



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday November 6, 2024

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

Absent: Nil

Staff Present: J. Wall, Chief Administrative Officer
E. Henley, Director of Finance
R. Houle, Director of Development Services
G. Schreiner, Fire Chief

Call to Order:

The meeting was called to order at 5:00 p.m. with 9 members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS:

- a. **Scott Mercer, Inspector (Comox Valley RCMP): Second Quarterly Report: July 1 - September 30, 2024**

**Late Item - Comox Valley
RCMP Report**

THAT the November 6, 2024, Regular Council Meeting agenda be amended by:

a. Moving item 6a 1. (Scott Mercer, Inspector (Comox Valley RCMP): Second Quarterly Report: July 1 - September 30, 2024) to the first item in 3. Delegations.

(2024.377) -- CARRIED UNANIMOUSLY

2. ADOPTION OF AGENDA:

- a. **Adoption of Agenda**

Adoption of Agenda

1. THAT the November 6, 2024 Regular Council Meeting agenda be Adopted as Amended.

(2024.378) -- CARRIED

3. DELEGATIONS:

- a. **Scott Mercer, Inspector (Comox Valley RCMP): Second Quarterly Report: July 1 - September 30, 2024**

Comox Valley RCMP

Inspector Scott Mercer, Comox Valley RCMP, presented the RCMP Quarterly Report for July 1 - September 30, 2024. In the second quarter of the 2024-2025 fiscal year, the Comox Valley RCMP reported 677 Calls for Service in Comox, a 13% decrease from the previous year, with the most common call types being property-related, alarms, and missing persons, and an increase in violent crime and theft from vehicles.

b. Bailey Walsh, Planner (McElhanney): DP Application - 1589 Cedar Ave

1589 Cedar Avenue

Bailey Walsh from McElhanney introduced as the agent for the development variance permit (DVP) application at 1589 Cedar Avenue and responded to questions from Council regarding the report from the Town's Planning Department, listed as Item 10b on the agenda.

c. Norman Laube and/or Marcus Laube, Development Coordinator (Avtar Properties): Affordable Housing Policy & Recessed Plaza DVP - 1966 Guthrie Road

1966 Guthrie Road

Marcus Laube, Development Coordinator for Avtar Properties, presented on the DVP for 1966 Guthrie Road, addressing Comox Council's Affordable Housing Plan requirement, proposing 20 affordable studio units for 10 years, prioritizing tenants with income near the CMHC median, and ensuring the units appear on the BC Housing Registry.

d. Lewis Bartholomew, Founder (The Alberni Project Society): Relocation of the HMCS ALBERNI Museum and Memorial (HAMM)

HMCS ALBERNI Museum and Memorial

Lewis Bartholomew, Founder of the Alberni Project Society, provided an overview of the organization and is seeking assistance from the Town of Comox to either convert an existing building or construct a new facility to relocate the HMCS ALBERNI Museum and Memorial (HAMM) to Comox, where it originated in 2013.

4. ADOPTION OF MINUTES:

a. Regular Council Meeting Minutes

Regular Council Meeting Minutes

1. *THAT the Minutes of the Regular Council Meeting held in Council Chambers on Wednesday, November 6, 2024, be Adopted as Amended to include Councillor Haslett's opposition in Item 10 (c) 2. Bee Friendly Community, and to remove Councillor Haslett's opposition from Item 10 (d) Grant Application - BC Active Transportation Infrastructure Grant Program.*

(2024.379) -- CARRIED

b. Special Council Meeting Minutes

Special Council Meeting Minutes

THAT the Minutes of the Special Council Meeting, held in Council Chambers on October 23, 2024, be Adopted.

(2024.380) -- CARRIED

5. COUNCIL COMMITTEE MINUTES AND REPORTS: NIL

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

1. *THAT the Consent Agenda items as follows be received for information:*
 1. *Theresa Dennison, Executive Coordinator (Association of Vancouver Island and Coastal Communities): 2025 AVICC AGM & Convention - 1st call for Resolutions and Convention Information*
 2. *Trish Malcomess: Infra Red Sauna at the Comox Recreation Centre*
 3. *Stephanie Connolly: Infra Red Sauna at the Comox Recreation Centre*
 4. *Bob Wells, Mayor (City of Courtenay): Request for Continued Support: Comox Valley Substance Use Strategy*
 5. *Cory Heavener, Provincial Director of Child Welfare & Renaa Bacy, Provincial Director of Adoption (Ministry of Children and Family Development): Adoption and Permanency Awareness Month - Request to Share Information*
(2024.381) -- CARRIED
2. *THAT Item 2. (Trish Malcomess: Infra Red Sauna at the Comox Recreation Centre) and Item 3 (Stephanie Connolly: Infra Red Sauna at the Comox Recreation Centre) be removed from the consent agenda for discussion.*
(2024.382) -- CARRIED

7. UNFINISHED BUSINESS:

a. Affordable housing proposal (1966 Guthrie Road)

1966 Guthrie Affordable Housing Options

1. *THAT Third Reading of Zoning Amendment Bylaw 1850.43 (1966 Guthrie Road) be Rescinded.*
(2024.383) -- CARRIED
2. *THAT an affordable housing contribution of \$763,327 be removed from the schedule of outstanding items.*
(2024.384) -- CARRIED
3. *THAT the requirement for a Housing Agreement agreeable to the Town be added to the schedule of outstanding items.*
(2024.385) -- CARRIED
4. *THAT Comox Zoning Amendment Bylaw No. 1850.43 (1966 Guthrie Road) be given Third Reading.*
(2024.386) -- CARRIED
5. *THAT Administration be directed to prepare a housing agreement agreeable to the Town as an alternative to the developer providing the affordable housing contribution identified by Council's Affordable Housing Amenity Contribution Policy CCL-069.*
(2024.387) -- CARRIED
6. *THAT the housing agreement be brought back to Council for consideration as a Bylaw.*
(2024.388) -- CARRIED

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS:

a. Bylaw 2033 - Revenue Anticipation Borrowing for 2024

**Revenue Anticipation
Borrowing for 2024**

THAT Revenue Anticipation Borrowing for 2024, Bylaw No. 2033, 2024, be Adopted.

