



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday March 18, 2026

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

Absent: Nil

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

Call to Order:

The meeting was called to order at 5:00 p.m. with 24 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. Amendment of Agenda

Amendment of Agenda

1. *THAT the letter dated March 13, 2026, from Pete Chambers, President (Comox Business in Action): Comox Tourism Service Delivery and the creation of a Comox Tourism Advisory Committee be added to the Agenda under Item 12(a) Correspondence*
(2026.085) -- CARRIED UNANIMOUSLY
2. *THAT the agenda for the March 18, 2026 Regular Council Meeting be amended to place Item 10(a), Official Community Plan Amendment Application (2181 Comox Avenue) – Introductory Report, immediately following the Consent Agenda.*
(2026.086) -- CARRIED UNANIMOUSLY

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the March 18, 2026, Regular Council Meeting agenda be Adopted as Amended.
(2026.087) -- CARRIED

3. DELEGATIONS:

a. Drew Radcliffe (The Arpeg Group): OCP 25-4 (2181 Comox Ave)

2181 Comox Ave

Drew Radcliffe from the Arpeg Group presented on a proposed 10-storey, 109-unit rental development at 2181 Comox Ave. The project would add housing while keeping the existing Mariner building, maintaining below-market rents, avoiding tenant displacement, and focusing on a smaller footprint, sustainability, and fit within the neighbourhood.

a. Development Charges Update and Bylaw Adoptions

Development Charges Update and Bylaw Adoptions

- 1. THAT Amenity Cost Charges Bylaw No. 2052 be Adopted. (2026.088) -- CARRIED
- 2. THAT Development Cost Charges Bylaw No. 2053 be Received. (2026.089) -- CARRIED
- 3. THAT Development Cost Charges Bylaw No. 2053 be Adopted. (2026.090) -- DEFEATED
- 4. THAT Council direct Administration to remove Project P018 (Point Holmes playground) from the Development Cost Charges (DCC) project list as shown in May 29, 2026, report from the CAO titled, "Development Cost Charge and Amenity Cost Charge Draft Rates" and revise the bylaw accordingly. (2026.091) -- CARRIED
[Opposed: Councillors JKerr JMeilleur]
- 5. THAT Council Policy CCL-069.04 (Affordable Housing Amenity Contribution) be Approved. (2026.092) -- CARRIED

THE MEETING WAS RECESSED AT 5:45 P.M. AND RECONVENED AT 5:49 P.M.

4. ADOPTION OF MINUTES:

a. Adoption of Minutes

Adoption of Minutes

- THAT the Minutes of the Regular Council Meeting, held in Council Chambers on Wednesday, March 4, 2026 be Adopted. (2026.093) -- 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, March 11, 2026 be Received. (2026.094) -- CARRIED

COMMITTEE RECOMMENDATIONS:

- (1) Urban Forest Management Strategy

COMMITTEE RECOMMENDATIONS:

- 1. THAT Council direct Administration to proceed with creating a tree protection bylaw that regulates trees on private property, with details (sizes, restrictions, etc.) to be determined later. (2026.095) -- CARRIED
- 2. THAT the tree protection bylaw allow removal of most trees on private property with few restrictions, primarily requiring permits for tracking purposes. (2026.096) -- CARRIED
[Opposed: Councillor SBlacklock]

COMMITTEE RECOMMENDATIONS:

- (1) Urban Forest Management Strategy

COMMITTEE RECOMMENDATIONS:

- 3. *THAT Council direct Administration to require a permit for removal of trees with diameter greater than 30 cm.*
(2026.097) -- CARRIED
- 4. *THAT Council direct Administration to develop criteria for defining significant or ecologically valuable trees that may require additional protection.*
(2026.098) -- CARRIED
- 5. *THAT the tree protection bylaw include a tree replacement ratio requirement, with specific ratios to be determined later.*
(2026.099) -- CARRIED

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

THAT the Consent Agenda items as follows be received:

- 1. *Chris Arruda, Founder (Bright Idea Business Solutions): Feed the Valley Food Bank Fundraiser on April 11*
- 2. *Mel McLachlan: Removal of Covenant Protected Trees*
- 3. *Jonathan Chawla, Founder (Gatherwell): Waterfront Sauna-Based off Ambleside Beach Sauna Pilot*
- 4. *Joseph Plante: Speed Humps*
(2026.100) -- CARRIED
- 5. *THAT Item 3. (Jonathan Chawla, Founder (Gatherwell): Waterfront Sauna-Based off Ambleside Beach Sauna Pilot) be removed from the agenda for discussion.*
(2026.101) -- CARRIED
- 6. *THAT Council direct Administration to bring forward the relevant bylaw to a future Council meeting to explore the feasibility of a waterfront sauna.*
(2026.102) -- CARRIED

7. NEW BUSINESS:

a. Official Community Plan Amendment Application 25-4 (2181 Comox Avenue) Introductory Report

OCP Amendment - 2181 Comox Avenue

- 1. *THAT Official Community Plan amendment application 25-4 (2181 Comox Avenue) be Received.*
(2026.103) -- CARRIED

**a. Official Community Plan Amendment Application 25-4 (2181 Comox Avenue)
Introductory Report**

**OCP Amendment - 2181
Comox Avenue**

- 2. THAT a public information meeting be held by the applicant of OCP amendment application 25-4 in accordance with Section 8.0 of Development Application Procedures Bylaw No. 2049, prior to consideration of first reading of the OCP Amendment Bylaw.

(2026.104) -- DEFEATED

[Opposed: Mayor Minions, Councillors SBlacklock CHaslett
KGrant JKerr JMeilleur MSwift]

- 3. THAT Official Community Plan amendment application 25-4 (2181 Comox Avenue) be Rejected.

