




<b>TO:</b> Mayor and Council	<b>FILE:</b> 5360-02
<b>FROM:</b> Jordan Wall, Chief Administrative Officer	<b>DATE:</b> July 15th 2020
<b>SUBJECT:</b> Garbage Collection Frequency	

Prepared by:  
**JORDAN WALL**  
 \_\_\_\_\_  
 CAO



**RECOMMENDATION**

THAT upon a thorough communications plan and notification to the public the Town of Comox moves to a garbage collection system of:

- Bi-weekly Garbage Collection
- Bi-weekly Recycling Collection
- Weekly yardwaste and Organic Collection

**ALTERNATIVES TO THE RECOMMENDATION**

THAT upon a thorough communications plan and notification to the public the Town of Comox moves to a garbage collection system of:

- Bi-weekly Garbage Collection
- Weekly Recycling Collection
- Weekly yardwaste and Organic Collection

**PURPOSE**

To decide on the frequency of garbage, recycling, and organics collection.

**BACKGROUND**

As part of a trial project Comox has been participating in organics collection as the Comox Valley Regional District builds a permanent organics processing facility that is expected to begin construction in 2021.

As part of this transition Comox residents have been encouraged to increase their organic and recycling practices to help with diversion from the CVRD landfill. Council currently offers the following services:

Garbage: Weekly  
 Organics: Weekly  
 Recycling: Bi-Weekly

**FINANCIAL IMPACT**

Material	Yearly Cost: Weekly Pick Up	Yearly Cost: Bi-Weekly Pick Up
Garbage	\$316,000	\$158,000
Recycling	\$310,000	\$155,000
Organics+Yard	\$364,000	\$182,000
<b>Total</b>	<b>\$990,000</b>	<b>\$495,000</b>

\*All of the above costs only consider the pick up and transportation costs. Tipping fees per tonne are also paid\*

Current System

Material	Frequency	Yearly Cost	Cost Per Household*
Garbage	Weekly	\$316,000	\$45
Recycling	Bi-Weekly	\$155,000	\$22
Organics + Yard	Weekly	\$364,000	\$53
<b>Total</b>	<b>Mixed</b>	<b>\$835,000</b>	<b>\$120</b>

\*representative household

Bi-Weekly Garbage Pick Up

Should the Town move to bi-weekly garbage pick up we would expect to see a decrease in yearly costs of \$158,000 which represents a 1.9% tax decrease and \$23 per representative household.

Bi-Weekly Garbage Pick Up and Weekly Recycling

Should the Town move to bi-weekly garbage pick and increase to weekly recycling we would expect to see a negligible decrease in costs of approximately \$3,000.

**COMMUNICATIONS**

A full communications plan to all residents will be developed and implemented prior to any change.

**GOVERNANCE CONSIDERATIONS**

*Q: Why are the costs for each pick up service different?*

A: The Town’s solid waste contract has different fees attached to each category of pick up as well as a different amount of people utilizing each service. The last count indicated the following usage rates:

Material	Unit Count
Garbage	6,214
Recycling	6,214
Yardwaste + Organics	4,600

*Q: Why has staff recommended a decrease to bi-weekly garbage pick up?*

A: The Town of Comox is currently experiencing significant upward pressures on budgets for items like RCMP costs and asset management. Service levels to the community have also already increased through the addition of organics and curb side recycling.

*Q: Have other communities move to bi-weekly garbage collection?*

A: Yes. As curbside recycling and organics increases across the Province bi-weekly garbage collection is growing in its usage. The reasons for this are the decreased costs and also the incentives it provides to residents to recycle and do organic composting in order to keep their garbage collection to one bin in

two weeks. Cumberland currently uses this system. Other communities have, however, considered this and remained with weekly pick up.


*Q: What will happen if some residents are unable to contain their garbage to one bin in two weeks?*


A: Extra bin tags can be purchased from Town Hall. Most items that would create odours should be collected weekly with proper composting.

**TOWN OF COMOX  
PLANNING REPORT**

TO:	JORDAN WALL, CHIEF ADMINISTRATIVE OFFICER	
FROM:	MARVIN KAMENZ, DIRECTOR OF DEVELOPMENT SERVICES ELLIOT TURNBULL, PLANNER I	
SUBJECT:	PLANNING REPORT RZ 20-2 ZONING MAP AND HOUSEKEEPING UPDATE	
DATE:	RCM JULY 15, 2020	File: 3360-01

  
Submitted by

  
Concurrence

  
Approval

**Development Services' Recommendation**

1. That Comox Zoning Amendment Bylaw 1957 be given First Reading. (**Attachment 1**)
2. That Comox Zoning Amendment Bylaw 1957 be given Second Reading.
3. That in accordance with section 464(2) of the Local Government Act, the requirement to hold a Public Hearing in respect of Comox Zoning Amendment Bylaw 1957 be waived and staff be instructed to publish the requisite notices as required by the Local Government Act.

**Proposal**

The proposal is to amend Comox Zoning Bylaw 1850 including the Zoning Map to address errors and omissions.

**Background:**

Zoning Bylaw 1850 was adopted in 2017. Standard Town practice is to keep track of minor errors and omissions, and periodically prepare a bylaw amendment to address the errors and omissions for Council's considerations.

**Processing Procedures:**

**Attachment 2** lists the processing steps that will allow Council's consideration of the proposed Zoning Amendment Bylaw based on waiving of a Public Hearing.

Section 464(2) of the *Local Government Act* states:

"A local government may waive the holding of a public hearing on a proposed zoning bylaw if (a) an official community plan is in effect for the area that is subject to the zoning bylaw, and (b) the bylaw is consistent with the official community plan."

Proposed Bylaw 1957 meets the *LGA* criteria for the waiving of a public hearing. Waiving of a public hearing would avoid the health concerns about public gatherings during COVID-19. The *LGA* requires that when a public hearing is waived, a public notice of the waiver must be published (in the local newspaper and mailed to the adjacent property owners and residents). The notice of waiver must include an opportunity to review all relevant background information and would allow submission of written comments to Council.

Past Town practice has been to waive a public hearing for routine amendments such as updating references to provincial legislation, correcting of typos, and regulations of minimal impact. The waiving of a public hearing for major bylaw amendments such as changes to the zoning map, permitted uses within a zone or ones that may be seen as controversial, risk undermining public confidence in local governance and processes.

In this case, waiving of a Public Hearing is proposed. Should Council wish to hold a Public Hearing, the following alternative motions are recommended:

1. That Comox Zoning Amendment Bylaw 1957 be given First and Second Reading (**Attachment 1**); and
2. That in accordance with section 464(2) of the Local Government Act, the requirement to hold a Public Hearing in respect of Comox Zoning Amendment Bylaw 1957 be waived and staff be instructed to publish the requisite notices as required by the Local Government Act.

### **Zoning Implications**

The Zoning Bylaw Map is a critical component of the Bylaw. The Zoning Map divides the lands within the Town into zones, each which their own specific zoning regulations: e.g. permitted uses, setbacks.

The Zoning Map is created using a computer program that automatically adjusts the visible details depending on the scale that it printed at. In short, what is clear and legible on the computer monitor is difficult to interpret on the printed hard copy. For example, zone boundaries are hard to differentiate from lot boundaries and in some cases zone labels are not shown. The Zoning Map contained in the proposed bylaw would address these issues as well as updating lot boundaries to include areas of accretion along the waterfront. Full size copies of the existing and proposed Zoning Maps are available for review at:

- <https://comox.ca/modx/sl-zm.pdf> (Existing map)
- <http://comox.ca/modx/assets/pdfs/planning%20and%20building/Bylaw1957.pdf> (Proposed map).

The proposed Zoning Amendment Bylaw also addresses errors and omissions in the Zoning Bylaw text. Attachment 3 highlights the proposed changes: text proposed to be deleted is shown in strike out and new text proposed for insertion is in red

MK/ET

Attachments: 3

**ATTACHMENT 1**  
**COMOX ZONING AMENDMENT BYLAW 1957**

**TOWN OF COMOX**

**BYLAW 1957**

**A BYLAW TO AMEND COMOX ZONING BYLAW 1850**

WHEREAS the Council of the Town of Comox 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 “Comox Zoning Amendment Bylaw 1957”.

**2. Amendments**

(1) Comox Zoning Bylaw 1850 is hereby amended by:

a. adding the following rows to the table in Section 2.7(2):

Column 1	Column 2	Column 3
Offence	Bylaw Section	Fine Amount
Failure to comply with conditions – R2.1 zone	104.2	\$250.00
Failure to comply with conditions – CD9 zone	809.2	\$250.00
Failure to comply with conditions – CD18 zone	818.2	\$250.00
Failure to comply with conditions – CD22	822.2	\$250.00
Unlawful use – CD23 zone	823.1	\$250.00
Failure to comply with conditions – CD23 zone	823.2	\$250.00
Unlawful accessory buildings – CD23 zone	823.10	\$250.00
Unlawful use – CD24 zone	824.1	\$250.00
Unlawful use – CD25 zone	825.1	\$250.00
Failure to comply with conditions – CD25 zone	825.2	\$250.00
Unlawful accessory buildings – CD25 zone	825.10	\$250.00

b. replacing Section 5.12(3) with the following text:

In all zones other than the R3.4, R3.5, R3.6, R3.7, I2.1, CD 16 and CD 23 zones and Area A 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;

c. renumbering Section 6.14 as follows;

The following applies to all lands shown shaded in Appendix "S":

- (1) For regulations regarding parking spaces for persons with disabilities see Section 6.9.
- (2) Parking spaces shall be provided in accordance with the requirements in Section 6.14 (3). In the case of a use not specifically mentioned, the required parking spaces shall be the same as for the most comparable use.
- (3) Required Parking Spaces Downtown

d. removing the following text from Section 9.2 Effective Date of Bylaw:

I HEREBY CERTIFY that this is a true copy of "Comox Zoning Bylaw 1850"

\_\_\_\_\_

Shelly Russwurm,  
Deputy Corporate Administrator

e. Schedule "A" is amended by:

i. replacing Section 111.10 Accessory Buildings with the following text:

**111.10 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 front or rear yard, as measured at its widest point; and
- (4) not exceed 60 m<sup>2</sup> 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.

ii. replacing Section 203.10(1) with the following text:

(1) not exceed 4.5 metres in height;

iii. replacing Section 305.1 with the following text:

**305.1 Permitted Uses:**  
 In the C3.1 zone, the following uses are permitted and all other uses are prohibited:

- (1) Accessory structures and uses, excluding buildings and outside storage
- (2) Amusement centres
- (3) Assembly centres
- (4) Billiard halls
- (5) Bowling alleys
- (6) Brew pubs
- (7) Childcare facilities

- (8) Dental clinics
- (9) Denturist labs
- (10) Drive-thru restaurants
- (11) Drive-thru services
- (12) Film theatres
- (13) Financial institutions
- (14) Funeral parlours
- (15) Garden Centres
- (16) Gas bars
- (17) Grocery Store
- (18) Hotels
- (19) Libraries
- (20) Liquor Stores
- (21) Locksmiths
- (22) Medical clinics
- (23) Motels
- (24) Offices
- (25) Personal service establishments
- (26) Pet Grooming
- (27) Pubs
- (28) Recreational cannabis retail stores
- (29) Recycling drop-off centres
- (30) Restaurants
- (31) Restaurant-Lounges
- (32) Retail stores
- (33) Service stations
- (34) Small appliance repair shops, processing or packaging of food or beverage products or establishments that repair or assemble electronic equipment which (1) have a total non-retail floor area not in excess of 460 square metres, (2) retail directly from the premises, and (3) have the retail area extending the full width of the premises and located adjacent to the primary pedestrian entrance.
- (35) Veterinary clinics
- (36) Video rental stores

iv. replacing Section 307.13(4)(ii) with the following text:

(ii) 3.0 metres from their point of intersection if abutting a lane, as shown in Figure 307-1, *Corner Cut-Out*.

v. replacing Section 501.9(1) with the following text:

(1) Front

(a) Service stations and gas bars– Front setback shall not be less than 3.0 metres.

(b) All other uses – Front setback shall not be less than 7.5 metres.

vi. replacing the following text in Section 806:

**For the purpose of Section 807, Area A, Area B, and Area C are as shown on Appendix “B”.**

with the following text:

**For the purpose of Section 806, Area A, Area B, and Area C are as shown on Appendix “B”.**

- vii. replacing Section 806.2(1)(a) with the following text:
- (a) A recreational cannabis retail store shall:
- (i) not exceed 500m<sup>2</sup> in gross floor area;
  - (ii) only be permitted on those parcels or portions thereof shown shaded in Appendix “V”; and
  - (iii) be located a minimum of 250 metres from any other recreational cannabis retail store, as measured by the shortest distance between the outside of the perimeter walls of the recreational cannabis retail stores.
- viii. replacing Section 806.2(1)(b) with the following text:
- (b) Veterinary Clinics-Small Animal Practice shall:
- (i) not be located in a building containing more than 1 dwelling unit or any hotel or motel use; and
  - (ii) not include outdoor boarding or kenneling of animals.
- ix. replacing Section 809.11 Screening with the following text:
- Screening**  
Above ground utility boxes and utility transformers shall be screened in accordance with Section 8.
- x. replacing Section 812.10 Accessory Building with the following text:
- Accessory Buildings**  
Accessory buildings shall:
- (1) not exceed 3.0 m in height;
  - (2) not exceed 10 m<sup>2</sup> 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; and,
  - (3) not be located within a front yard, side yard, or rear yard.
- xi. replacing Section 814.11 Screening with the following text:
- Screening**  
Above ground utility boxes and utility transformers shall be screened in accordance with Section 8.
- xii. replacing Section 823.10(f) with the following text:
- (f) be excluded from required rear and interior side setbacks provided that:
- (i) no accessory building is located closer than 1.2 metres to a rear or interior side lot line; and
  - (ii) a 1.8 metre interior side setback is maintained from the front lot line to a point 3.0 metres into the rear yard, as shown in Figure 823-6.

xiii. replacing Section 823.11 Screening with the following text:

**Screening**

Utility kiosks shall be screened in accordance with Section 8.

- f. Schedule "B" (the Zoning Map) is amended by replacing the Zoning Map with the map in Schedule "1" which is attached to and forms part of this Bylaw.
- (2) Comox Zoning Bylaw 1850 is hereby 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 this bylaw.

**3. Adoption**

- (1) READ A FIRST AND SECOND time this \_\_\_\_\_<sup>th</sup> day of, 2020
- (2) ADVERTISED A FIRST time this \_\_\_\_\_ day of, 2020
- (3) ADVERTISED A SECOND time this \_\_\_\_\_ day of, 2020
- (4) PUBLIC HEARING HELD this \_\_\_\_\_ day of , 2020
- (5) READ A THIRD time this \_\_\_\_\_ day of, 2020
- (6) ADOPTED this \_\_\_\_\_ day of, 2020

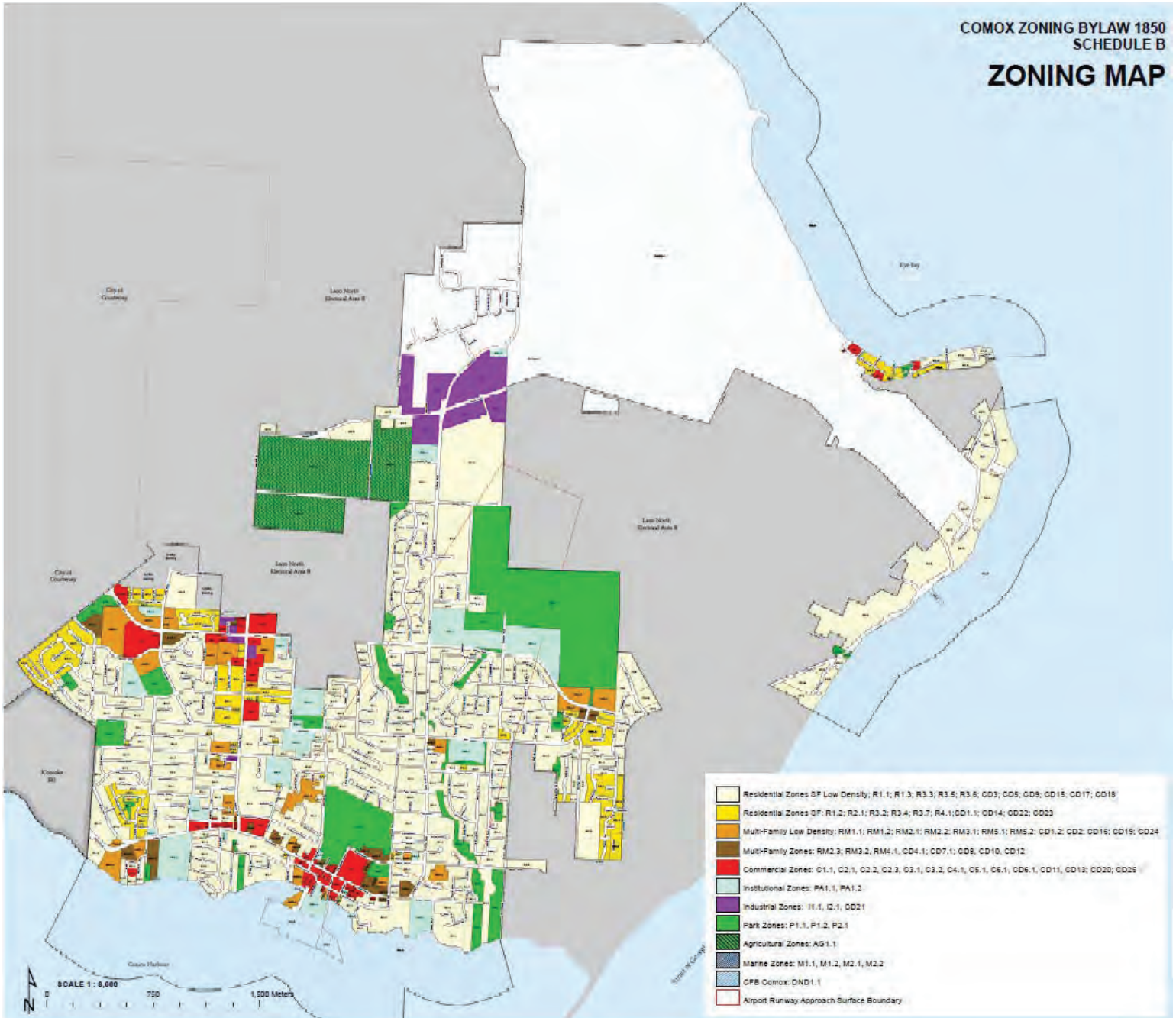
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**BYLAW 1957**  
**SCHEDULE "1"**  
**THE ZONING MAP**

**SCHEDULE B – THE ZONING MAP**

Link to online Zoning Map [HTTP://WWW.COMOX.CA/MODX/SL-ZM.PDF](http://www.comox.ca/modx/sl-zm.pdf)



**ATTACHMENT 2**  
**PROCESSING PROCEDURES**

1. First and Second Reading of proposed Bylaw 1957;
2. Public notification of a waiver of Public Hearing for proposed Bylaw 1957;
3. Third Reading and Adoption of proposed Bylaw 1957.

**ATTACHMENT 3  
BYLAW CHANGES**

<b>Section</b>	<b>Proposed</b>	<b>Remarks</b>																																							
2.7 Penalties sub-section 2	<p>Add the following rows to the existing penalties table:</p> <table border="1"> <thead> <tr> <th>Column 1</th> <th>Column 2</th> <th>Column 3</th> </tr> <tr> <th>Offence</th> <th>Bylaw Section</th> <th>Fine Amount</th> </tr> </thead> <tbody> <tr> <td>Failure to comply with conditions – R2.1 zone</td> <td>104.2</td> <td>\$250.00</td> </tr> <tr> <td>Failure to comply with conditions – CD9 zone</td> <td>809.2</td> <td>\$250.00</td> </tr> <tr> <td>Failure to comply with conditions – CD18 zone</td> <td>818.2</td> <td>\$250.00</td> </tr> <tr> <td>Failure to comply with conditions – CD22</td> <td>822.2</td> <td>\$250.00</td> </tr> <tr> <td>Unlawful use – CD23 zone</td> <td>823.1</td> <td>\$250.00</td> </tr> <tr> <td>Failure to comply with conditions – CD23 zone</td> <td>823.2</td> <td>\$250.00</td> </tr> <tr> <td>Unlawful accessory buildings – CD23 zone</td> <td>823.10</td> <td>\$250.00</td> </tr> <tr> <td>Unlawful use – CD24 zone</td> <td>824.1</td> <td>\$250.00</td> </tr> <tr> <td>Unlawful use – CD25 zone</td> <td>825.1</td> <td>\$250.00</td> </tr> <tr> <td>Failure to comply with conditions – CD25 zone</td> <td>825.2</td> <td>\$250.00</td> </tr> <tr> <td>Unlawful accessory buildings – CD25 zone</td> <td>825.10</td> <td>\$250.00</td> </tr> </tbody> </table>	Column 1	Column 2	Column 3	Offence	Bylaw Section	Fine Amount	Failure to comply with conditions – R2.1 zone	104.2	\$250.00	Failure to comply with conditions – CD9 zone	809.2	\$250.00	Failure to comply with conditions – CD18 zone	818.2	\$250.00	Failure to comply with conditions – CD22	822.2	\$250.00	Unlawful use – CD23 zone	823.1	\$250.00	Failure to comply with conditions – CD23 zone	823.2	\$250.00	Unlawful accessory buildings – CD23 zone	823.10	\$250.00	Unlawful use – CD24 zone	824.1	\$250.00	Unlawful use – CD25 zone	825.1	\$250.00	Failure to comply with conditions – CD25 zone	825.2	\$250.00	Unlawful accessory buildings – CD25 zone	825.10	\$250.00	<p>Previous rezonings added conditions of use to all zones and the penalties table was not updated. Addition of some CD zones did not include updates to the penalties table</p>
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Section 5.12 Projections into Required Setbacks sub-section (3)	<p>In all zones other than the R3.4, R3.5, R3.6, R3.7, I2.1, CD 16 and CD 23 zones and Area <del>B</del> <b>A</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.</p>	<p>This section incorrectly references Area B of CD 26 resulting in a situation where Area B has no projection allowance</p>																																							
Section 6.14 Required Off-Street Parking	<p>(1) For regulations regarding parking spaces for persons with disabilities see Section 6.9.</p> <p>(2) Parking spaces shall be provided in accordance with the requirements in Section 6.14 (3). In the case of a use not specifically mentioned, the required parking spaces shall be the same as for the most comparable use.</p> <p><del>(2)</del> <b>(3)</b> Required Parking Spaces Downtown</p>	<p>Duplicate sub-section (2)</p>																																							

<p>Section 9.2 Effective Date of Bylaw</p>	<p><del>I HEREBY CERTIFY that this is a true copy of "Comox Zoning Bylaw 1850"</del></p> <p>_____</p> <p>Shelly Russwurm, <del>Deputy Corporate Administrator</del></p>	<p>This text is only added by the Corporate Officer to certified copies of the bylaw.</p>
<p>Section 111.10 Accessory buildings (R3.7 Single-Family – Kye Bay)</p>	<p><b>111.10 Accessory Buildings</b>  <del>(1)</del> Accessory buildings shall:  <del>(2)</del> (1) Not exceed 4.5 metres in height;  <del>(3)</del> (2) Have a parcel coverage not exceeding 10%;  <del>(4)</del> (3) Not occupy more than 2/3 of the width of the front or rear yard, as measured at its widest point; and  <del>(5)</del> (4) not exceed 60 m<sup>2</sup> 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.</p>	<p>Reformat numbering for consistency with rest of the Bylaw.</p>
<p>Section 203.10 Accessory Buildings (RM2.1 Townhouse/Patio Dwelling)</p>	<p><b>203.10 Accessory Buildings</b>          Accessory buildings shall          (1) <del>not</del> exceed 4.5 metres in height;</p>	<p>Insert missing word</p>
<p>Section 305.1 Permitted Uses (C3.1 Zone)</p>	<p><b>305.1 Permitted Uses:</b>          In the C3.1 zone, the following uses are permitted and all other uses are prohibited:          (1) Accessory structures and uses, excluding buildings and outside storage          .....  <del>(31)</del> Restaurant-Lounges <del>(31)</del> Retail stores          (32) Retail Stores  <del>(32)</del> (33) Service stations          ....</p>	<p>Fix formatting and numbering issue and renumber the rest of the section.</p>
<p>Section 307.13 Other Requirements (C4.1 Core Commercial zone) sub- section (4)(ii)</p>	<p>4) No portion of the ground floor of any building shall be located in the area bounded by the intersecting (a) front and exterior side lot lines of a parcel, or (b) the front and interior side lot lines of a parcel where the interior side lot line abuts a lane and a line joining points along the lot lines</p>	<p>Insert missing number to refer to the figure.</p>

	(i) 4.5 metres from their point of intersection if abutting a street; or (ii) 3.0 metres from their point of intersection if abutting a lane, as shown in Figure 307-1, <i>Corner Cut-Out</i> .	
Section 501.9 Required Setbacks (11.1 Light Industrial zone) sub-section (1)	<b>501.9 Required Setbacks:</b> (1) Front <del>(b)</del> (a) Service stations and gas bars— Front setback shall not be less than 3.0 metres. <del>(c)</del> (b) All other uses – Front setback shall not be less than 7.5 metres.	Renumber the sub-sections starting with (a)
Section 806 (CD6.1 Zone)	<b>For the purpose of Section 807 806, Area A, Area B, and Area C are as shown on Appendix “B”.</b>	Text referred to the incorrect section
Section 806.2 Conditions of Use sub-section (2)(1)(a)	(a) A recreational cannabis retail store shall: <del>(a)</del> (i) not exceed 500m <sup>2</sup> in gross floor area; <del>(b)</del> (ii) only be permitted on those parcels or portions thereof shown shaded in Appendix “V”; and <del>(c)</del> (iii) be located a minimum of 250 metres from any other recreational cannabis retail store, as measured by the shortest distance between the outside of the perimeter walls of the recreational cannabis retail stores.	Renumber sub-sections for consistency with rest of the Bylaw.
Section 806.2 Conditions of Use sub-section (2)(1)(b)	(b) Veterinary Clinics-Small Animal Practice shall: <del>(a)</del> (i) not be located in a building containing more than 1 dwelling unit or any hotel or motel use; and <del>(b)</del> (ii) not include outdoor boarding or kenneling of animals.	Renumber sub-sections for consistency with rest of the Bylaw.
Section 809.11 Screening (CD 9 zone)	<b>809.11 Screening</b> Above ground utility boxes and utility transformers shall be screened in accordance with Section 8: .	Replace colon with a period.

<p>Section 812.10 Accessory Buildings (CD 12 zone)</p>	<p><b>812.10 Accessory Buildings</b> <b>Accessory buildings shall:</b> (1) shall not exceed 3.0 m in height (2) shall not exceed 10 m<sup>2</sup> 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; <b>and</b> (3) not be located within a front yard, side yard, or rear yard.</p>	<p>Reformat for consistency with rest of the Bylaw.</p>
<p>Section 814.11 Screening (CD 14 zone)</p>	<p><b>814.11 Screening</b> Above ground utility boxes and utility transformers shall be screened in accordance with Section 8: .</p>	<p>Replace colon with a period.</p>
<p>Section 823.10 Accessory Buildings (CD 23 zone) sub- section (f)</p>	<p>(f) be excluded from required rear and interior side setbacks provided that (a) (i) no accessory building is located closer than 1.2 metres to a rear or interior side lot line; and (b) (ii) 1.8 metre interior side setback is maintained from the front lot line to a point 3.0 metres into the rear yard, as shown in Figure 823-6.</p>	<p>Renumber sub-sections for consistency with rest of the Bylaw.</p>
<p>Section 823.11 Screening</p>	<p><b>823.11 Screening</b> Utility kiosks shall be screened in accordance with Section 8; .</p>	<p>Replace semi-colon with a period.</p>



# Comox Archives & Museum Society

1729 Comox Avenue Comox BC V9M 1R9  
250 339 2885 www.comoxmuseum.ca

A1 A2 A3 A4 A5

RECEIVED

June 5, 2020

The Town of Comox  
1809 Beaufort Avenue  
Comox, BC  
V9M 1R9

JUN 09 2020

TOWN OF COMOX

LOG: 20-254	REFER:	AGENDA: RCM
FILE: 1850-20	ACTION: MR	July 15

Dear Mayor Arnott and Council:

*/CAMMS*

*0- RCM Agenda  
copies - Council  
- JW / CF / Lia*

**Re: Comox Museum Update**

Thank you for your generous support. We are also very grateful for the assistance of the Town building maintenance staff. It is very much appreciated.

I enclose a copy of our 2019 Summary of Activities, our 2019 Financial Statements and our new brochure.

Currently our museum is closed to the public. The CAMS Board and staff are working to develop a Safety Plan and we will be revisiting our opening plans at our next Board meeting at the end of June.

During the COVID-19 closure, our two part-time staff are increasing our material on the CAMS website. Photographs of our exhibits, are now on-line and we are encouraging the public to visit our website. See the enclosed recent newspaper clipping from the CV Record. Visits to our website are increasing with 4,462 visits in May. Please visit our website at [www.comoxmuseum.ca](http://www.comoxmuseum.ca)

Our closure has freed up valuable staff time which is being used to accession the huge backlog of donated artifacts. Staff are also planning for future displays including working with the HMCS Quadra Alumni to present a Summer exhibit to commemorate the inclusion of female cadets 45 years ago.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Pam Moughton  
Chair Comox Archives and Museum Society

We respectfully acknowledge that we live, work, and play on the traditional lands of the K'omoks First Nation Gila 'kasla...Hay ch q' a'. We gratefully acknowledge the Government of Canada through Heritage Canada, the Province of British Columbia, the Town of Comox, the Comox Valley Regional District, the Comox Valley Community Foundation, Comox rotary and our donors and volunteers.

June 4, 2020

Comox Valley Regional District

770 Harmston Avenue,

Courtenay, BC

V9N 0G8

Dear Mr. Douville:

**Re: 2020 Funding arts and culture grant**

Thank you for your letter of April 24, 2020 advising us of our 2020 arts and culture grant. Please convey our thanks to the CVRD Board. We are a small organisation with a limited budget and the CVRD grant is very important to us.

We have up-to-date liability and property insurance for our assets, available on request.

We acknowledge the CVRD as a funding partner on our website, in our museum display and on our brochure. A copy is enclosed.

We submitted our annual summary report and financial statements earlier this year. Extra copies are enclosed for your convenience.

Currently our museum is closed to the public. The CAMS Board and staff are working to develop a Safety Plan and we will be revisiting our opening plans at our next Board meeting at the end of June.

During the COVID-19 closure, our two part-time staff are increasing our material on the CAMS website. Photographs of our exhibits showing Comox and Area B, are now on-line and we are encouraging the public to visit our website. See the enclosed recent newspaper clipping from the CV Record. Visits to our website are increasing with 4,462 visits in May. Please visit our website at [www.comoxmuseum.ca](http://www.comoxmuseum.ca)

Our closure has freed up valuable staff time which is being used to accession the huge backlog of donated artifacts. Staff are also planning for future displays including working with the HMCS Quadra Alumni to present a Summer exhibit to commemorate the inclusion of female cadets 45 years ago.

The 2020 CVRD grant will again help us offset staffing costs. Some will also be earmarked for display materials. In this extraordinary year of the COVID-19 pandemic, it will also assist us with some of the costs of implementing our Safety Plan.

Sincerely,

Pam Moughton

Chair Comox Archives and Museum Society

## Comox Museum exhibits available for online viewing

Although the doors to the Comox Archives and Museum are still closed due to COVID-19, staff have been busy photographing the current exhibit and displaying it online.

"Please take the time to visit us at [www.comoxmuseum.ca](http://www.comoxmuseum.ca)," said Pam Moughton, chair of the society. "There is a lot of information about the history of Comox and many intriguing photographs. It may even help with home-schooling projects."

View the evolution of Comox through aerial photos and timeline descriptions. There are also many interesting artifacts and an exhibit of vintage wedding gowns on display online.

"Planning your wedding for next year may be top of your list and our wedding dresses dating back to 1910 could give some ideas," said Moughton.



**Heritage wedding dresses at the Comox Museum showing Southern Belle Style wedding dress which became very popular after the release of the film *Gone with the Wind* in 1939. The blue dress with jacket is styled after the outfit worn by Wallis Simpson when she married former King Edward VIII. The blue dress was worn by Lillian Banks of Cumberland who married Charles Angus Cousins on Oct. 12, 1940 at the Holy Trinity Church in Cumberland. Dresses courtesy of Linda Hargreaves of Cumberland.**

The Comox Archives and Museum Society board is meeting soon to decide when and how it will be safe to open to the public.

"In the meantime have some fun and visit our website," said Moughton.

"And just a reminder, we are still collecting your memories of

this pandemic to archive for the future. Please email them to [comoxmuseum@shaw.ca](mailto:comoxmuseum@shaw.ca). We look forward to seeing you soon."

CV Record June 3, 2020

## COMOX: PAST TO PRESENT



Comox Wharf c. 1875: The original Elk Hotel built by J. Rodello is on the left of the wharf, which was built in 1874



Comox Wharf c. 1890: The Lorne Hotel built by J. Fitzpatrick in 1878 is at the top of Wharf St. The Port Augusta Hotel built by J. B. Holmes in 1889 is to the right of the wharf



Comox Wharf c. 1920: The Elk Hotel has been re-built after a fire

## NOTABLE SHIPS IN COMOX HARBOUR

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A2

A3

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*H.M.S. Grappler*  
Comox, October 2, 1862 Bill Maximick  
This ship first brought European settlers in 1862



*Princess Louise Paddlewheel Steamer c. 1898*  
Made regular trips from Victoria



*S.S. Princess Mary c. 1930*  
For 30 years, Comox was port of call for this CPR steam ship

## Comox Archives & Museum

1729 Comox Ave., Comox BC V9M 3M2

Phone: (250) 339 2885

Email: [comoxmuseum@shaw.ca](mailto:comoxmuseum@shaw.ca)

Website: [www.comoxmuseum.ca](http://www.comoxmuseum.ca)

Open Tuesday to Saturday 10am – 4pm

We respectfully acknowledge that we live, work and play on the traditional lands of the K'omoks First Nation Gila 'kasla...Hay ch q'a'. We gratefully acknowledge the Government of Canada through Heritage Canada, the Province of British Columbia, the Town of Comox, the Comox Valley Regional District, the Comox Valley Community Foundation, Comox Rotary and our donors and volunteers.



## COMOX BC PAST TO PRESENT



Comox Wharf c. 1880: view south toward the Beaufort Range. The original Elk Hotel is on the right



Today: Comox Wharf c. 2009: view north towards Comox Golf Course and Mall; note waterfront has been land filled in front of what was once the Elk Hotel (now condos) to form Marina Park



4: St. Joseph's Hospital: c. 1912



4: Today: The Views at St. Joseph's, St. Joseph's Laboratory and North Island College @ St. Joe's: 2137 Comox Ave



3: St. John the Baptist Church: built 1885, rebuilt 1889



3: Today: privately owned Community Centre with heritage designation: 2092 Comox Ave



2: The Manor: built 1938 by Sir Ernest Petter; site of First Nation Fort; later a luxury hotel, nursing home, farm, N. Island College Admin and site of the 5000th house



5: Comox Post Office: c. 1923



5: Today: Comox Post Office, same location: 1812 Comox Ave



6: St. Peter's Church: built 1891, rebuilt 1939



6: Today: St. Peter's Church: 218 Church Street



7: Comox Ave: c. 1912: Comox Bakery in foreground



7: Today: Comox Ave at Port Augusta Street



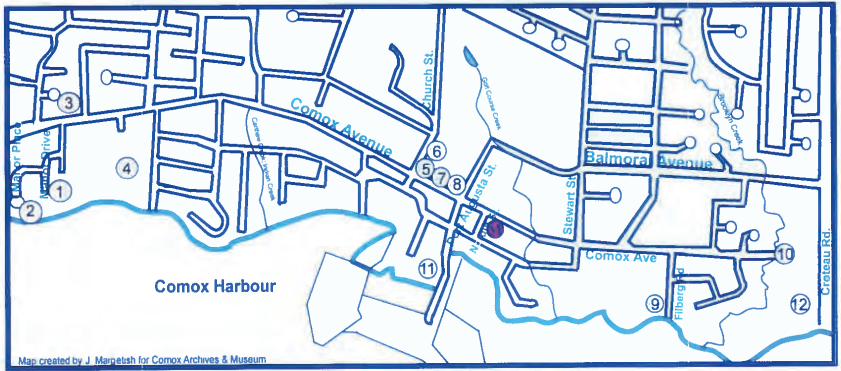
8: Site of former Lorne Hotel: 1878 - 2011; Photo c. 1904



9: Filberg Heritage Lodge and Park: built c. 1929 by R.J. Filberg, owner of Comox Logging & Railway Co. 61 Filberg Road



10: Mack Laing Park: Shakeside c. 2008 - Hamilton Mack Laing's home from 1949 - 1982

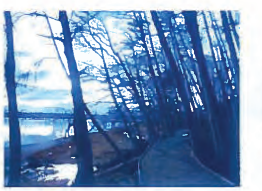


FOLLOW THIS MAP FOR A HERITAGE WALK

COMOX ARCHIVES & MUSEUM



1: Pioneer Memorial Park: cairn commemorates pioneers buried in it



12: Macdonald Wood Park



11: Waterfront and Main Street: c. 1939



10: Baybrook Nurseries: 1949

**COMOX ARCHIVES AND MUSEUM SOCIETY**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2019**  
(Unaudited - See Notice To Reader)

**COMOX ARCHIVES AND MUSEUM SOCIETY  
INDEX TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2019  
(Unaudited - See Notice To Reader)**

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FINANCIAL STATEMENTS	
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Statement of Operations	3
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Statement of Cash Flows	5
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**Cloutier  
Matthews**

CHARTERED  
PROFESSIONAL  
ACCOUNTANTS

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### NOTICE TO READER

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On the basis of information provided by management, we have compiled the statement of financial position of Comox Archives and Museum Society as at December 31, 2019 and the statements of operations, changes in net assets and cash flows for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Courtenay, British Columbia  
February 28, 2020



CHARTERED PROFESSIONAL ACCOUNTANTS



## COMOX ARCHIVES AND MUSEUM SOCIETY

## STATEMENT OF OPERATIONS

YEAR ENDED DECEMBER 31, 201

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(Unaudited - See Notice To Reader)

	2019	2018
<b>REVENUE</b>		
Grants - provincial	\$ 17,000	\$ 16,500
Grants - municipal	37,600	29,996
Donations, memberships and fundraising	2,575	2,190
Sales	849	906
Interest and other income	33	54
	<b>58,057</b>	<b>49,646</b>
<b>DIRECT COSTS</b>		
Program costs	6,375	2,914
Resource library	255	77
Wages and benefits	34,860	33,107
	<b>41,490</b>	<b>36,098</b>
<b>GROSS PROFIT</b>	<b>16,567</b>	<b>13,548</b>
<b>EXPENSES</b>		
Administration	1,385	211
Advertising and promotion	997	500
Bank charges	115	74
Gift shop purchases	829	297
Liability insurance	765	765
Membership dues	1,420	1,091
Museum equipment and supplies	2,510	3,735
Office	2,737	2,059
Professional fees	2,262	1,804
Repairs and maintenance	1,056	1,121
Security	368	409
Telephone and communications	1,835	1,664
	<b>16,279</b>	<b>13,730</b>
<b>EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES</b>	<b>\$ 288</b>	<b>\$ (182)</b>

COMOX ARCHIVES AND MUSEUM SOCIETY  
STATEMENT OF CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 201

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(Unaudited - See Notice To Reader)

	Unrestricted fund	Restricted fund for leasehold improvements	Invested in capital assets	2019	2018
<b>OPENING BALANCE</b>	\$ 21,004	\$ -	\$ 6,396	\$ 27,400	\$ 27,582
Excess (shortfall) of revenue over expenses	(1,212)	1,500	-	288	(182)
<b>NET ASSETS - END OF YEAR</b>	\$ 19,792	\$ 1,500	\$ 6,396	\$ 27,688	\$ 27,400

COMOX ARCHIVES AND MUSEUM SOCIETY

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31, 201

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(Unaudited - See Notice To Reader)

	2019	2018
<b>OPERATING ACTIVITIES</b>		
Excess (shortfall) of revenue over expenses	\$ 288	\$ (182)
Changes in non-cash working capital:		
GST receivable	165	(55)
Accounts payable and accrued liabilities	(856)	88
	(691)	33
<b>DECREASE IN CASH FLOW</b>	<b>(403)</b>	<b>(149)</b>
Cash - beginning of year	21,990	22,139
<b>CASH - END OF YEAR</b>	<b>\$ 21,587</b>	<b>\$ 21,990</b>

COMOX ARCHIVES AND MUSEUM SOCIETY

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2019

A1

A2

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A5

(Unaudited - See Notice To Reader)

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Capital assets

Capital assets are stated at cost or deemed cost and are not amortized.

**2. CAPITAL ASSETS**

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Computer equipment	\$ 4,885	\$ -	\$ 4,885	\$ 4,885
Furniture and fixtures	1,511	-	1,511	1,511
	\$ 6,396	\$ -	\$ 6,396	\$ 6,396

**3. RESTRICTED FUND**

At the November 21, 2019 board meeting, the Board of Directors approved to internally restrict funds for the sole purpose of future leasehold improvements.

COMOX ARCHIVES AND MUSEUM SOCIETY  
ANALYSIS OF OPERATIONS

	2019	2018	2017	2016	2015
<b>Revenue</b>					
Sales	849	906	601	853	682
Gaming Funds	17,000	16,500	16,000	16,000	16,000
Grants - Federal					
- Municipal	37,600	29,996	31,017	28,851	29,625
Other Revenue	2,608	2,244	1,381	981	580
<b>Total</b>	<b>58,057</b>	<b>49,646</b>	<b>48,999</b>	<b>46,685</b>	<b>46,887</b>
- Change	17%	1%	5%	0%	3%
<b>Direct Expenses</b>					
Archival Materials	-	912	-	-	1,128
Cost of Sales	829	297	223	915	507
Programming	6,630	2,991	2,630	4,144	6,241
Labour	34,860	33,108	32,918	27,763	28,795
<b>Total</b>	<b>42,319</b>	<b>37,308</b>	<b>35,771</b>	<b>32,822</b>	<b>36,671</b>
<b>Operating Profit</b>	<b>15,738</b>	<b>12,338</b>	<b>13,228</b>	<b>13,863</b>	<b>10,216</b>
<b>% of Revenue</b>					
Archival Materials	0%	2%	0%	0%	2%
Cost of Sales	1%	1%	0%	2%	1%
Programming	11%	6%	5%	9%	13%
Labour	60%	67%	67%	59%	61%
<b>Total</b>	<b>73%</b>	<b>75%</b>	<b>73%</b>	<b>70%</b>	<b>78%</b>
<b>Operating Profit</b>	<b>27%</b>	<b>25%</b>	<b>27%</b>	<b>30%</b>	<b>22%</b>
<b>Administrative Expenses</b>					
Museum Supplies	2,510	2,823	3,860	3,534	1,285
Computer Supplies	-	1	294	1,070	1,403
Office Supplies	3,734	2,559	4,069	3,196	370
Insurance	765	765	765	765	735
Fees	2,262	1,804	1,845	1,488	1,333
Communication	1,835	1,664	1,716	1,820	1,674
Other	4,344	2,906	1,797	1,574	1,548
<b>Total</b>	<b>15,450</b>	<b>12,522</b>	<b>14,346</b>	<b>13,447</b>	<b>8,348</b>
<b>Excess ( Shortfall)</b>	<b>288</b>	<b>(184)</b>	<b>(1,118)</b>	<b>416</b>	<b>1,868</b>

**Town of Comox – Administration**



**Subject:** FW: UBCM 2019 B154 Groundwater Resolution - No action taken

**Jun. 15, 2020**



**From:** Bruce & Nicole <[brunic@shaw.ca](mailto:brunic@shaw.ca)>

**Sent:** June 15, 2020 12:29 PM

**To:** council <[council@comox.ca](mailto:council@comox.ca)>

**Subject:** UBCM 2019 B154 Groundwater Resolution - No action taken

LOG: 20-256	REFER:	AGENDA:  RCM 15JUL20
FILE: 6960-20/R	ACTION: MR	

Mayor and Councillors:

The provincial government has decided to take no action on the UBCM resolution on groundwater extraction for bottling. (response in blue font below). It's not the response we wanted, and I am extremely disappointed, but not surprised. The response is the same as every response we have received previously. The FLNRORD Ministry and the Environment Ministry treat bottling of groundwater the same as any other commercial use of water. They contend that there is sufficient supply of groundwater to allow commercial water bottling and they believe that their ability to monitor the extraction of water will ensure licences granted are sustainable. I respectfully disagree with their contention. Their science is outdated and historically focused and does not factor in climate change, growing demands for water from population growth, higher demands for water for farming and growing evidence of water scarcity worldwide. FLNRORD staff have also stated publicly that their Ministry does not have the staff resources to closely monitor all licences to ensure compliance and sustainability.

I am appalled and outraged that the provincial government Ministry responsible has chosen to ignore this resolution from the UBCM, supported by a strong majority of the members, asking them to stop approving licences for the bottling and commercial sale of groundwater. I fully realize the provincial government does not take action on every UBCM resolution, however this resolution, that would be a significant step in protecting our precious groundwater, is an extremely important one and very timely with all the water scarcity issues around the world. Water bottling does not provide revenue to the government, or any tangible benefit to the people of BC. It only provides huge profits to a few select corporations at the expense of water security for the people of BC.

**In the face of the provincial government refusal to take action, it is important now for the people of BC and the Mayors, Councillors and Directors of the communities of BC to stand up and take action to protect our groundwater from corporate interests that would exploit our precious groundwater resources for huge profits, jeopardizing the water security of the people of BC. I acknowledge and thank your community for already taking proactive steps to prohibit the bottling of groundwater in your community.**

An op-ed article written by POLIS Water Sustainability Project (UVIC), ([available here](#)) highlights the need for proactive measures to ensure water security here in BC.

**Excerpts:**

1. a recent report from the auditor general identifying “grave concern” with drinking water protection in the province
2. Early action and precaution saves lives – this is true with pandemics, climate change, and water security.

**Requests:**

1. That you submit correspondence to the Minister of Forests, Land, Natural Resource Operations and Rural Development expressing your concern about the impact on the resolution and asking that the government reconsider their position. Government must take a precautionary approach to the protection of groundwater and not merely rely on the accuracy of calculations of the sustainability of commercial water bottling operations.

Thank you.

Bruce Gibbons

**FLNRORD Ministry Response:**

Hi Bruce,

I did follow up on your request and we were able to get a response from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development – who is the lead provincial organization in responding to the resolution.

The resolution and their response is below.

-----  
Source: <https://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-responses.html>

**UBCM 2019 B154 Groundwater Extraction**

Whereas water is an essential resource upon which all life, including all ecosystems and all local communities depend;

And whereas water is a public heritage and a public trust for present and future generations and access to water must not be compromised by commercial operations relating to commercial water bottling or commercial bulk water exports:

Therefore be it resolved that the Premier of British Columbia and the Minister of Forests, Lands and Natural Resources Operations and Rural Development be requested to immediately cease the licensing and extraction of groundwater for commercial water bottling and/or bulk water exports from aquifers.

**RESPONSE: Ministry of Forests, Lands, Natural Resource Operations and Rural Development**

Government acknowledges and thanks local governments for their continued interests in supporting improved watershed and aquifer protection and management. The Province is committed to ensuring that our supply of clean fresh water is sustainable to meet our current and future demand.

Since 1996, the bulk removal of water from the province has been prohibited in accordance with the *Water Protection Act*.

The *Water Sustainability Act* is the primary legislation for water management in British Columbia. It includes measures to protect stream health, regulate the diversion and use of groundwater, and address water use during times of scarcity.

Any application for water use, including water bottling, is reviewed to ensure the diversion is sustainable and other existing uses are protected. If a licence is granted, the decision-maker may include terms and conditions to protect water source and stream, or aquifer, health.



O - Cfile 7400-01  
 Copies - Council  
 - Senior Staff/ Lia

June 18, 2020  
 Ref: 572317

LOG: 20-257	REFER:	AGENDA: RCM 15JUL20
FILE: 7400-01	ACTION: MR	

Mayors  
 Local Governments with Auxiliary Program

**RECEIVED**

**Jun. 18, 2020**

Dear Sirs/Madams:

**TOWN OF COMOX**

I am writing today regarding your options for the new RCMP Auxiliary Program (Tier 3). As you know, this program has undergone significant changes recently, and at the request of the Union of British Columbia Municipalities (UBCM), the Ministry of Public Safety and Solicitor General is currently exploring possible BC models for the long-term delivery of this program. Necessary legislative amendments and policy and program development issues are currently being identified; however, timelines have not yet been established, and the Province cannot provide a specific implementation date.

While the Ministry continues to explore options for a BC model, the Ministry is also exploring the option of implementing the new national RCMP Auxiliary Program (Tier 3) program in the interim. I am in receipt of a letter from UBCM and the Local Government Contract Management Committee (LGCMC), endorsing this approach. In an effort to confirm which communities are interested in proceeding with an interim program, I am writing to share information regarding the financial impacts of this option. You were included in this correspondence because your RCMP detachment currently has an active program.

The approximate costs per member are identified below, as they relate to uniform, training, and medical testing. Please note, the principles of the Ministry of Justice Auxiliary/Reserve Constable Program Provincial Policy would apply to the funding of an interim program. Therefore, the Province would provide funding for local governments with a provincial RCMP detachment. While the Provincial Policy states that medical tests are the responsibility of the candidate, it would be reasonable for candidates to be reimbursed any fees related to these new medical standard requirements.

.../2

Various  
Page 2

- Uniform: \$700 per candidate;
- Training (first aid, firearm, etc.), in addition to the online and/or detachment level training: from \$350 to \$500 per candidate;
- Medical tests: from \$150 to \$300 per candidate.
- **Estimated total: from \$1,200 to 1,500 per candidate.**

At this time the Province is unable to provide a specific timeline for all current auxiliary members to be fully trained; however, it is expected that most members can complete the new training in approximately four (4) to six (6) months. Please also note that current situation with COVID-19 may delay some in-person or in-detachment training, and there may be some downtime associated with retrofitting uniforms to the new standards.

In order for the Ministry to consider moving ahead with the interim implementation, please provide us with confirmation of your intent to proceed by **July 15, 2020**, by emailing Marie-Helene Lapointe at [MarieHelene.Lapointe@gov.bc.ca](mailto:MarieHelene.Lapointe@gov.bc.ca) or via phone at 236 478-2495. Marie-Helene is also available to answer questions and receive other comments. Once we understand the level of interest, we will provide information regarding next steps.

Take Care,



Brenda Butterworth-Carr; Tr'injà shär njit dintlät  
Assistant Deputy Minister  
And Director of Police Services  
Policing and Security Branch

pc: Municipal Chief Administrative Officers  
Detachment Commanders, RCMP detachments with active Auxiliary Program  
Maja Tait, UBCM President  
Craig Hodge, LGCMC Co-Chair  
Jennifer Strachan, CO RCMP "E" Division

**Town of Comox – Administration**

**From:** Shelly Russwurm: Town of Comox  
**Sent:** June 25, 2020 7:22 AM  
**To:** Town of Comox – Administration  
**Subject:** RE: Noise and Parking

File: 4010-20  
 Action: MR  
 Agenda: RCM July 15  
 O – cfile

LOG: 20-260	REFER:	AGENDA: JUL 15, 2020
FILE: 4010-20	ACTION: MR	

Copies: council  
 - JW / MK / TU / Lia

Copies: Council / JW / MK  
 TU / Lia

**From:** Earlene Cameron <earlenecameron@yahoo.ca>  
**Sent:** June 20, 2020 6:41 PM  
**To:** Town of Comox – Administration <town@comox.ca>  
**Subject:** Noise and Parking

**ATTENTION: MAYOR AND COUNCIL**

Our Strata 6592 at 840 Shamrock Place backs onto Tim Hortons on Anderton. Now that summer is upon us, our windows are open and we are subjected to a lot of noise from Tim Hortons beginning at 5:00 a.m. each and every morning. The noise continues until well after closing as well. Owners at our building have called Tim Hortons numerous times to try and get them to turn down the volume and they only comply for about a day or two and then go back to being loud.

The amplification from the drive-through speaker wakes many in the 18 suites, some of which have young children. We also have medical personnel who are working shifts, as well as essential service employees that would appreciate being able to rest during these trying times. Some residents cannot have their windows open during the day due to the chatter going on and they would appreciate being spared having to deal with the noise at night as well.

We are not unreasonable people and would be more than happy if they could follow the Town’s Bylaws 14, 15 and 17 and not have the drive thru start up before 7:00 a.m. This would be wonderful.

We are also having a problem with traffic from the pub on Lerwick. The pub I know has worked hard to have people park up at the church but Shamrock place is constantly full of parked cars and the cars remain well over the 2 hour parking Monday to Friday limit. On many occasions large trucks park beyond the parking zone and partially block the entrance to our

property. With all of this activity right outside it makes driving A1 of A2 property, somewhat A3 A4 A5  
risky when someone tries to maneuver onto Shamrock. Do we have an enforcement officer  
that tickets these vehicles? It quieted down when the Covid19 started but is heating up again  
in the last few weeks.

We hope that Council will be able to assist us with these issues.

Sincerely,

Earlene Cameron  
President Strata 6592  
205-840 Shamrock Place  
Comox, B.C.  
250.713.8482

*Earlene Cameron*

**Town of Comox – Administration**

**From:** Lucia <luciakma@gmail.com>  
**Sent:** June 5, 2020 6:12 PM  
**To:** info@courtenay.ca; Town of Comox – Administration; info@cumberland.ca  
**Subject:** Systemic Racism in Courtenay

LOG: 20-253	REFER:	AGENDA: RCM 15JUL20
FILE: 0440-03	ACTION: MR	

**RECEIVED**

Jun. 8, 2020

**TOWN OF COMOX**

To whom it may concern:

I realize this is a sensitive subject and aim to treat this with the respect it deserves.

It would be ignorant to deny that the Comox Valley has no issues with systemic racism.

Our issues are more than likely around Indigenous rights, but people of colour face racism here and I have witnessed it, heard it, and it is truly a problem. It may be a simple solution to say that the change needs to come from the provincial and federal branches of our country, but there is a lot that local communities can do. Therefore, I encourage you not to be silent on these issues and to use your powers of policy to help begin the change that must happen in our own communities. Our diversity is relatively new and will grow as our community grows. We need to make sure our community does not have systemic bylaws and other policies to suppress and hurt our own residents. Many changes local governments could provide would help people of every race, gender and identity in our community.

It is self-serving, as the more successful all of our residents are, the more our own community will thrive.

I encourage every council to honestly consider racial inequity and bias in all of these areas:

- Children and youth
- Community engagement
- Contracting equity
- Criminal justice
- Economic development
- Education
- Environment
- Food access and affordability
- Government practices
- Health and food security
- Housing
- Human services
- Jobs
- Planning and development
- Transportation
- Utilities
- Workforce equity

Notably, finding ways to support small businesses and start-ups can make a very big change. This document is very helpful with practical options for cities: [https://racialequityalliance.org/wp-content/uploads/2015/12/GARE-Contract\\_For\\_Equity.pdf](https://racialequityalliance.org/wp-content/uploads/2015/12/GARE-Contract_For_Equity.pdf).

Some of the current plans in motion have already helped, especially in transportation, so we are already clearly making progress! But we can do more.

I encourage you to seriously consider implementing some of these changes as a meaningful change.

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Thank you for your time.

Dr. Lucia Ma

[https://racialequityalliance.org/wp-content/uploads/2015/12/GARE-Contract\\_For\\_Equity.pdf](https://racialequityalliance.org/wp-content/uploads/2015/12/GARE-Contract_For_Equity.pdf)

<https://www.racialequityalliance.org/resources/racial-equity-action-plans-manual/>

<https://www.socialsolutions.com/software/eto/>

<https://roadmapproject.org/>

<https://www.livingcities.org/resources/343-facilitator-s-guide-for-continuous-improvement-conversations-with-a-racial-equity-lens>

**Town of Comox – Administration**

A1 A2 A3 A4 A5

**From:** busyblue@shaw.ca  
**Sent:** June 26, 2020 1:02 PM  
**To:** jward@courtenay.ca; info@cumberland.ca; Town of Comox – Administration;  
sue.bate@nic.bc.ca  
**Cc:** 'PSCV'  
**Subject:** FW: Pride Flag Raising

**RECEIVED**

**Jun. 26, 2020**

**TOWN OF COMOX**

LOG: 20-262	REFER:	AGENDA: RCM 15Jul20
FILE: 0400-03	ACTION: MR	

Dear Sir/madam

On behalf of the Pride Society of the Comox Valley we would like to request that you raise your pride flag in support of Pride week beginning Monday July 20 and to remain raised until the following Monday July 27 2020. All of the neighboring College, City, Town and Village have done this in the past years and we look for your support again this year. If you wish to make a proclamation speech again this year please advise and we will help in any way we can. Once we have confirmed date and time we will advise the local media and express our appreciation for your continued support.

In order for us to be there and support the event we are asking that you raise the flag in the morning of July 22.

[You may want to change this timeline:](#)

Recommended times would be Town of Comox 9:00am, Village of Cumberland at 9:00am, North Island College at 9:00am, City of Courtenay 9:00 am. July 22 2020

If you have any question please reply. If this email is received by the wrong department please advise or forward to the correct department.

Richard Kerton,  
Pride Society of the Comox Valley  
Email: [info@comoxvalleypride.ca](mailto:info@comoxvalleypride.ca)



VICTORIA EV ASSOCIATION

O - Cfile - 5280-14  
copies - Council  
O - Cfile - 5280-14  
copies - Council  
Sr. Staff  
Lia  
Sr. Staff  
Lia

A1 A2 A3 A4 A5

July 2, 2020

Mayor Russ Arnott and Members of Council  
Town of Comox  
1809 Beaufort Avenue  
Comox BC V9M 1R9

RECEIVED  
RECEIVED

Jul. 2, 2020  
Jul. 2, 2020

TOWN OF COMOX  
TOWN OF COMOX

Dear Mayor Arnott and Members of Council

LOG: LOG: 20-264 20-264	REFER: REFER:	AGENDA: AGENDA:
FILE: FILE: 5280-14	ACTION: ACTION: MR	RCM RCM 15JUL20 15JUL20

**Re: Right to Charge - Access to Electric Vehicle charging in multiple unit residential buildings (MURBs)**

- **Meeting Municipal GHG reduction targets**

At the 2019 meeting of UBCM, Resolution B144 entitled “Electric Vehicle Right to Charge Rules” was endorsed by the UBCM membership. Access to EV charging infrastructure in multiple unit residential buildings is an essential requirement for higher EV sales as demand for EVs is reported to be reduced my as much as 40%<sup>1</sup> without access to home charging.

Attached please find a copy of correspondence dated June 26, 2020 to the Minister of Municipal Affairs & Housing regarding a request for “Right to Charge” electric vehicle regulations for British Columbia. The correspondence includes an extensive brief on this subject entitled – “Electric Vehicle Right to Charge Backgrounder”.

**Without Strata Property and Residential Tenancy electric vehicle “Right to Charge” regulations, British Columbia, and its municipalities will not meet their climate action targets that are dependent upon increasing electric vehicle adoption rates.**

We are therefore seeking the support of your municipality in any suitable form, to encourage the passage of the necessary regulations to expeditiously facilitate access to EV charging in multiple unit residential buildings.

Respectfully

David Grove, President,  
The Victoria Electric Vehicle Association  
[info@VictoriaEVclub.com](mailto:info@VictoriaEVclub.com)

<sup>1</sup> SFU Simon Fraser University - The Canadian Plug in Electric Vehicle Study 2015 <https://sustainabletransport.ca/the-canadian-plug-in-electric-vehicle-study-cpevs/>



## VICTORIA EV ASSOCIATION

June 26, 2020

The Honorable Selina Robinson  
Minister of Municipal Affairs & Housing  
PO Box 9056 Stn. Prov Govt  
Victoria, BC V8W 9E2  
[MAH.Minister@gov.bc.ca](mailto:MAH.Minister@gov.bc.ca)

Dear Minister Robinson

**Re: - Access to Electric Vehicle charging in multiple unit residential buildings (MURBs) –**

***A zero taxpayer cost solution to remove an obstacle that will prevent BC from meeting its ZEV sales targets.***

British Columbia is a world leader in municipal electric vehicle infrastructure regulations that facilitate the adoption of electric vehicles to address the climate emergency. In 2011 Vancouver was the first City in the world to require EV infrastructure in new residential construction followed by Richmond being first to require 100% residential coverage in 2018. The District of Saanich is on track to become first in the world to tailor EV infrastructure requirements by property use in their zoning bylaw (2020). It would be beneficial if all municipalities amended their zoning bylaws to provide for EV infrastructure in, at least, new residential construction.

BC is also home to the state-of-the-art technology that enables multiple EVs to optimize the sharing of power between EVs and reduce peak building power requirements. Further, BC is also home to the professionals that successfully drafted the changes to the Electrical Codes that were necessary to enable this state-of-the-art EV charging technology. This technology, for the first time, has made large-scale EV charging in MURBs affordable.

However, in BC, there is no requirement for Strata Corporations or apartment landlords to approve access for EV owners to EV charging outlets, either for buildings that already have partial or complete base EV infrastructure<sup>1</sup>, or for older buildings that require retrofitting.

With more than 60 percent of the BC urban population in the larger cities living in MURBs, lack of a requirement to enable access to EV charging is a major impediment to EV adoption rates, reducing EV purchasing demand by as much as 40%<sup>2</sup>.

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<sup>1</sup> There are a reported 50,000 residential units in Vancouver alone with various degrees of EV readiness

<sup>2</sup> Simon Fraser University - The Canadian Plug-in Electric Vehicle Study (CPEVS) 2015

Without the ability to charge at home, prospective owners or renters, that otherwise would have purchased an electric vehicle will continue to purchase conventional vehicles.

**There is no prospect of British Columbia meeting its ZEV sales targets of 10/30/100% by 2025/2030 and 2040 respectively unless this EV adoption obstacle is removed.**

The policy solution to this problem is often referred to as “Right to Charge”. As the Ministry is aware, this has the support of the UBCM that passed a resolution to this effect<sup>3</sup> in 2019.

We have many records in our case files of requests for EV charging access in MURBs being summarily rejected by Strata Councils, corporations or landlords. In the infrequent successful cases, approval can typically take years. (references are included in the attached “Backgrounder”)

Some jurisdictions<sup>4</sup> have addressed the Right to Charge issue with some success but we believe that BC has an opportunity to implement a “Right to Charge” policy that would be more effective and equitable. There would be no mandatory requirement for the Strata or landlords to contribute financially as the infrastructure could be financed entirely by the EV owners that benefit from access to charging outlets. Installations would still qualify for incentive programs depending on the conditions associated with such programs at the time.

The core principles of the suggested “Right to Charge” policy for Stratas<sup>5</sup> are as follows:

- 1) A Strata Corporation would be required to enter into an agreement with Electric Vehicle owner(s) on the request of an owner or owners provided that:
  - a. The electrical capacity of the building be determined and a long-range strategy for providing as many EV charging spaces as feasible be presented to the Strata.
  - b. There is no requirement (it is optional) for the Strata to contribute financially to the provision of the EV infrastructure.
  - c. EV owner(s) agree to pay up to 100% of the cost of installation, operation, maintenance and all electricity fees.
  - d. Any amortization plan for the financing of the infrastructure be reviewed as to its viability and sustainability by a Professional Accountant
- 2) That there be expeditious approval requirements including time limits for entering into agreements, responding to requests, and final approvals.
- 3) A Strata Corporation would be permitted to levy supplementary Strata fees to individual strata units that agree to such fees in order to amortize the cost of EV infrastructure over a period of years and internal financing (with interest) would be permitted using capital reserve funds<sup>6</sup>. Subsequent additional EV owners would contribute to the original base infrastructure costs resulting in reduced payments for the initial contributors.
- 4) Strata Corporations may only turn down a request to enter into an agreement under the conditions that; the electrical capacity of the building would be exceeded, as certified by a

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<sup>3</sup> UBCM Resolution B144 (2019)

<sup>4</sup> Ontario, California, Hawaii

<sup>5</sup> The BC Strata Property Act and Regulations

<sup>6</sup> To reduce financing costs and simplify administration

qualified professional or if the installation would compromise the structural integrity of the building, as certified by a qualified professional.

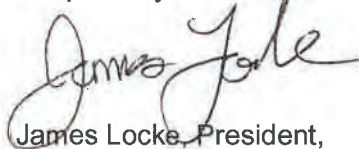
The core principles of the suggested “Right to Charge” policy for Landlords<sup>7</sup> are as follows:

- 1) No lease agreement shall include provisions that prohibit, or unreasonably restrict, lessee access to EV charging infrastructure or outlets.
- 2) A requirement that the lessor approve a written request in accordance with specified requirements in a timely manner.
- 3) The specified requirements would include the lessee’s responsibilities for installation, operations, maintenance and electricity costs and the lessor’s conditions for making modifications to the property.

We would also suggest that the Ministry give consideration to issuing guidance that would encourage municipalities, that have not already done so, to amend their zoning bylaws to provide for EV infrastructure in new residential construction, thereby significantly reducing the cost of retro-fitting new builds in the future.

We are respectfully requesting the consideration of the above to remove this key obstacle to EV adoption rates in British Columbia, as without timely action, BC’s EV sales targets and municipal GHG reduction targets will not be met.

Respectfully submitted



James Locke, President,  
The Victoria Electric Vehicle Association  
[info@VictoriaEVclub.com](mailto:info@VictoriaEVclub.com)

cc The Honorable John Horgan, Premier of British Columbia, [Premier@gov.bc.ca](mailto:Premier@gov.bc.ca)  
The Honorable George Heyman, Minister of Environment & Climate Change Strategies,  
[ENV.Minster@gov.bc.ca](mailto:ENV.Minster@gov.bc.ca)  
The Honorable Bruce Ralston, Minister of Energy, Mines & Petroleum Resources  
[EMPR.Minister@gov.bc.ca](mailto:EMPR.Minister@gov.bc.ca)  
Members of the Legislative Assembly of British Columbia  
BC Municipalities with populations of over 25,000  
Maja Tait, Chair, UBCM [mtait@sooke.ca](mailto:mtait@sooke.ca)  
Tony Gioventu, Executive Director, Condominium Home Owners' Association of BC [tony@choa.bc.ca](mailto:tony@choa.bc.ca)  
Wendy Wall, President, The Vancouver Island Strata Owners' Association [president@visoa.bc.ca](mailto:president@visoa.bc.ca)

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<sup>7</sup> The BC Residential Tenancy Act (RTA)

## Electric Vehicle “Right to Charge” Backgrounder

### [Overview](#)

#### [The importance of home charging](#)

#### [Having some EV infrastructure in place does not guarantee access to charging](#)

#### [The challenges of deploying electric vehicle charging in multi-unit residential buildings \(MURBs\)](#)

##### [Approval from Strata Council and Owners](#)

##### [Approval from Landlords](#)

#### [The solution: Right-to-charge legislation](#)

#### [Stories from British Columbia EV Owners and Prospective Owners](#)

#### [The List of BC municipalities with EV-ready requirements for multi-unit residential buildings](#)

### Overview

British Columbia is leading the way with electric vehicle (EV) adoption and under the provincial CleanBC plan, the sale of fossil-fueled light duty vehicles is set to be phased out such that all new vehicles sales will be zero emission by 2040.

For many, the deciding factor for buying an EV is whether they will be able to charge on a daily basis. Given that personal vehicles are typically parked at the place of residence for the longest portion of the day, access to charging at home is critical for widespread adoption, making EVs both convenient and affordable.

Access to charging in multi-unit residential buildings (MURBs) like stratas and apartments can be very difficult due to the nature and processes of strata governance and the use of common property and, in the case of apartments, landlord restrictions on EV charger installations. As many as 60% of larger municipality households in British Columbia live in MURBs, where a significant number of residents find it difficult to get access to EV charging infrastructure. This lack of access works directly against the province’s 2040 sales target of 100% zero-emission vehicles.

### The Importance of home charging

Given that over 70% of EV charging occurs at home<sup>1</sup>, having access to charging at home is critical to EV adoption and countless studies (e.g. [Electrifying Vehicles: SFU’s Canadian PEV Study](#) and [A Review of Consumer Preferences of and Interactions with Electric Vehicle Charging Infrastructure](#)) have demonstrated the linkage between access to home charging and EV sales.

**The Province’s light duty vehicle zero emission sales targets of 10/30/100% by 2025/2030/2040 respectively, will not be met without addressing the issue of right of access to EV charging in multi-unit residential buildings**

### Having some EV infrastructure in place does not guarantee access to charging

Although many progressive B.C. local governments are adopting EV-ready zoning bylaws for new construction (Table 1), the vast majority of the MURBs in BC require either complete retrofitting or various degrees of retrofitting<sup>2</sup> for EV infrastructure. In the cases of retrofitting, residents are frequently

<sup>1</sup> Charge the North Study <https://www.fleetcarma.com/charge-the-north-summary/>

<sup>2</sup> There are a reported 50,000 parking spaces in various stages of EV readiness in Vancouver alone.

denied the installation of EV infrastructure by the Strata or landlords. Currently, a supermajority vote of Strata owners is required even if the EV owners are prepared to fully-finance the acquisition, installation, and operation of the EV charging infrastructure. In the case of apartments, landlords are under no obligation to accommodate any requests for access to EV charging even if the tenant is prepared to pay 100% of the cost.

## **The challenges of deploying electric vehicle charging in multi-unit residential buildings (MURBs)**

### ***Approval from strata council and owners***

- Under current rules for common property in stratas, a ¾ strata majority is needed to pass a bylaw to allow the installation and use of EV infrastructure. Strata Councils and owners can, and with few exceptions, vote without cause, against strata resolutions for EV charging infrastructure and access.
- Strata owners prefer not to call Special General Meetings (SGMs) to vote to install EV infrastructure, and the inconvenience could bias owners into voting against such a motion. As a result, the few resolutions that get to this stage are generally limited to Annual General Meetings (AGMs). This leads to long delays (years) for EV charging infrastructure project decisions.
- Currently, it is the strata council and its owners who ultimately determine if a strata owner can install a charging station, even if the EV owner(s) are willing to pay 100% of the cost.
- Through the “tragedy of the commons” it can be difficult to gain the necessary votes to install infrastructure, when other strata owners do not own, or lack interest in, or do not understand, electric vehicles.

### ***Approval from Landlords***

- There are currently no requirements in the BC Residential Tenancy Act or Regulations that either; prohibit landlords from including prohibitions of EV charging in standard leasing agreements, or require access if the lessee is prepared to pay the installation cost for the EV charging equipment.
- Although EV charging demand and associated market forces may eventually incentivize more landlords to provide EV infrastructure access, there is an immediate need to ensure that tenants who wish to purchase an electric vehicle can, at their option, and under reasonable conditions, gain access to EV charging infrastructure. Particularly if that all that is required is access to existing low-cost charging outlets<sup>3</sup>
- The California tenancy model<sup>4</sup> provides an example of the terms and conditions under which EV charging access can be structured to include the interests of both the landlord and the lessee.

### **Experience from provincial incentive programs**

- In the province's 2017 MURB incentive program, even with a rebate of 75% of costs (up to \$4,000) for the installation of EV chargers, the top reason for applicants to withdraw from the program was their inability to secure the necessary strata votes to proceed with projects.<sup>5</sup>
- The 2018 Charging Solutions and Incentives program application was updated to require project approval from the authorized body (e.g. strata or building owner) in advance of applying, to

<sup>3</sup> Such as existing 120 Volt wall receptacles with dedicated circuit upgrades

<sup>4</sup> California Assembly Bill 2565 Chapter 529 (2014)

<sup>5</sup> Plugin BC MURB incentive program administrator

reduce the number of expected withdrawals. A number of would-be applicants had to withdraw from the program because they were unable to secure the necessary strata votes to proceed with their projects.<sup>6</sup>

- In both programs, Plugin BC, the program’s administrator, collected data on applicants who were initially approved for funding but withdrew their application. The reasons cited for withdrawn applications include (see Appendix A for testimonials from BC EV owners):
  - Nearer-term financial priorities (e.g. building repairs).
  - An unwillingness to subsidize, or be perceived to be subsidizing, a project that benefits one, or just a few, strata members.
  - Lack of clarity on who pays, and how costs are recovered.
  - Tendency to be risk adverse; uncertainty or lack of understanding makes it easiest to say “no”.
  - Strata council not seeing EV charging as a priority, and postponing or not bringing the resolution to a vote at the AGM.
  - The disposition of individual strata residents.
- In cases where applicants were successful, applicants clearly laid out how they would cover expenses and responsibility for the infrastructure installation. This may suggest that stratas may be agreeable to the installation of EV infrastructure, as long as all the costs are borne by the EV owner(s) and/or the terms and conditions are properly defined. Properly drafted right-to-charge could achieve this condition.<sup>7</sup>

### The Solution: Right-to-charge legislation

- Other jurisdictions have dealt with this issue by passing what is known as “Right-to-charge” amendments to their respective Strata/Condo and Residential/Tenancy Acts.
- This legislation outlines the conditions under which an installation and management of EV charging can occur and sets the rights and responsibilities of EV owners for EV charging infrastructure.
- Right-to-charge legislation exists in:
  - Ontario, Canada—O. Reg. 114/18, s. 8
  - California—CA Assembly Bill AB2565
  - Colorado—CO Senate Bill SB13-126
  - Oregon—2015 ORS 94.762
  - Hawaii—HRS 196-7.5
  - Florida—HB 841
- Some common elements for legislation include:
  - A process and requirements for Condo/ Homeowners’ Association/Strata owner(s)/Landlords to make an installation application.
  - An agreement between EV owners and the Condo/HOA/Strata/Landlord
  - Timelines in which building owners must respond to the EV owners’ request and completion of agreements.

<sup>6</sup> Plugin BC MURB incentive program administrator

<sup>7</sup> Plugin BC MURB incentive program administrator

- Responsibility for installation and operational costs covered by the EV owner(s) and/or strata/landlord.
- Clear and consistent definitions of what constitutes a reasonable denial.
- Responsibility for maintenance, insurance, and removal.
- Process for dispute resolution.
- Ability for the property owner (Strata/Condo/HOA/Landlord) to propose reasonable modifications (e.g. to support energy management)

British Columbia has the opportunity to join these leading jurisdictions by updating the Strata Property Act and the Residential and Tenancy Acts and Regulations to address the barriers identified above and enable a fairer and faster process for EV owners living in MURBs to access EV charging. Effective Right-to-charge legislation will clear the way to removing this obstruction to meeting the Province's EV sales and GHG emission targets.

### Stories from British Columbia EV Owners and Prospective Owners

The following are excerpts of responses when current EV owners and prospective owners were asked what challenges they faced in trying to get access to EV charging in their MURB.

- "A strata council executive member dissuaded me from applying for a station at one of my three business parking spaces as there was no chance of it passing the council."
- "Property management is our main customer base and I have heard on numerous occasions that a strata's demographic is a hurdle in getting car chargers approved"
- "I tried a little more than a year ago, went through several things to get as accurate info as I could, arranged for a rep from [a supplier] to talk to strata, a second resident got a new EV, and her son paid to have her own install. Since then I have been told I have to charge off site."
- "Despite my offer to pay for electrical work and power consumption and a letter from [a mayor of a municipality] offering financial assistance as a pilot project for the city. They thought it was unfair to provide access to an outlet for one person, when they could not make that exception for everyone in the building They would rather say no, than discuss a solution."
- "They were confused about costs, and unaware of level 1 vs level 2, quoting \$50,000 costs, despite me only asking for access to a 110V outlet."
- "I had one property management company approve my use of an outlet, and then shut off power to the entire parkade, claiming their hydro bill went up by hundreds of dollars a month."
- "One claimed that my using an existing 110V outlet (I offered to pay to run a dedicated line to it) was a significant change in use and would require an SGM to vote on it."
- "...my Strata is against me plugging the car to any outlet, their main point is 'who is going to pay for the electricity and how'?"
- "I cannot even get a meeting with the (Strata) Council."

**Table 1: List of BC municipalities with EV-ready requirements for multi-unit residential buildings (MURBs)**

<b>Municipality</b>	<b>Residential Requirement</b>	<b>Policy type</b>
City of Burnaby	100% stalls energized	Zoning bylaw 13903, No 24
City of Coquitlam	1 stall per dwelling unit	Zoning bylaw 4897
Township of Langley	100 % residential stalls	Zoning Bylaw 2500
City of New Westminster	100% stalls energized	Zoning bylaw amendment 8040
City of North Vancouver	20% stalls L2; capacity for remaining 80%	Sustainable Development Guidelines
City of Port Coquitlam	100% stalls “roughed in”	Zoning bylaw 3630, No. 4035
City of Port Moody	100% residential stalls	Zoning Bylaw 2937
City of Richmond	100% stalls energized	Zoning bylaw 8500
City of Victoria	100% stalls energized (pending 07/20)	Bylaw 20-001 and 20-075
City of Vancouver	100% stalls energized	Building bylaw 10908
District of Saanich	100% dwelling energized (pending 07/20)	Zoning Bylaw 8200
District of Squamish	30% off-street parking	Zoning bylaw 2200, No. 2569
City of Surrey	100% residential stalls	Zoning Bylaw 12000
City of Port Moody	100% stalls energized	Zoning Bylaw 2937

Compiled by:  
 The Victoria Electric Vehicle Association, Victoria, BC  
 June 11,2020

**Town of Comox – Administration**

A1 A2 A3 A4 A5

**Subject:** FW: Council Circulation: Comox Valley 2020 Homeless Count - Preliminary Data  
**Attachments:** CVCEH - 2020 Homeless Count Preliminary Data.pdf; 2020.BC.HC.tables.\_prelim\_Comox\_Valley\_07.02.pdf

**RECEIVED**

Jul. 9, 2020

**TOWN OF COMOX**

LOG: 20-270	REFER:	AGENDA: RCM 15JUL20
FILE: 5040-01	ACTION: File	

**From:** Andrea Cupelli <comoxvalleyhousing@gmail.com>

**Sent:** July 8, 2020 4:59 PM

**To:** [council@courtenay.ca](mailto:council@courtenay.ca); council <[council@comox.ca](mailto:council@comox.ca)>; Village of Cumberland <[info@cumberland.ca](mailto:info@cumberland.ca)>; Arzeena Hamir <[arzeenahamir@shaw.ca](mailto:arzeenahamir@shaw.ca)>; [edwingrieve@shaw.ca](mailto:edwingrieve@shaw.ca); [reachme@danielarbour.ca](mailto:reachme@danielarbour.ca); Alana Mullaly <[amullaly@comoxvalleyrd.ca](mailto:amullaly@comoxvalleyrd.ca)>

**Cc:** Betty Tate <[betty.tate@shaw.ca](mailto:betty.tate@shaw.ca)>; Heather Ney <[Director@cvts.ca](mailto:Director@cvts.ca)>; Richard Clarke <[137clarke@gmail.com](mailto:137clarke@gmail.com)>; Roger Kishi <[roger@wachaiy.com](mailto:roger@wachaiy.com)>; Vicki Luckman <[vickia58@hotmail.com](mailto:vickia58@hotmail.com)>; Wendy Dyck - PAT <[brackish@ymail.com](mailto:brackish@ymail.com)>

**Subject:** Comox Valley 2020 Homeless Count - Preliminary Data

Hello local leaders,

BC Housing has released the preliminary homeless count data for the Comox Valley.

On March 11th, 2020 we conducted our 3rd Point in Time Homeless Count. The preliminary results indicate that there is a 13% increase in homelessness from 2018 with 132 individuals experiencing homelessness on the day of the PiT Count. We are disheartened by this data as back in 2018 the Junction Supportive Housing had yet to be built, meaning that since then even with 46 of our community's most vulnerable members being safely housed it has simply not filled the gap.

We know that homeless counts are snapshots of what homelessness looks like in a community and do not enumerate the many others who are unhoused who did not take the survey. We have seen these numbers reflected in the many streams of work the Coalition has been doing to protect those who are unhoused during the pandemic. The demand for safe, affordable, supportive housing continues to grow, and the overall demand for housing affordability will also likely grow during these unstable pandemic times.

In the Fall, BC Housing will be releasing the full 2020 Homeless Count report including demographic breakdowns to paint a picture on who is experiencing homelessness in our community and why. In the meantime, we hope that however disappointing this preliminary homeless count data is, it pushes us all to continue to advocate provincially to provide housing for the growing numbers of people in our community who need it. Combining this information with the data and findings of the Regional Housing Needs Assessment Report helps us to advocate and plan even further for what is needed across the housing continuum in the Comox Valley.

We are proud to work alongside our municipal governments on housing and we look forward to further action to ensure that the numbers of individuals experiencing homelessness declines in the future. Please do not hesitate to reach out should you have any questions.

Thank you,

Andrea

--

**Andrea Cupelli**

Coordinator

[cvhousing.ca](http://cvhousing.ca)

250-897-6432 (mobile phone)

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A5



*We are honoured and privileged to live and work on the traditional unceded territory of the K'omoks First Nation.*

*\*Pronouns; she/her*

Note: If you do not wish to receive these emails, simply reply stating you wish to be removed from our distribution list.

July 8<sup>th</sup>, 2020

Dear local leaders,

BC Housing has released the preliminary homeless count data for the Comox Valley.

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We are proud to work alongside our municipal governments on housing and we look forward to further action to ensure that the numbers of individuals experiencing homelessness declines in the future. Please do not hesitate to reach out should you have any questions.

Thank you,



Andrea Cupelli  
Coordinator for the Comox Valley Coalition to End Homelessness

# 2020 Homeless Count: Comox Valley

## Sheltered and Unsheltered - Comox Valley

Sheltered and Unsheltered	2018 Total		2020 Total		Change from 2018-2020	
	#	%	#	%	#	%
Sheltered	49	42%	58	44%	9	18%
Unsheltered	68	58%	74*	56%	6	9%
<b>Total</b>	<b>117</b>	<b>100%</b>	<b>132</b>	<b>100%</b>	<b>15</b>	<b>13%</b>

\*Includes 20 individuals who indicated that they stayed at someone else’s place or were couch surfing on the night of the count

### Limitations and Methodological Considerations

Please note the following considerations in reviewing this preliminary data.

In the spring of 2020, the Province of British Columbia provided funding to conduct homeless counts in 16 B.C. communities. Due to the COVID-19 pandemic, only 8 of the 16 communities were able to conduct their counts. They completed their counts before March 17, 2020, when British Columbia’s Provincial Health Officer declared a public health emergency under British Columbia’s *Public Health Act*.

The Homelessness Services Association of BC, BC Non-profit Housing Association and Urban Matters coordinated these counts and prepared this report.

Data from counts in the count communities constitutes a benchmark to measure progress made to reduce homelessness over time.

- Point-in-Time (PiT) homeless counts provide a snapshot of people who are experiencing homelessness in a twenty-four-hour period, their demographic characteristics, service use and other information.
- For the purpose of counts conducted in the provincially funded B.C. communities, an individual was defined as experiencing homelessness if they did not have a place of their own where they paid rent and could expect to stay for at least 30 days. This included people who:
  - › Stayed overnight on the night of the count in homeless shelters, including transition houses for women fleeing violence and youth safe houses, people with no fixed address (NFA) staying temporarily in hospitals, jails or detox facilities (defined as “sheltered”); and,
  - › Stayed outside in alleys, doorways, parkades, parks and vehicles or were staying temporarily at someone else’s place (couch surfing) and/or using homelessness services (defined as “unsheltered”).
- During the count, we conduct surveys with people who identify as experiencing homelessness. In areas where surveys are not possible, and to support the PiT count, we collect additional information from shelter operators, hospitals, jails and BC Housing.
- PiT counts are an undercount and represent only those individuals identified during a 24-hour period.
  - › This is because not everyone experiencing homelessness can be found and not everyone who is found is willing to be surveyed.
  - › While PiT Counts are an accepted methodological tool, the numbers are understood to be the minimum number of people who are experiencing homeless on a given day in that community.

**Subject:** FW: Request for Letter of Support, Comox Valley Affordable Housing Society

-----Original Message-----

From: rolowebb@telus.net <rolowebb@telus.net>

Sent: July 10, 2020 3:07 PM

To: Town of Comox – Administration <town@comox.ca>

Cc: Anne <lvve@shaw.ca>; Fred Tutt <tutt.fred@gmail.com>

Subject: Request for Letter of Support, Comox Valley Affordable Housing Society

Attention Suzanne

Attention, Acting Mayor Ken Grant

Hello Suzanne, further to my phone call and previous conversation with Acting Mayor Ken, I would like to share the information below:

I am a member of the Monarch Lions Club and a Director on the Board for the Affordable Housing Society. We are requesting a Letter of Support from the Mayor's office on behalf of the Comox Valley Affordable Housing Society. I am copying my email to Ann Janssen, our Administrator and Fred Tutt, the Chairman of our Board. I am serving as a Director on this Board and Mr. Tutt and I are working together on this project.

Below is some information to give you some background on our projects,

The Courtenay Low Income Housing Society began in 1990. The Board took over the D'Esterre Senior Citizens Society in 2015. In 2019 the Courtenay Low Income Housing Society changed its name to the Comox Valley Affordable Housing Society. The board believed that the name was a better fit for the Society moving forward.

Shortly after the name was changed, The Comox Valley Affordable Housing Society and the D'Esterre Senior Citizens Society amalgamated. D'Esterre was given to us in a state of extreme disrepair; it had not been properly maintained essentially since it was build. While we have tried to maintain it as best we can, it is to the point we are running at a deficit and if we do not rebuild - we will have to shut the property down and look at other alternatives (such as selling the property). Obviously, we do not want to have to do that.

A tenant relocation plan has been put in place, and we will work with the displaced tenants as best we can to help them find new homes. We have put together a pay out package including some money towards moving costs, etc. Unfortunately, we can only do so much in the housing market as it is - which is why we are working so hard to build new units. The rents the tenants will have to pay in their new homes WILL be higher as they are payi9ng in many cases less than \$300.00 per month for rent (which is part of the reason that we run in a deficit).

Currently, there are 16 units on about 1 acre of land for D'Esterre in Comox. This is not good use of the property. We are aiming to increase this number to 52. Almost TRIPLE!

I am suggesting a letter of support that might say something along the lines of ..... "the society is not only capable of building the new property, but will ensure all aspects of running and maintaining it are taken care of in the years to come." Ore "more low-income housing is needed in the valley, and the society has my full support in this project." Etc. Etc.

Perhaps you can refer to the grossly unaffordable rental rates and severe need for seniors affordable housing valley wide. Also it should be noted the Comox Valley Affordable Housing Society's ability to house 36 more people who desperately need homes at decent rental rates would be one of the results of this extra new seniors housing.

If you have any further questions about this project, I would be happy to answer any questions you may have. I can be reached at rolowebb@telus.net or home phone (250) 338-6603. Should you a **A1** h **A2** ue **A3** le **A4** **A5** support, we would appreciate receiving it as soon as possible.

We look forward to your support of this important project. Your letter of support can be sent to the following: (With a copy to me)

Ann Janssen, Administrator  
Comox Valley Affordable Housing Society  
#21 - 1547 Dingwall Road  
Courtenay, BC V9N 3S8  
(250) 334-3340  
lvve@shaw.ca

Thank you, Acting Mayor Ken Grant

Sincerely,  
Ron Webber  
Director, Comox Valley Affordable Housing Society

501 4th Street, Unit 302  
Courtenay, BC V9N 1H3