(2024.389) -- CARRIED

b. Bylaw 2034 - Revenue Anticipation Borrowing for 2025

**Revenue Anticipation
Borrowing for 2025**

THAT Revenue Anticipation Borrowing for 2025, Bylaw No. 2034, 2024, be Adopted.

(2024.390) -- CARRIED

10. NEW BUSINESS:

a. 2024 Audit Service Plan

2024 Audit Service Plan

THAT the 2024 Audit Service Plan, as attached to the November 16, 2024 Staff Report from the Director of Finance, be Received.

(2024.391) -- CARRIED

b. DVP 24-1 (1589 Cedar Ave): Development Variance Permit Application to permit a two lot single-family subdivision

1589 Cedar Avenue

THAT Development Variance Permit 24-1 for 1589 Cedar Avenue be approved; and

THAT Staff be directed to issue the permit.

(2024.392) -- CARRIED

c. Flag Protocol and Community Events Recognition Policies

**Flag Protocol and
Community Events
Recognition**

1. *THAT the discontinuation of the Community Events Recognition Policy CCL-059.03 as attached to the October 22, 2024, report from the Director of Corporate Services, titled "Flag Protocol and Community Events Recognition Policies" be Approved.*

(2024.393) -- CARRIED

2. *THAT the draft Flag Raisings and Flag Protocol Policy CCL-058.03 as detailed in the October 22, 2024, report from the Director of Corporate Services, titled "Flag Protocol and Community Events Recognition Policies" be Approved.*

AMENDING MOTION:

THAT the main motion be updated to add the text, "as amended to reword section 6.02 (c) as follows: "In the case of other persons, flags will be flown at half-mast for a maximum of five business days from the date the notice of death is received."

(2024.394) -- CARRIED

c. Flag Protocol and Community Events Recognition Policies

**Flag Protocol and
Community Events
Recognition**

3. MOTION AS AMENDED:

THAT the draft Flag Raisings and Flag Protocol Policy CCL-058.03, as outlined in the October 22, 2024, report from the Director of Corporate Services titled "Flag Protocol and Community Events Recognition Policies" be Approved as Amended to reword section 6.02 (c) as follows: "In the case of other persons, flags will be flown at half-mast for a maximum of five business days from the date the notice of death is received."

(2024.395) -- CARRIED

d. Lease Renewal - Vancouver Island Regional Library (VIRL)

**Vancouver Island Regional
Library**

THAT the proposed lease agreement with the Vancouver Island Regional Library for the facility located at 101 – 1720 Beaufort Avenue, during the term January 1, 2025 to December 31, 2029, as attached to the November 6, 2024 report from the Director of Corporate Service titled "Lease Renewal – Vancouver Island Regional Library", be approved; and

THAT the Mayor and the Corporate Officer be authorized to execute the agreement.

(2024.396) -- CARRIED

e. Make Back Road Safe

Make Back Road Safe

THAT Council waive Traffic Calming Policy CCL-051 and direct staff to reduce the speed limit on Glacier View Drive to 40 km/hr.

(2024.397) -- CARRIED

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE: NIL

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Blacklock

Councillor Blacklock reminded Council of the following upcoming events:

- Downtown Comox Business Mixer next week at the Castaway Used Books (previously Nearly New Books) on November 14
- Small Business Roundtable with Mayor Minions on November 28

b. Councillor Kerr

Councillor Kerr advised that he attended the following meetings:

- Comox Strathcona Waste Management Board: Approved an Emission Reduction Strategy, including 10 automated well-heads to cut 18,262 tons of CO2 by 2025, reducing landfill emissions by 97%.
- Comox Valley Family Physician Recruitment Committee: One physician retiring this year, another departing later; two new doctors expected in 2025.
- Comox Valley Social Planning Society: Congratulations to April Lewis on receiving the Bunny Shannon Heart of the Community Award.
- Diwali Festival: Congratulations to Ash and the planning committee.

c. Mayor Minions

Mayor Minions acknowledged the Comox Downtown BIA, Fire Department, and Community Centre for a successful Halloween and reported attending:

-K'ómoks First Nation Council: Reviewed joint initiatives, including park naming at DL194, fire truck art, future signage/art installations, and safety for Back Road/Glacier View during the sewer project.

-Island Rail Corporation: Conceptual plan to operate cargo/passenger rail from Victoria to Port Alberni, Courtenay, and Campbell River, with 51% ownership offered to the First Nation if successful.

-Comox Veterans' Lunch with Councillor Haslett

-49 Annual Telethon: Raised \$115,872

-Comox Downtown BIA Grand Opening: Ribbon cutting for Wildflower Mercantile and Roam, Media.

17. RESOLUTION TO GO IN-CAMERA:

a. Exclude the Public

Exclude the Public

That the Public be Excluded from the In-Camera session of Council on Wednesday November 6, 2024 pursuant to the following sub-section of section 90 of the Community Charter:

(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(2024.398) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 6:26 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 6:42 P.M.

18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:42 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER