



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday February 19, 2025

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
S. Russwurm, Corporate Officer
E. Henley, Director of Finance
R. Houle, Director of Development Services
G. Schreiner, Fire Chief (electronically)
T. Hagmeier, Recreation Director
S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5:00 p.m. with 12 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: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the February 19, 2025, Regular Council Meeting agenda be Adopted.

(2025.058) -- CARRIED

3. DELEGATIONS:

a. Eric Delorme (Highstreet Ventures): Development Permit 23-4, 941 Aspen Road

941 Aspen Road

Eric Delorme from Highstreet Ventures provided information on the proposed 941 Aspen Road development, highlighting its net-zero energy readiness, carbon-free design, solar panels, and a full amenity building with community spaces, outdoor areas, and trail access to the greenway. The development will offer a mix of one-bedroom, two-bedroom, and studio suites, adding 200 new dwellings to Comox, with the easternmost building elevation updated to include a public entrance.

4. ADOPTION OF MINUTES:

a. Adoption of Minutes

Adoption of Minutes

THAT the Minutes of the Regular Council Meeting, held in Council Chambers on February 5, 2025, be Adopted.

(2025.059) -- 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:*

1. *Shelley and Leon Bohmer: Comox Pump Station*

2. *Colin and Sandra Eves: Comox Pump Station*

3. *Julie Micksch, RBTech: One Hour Webinars on Development Pressures*

4. *Vicky Trill, Community Relations Manager (Berwick Comox Valley): Tour & Lunch on March 11, 2025 - RSVP by March 1*

(2025.060) -- CARRIED

2. *THAT Items 1. (Shelley and Leon Bohmer: Comox Pump Station) and 2. (Colin and Sandra Eves: Comox Pump Station) be removed from the consent agenda for discussion.*

(2025.061) -- CARRIED

3. *THAT Item 4. (Vicky Trill, Community Relations Manager (Berwick Comox Valley): Tour & Lunch on March 11, 2025 - RSVP by March 1) be removed from the consent agenda for discussion.*

(2025.062) -- CARRIED

7. UNFINISHED BUSINESS:

a. Bob Wells, Mayor (City of Courtenay): Request for Emergency Shelter Funds

Emergency Shelter

The information summary regarding the City of Courtenay's request for emergency shelter funds was received for information.

b. Darcy Walters (Short Term Rental Hosts): Creation of Short Term Rental Policy for Comox

Short Term Rental Policy

The information summary regarding Darcy Walter's request for the creation of a short-term rental policy was received for information.

c. Tracey Clarke, Comox Valley Chamber of Commerce - Business Retention and Expansion Service Report

Chamber of Commerce BRE Service

The information summary regarding the Chamber of Commerce's Business Retention & Expansion Service Report was received for information.

AT 5:31 P.M., COUNCILLOR SWIFT LEFT THE MEETING, DECLARING A CONFLICT OF INTEREST WITH ITEM 7(d) AS SHE MANAGES A SHORT-TERM RENTAL IN HER RESIDENCE.

d. Short-term Rental Report

Short-term Rental Report

THAT Council direct Administration to prepare an amendment to Zoning Bylaw 1850 to permit short-term rentals in residential zones, excluding multi-family medium and higher-density zones; AND FURTHER,

d. Short-term Rental Report

Short-term Rental Report

THAT Council direct Administration to prepare an amendment to Business Regulation Bylaw 1882 to include short-term rentals as an eligible business licence type with an annual cost of \$300.

(2025.063) -- CARRIED

AT 5:33 P.M., COUNCILLOR SWIFT RETURNED TO COUNCIL CHAMBERS.

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS:

a. RZ 24-13 Comox Planning Procedures Amendment Bylaw No. 1780.17 (Fence Height)

Bylaw No. 1780 - Fence Height

THAT Comox Planning Procedure Bylaw Amendment No. 1780.17 be Adopted.

(2025.064) -- CARRIED

b. RZ 24-13 Comox Zoning Amendment Bylaw 1850.51 (Fence Heights)

Bylaw No. 1850.50 - Fence Heights

THAT Comox Zoning Amendment Bylaw No. 1850.51 be Adopted.

(2025.065) -- CARRIED

c. 2077 Hector Road and 941 Aspen Road: RZ OCP 23-2, PR 24-9, Post-Public Hearing Report

2077 Hector Road & 941 Aspen Road

1. THAT Comox Official Community Plan Amendment Bylaw 1685.11 be Adopted.

(2025.066) -- CARRIED

2. THAT Comox Zoning Amendment Bylaw 1850.46 be Adopted.

(2025.067) -- CARRIED

3. THAT Comox Phased Development Agreement Authorization Bylaw 2024: Aspen – Hector be Adopted.

(2025.068) -- CARRIED

4. THAT Comox Subdivision and Development Servicing Amendment Bylaw 1261.18 be Adopted.

(2025.069) -- CARRIED

5. THAT Development Permit DP 23-4 be approved and issued for the Phase 1 of proposed development (Aspen-West), subject to the amended Development Permit Conditions, as follows:

Delete conditions 1(a) and (b), to not require any revisions to the street elevation of Building East and to not require the removal of the individual paths to the ground floor patios.

AND FURTHER, THAT Administration be directed to issue Development Permit DP 23-4.

(2025.070) -- CARRIED

10. NEW BUSINESS:

a. Comox Municipal Marina Fees and Regulations Amendment Bylaw No. 2010.02

2025 Marina Rates Bylaw

THAT the Comox Municipal Marina Fees and Regulations Amendment Bylaw No. 2010.02 be given First, Second and Third Readings.

(2025.071) -- CARRIED

b. Comox Park Ambassador Program

Comox Park Ambassador Program

1. *THAT the February 19, 2025, report from the Recreation Director, titled "Comox Park Ambassador Program", be received for information.*

(2025.072) -- CARRIED

2. *THAT the Comox Park Ambassador Program be removed from the 2025 Special Projects budget.*

(2025.073) -- CARRIED

[Opposed: Councillors JKerr JMeilleur]

c. Comox Reserve Funds Amendment Bylaw No. 2025.01

Reserve Funds Bylaw

THAT Comox Reserve Funds Amendment Bylaw No. 2025.01 be given First, Second and Third readings.

(2025.074) -- CARRIED

AT 6:05 P.M., COUNCILLOR GRANT LEFT THE MEETING.

d. 2025 Operating, Capital, and Special Projects Budget

2025 Operating, Capital, Special Projects Budget

1. *THAT the Bolt & Anderton crosswalk project be moved from the 2028 Capital Project budget to 2025.*

(2025.075) -- CARRIED

2. *THAT the Feasibility Study for the Marina Park to Ellis Street Ocean Front Walkway be removed from the Budget.*

(2025.076) -- CARRIED

3. *THAT a Special Projects list be provided for all departments.*

(2025.077) -- CARRIED

4. *THAT Administration explore options on the disposal of the McLaughlin car.*

(2025.078) -- CARRIED

5. *THAT the 2025 Operating, Capital, and Special Projects Budget, as outlined in Appendix A of the February 10, 2025, report titled 2025 Operating, Capital, and Special Projects Budget, as Amended be Approved.*

(2025.079) -- CARRIED

AT 6:06 P.M., COUNCILLOR GRANT RETURNED TO COUNCIL CHAMBERS.

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

- a. **Melanie McCollum, Chair (Comox Valley Recreation Commission, CVRD): Draft Amenity Cost Contribution Program**

**Draft Amenity Cost
Contribution Program**

THAT the February 3, 2025, correspondence from Melanie McCollum, Chair of the Comox Valley Recreation Commission, be received; AND FURTHER,

THAT Council support collaboration and defer to Administration to determine the appropriate level of collaboration.

(2025.080) -- CARRIED

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

- a. **Councillor Blacklock**

Councillor Blacklock reminded everyone of two upcoming events: a Substance Use Education and Awareness event on April 15th, and the Comox Valley Community Justice Centre's 'Moving Beyond Polarization' event tonight.

- b. **Councillor Swift**

Councillor Swift advised that she had nothing to report.

- c. **Councillor Haslett**

Councillor Haslett advised that he attended the CVRD Sewage Commission meeting.

- d. **Councillor Kerr**

Councillor Kerr advised that he attended a meeting with Col. Shapka from 19 Wing Comox regarding health care planning for service members and their families.

- e. **Councillor Grant**

Councillor Grant advised he attended budget meetings.

- f. **Councillor Meilleur**

Councillor Meilleur advised that she had nothing to report.

- g. **Mayor Minions**

Mayor Minions advised that she participated in a Federation of Canadian Municipalities (FCM) tariff call for the BC Region and reminded everyone about the Coldest Night of the Year fundraising event on Saturday, February 22, at the Native Sons Hall.

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, February 19, 2025 pursuant to the following sub-sections of section 90 of the Community Charter:

(1)(c) labour relations or other employee relations

(2025.081) -- CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 7:16 P.M.

THE REGULAR COUNCIL MEETING RECONVENED AT 7:46 P.M.

18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:46 p.m.

CARRIED

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

MAYOR

Nicole Minion

CORPORATE OFFICER

[Signature]