputy Corporate Administrator
Clive Freundlich, Director of Finance

Absent: Nil

Call to Order:

The meeting was called to order at 4:39 p.m.

The Agenda was Adopted.

There were 0 visitors in attendance.

1. EXCLUDE THE PUBLIC:

a. Exclude the Public

Exclude the Public

That the Public be Excluded from the In-Camera Meeting of Council on Wednesday January 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;

(2020.001) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 4:40 p.m.

THE SPECIAL COUNCIL MEETING RECONVENED AT 4:51 P.M.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 4:51 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 January 8, 2020

Present: Mayor R. Arnott
Councillors A. Bissinger, K. Grant, S. McGowan,
P. McKenna, N. Minions, M. Swift

Absent: Nil

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

The Agenda was Adopted.

1. Delegations:

a. Mike Corkish (d'Esterre Senior Centre) Funding for new elevator

Mr. Corkish advised that the elevator at the d'Esterre Seniors' Centre is not reliable and they would like to have it replaced. Mr. Corkish also advised that the Seniors' Centre is willing to cost share on the project and that they will also be talking to Rotary about helping out.

2. Minutes of Meetings: NIL

3. Department Reports: NIL

4. Staff Reports:

a. Review of Council Remuneration

COMMITTEE RECOMMENDATION:

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.

CARRIED

5. Correspondence: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 4:38 P.M.

CARRIED

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

CHAIR

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
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.)	Regional District continuing to investigate options and CAO of CVRD to present to RCM Nov 6 on process/status of organics processing. Waste collection contract expires Mar 31, 2020. Implications of altering garbage collection being considered with new contract.
20-Aug-2014	Fixed Wing Search and Rescue Training Facility	Investigate the feasibility of financial and other incentives that would support the selection of 19 Wing Comox.	Grant-in-aid to be provided to 19 Wing Comox from facility PILTs. Expected building completion by year end 2019.
18-Jan-2017	Northeast Comox Storm Water Management Plan	Implementation of Northeast Comox Storm Water Management Plan	Staff presentation at upcoming meeting.
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.
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) • 1250 Lazo Rd • Adjacent portions of Torrence and Lazo Roads plus undeveloped south end of King Road; and 	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.

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
		<p>further,</p> <p>That Town of Comox staff be authorized to develop, sign and submit the proposal to the Ministry of Municipal Affairs and Housing.</p>	
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. <i>Council will be informed/invited in near future, once a location has been determined.</i>
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.	Meeting held Oct 31 with 50 th Parallel Public Relations. Looking at two leash optional areas – fenced in area plus larger trailed area.
20-Mar-2019	Planning Report PR 19-4: Affordable Housing, Town Initiatives	That staff be instructed to prepare a report on: 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.
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.
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 DCCs payments the construction or alteration of self-contained dwelling units in buildings in which each unit is not larger than 45 m ² ;	Letter sent May 24, 2019 from Mayor to CVRD chair. No update received to date.

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
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.	<p>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.</p> <p>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.</p>
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.	<i>Job Description development currently underway for new bargaining unit position. Anticipated start date end-February.</i>
15-May-2019	Climate Emergency (April 17, 2019 Notice of Motion: Councillor Bissinger)	<p>That the following motions be referred to Council's next strategic planning process:</p> <ul style="list-style-type: none"> - "That staff prepare a report to Council within six months with tangible actions the Mayor/Council and Town staff can take to 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." 	Strategic priorities discussion to be held at Nov 13 COW (closed portion). See Oct 2, 2019 resolution "Open House - Climate Crisis and Adaptation"
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

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
			2019 its intention to ban harmful single-use plastics as early as 2021.
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.
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.	
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 Climate Crisis and Adaptation at a future date to be determined by staff.	Open house to be held in November following Nov 13 strategic priorities discussion. See May 15, 2019 resolution "Climate Emergency"
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.	<i>Consultant currently determining 'long-list' of candidates. Short-listed candidates to be interviewed on Jan 25, 2020.</i>
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.	<i>Consultant currently preparing draft strategic plan.</i>
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.	<i>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.</i>

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
16-Oct-2019	Councillor Bissinger: BC Energy Step Code	That the Town of Comox engage with the development community and the public on the implementation of BC Energy Step Code 2 for all Part 3 and Part 9 construction, and that staff provide a report back to Council on the results of the engagement prior to implementation.	Information Meeting and Open House scheduled for Thursday November 28, 2019 at the Community Centre Multipurpose Hall.
16-Oct-2019	Councillor Bissinger: BC Energy Step Code	That planning staff be encouraged to seek opportunities for BC Energy Step Code 3 or 4 as amenity contributions to extract during any rezonings, effective immediately, excluding instream applications.	Planning Dept to seek opportunities as amenity contributions.
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.	Renewal letters to be sent to property owners in early January 2020. Draft bylaw for consideration at January 22 COW meeting.
06-Nov-2019	PR 19-18 Childcare Space Creation Funding Applications	<p>That the Town of Comox Council endorse the creation of additional childcare spaces;</p> <p>That the Town of Comox Council instruct staff to apply for funding to: purchase a commercial unit 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>UBCM grant application submitted Nov. 21. Provincial grant in progress.</p> <p>Initiated.</p> <p>Preliminary negotiations complete. Final negotiations awaiting grant approval.</p>

TOWN OF COMOX – MANAGEMENT REPORT
JANUARY 15, 2020

DATE	SUBJECT	COUNCIL DIRECTION	STATUS
		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.	Preliminary negotiations complete. Final negotiations awaiting grant approval.

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

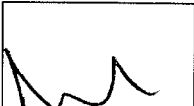


TOWN OF COMOX PLANNING REPORT

TO:	AL KENNING, CHIEF ADMINISTRATIVE OFFICER
FROM:	MARVIN KAMENZ, MUNICIPAL PLANNER REGINA BOZEROCKA, PLANNER I ELLIOT TURNBULL, PLANNING TECHNICIAN
SUBJECT:	REZONING APPLICATION RZ 18-3 DEVELOPMENT VARIANCE PERMIT APPLICATION DVP 18-3 2260 ROBB AVE
DATE:	RCM JANUARY 15, 2020 ADOPTION REPORT


 Submitted by


 Concurrence


 Approval

Planner's Recommendation:

1. That Comox Zoning Amendment Bylaw 1893 be adopted (**Attachment 2**);
2. That Comox Phased Development Agreement Authorization Bylaw 1911: 2260 Robb Avenue be adopted (**Attachment 3**); and
3. That Development Variance Permit DVP 18-3 be issued, subject to the Development Variance Permit Conditions listed in Schedule 1 to the January 15, 2020 Planning Report on RZ 18-3 and DVP 18-3.

Proposal:

The proposed zoning amendment is to rezone the subject property from R1.1 Single-Family to a new Comprehensive Development CD26: Single Family – 2260 Robb Avenue zone, to facilitate a two lot, single-family subdivision.

The Development Variance Permit application DVP 18-3 is to facilitate the subdivision by varying Subdivision and Development Servicing Bylaw 1261 road and overhead wiring specifications to match existing road and neighbourhood character and allow overhead services.

The Application Summary is contained in **Attachment 1**.

JANUARY 15, 2020

Discussion:

Comox Zoning Amendment Bylaw 1893 and Comox Phased Development Agreement Authorization Bylaw 1911: 2260 Robb Avenue received Third Reading on August 7, 2019 (after Public Hearing). The Outstanding Items, registration of a Phased Development Agreement strengthening Section 219 Restrictive Covenant for construction of new residential buildings on the subject property in accordance with B.C. Building Code Step 2, have been resolved.

MK/RB/ET

Schedules:

1. DVP conditions
2. Preliminary engineering comments

Attachments:

1. Application Summary
2. Proposed Zoning Amendment Bylaw 1893
3. Proposed PDA Authorization Bylaw 1911

cc: Hal Martyn, 1080 Arrowsmith Ave, Courtenay B.C. V9N 8M8

JANUARY 15, 2020

SCHEDULE 1

DEVELOPMENT VARIANCE PERMIT CONDITIONS

1. The Development Variance Permit is to facilitate the subdivision of the subject property into two lots, in accordance with the sketch on Figure 1 below.
2. At time of subdivision, registration of a 3.0 metre easement for municipal storm and sewer services along west lot line of Lot A;
3. Town of Comox Subdivision and Development Servicing Bylaw, 1261, Schedule C.1 is varied as follows:

- a. Appendix "C" Specifications for Highways, Table C-1 (Minimum Requirements, Roadway Widths, Curbs and Sidewalks for Urban Roads:

From:

Urban (Local) Road Allowance Width of 20.0 m

Pavement Width of 9.0 m

Type of Curb: concrete rollover curb

Number of Sidewalks: both sides

To:

Urban (Local) Road Allowance Width of 20.0 m for Robb Avenue

Urban (Local) Road Allowance Width of 13.3 m for Condor Street

Pavement width of 9.0 m for Robb Avenue

Pavement Width of 6.0 m for Condor Street

Type of Curb: low profile asphalt water containment curb, to match existing

Number of Sidewalks: none

- b. Appendix "G" (Specifications for Underground Wiring and Street Lighting), Section 1.2.1

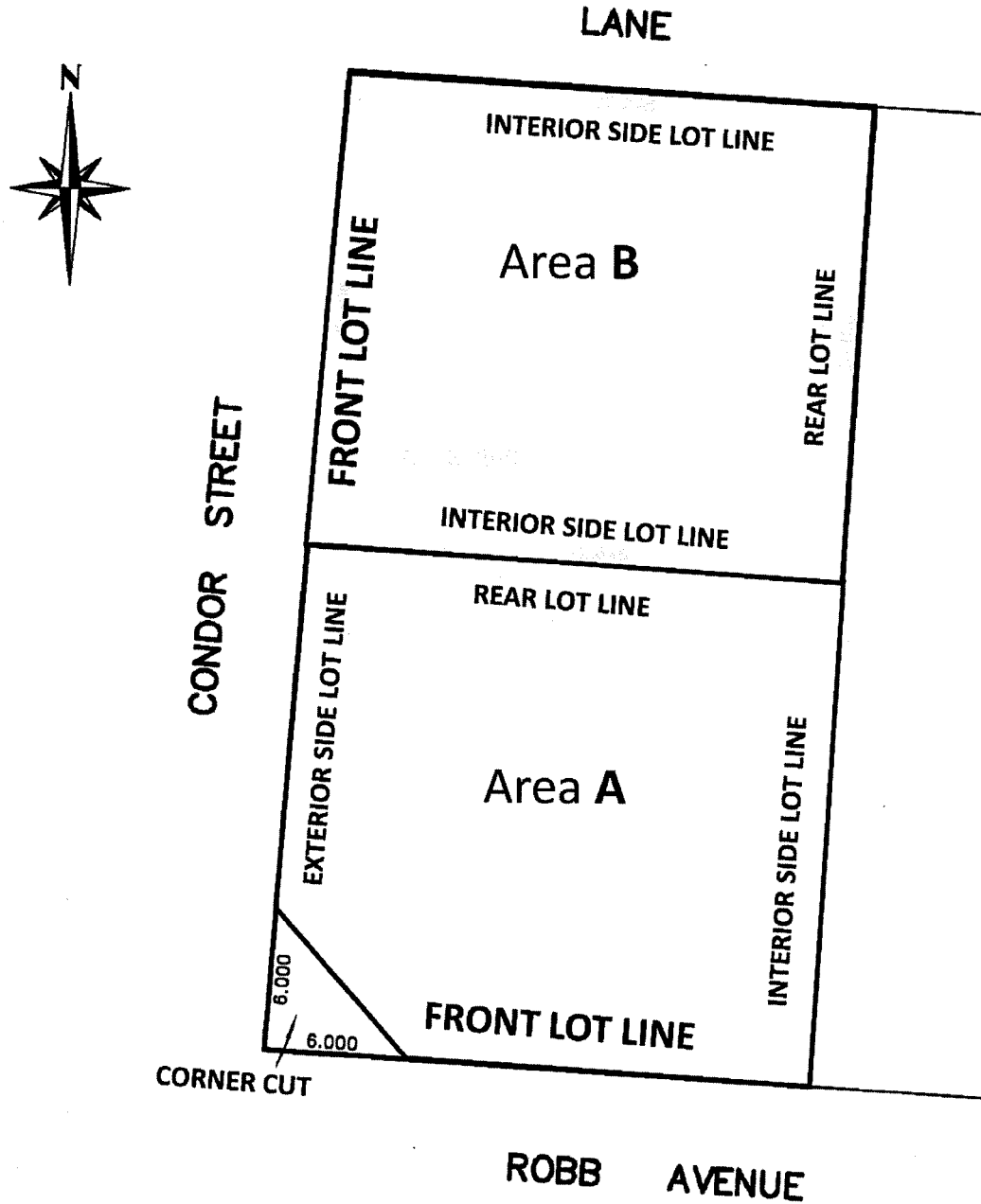
From: all wiring shall be underground

To: not require undergrounding of the overhead transmission wires across the frontage of the subject property; proposed lots to be serviced with an underground wiring drop from an existing pole; if this is not possible without installation of an additional pole, aerial servicing is permitted.

4. Provision of 6.0 X 6.0 metres corner cut and removal of all visual obstructions, including fences and shrubs;
5. Provision of two boulevard trees along Robb Avenue frontage; and
6. Relocation of the existing driveway on proposed Lot A to Condor Street, such that the near side of the driveway is located no closer than 6.0 m from the property corner of the highway intersection in accordance with Comox Subdivision and Development Servicing Bylaw, 1261.

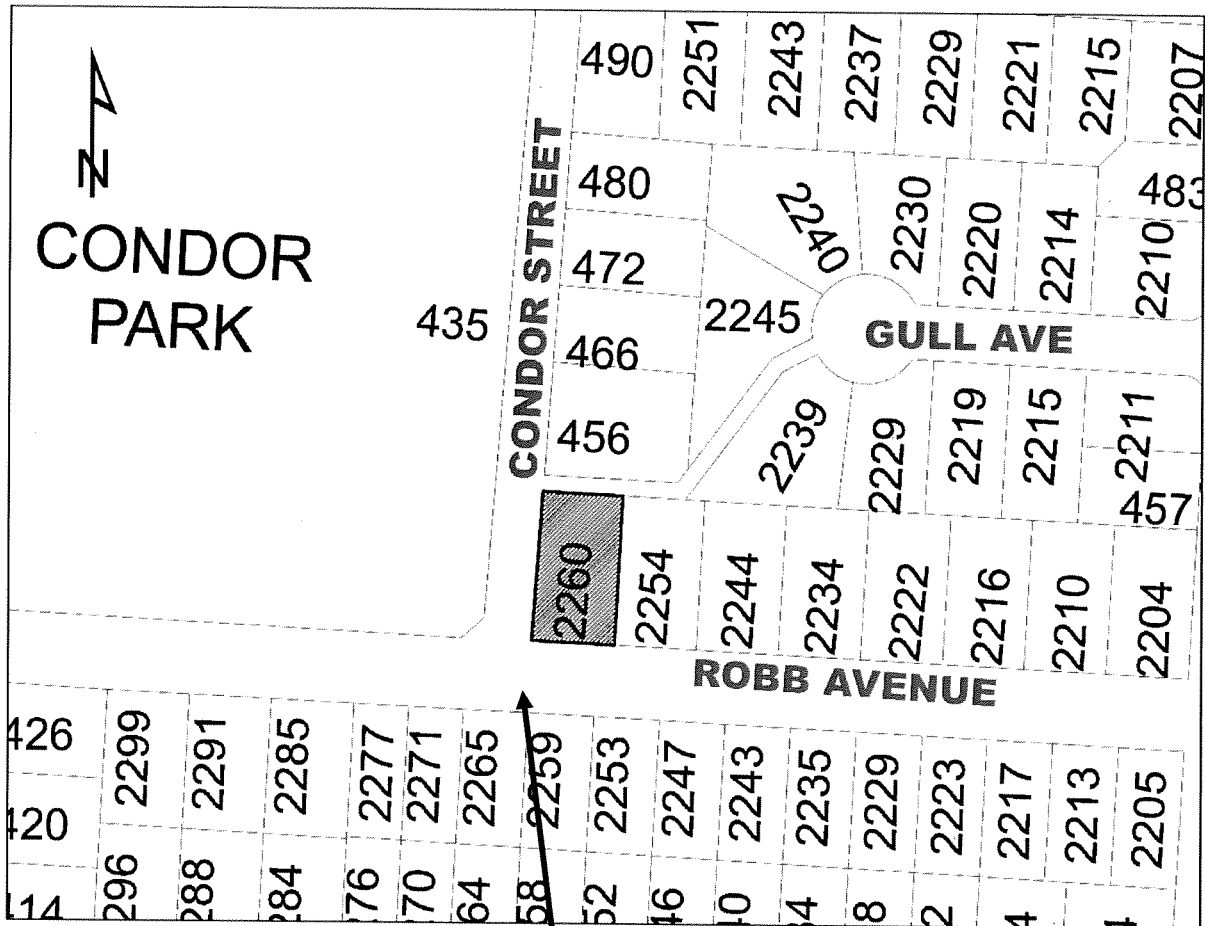
JANUARY 15, 2020

Figure 1



JANUARY 15, 2020

ATTACHMENT 1
APPLICATION SUMMARY



Subject Property shown shaded on the map

ADDRESS:
2260 Robb Avenue

LEGAL DESCRIPTION:
LOT 1, SECTION 3, COMOX DISTRICT, PLAN 22260

JANUARY 15, 2020

Proposal:	The proposed zoning amendment is to rezone the subject property from R1.1 Single-Family to a new Comprehensive Development CD26: Single Family – 2260 Robb Avenue zone to facilitate a two lot, single-family subdivision. The Development Variance Permit application DVP 18-3 is to facilitate the subdivision by varying Subdivision and Development Servicing Bylaw 1261, road and overhead wiring specifications, to match existing road and neighbourhood character.
Applicant: Owner:	Hal Martyn Alison Jane Capell
Legal Description:	LOT 1, SECTION 3, COMOX DISTRICT, PLAN 22260
Civic Address:	2260 Robb Avenue

Official Community Plan

Land Use Designation:	Residential: Detached
Development Permit Areas:	DPA # 17 Coach Houses DPA #18 Secondary Suites

Zoning	EXISTING	PROPOSED
	R1.1 – Single Family	CD26 Single-Family – 2260 Robb Avenue
Permitted uses:	Accessory structures and uses Bed and Breakfast accommodations Coach houses Home occupations Secondary suites Single-family dwellings	Accessory structures and uses Bed and Breakfast accommodations Home occupations Secondary suites Single-family dwellings
Minimum parcel area:	650 m ²	450 m ²
Minimum parcel frontage:	20.0 m	15.0 m
Minimum parcel depth:	26.0 m	21.0 m
Maximum parcel coverage:	35%	35%
Maximum Height & Storeys:	9.0 m	9.0 m and maximum 2 storeys
Minimum Setbacks:		for lot A for lot B
front	7.5 m	7.5 m 4.5 m / 7.5 m

JANUARY 15, 2020

rear	7.5 m	5.7 m / 2.4 m	7.5 m
side (interior)	2.0 m	2.0 m	2.0 m
side (exterior)	3.5 m	3.4 m	n/a
Projections into setbacks:	1.75 m into front, rear or exterior side; 0.6 m into interior side.	up to 1.75 m into front; up to 0.6 m into rear or side.	up to 1.75 m into front or rear; up to 0.6 m into interior side.
Accessory Buildings:	Not exceed 60 m ² or 10% lot coverage, whichever is less	Not exceed 20 m ² or 10% lot coverage, whichever is less	

**Subdivision and Development Servicing Bylaw, 1261
Schedule C.1, Appendix C (Specifications for Highways),
Table C-1 (Minimum Requirements, Roadway Widths, Curbs and Sidewalks)**

	REQUIRED	PROPOSED VARIANCES
Road Allowance	20.0 metres	for Condor Street: 13.3 metres
Pavement Width	9.0 metres	for Condor Street: 6.0 metres
Type of Curb	Concrete roll over	Low profile asphalt barrier
Number of Sidewalks	Both sides	None
Appendix G, Section 1.2.1	Require underground wiring	Not require underground wiring of transmission lines along the frontages of the subject property; proposed lots to be serviced with an underground wiring drop from an existing pole; if this is not possible without installation of an additional pole, aerial servicing is permitted.

Surrounding Land Uses:	Single-family residences to the north, east, and south, Condor Park to the west.
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**RZ 18-3 DVP 18-3
2260 ROBB AVE**

JANUARY 15, 2020

ATTACHMENT 2

PROPOSED ZONING AMENDMENT BYLAW 1893

TOWN OF COMOX

BYLAW 1893

A BYLAW TO AMEND COMOX ZONING BYLAW 1850

WHEREAS Council has the authority under the provisions of the *Local Government Act* to amend the Zoning 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 the "Comox Zoning Amendment Bylaw 1893"

2. Amendments

(1) Comox Zoning Bylaw 1850 is hereby amended as follows:

(a) Section 2.7 Penalties is amended by adding the following rows in the table:

Column 1 Offence	Column 2 Bylaw Section	Column 3 Fine Amount
Unlawful Use – CD26 Zone	826.1	\$250.00
Failure to comply with conditions – CD26 Zone	826.2	\$250.00
Unlawful accessory building – CD26 Zone	826.10	\$250.00

(b) Section 4.1 Classification of Zones is amended by adding the following text under the heading Residential Zones and after CD24 Comprehensive Development 24: 290 Anderton Road:

CD26 Comprehensive Development 26: Single-Family – 2260 Robb Avenue

(c) Section 5.3 Fences is amended by replacing subsection (2) with the following text:

In the R4.1, CD23, CD25 and CD26 zones, no fence within a front shall exceed 1.0 metres in height.

(d) Section 5.12 Projections into Required Setbacks is amended by replacing subsection (4) with the following text:

(3) In all zones other than the R3.4, R3.5, R3.6, R3.7, I2.1, CD 16 and CD 23 zones and Area B of the CD 26 zone, as shown in Appendix "W", awnings, balconies, bay windows, canopies, chimneys, cornices, eaves, gutters, landings, leaders, ornamental features,

pilasters, porches, sills, stairs, or sunshades may project up to 1.75 metres into a required front, rear or exterior side setback and up to 0.6 metres into a required side setback.

(4) In the R3.4 and R3.6 zones, and Area A of the CD26 zone, as shown in Appendix "W", awnings, balconies, bay windows, canopies, chimneys, cornices, eaves, gutters, landings, leaders, ornamental features, pilasters, porches, sills, stairs, or sunshades may project up to 1.75 metres into a required front setback and up to 0.6 metres into a required rear and side setback.

(e) Schedule "A" is amended by adding Section 826, CD26 Comprehensive Development 26: Single-Family - 2260 Robb Avenue, as shown on SCHEDULE "1" which is attached to and forms part of this Bylaw.

(f) Appendices are amended by adding Appendix "W" as shown in Schedule 2, which is attached to and forms part of this Bylaw.

(g) Schedule "B" (the Zoning Map) is amended by rezoning:

LOT 1, SECTION 3, COMOX DISTRICT, PLAN 22260 shown shaded on SCHEDULE "3", which is attached to and forms part of this Bylaw, from R1.1 Single-Family, to CD26 Comprehensive Development 26: Single-Family – 2260 Robb Avenue.

(2) Comox Zoning Bylaw 1850 is further amended by making such consequential changes as are required to reflect the foregoing amendments, including without limitation changes in the numbering and order of the sections of the bylaw.

3. Adoption

READ A FIRST time this	3 rd day of July, 2019
READ A SECOND time this	3 rd day of July, 2019
ADVERTISED A FIRST time this	25 th day of July, 2019
ADVERTISED A SECOND time this	30 th day of August, 2019
PUBLIC HEARING HELD this	7 th day of August, 2019
READ A THIRD time this	7 th day of, August 2019
ADOPTED this	day of , 2020

Russ Arnott,
Mayor

Corporate Officer

SCHEDULE "1"

826. CD 26 COMPREHENSIVE DEVELOPMENT 26: SINGLE-FAMILY – 2260 ROBB AVENUE
--

For the purpose of Section 826, Areas A and B are shown in Appendix "W".

826.1 Permitted Uses:

In the CD26 zone, the following uses are permitted and all other uses are prohibited:

- (1) Accessory structures and uses
- (2) Bed and Breakfast accommodations
- (3) Home occupations
- (4) Secondary suites
- (5) Single-family dwellings

826.2 Conditions of Use:

(1) In Area B, as shown in Appendix "W", gross floor area of the second storey of a building shall not exceed 75% of the gross floor area of the first storey of the building including attached garages, except for:

- (a) when no portion of the first storey is more than 0.6 metres above the established ground level as measured along all elevations of the building which face the rear lot line; or
- (b) when no portion of the first storey is more than 0.6 metres above the established ground level as measured along the building frontage.

(2) In combined width, attached garages and attached carports shall not exceed the greater of 25% of the building frontage or 3.5 metres.

(3) Bed and Breakfast accommodations shall not be permitted on a parcel on which a secondary suite or a coach house exists.

(4) Lot lines shall be designated as shown in Appendix "W".

826.3 Density:

n/a

826.4 Parcel Area:

Parcel area shall not be less than 450 square metres.

826.5 Parcel Frontage:

Parcel frontage shall not be less than 15.0 metres;

826.6 Parcel Depth:

Parcel depth shall not be less than 21.0 metres;

826.7 Parcel Coverage:

Parcel coverage shall not exceed 35%.

826.8 Height and Storeys:

- (1) For Area A, as shown in Appendix "W"
 - (a) Height shall not exceed 9.0 metres.
 - (b) The number of storeys shall not exceed 2.

- (2) For Area B, as shown in Appendix "W"
 - (a) Height shall not exceed 9.0 metres.
 - (b) The number of storeys shall not exceed 2.
 - (c) For multi-storey dwelling units, except for when no portion of the first storey is more than 0.6 metres above the established ground level as measured along the building frontage:
 - (i) a minimum of 30% of the building frontage shall be a maximum of one storey, extending the full depth of the parcel with the roof ridge a minimum of 1.2 metres lower than the roof ridge of any multi-storey portion as shown in Figure 826-1; or
 - (ii) a minimum of 50% of the building frontage shall be a maximum of one storey, extending a minimum of 3.0 metres back from the elevation face, with the roof ridge a minimum of 1.2 metres lower than the roof ridge of any multi-storey portion as shown in Figures 826-2 and 826-3;

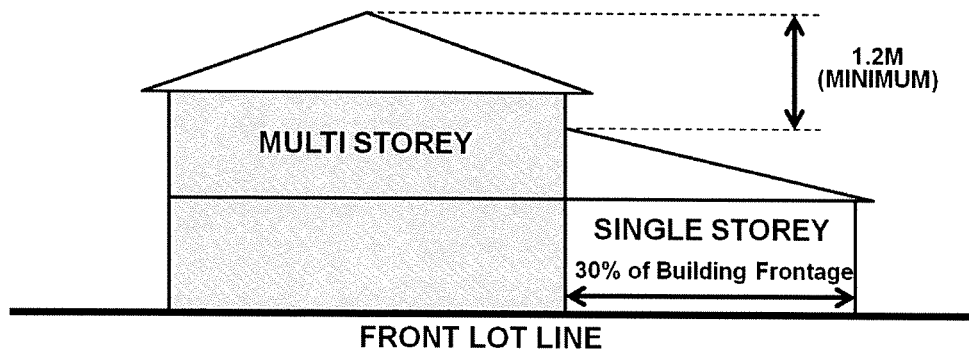


Figure 826-1. Elevation Block Out

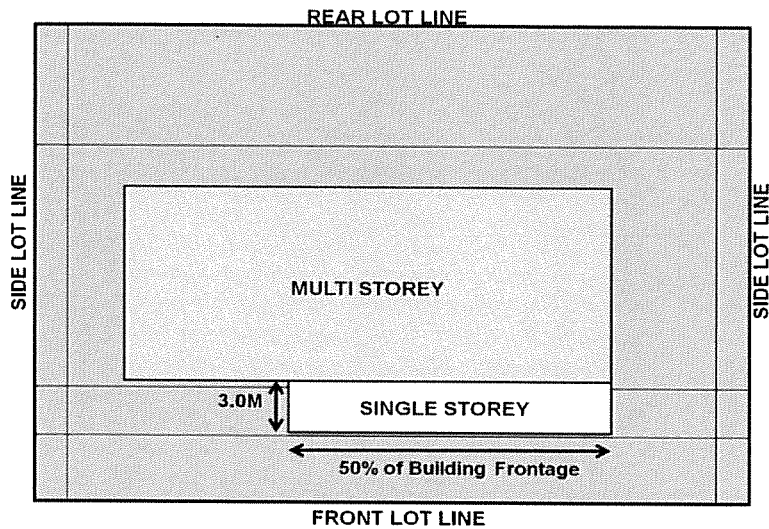


Figure 826-2. Site Plan

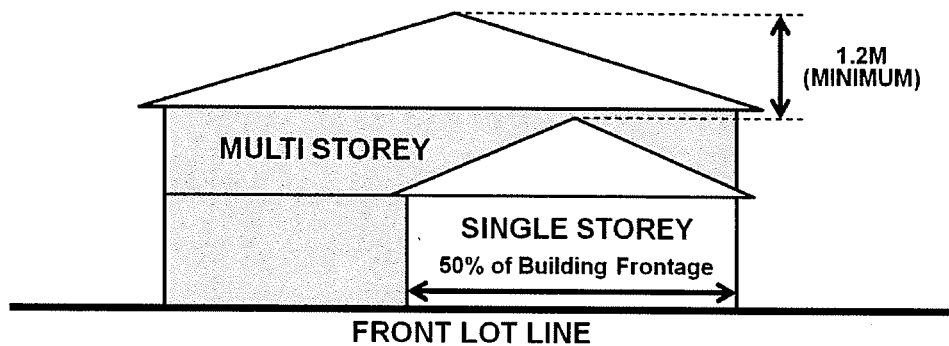


Figure 826-3. Elevation Block Out

826.9 Required Setbacks:

For Area A as shown in Appendix "W"

- (1) Front
 Front setback shall be not less than 7.5 metres;
- (2) Rear
 - (i) For 12.0 metres as measured parallel to and at the rear setbacks from the east lot line – Rear setback shall not be less than 5.7 metres, as shown in Figure 826-4; and
 - (ii) All other situations – Rear setback shall not be less than 2.4 metres;
- (3) Side - interior
 Interior side setback shall be not less than 2.0 metres; and
- (4) Side - exterior
 Exterior side setback shall be not less than 3.4 metres.

For Area B as shown in Appendix "W"

- (1) Front
 - (i) For 5.5 metres, as measured parallel to and at the front setback - Front setback shall be not less than 7.5 metres, as shown in Figure 826-4;
 - (ii) For any part of a structure used as a garage or carport – Front setback shall be not less than 7.5 metres; and
 - (iii) All other situations – Front setback shall not be less than 4.5 metres;
- (2) Rear
 Rear setback shall be not less than 7.5 metres; and
- (3) Side - interior
 Interior side setback shall be not less than 2.0 metres.

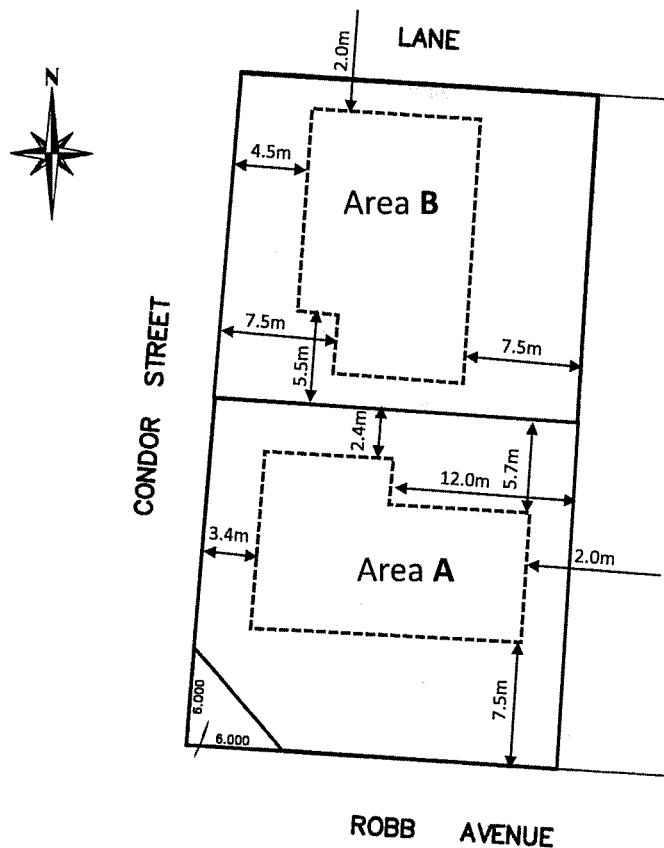


Figure 826-4. Minimum Required Setbacks

826.10 Accessory Buildings

Accessory buildings shall

- (1) not exceed 4.5 metres in height;
- (2) have a parcel coverage not exceeding 10%;
- (3) not occupy more than 2/3 of the width of the rear yard, as measured at its widest point;
- (4) not exceed 20 m² in gross floor area. For the purpose of this sub-section only, gross floor area shall include accessory buildings and parts thereof used for

garage or carport purposes. For the purpose of this sub-section only, carport gross floor area shall be calculated as the roofed floor area;

- (5) not be located within a front yard; and
- (6) be excluded from required rear and interior side setbacks provided that
 - a) no accessory building is located closer than 1.2 metres to a rear or interior side lot line; and
 - b) a 2.0 metre interior side setback is maintained from the front lot line to a point 3.0 metres into the rear yard.

826.11 Screening

Above ground utility boxes and utility transformers shall be screened in accordance with Section 8;

826.12 Off-Street Parking and Loading

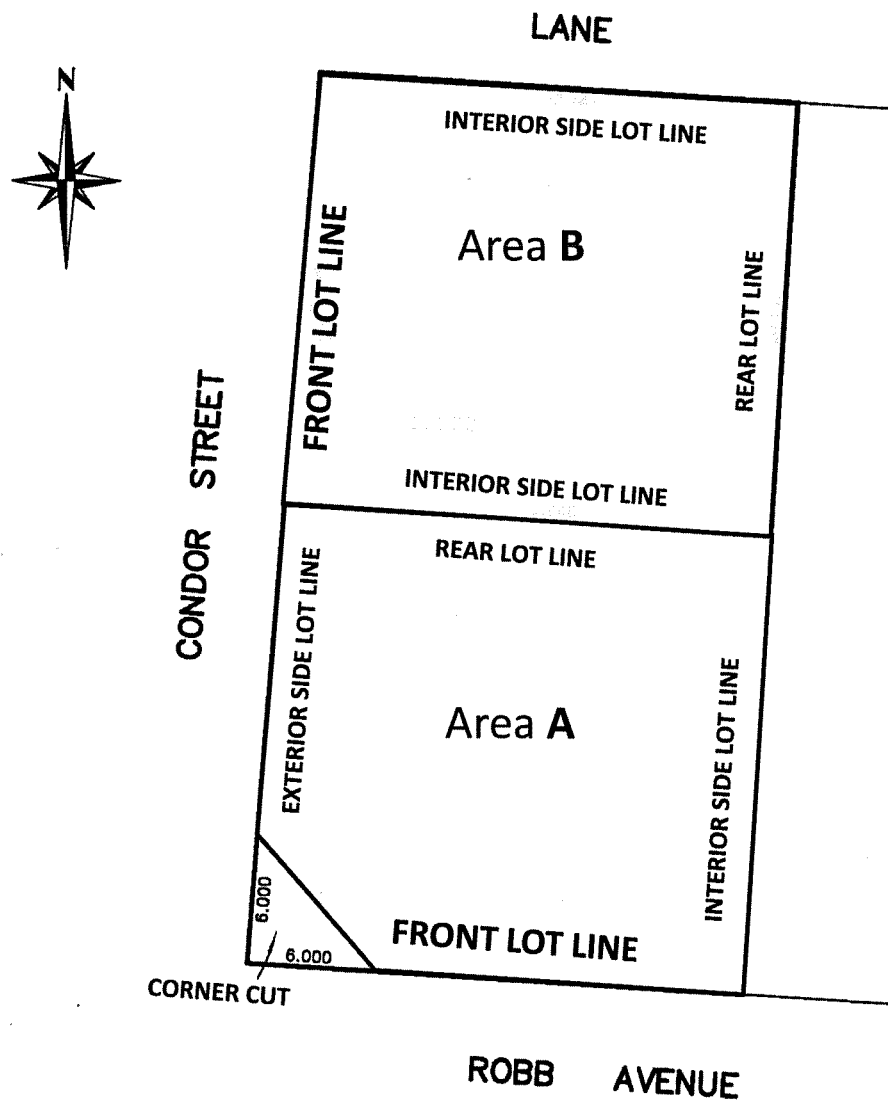
- (1) Off-street parking and loading shall be provided in accordance with Section 6.
- (2) Driveways shall not exceed 6.0 metres in width.
- (3) No more than one driveway shall be permitted on a parcel.

826.13 Other Requirements:

- (1) No more than one principal building shall be permitted on a parcel.
- (2) All buildings shall conform to Section 5.19, Watercourse Regulations.

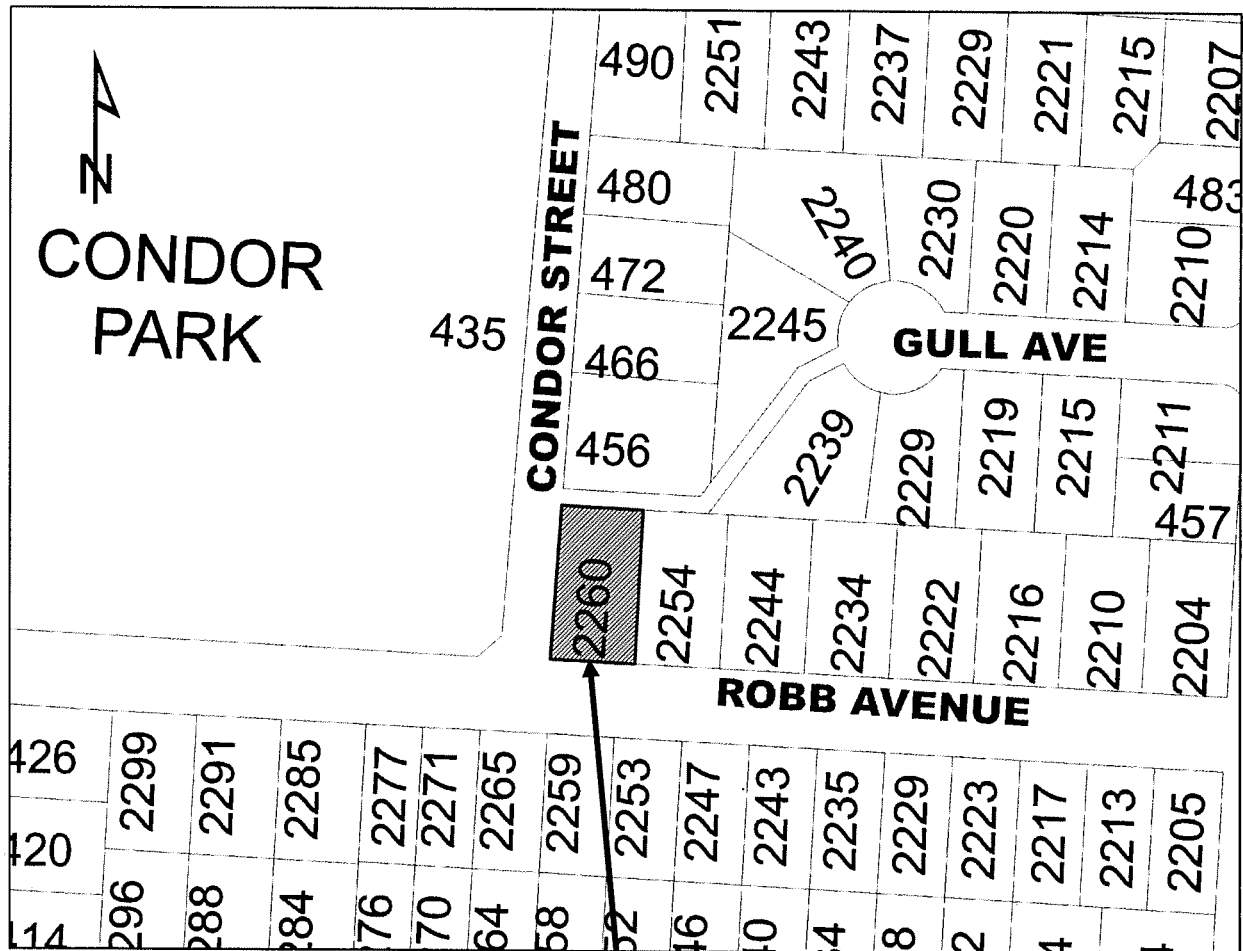
SCHEDULE "2"

APPENDIX "W"



BYLAW 1893

SCHEDULE "3"
SUBJECT PROPERTY



Subject Property:
2260 Robb Avenue

PID: 003-224-635
LOT 1, SECTION 3, COMOX DISTRICT, PLAN 22260

**RZ 18-3 DVP 18-3
2260 ROBB AVE**

JANUARY 15, 2020

ATTACHMENT 3

PROPOSED PHASED DEVELOPMENT AGREEMENT AUTHORIZATION BYLAW 1911

TOWN OF COMOX

BYLAW 1911

A BYLAW TO ENTER INTO A PHASED DEVELOPMENT AGREEMENT

WHEREAS:

The Town may by bylaw enter into a phased development agreement pursuant to s. 516 of the *Local Government Act*;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, having given notice and held a public hearing, enacts as follows:

1. Title

This bylaw may be cited for all purposes as the "Comox Phased Development Agreement Authorization Bylaw 1911: 2260 Robb Avenue"

2. Authorization

Council hereby authorizes the Town of Comox to enter into a phased development agreement under s. 516 of the *Local Government Act*, in the form attached as Schedule "A" to this bylaw.

The Mayor and the Corporate Officer may execute and deliver an agreement with Alison Jane Capell, in the form attached as Schedule "A" to this bylaw.

3. Adoption

- | | |
|-----------------------------------|--------------------------------------|
| (1) READ A FIRST time this | 3 rd day of July, 2019 |
| (2) READ A SECOND time this | 3 rd day of July, 2019 |
| (3) ADVERTISED A FIRST time this | 25 th day of July, 2019 |
| (4) ADVERTISED A SECOND time this | 30 th day of August, 2019 |

- (5) PUBLIC HEARING HELD this 7th day of August, 2019
- (6) READ A THIRD time this 7th day of August, 2019
- (7) ADOPTED this day of , 2020

Russ Arnott,
Mayor

Corporate Officer

**BYLAW 1911
SCHEDULE "A"**

**PHASED DEVELOPMENT AGREEMENT:
2260 ROBB AVENUE**

PHASED DEVELOPMENT AGREEMENT: 2260 ROBB AVENUE

This Agreement dated for reference the ____ day of _____, 2019 is
AMONG:

TOWN OF COMOX, a municipal corporation,
having an address of
1809 Beaufort Avenue, Comox B.C. V9M 1R9

(the "Town")

AND:

Alison Jane Capell,
having an address at 2260 Robb Avenue, Comox, B.C. V9M 1J8

(the "Owner")

WHEREAS:

A. The Owner is the registered owner of land legally described as:

PID: 003-224-635
LOT 1, SECTION 3, COMOX DISTRICT, PLAN 22260

(the "Land");

B. The Owner has applied to the Town for an amendment to Comox Zoning Bylaw 1850 ("Bylaw 1850") by way of Comox Zoning Amendment Bylaw 1893 (the "Zoning Amendment Bylaw") to permit the development on the Land of certain residential uses;

C. The Owner wishes to provide the following amenity with respect to the development on Land: the certification that the residential buildings on the Land are built to a minimum Step 2 as referenced in Table 9.36.6.3 B.

D. The parties wish to ensure that the provisions of Bylaw 1850 as amended by the Zoning Amendment Bylaw continue to apply to Land for the period more particularly set out in this Agreement; and

E. The Council of the Town has given notice and held a public hearing and has, by bylaw, authorized the execution of this Agreement;

NOW THEREFORE in consideration of the mutual promises set out in this Agreement, the parties agree pursuant to section 516 of the *Local Government Act* as follows:

APPLICATION OF AGREEMENT

1. This Agreement applies to the Land, including any parcels of land into which the Land may be subdivided.

BYLAW AMENDMENTS NOT TO APPLY

2. For the term of this Agreement, any amendment or repeal of sections 826.1, 826.2, 826.3, 826.4, 826.5, 826.6, 826.7, 826.8, 826.9, 826.10, and 826.13 of Bylaw 1850 as amended by the Zoning Amendment Bylaw shall not apply to Land, except:
 - (a) as provided in section 516(6) of the *Local Government Act*; or
 - (b) to the extent that the owner of any parcel comprising Land agrees in writing that the amendment or repeal shall apply to that land.
3. For certainty, and without limiting section 2, the Town agrees that any development permit or building permit that would be issuable in respect of Land on the date of adoption of the Zoning Amendment Bylaw will, subject to Section 9, be issued throughout the term of this Agreement in accordance with Comox Official Community Plan Bylaw 1685 (Bylaw 1685), Bylaw 1850 (apart from the sections specified in Section 2 to the extent that they may differ from the sections in force following adoption of the Zoning Amendment Bylaw), and Comox Building Bylaw 1472, despite any amendment or repeal of the bylaw provisions specified in section 2 that would otherwise prevent the issuance of the permit.

TERM OF AGREEMENT

4. The term of this Agreement is ten years from the date of adoption of the Zoning Amendment Bylaw.
5. The parties may terminate this Agreement at any time by written agreement of all parties.
6. If the Owner does not comply with all the requirements in Section 8, on which question the opinion of the Town shall be determinative provided that the Town may not act unreasonably, the Town may at its option terminate this Agreement by providing notice in writing to the Owner, provided that the Town has at least two months prior to giving such notice advised the Owner in writing of any alleged failure (the "Default Notice") and the Owner has not corrected the deficiency to the reasonable satisfaction of the Town. The Owner acknowledges the Town's unfettered right to further amend its Bylaw 1685 and Bylaw 1850 to reverse the effect of the Zoning Amendment Bylaw, in the event that the Owner fails to comply with Section 8, and waives any right it would otherwise have to claim, in respect of any such further amendment, that it has established a non-conforming use or a commitment to use Land as permitted by the Zoning Amendment Bylaw.
7. Despite the preceding section, if the default is one that cannot be corrected by the Owner, the Town may give notice of termination at the same time as the notice of default. For

certainty, if the Owner should be a corporation, the following are defaults that cannot be remedied by the Owner:

- (a) if the Owner makes a general assignment for the benefit of creditors; or
- (b) if the Owner institutes proceedings to be adjudicated bankrupt or insolvent or consents to the institution of bankruptcy or insolvency proceedings against the Owner or files an application or petition or answer or consent seeking re-organization or re-adjustment of the indebtedness of the Owner under the *Bankruptcy and Insolvency Act* or the *Companies' Creditors Arrangement Act* or any law of Canada or any province of Canada relating to bankruptcy or insolvency, or consents to the filing of any such application or petition, or consents to the appointment of a receiver or receiver-manager; or
- (c) if a receiver, interim receiver, receiver-manager, trustee, liquidator, or custodian of all or substantially all of the property of the Owner or of the Owner's interest in Land is appointed or applied for by the Owner or appointed pursuant to an instrument or by order of a court; or
- (d) if a judgment, decree, or order is entered by a court of competent jurisdiction adjudging the Owner a bankrupt or insolvent or subject to the provisions of the *Bankruptcy and Insolvency Act* or determining that proceedings for re-organization, arrangement, adjustment, composition, liquidation, or any similar relief under the *Bankruptcy and Insolvency Act* or the *Companies' Creditors Arrangement Act* or any law of Canada or any province of Canada relating to bankruptcy or insolvency have been properly instituted otherwise than by the Owner, provided that such judgment, decree or order is not in good faith contested by the Owner; or
- (e) if any application or petition or certificate or order is made or granted for the winding-up or dissolution of the Owner, voluntary or otherwise.

AMENITIES FOR DEVELOPMENT OF LAND

8. The Owner shall, provide the following amenities by the deadlines herein specified: prior to applying for an occupancy permit in respect of any new residential buildings on the Land provision of certification that the new residential buildings on the Land are built to a minimum Step 2 as referenced in Table 9.36.6.3.B of the British Columbia Building Code.

RESTRICTIONS ON DEVELOPMENT OF LAND

9. The Owner shall not, despite the adoption of the Zoning Amendment Bylaw, construct or occupy any building or structure on Land until or unless the Owner's obligations under Section 8 have been met by the deadlines specified in the subsections of Section 8, and the Town shall be under no obligation to issue any building permit or occupancy permit or other authorization to which the Owner would be entitled were it not for this Section.

10. The Owner shall grant to the Town, and register in the applicable land title office against title to Land in priority to all financial liens, charges and encumbrances, a covenant under Section 219 of the *Land Title Act* with respect to the amenities to be provided under section 8.

ASSIGNMENT OF AGREEMENT

11. The Owner may assign this Agreement if the Town, acting reasonably, consents in writing to the assignment and the assignee has executed and delivered to the Town a notice of assumption and has entered into an assignment agreement with the Owner assigning the Agreement to the assignee.

GENERAL TERMS AND CONDITIONS

12. Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, or to any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.
13. Except as expressly set out in this Agreement, nothing in this Agreement shall prejudice or affect the rights and powers of the Town in the exercise of its functions under the *Community Charter* or the *Local Government Act* or any of its bylaws, or those of the Town's approving officer under the *Land Title Act*, *Strata Property Act* or *Bare Land Strata Regulations*.
14. Any opinion, decision, act or expression of satisfaction or acceptance provided for in this Agreement may be taken or made by the Town's Municipal Planner, unless expressly provided to be taken or made by another official of the Town, and in the process of exercising any such opinion, decision, act or expression of satisfaction or acceptance, the Town's Municipal Planner or other such person shall act reasonably.
15. No provision of this Agreement is to be considered to have been waived by the Town unless the waiver is expressed in writing by the Town. The waiver by the Town of any breach by any of the other parties of any provision is not to be construed as or constitute a waiver of any further or other breach.
16. Whenever in this Agreement the Town is required or entitled to exercise any discretion in the granting of consent or approval, or is entitled to make any determination, take any action or exercise any contractual right or remedy, the Town may do so in accordance with the contractual provisions of this Agreement and no public law duty, whether arising from the principles of procedural fairness or the rules of natural justice or otherwise, shall have any application in the interpretation or implementation of this Agreement.
17. The Owner shall indemnify and save harmless the Town, its officers, employees, Council members, agents and others (the "Town Representatives") from and against any and all actions, causes of action, liabilities, demands, losses, damages, costs,

expenses (including actual fees of professional advisors), costs for the remediation of contamination, fines, penalties and other harm of any kind whatsoever, whether related to death, bodily injury, property loss, property damage, property contamination or consequential loss or damage, suffered or incurred by the Town or any of the Town Representatives, directly or indirectly, arising from, resulting from, connected with or related to:

- (a) any default or breach of this Agreement by the Owner; and
 - (b) any wrongful act, omission or negligence of the Owner or its directors, officers, employees, agents, contractors, subcontractors, licensees, or others for whom they are responsible in law with respect to the covenants and obligations of the Owner pursuant to this Agreement.
18. This indemnity shall survive any conclusion or other termination of this Agreement, in relation to any matter arising prior to it.
19. If the Owner is delayed or prevented from the performance of any covenant or agreement required hereunder by reason of any unavoidable cause, then performance of such covenant or agreement shall be excused for the period during which such performance is delayed or prevented and the time for the performance thereof shall be extended accordingly. For the purposes of this section, "unavoidable cause" means any event or contingency beyond the reasonable control of the Owner, including without limitation a delay caused by weather conditions, power failure, fire or other casualty, governmental laws, regulations or controls, civil commotion, insurrection, sabotage, invasion, rebellion, military or usurped power, war or war-like operations and acts of God, but excluding a delay caused by lack of funds.
20. Time is of the essence of this Agreement and will remain of the essence notwithstanding the extension of any dates.
21. The Owner acknowledges and agrees that the Town, acting reasonably, may, despite any public law limitations on the withholding of building permits and occupancy permits, withhold building permits and occupancy permits for the purpose of ensuring compliance with and administering the terms of this Agreement.
22. This Agreement may be executed in multiple counterparts, each of which is to be deemed to be an original and all of which together constitute one and the same agreement.
23. This Agreement may be executed by the parties and transmitted by fax or scanned and emailed and if so executed and transmitted this agreement will be for all purposes as effective as if the parties had executed and delivered an original agreement.

As evidence of their agreement to be bound by the terms, the parties have caused this Agreement to be executed and delivered under seal by their authorized signatories as of the dates set out below:

TOWN OF COMOX
by its authorized signatories:

Name:

Date: _____

Name:

Owner

Name:

Date: _____

Print Name:



Tuesday, December 17, 2019

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Tuesday, December 17, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

Chair:	J. Ketler	Village of Cumberland
Vice-Chair:	A. Hamir	Lazo North (Area B)
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
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
	K. Grant	Town of Comox
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	Acting 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 3

Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

VARY THE AGENDA

D. Hillian/K. Grant: THAT the agenda be varied to move item G.7 - Bylaw No. 595 being "Black Creek - Oyster Bay Water Service Regulation, Fees and Charges Bylaw, 2008, Amendment No. 9" forward on the agenda.

208

Carried

B. Leigh/K. Grant: THAT Bylaw No. 595 being "Black Creek - Oyster Bay Water Service Regulation, Fees and

Charges Bylaw, 2008, Amendment No. 9" be finally adopted.

209

Carried

Director Leigh left the meeting at 4:02 pm.

IN-CAMERA MEETING:

D. Hillian/K. Grant: THAT the board adjourn to an in-camera session pursuant to the following sub-sections of section 90 of the Community Charter:

90(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 regional district or another position appointed by the regional district;

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure might reasonably be expected to harm the interests of the regional district;

90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public;

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

208

Carried

ADOPTION OF MINUTES:

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board minutes dated November 26, 2019 be adopted.

208

Carried

PETITIONS AND DELEGATIONS:

COMOX VALLEY CHILD CARE ACTION PLAN

E. Grieve/K. Grant: THAT the presentation from Maria Stanborough and John Foster, consultants, regarding the Comox Valley Child Care Action Plan report dated December 2019 be received.

208

Carried

REPORTS:

COMMITTEE OF THE WHOLE - NOVEMBER 26, 2019

E. Grieve/K. Grant: THAT the Committee of the Whole minutes dated November 26, 2019 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - DECEMBER 9, 2019

K. Grant/W. Cole-Hamilton: THAT the Electoral Areas Services Committee minutes dated December 9, 2019 be received.

208

Carried

A. Hamir/K. Grant: THAT the board approve Development Variance Permit DV 10B 19 (Wyss) to decrease the minimum rear yard setback from 7.5 metres to 4.1 metres and the minimum rear yard setback applicable to the eaves and gutters from 5.5 metres to 3.6 metres applicable to the accessory building

constructed on the property described as Lot B, Section 6, Comox District, Plan 43475, PID 003-622-100 (1750 McDonald Road);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

E. Grieve/A. Hamir: THAT the board approve Development Variance Permit DV 8C 19 (Taylor) to decrease the minimum rear (southeast) yard setback from 4.5 metres to 2.36 metres with the applicable setbacks related to the eaves and gutters from 2.5 metres to 2.03 metres, and to decrease the minimum rear (southwest) yard setback from 4.5 metres to 1.29 metres with the applicable setbacks related to the eaves and gutters from 2.5 metres to 0.84 metres, for the purpose of converting the accessory building into a principal building on the property described as Lot 9, Block F, District Lot 95, Comox District, Plan 13540, PID 004-571-517 (2632 Rampion Road);

AND THAT as a condition of the development variance permit, the owner install a fence along or adjacent to the lot lines beside the building to be converted;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit upon confirmation that the fencing has been installed.
208 and 213 Carried

A. Hamir/D. Arbour: THAT the board approve Development Variance Permit DV 9C 19 to decrease the minimum applicable setbacks for the utility buildings associated with the raw water pump station at Comox Lake to 1.0 metre from all property lines, with the applicable setbacks related to projections such as eaves to 0 metres on the property described as Lot A, Sections 32 and 33, Township 10, Comox District, Plan EPP90548, PID 030-774-535 (1750 Comox Logging Road);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

D. Frisch/K. Grant: THAT the Comox Valley Regional District Board approve Development Variance Permit DV 7C 19 (deBalinhard/Lessard) amended to reduce the minimum setback that applies to the carport from 7.5 metres to 1.19 metres, and the setback applicable to its eaves from 5.5 metres to 0.74 metres, for property described as Lot 43, District Lot 160, Comox District, Plan 30194, PID 000-548-154 (60 Salisbury Road), with the condition that screening or fencing be provided and maintained between the carport and lot line;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

D. Arbour/W. Morin: THAT the board approve the Development Permit DP 14A 19 (Joah Ventures Inc.) on property described as Lot 2, District Lot 86, Comox District, Plan 42151, PID 001-400-037 (3771 Island Highway South) for the development of new commercial-industrial building;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

D. Frisch/K. Grant: THAT the board give first and second reading to Bylaw No. 593, being the "Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1" for property described as Amended Lot 1 (DD 20594-N), Block 29, Comox District, Plan 3139 Except That Part of Said Lot Bounded on the North by Plan 5517 and East by the Island Highway as Said Highway is Shown on Plan 4267 and Except Those Parts in Plans 3747, 3865, 4267, 4417, 5517, 7148, 9836, 10102, 10943, 13270, 15600, 15674, 15722, 15775, 16502, 16520, 17359, 18493 1N3 19356, PID 006-281-222 (R7 5C 18 Unger - Wilfred Road), which rezones the