



**TOWN OF COMOX**  
**Minutes of the Regular Council Meeting,**  
**held in Council Chambers on Wednesday November 20, 2024**

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

**Absent:** J. Kerr

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

**Call to Order:**

The meeting was called to order at 5:00 p.m. with 2 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.

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**1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL**

**2. ADOPTION OF AGENDA:**

**a. Adoption of Agenda**

**Adoption of Agenda**

*THAT the November 20, 2024, Regular Council Meeting agenda be Adopted.*

*(2024.401) -- CARRIED*

**3. DELEGATIONS:**

**a. Jemima Thomas, Interim Executive Director (Comox Valley Arts Council): Comox Valley Arts Council Update**

**Comox Valley Arts Council**

Jemima Thomas from the Comox Valley Arts Council provided provided an update on its activities, highlighting its growth in programs, partnerships, and artist engagement. They outlined plans for the coming year, including expanding community outreach, diversifying audiences, and continuing key initiatives like the Art Wagon and reconciliation projects.

**4. ADOPTION OF MINUTES:**

**a. Regular Council Meeting Minutes**

**Regular Council Meeting Minutes**

*THAT the Minutes of the Regular Council Meeting, held in Council Chambers on November 6, 2024, be Adopted.*

*(2024.402) -- CARRIED*

5. COUNCIL COMMITTEE MINUTES AND REPORTS:

a. Strategic Planning Committee Meeting Minutes

Strategic Planning  
Committee Meeting Minutes

THAT the Minutes of the Strategic Planning Committee Meeting, held in Council Chambers on Wednesday, November 13, 2024, be Received.

(2024.403) -- CARRIED

COMMITTEE RECOMMENDATIONS:

- (1) Parcel Area & Frontage Width in the R.1 (Small-Scale Multi-Family Zone)

THAT Council direct staff to explore options for reducing the minimum parcel area and frontage width for Small Scale Multi-Family zones as part of the 2025 OCP update.

(2024.404) -- CARRIED

- (2) Tree Management and Protection Bylaw Update

THAT Council forward \$50,000 to the special project budget consideration for an update to Comox Tree Management and Protection Bylaw No. 1125, 1994.

(2024.405) -- CARRIED

[Opposed: Councillor KGrant]

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

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

1. Carol Finley: Request to Exchange Cart for Free - Same as City of Courtenay

2. Weston Buss: Cross Walk Proposal for Balsam Ave

(2024.406) -- CARRIED

- 2. THAT Item 2. (Weston Buss: Cross Walk Proposal for Balsam Ave) be removed from the consent agenda for discussion.

(2024.407) -- CARRIED

- 3. THAT Administration be directed to respond to Mr. Buss with a letter providing policy information, instead of referring his concern to the 2025 budget.

(2024.408) -- CARRIED

- 4. THAT Item 1. (Carol Finley: Request to Exchange Cart for Free - Same as City of Courtenay) be removed from the consent agenda for discussion.

(2024.409) -- CARRIED

7. UNFINISHED BUSINESS:

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

HMCS ALBERNI Museum  
and Memorial

- 1. THAT the November 6, 2024, presentation from the Alberni Project Society regarding the relocation of the HMCS ALBERNI Museum and Memorial (HAMM) be received for information.

(2024.410) -- CARRIED

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

**HMCS ALBERNI Museum and Memorial**

- 2. *THAT a response be sent to the Alberni Project Society advising that the Town does not have space at this time but suggesting collaboration with organizations such as the Comox Valley Arts Council, local Royal Canadian Legions, and local museums, with Council reviewing the 2025-26 budget to assess the potential for signage in Comox.*

(2024.411) -- CARRIED

**8. SPECIAL REPORTS: NIL**

**9. BYLAW ADOPTIONS: NIL**

**10. NEW BUSINESS:**

**a. Community Centre Infrared Sauna Replacement**

**Community Centre Infrared Saunas**

*THAT the Town survey the patrons of the Comox Community Centre over the next 10-14 days to determine the usage and feedback on the previous saunas.*

(2024.412) -- CARRIED

**b. Development Variance Permit Application 24-4 (1966 Guthrie Road)**

**1966 Guthrie Road**

*THAT Development Variance Permit 24-4 for Proposed Lot 2 of 1966 Guthrie Road be approved subject to adoption of Zoning Amendment Bylaw 1850.43; and*

*THAT Administration be directed to issue the permit.*

(2024.413) -- CARRIED

**c. Mobile Food Vendors**

**Mobile Food Vendors**

- 1. *THAT the Comox Parks Use Amendment Bylaw No. 1881.02 be given First, Second and Third Readings.*

(2024.414) -- CARRIED

- 2. *THAT the draft Marina Park Policy CCL-072.01 as detailed in the November 14, 2024, report from the Corporate Coordinator, titled "Mobile Food Vendors" be Approved.*

(2024.415) -- CARRIED

**d. Proposed 2025-2029 Water and Sewer Budget and Financial Plan**

**Water and Sewer Budget & Financial Plan**

The Director of Finance presented the 2025-2029 Water and Sewer Budget, highlighting increasing capital replacement costs, challenges in funding projects, and the projected rise in user rates and parcel taxes. The presentation also addressed deferred projects, the need for additional funding sources like DCCs and grants, and plans for maintaining adequate reserves.

*THAT Council approves Schedule A, attached to the November 20, 2024 report from the Director of Finance titled "2025 – 2029 Water and Sewer Budget and Financial Plan" including the recommended increases in the water and sewer user rates, the recommended increases in the water and sewer parcel taxes and the recommended projects.*

(2024.416) -- CARRIED

**e. Sewer and Water Parcel Taxes Bylaw**

**Sewer and Water Parcel Taxes**

*THAT the Comox Sanitary Sewer and Water Parcel Tax Bylaw No. 2039 be given First, Second and Third Readings.*

(2024.417) -- CARRIED

**f. Sewer and Water User Rates Bylaws**

**Sewer and Water User Rates Bylaws**

1. *THAT the Comox Water Rates and Regulations Amendment Bylaw No. 529.35 be given First, Second and Third Readings.*

(2024.418) -- CARRIED

2. *THAT a staff report be provided on making the water user system more equitable, including detailed information on the three key categories of water users: those on a water meter who pay a flat rate, those not on a water meter who pay a flat rate, and those on a water meter who pay a metered rate, as outlined in the 2025-2029 Water and Sewer Budget presentation.*

(2024.419) -- CARRIED

3. *THAT the Comox Sewer User Rates Bylaw No. 2038 be given First, Second and Third Readings.*

(2024.420) -- CARRIED

**11. NOTICES OF MOTION: NIL**

**12. CORRESPONDENCE:**

**a. Pete Chambers, President (Comox BIA): Comox BIA Bylaw Renewal Request**

**Comox BIA Bylaw Renewal Request**

*THAT the November 4, 2024 letter from Pete Chambers, President of the Comox Business in Action, requesting that Council initiate the renewal of the business improvement area, be received and filed for information.*

(2024.421) -- CARRIED

**13. LATE ITEMS: NIL**

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

**a. Councillor Grant**

Councillor Grant advised that he attended various Regional District of Comox Valley meetings, as well as a lunch event for the Phantom Aircraft.

**b. Mayor Minions**

Mayor Minions thanked those who attended the Government-to-Government engagement session with K'ómoks First Nation Chief and Council, which included updates on the history of the First Nation and the Treaty timeline, expected to be ratified in March 2025.

**17. RESOLUTION TO GO IN-CAMERA: NIL**

**18. RISE AND REPORT FROM IN-CAMERA: NIL**

**TOWN OF COMOX - REGULAR COUNCIL MEETING MINUTES**

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**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 6:47 p.m.  
Certified correct pursuant to Section 97(1)(b) of the Community Charter.

*CARRIED*

  
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MAYOR

  
\_\_\_\_\_  
CORPORATE OFFICER