(2026.105) -- CARRIED

8. UNFINISHED BUSINESS:

a. Melissa Schwartz (PEAK Montessori Society): TUP for 1829 Beaufort Ave

**PEAK Montessori Society-
TUP for 1829 Beaufort Ave**

Council discussed the Montessori school’s request in the context of its existing Temporary Use Permit, focusing on ensuring that all required approvals and conditions are met before proceeding. No formal action was taken, with direction centred on confirming compliance, including Ministry of Education requirements, prior to issuing a business licence.

**b. Nikki Holecamp & Catherine Crowe (École Robb Road PAC Playground Committee):
Funding Request for an Inclusive Playground**

**Funding Request for an
Inclusive Playground**

Council considered a request from the École Robb Road PAC for a financial contribution toward an inclusive playground on school district property. The request was not approved, with concerns raised about budget pressures, precedent, and the Town funding projects on non-municipal land.

9. SPECIAL REPORTS: NIL

10. BYLAW ADOPTIONS:

a. Fees and Bylaw Notice Updates

**Fees and Bylaw Notice
Updates**

- 1. THAT the Sanitary Sewer Bylaw No. 2057 be Adopted.

(2026.106) -- CARRIED

- 2. THAT the Storm Drain Connection Amendment Bylaw No. 892.06 be Adopted.

(2026.107) -- CARRIED

- 3. THAT the Water Rates and Regulations Amendment Bylaw No. 529.36 be Adopted.

(2026.108) -- CARRIED

- 4. THAT the Street and Traffic Amendment Bylaw No. 1358.07 be Adopted.

(2026.109) -- CARRIED

- 5. THAT the Fees and Charges Bylaw No. 2058 be Adopted.

(2026.110) -- CARRIED

a. Fees and Bylaw Notice Updates

Fees and Bylaw Notice Updates

- 6. *THAT the Bylaw Notice Enforcement Amendment Bylaw No. 2004.04 be Adopted.*
(2026.111) -- CARRIED
- 7. *THAT the Miscellaneous Bylaws Amendment Bylaw No. 2059 be Adopted.*
(2026.112) -- CARRIED

11. NEW BUSINESS:

a. Post Employment Benefit, Working Fund and Tax Stabilization Reserves

Benefit & Stabilization Reserves

- 1. *THAT Council approve Council Policy CCL-088 Year-End Surplus Allocation Policy.*
(2026.113) -- CARRIED
- 2. *THAT Comox Reserve Funds Amendment Bylaw No. 2025.02 be given First, Second and Third Readings.*
(2026.114) -- CARRIED

12. NOTICES OF MOTION:

a. Notice of Motion (Mayor Minions) - Council Meeting Video Recording Policy

Notice of Motion

Mayor Minions provided a Notice of Motion as follows:

THAT Council Meeting Video Recording Policy No. CCL-060 be amended to specify that both Regular Meetings of Council and Strategic Planning Committee Meetings be livestreamed and saved to video archives.

13. CORRESPONDENCE:

a. Pete Chambers, President (Comox Business in Action): Comox Tourism Service Delivery and the creation of a Comox Tourism Advisory Committee

Comox Business in Action (BIA) - Tourism Committee

THAT the letter from Pete Chambers, President (Comox Business in Action): Comox Tourism Service Delivery and the creation of a Comox Tourism Advisory Committee dated March 13, 2026, be Received.
(2026.115) -- CARRIED

14. LATE ITEMS: NIL

15. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Blacklock

Councillor Blacklock shared a reminder about an upcoming Community Justice Centre event on April 9 featuring author Michelle Good, and noted his attendance at the Local Government Leadership Academy in Richmond, highlighting sessions on storytelling, leadership, and reconciliation, including a presentation from the Squamish-Lillooet Regional District.

b. Councillor Swift

Councillor Swift shared a reminder about the Easter event at Filberg Park on April 4 from 10 a.m. to 2 p.m., encouraging families to attend.

c. Councillor Haslett

Councillor Haslett reported attending the d'Esterre Seniors Centre AGM, noting the reappointment of Myrna Holman as the president, a strong board for the coming year, and a well-received strategic plan presented to members.

d. Councillor Kerr

Councillor Kerr reported attending a Comox Estuary flood project session focused on flood adaptation for infrastructure, farmland, and K'ómoks First Nation, and shared updates from the CVRD Board including a potential car share program and continued growth of the Evolve e-bike and e-scooter program, with expanded service, increased ridership, and upcoming safety initiatives.

e. Councillor Grant

Councillor Grant shared updates from the CVRD Board, noting that funding requests for homelessness support services totalling approximately \$255,000 were deferred due to provincial funding cuts, and that the CVRD budget was adopted with an overall tax increase of 7.6%, including an estimated \$18.41 increase per household for Comox.

f. Councillor Meilleur

Councillor Meilleur expressed appreciation for the Comox Estuary flood project event, noting its evolution from a traditional planning process into a strong, ongoing partnership with K'ómoks First Nation, and highlighted the long-term benefits of that collaboration.

g. Mayor Minions

Mayor Minions reported on a bi-monthly meeting with K'ómoks First Nation, including updates on projects at Mac Laing Park, park naming, public art, and ongoing collaboration, as well as broader economic development discussions. She also provided updates on Island Coastal Economic Trust funding uncertainty, engagement with the Comox BIA including changes to the summer market and public access to the marina dock, and ongoing regional advocacy efforts with the Province to address gaps in homelessness services funding.

17. RESOLUTION TO GO IN-CAMERA: NIL

18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:23 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER