



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday January 15, 2025

Present: Mayor N. Minions
Councillors S. Blacklock (electronically), 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
S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5:01 p.m. with 15 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.

Mayor Minions congratulated newly elected Chief Councillor Nicole Rempel of the K'ómoks First Nation Council and thanked outgoing Chief Councillor Ken Price for the privilege of working with him over the past two years.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS:

- a. Craig Freeman (Merville Community Association): Shakesides Building on the Mack Liang Property**

**Late Item - Merville
Community Association**

THAT the January 15, 2025, Regular Council Meeting Agenda be amended by adding Item c. (Craig Freeman (Merville Community Association): Shakesides Building on the Mack Liang Property) to section 3. Delegations.

(2024.443) -- CARRIED

2. ADOPTION OF AGENDA:

- a. Adoption of Agenda**

Adoption of Agenda

THAT the January 15, 2025, Regular Council Meeting agenda be Adopted as Amended.

(2024.444) -- CARRIED

3. DELEGATIONS:

a. Comox BIA: Business Retention and Expansion Program Proposal

Comox Business in Action (BIA)

Barbara Hansen, Vice President of the Comox BIA and General Manager of the Blackfin Pub and Dockside, highlighted the collaboration between the Town and the BIA on business retention and expansion (BRE) initiatives. She noted the BIA’s shift from event hosting to advocacy, prioritizing member needs through surveys and allocating funds to local BIA initiatives alongside anticipated Town partnership in economic development.

b. Seth Wright (BC Transit) & Mike Zbarsky (CVRD): Update on the Design and Next Steps of the Downtown Comox Transit Exchange

BC Transit and CVRD

Seth Wright from BC Transit and Mike Zbarsky from the CVRD updated Council on the Downtown Comox Transit Exchange project, covering its purpose, revised layout, planned amenities, timeline, engagement efforts, and next steps, including finalizing designs, construction, and project completion.

c. Craig Freeman and Edwin Grieve, Directors (Merville Community Association): Shakesides Building on the Mack Laing Property

Merville Community Association

Craig Freeman and Edwin Grieve from the Merville Community Association presented on the Mack Laing property, Shakesides, slated for demolition. They asked Council to consider relocating the structure to their Merville site, suggesting it could be a more cost-effective alternative to demolition.

4. ADOPTION OF MINUTES:

a. Adoption of Minutes

Adoption of Minutes

THAT the Minutes of the Regular Council Meeting, held in Council Chambers on December 4, 2024, be Adopted.

(2024.445) -- 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, December 11, 2024, be Received as Amended.

(2024.446) -- CARRIED

COMMITTEE RECOMMENDATIONS:

- (1) Strategic Planning Committee Meeting Minutes

Community Centre Infrared Saunas

THAT Council approve replacement of the Community Centre infrared saunas at a cost of \$86,000 with the work to be completed as soon as feasible.

(2024.447) -- CARRIED

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

- 1. THAT the Consent Agenda items as follows be received for information:
 - 1. Michele Jones, Secretary/Treasurer (Comox Valley Citizens on Patrol): 30th AGM on January 26, 2025 at 1:00 PM.
 - 2. Cathy Peters, Educator, Speaker, Advocate (Be Amazing Campaign): Tariffs, UNDRIP, Drugs & Sex Trafficking.
 - 3. Trish Mandewo, President (UBCM): Canada Community-Building Fund: Second Community Works Fund Payment For 2024/2025.
 - 4. Jacqueline Zweng, Director (Wounded Warriors Canada): Wounded Warrior Run BC 2025.
 - 5. Thea Black, Teacher (Ecole Puntledge Park Elementary School): Reducing Homelessness - Letters from Students.
 - 6. Will Cole-Hamilton, Chair (Comox Valley Regional District): Elected Officials' Forum Invitation – Jan 23, 2025 (RSVP by Jan 18).
 - 7. Chris Gardner, President and CEO (Independent Contractors and Businesses Association): Construction Procurement.
 - 8. Greg Murray: Advanced Left Traffic Signals Along Guthrie and Anderton
 - 9. Janet Livingstone: Recycling Bin Cart Change - Request to Waive Fee
 - 10. Cynthia Shore: AED at Pickleball Courts
 - 11. Brenda Cardinal: Balancing Act Budget Simulator
- (2024.448) -- CARRIED
- 2. THAT Item 8. (Greg Murray: Advanced Left Traffic Signals Along Guthrie and Anderton) be removed from the consent agenda for discussion.
- (2024.449) -- CARRIED
- 3. THAT Item 11. (Brenda Cardinal: Balancing Act Budget Simulator) be removed from the consent agenda for discussion.
- (2024.450) -- CARRIED
- 4. THAT Item 6. (Will Cole-Hamilton, Chair (Comox Valley Regional District): Elected Officials' Forum Invitation – Jan 23, 2025 (RSVP by Jan 18) be removed from the consent agenda for discussion.
- (2024.451) -- CARRIED
- 5. THAT Item 10. (Cynthia Shore: AED at Pickleball Courts) be removed from the consent agenda for discussion.
- (2024.452) -- CARRIED

7. UNFINISHED BUSINESS:

- a. James Warren, Comox Valley Regional District: Homeless and Affordable Housing supports and Regional Transportation

Housing Supports and Regional Transportaton

- 1. THAT the December 4, 2025, presentation from the Comox Valley Regional District regarding Homeless and Affordable Housing supports and Regional Transportation and the Alternative Approval Process for the proposed bylaw changes be received for information. (2024.453) -- CARRIED
- 2. THAT, given the changes in scope of Service 450 (Emergency Shelter and Supportive Housing Land Acquisition), Comox initiate a service review with the intention to withdraw from the service.

AMENDING MOTION:

THAT the motion be amended to add the text "or explore alternative governance models" after the word "withdraw".

(2024.454) -- DEFEATED
[Opposed: Councillors SBlacklock CHaslett KGrant MSwift]

- 3. THAT, given the changes in scope of Service 450 (Emergency Shelter and Supportive Housing Land Acquisition), Comox initiate a service review with the intention to withdraw from the service. (2024.455) -- CARRIED
[Opposed: Mayor Minions, Councillors JKerr JMeilleur]

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS:

- a. PR 24-14 Comox Zoning Amendment Bylaw No. 1850.49 - Downtown Parking Zoning Amendments

Downtown Parking Zoning Amendments

THAT Comox Zoning Amendment Bylaw No. 1850.49 be Adopted. (2024.456) -- CARRIED

- b. PR 24-16 Comox Building Amendment Bylaw No. 1472.15 - Building Permit Fees

Building Permit Fees

THAT Comox Building Bylaw Amendment Bylaw No. 1472.15 be Adopted. (2024.457) -- CARRIED

10. NEW BUSINESS:

- a. RZ 24-5 Zoning Amendment Bylaw 1850.50 (2147 Downey Avenue)

2147 Downey Avenue

- 1. THAT Zoning Amendment Bylaw 1850.50, 2024 be given First, Second and Third Readings. (2024.458) -- CARRIED
- 2. THAT Zoning Amendment Bylaw 1850.50, 2024 be Adopted. (2024.459) -- CARRIED

b. Information Technology and Mobile Device Policies

Information Technology and Mobile Device Policies

- 1. *THAT Council Policy No. CCL-077.0, Information Technology Acceptable Use Policy, be Adopted.*
(2024.460) -- CARRIED
- 2. *THAT Council Policy No. CCL-078.0, Mobile Device Policy, be Adopted.*
(2024.461) -- CARRIED

c. New Kennel Contract with The Unleashed Dog Boutique

Kennel Services

- 1. *THAT the agreement for the provision of kennel services between the Town of Comox and 1485272 BC LTD DBA The Unleashed Dog Boutique, for the one-year period between January 1 and December 31, 2025, be approved; and*
THAT the Mayor and the Corporate Officer be authorized to execute the agreement.
(2024.462) -- CARRIED
- 2. *THAT the Dog Licence and Pound Amendment Bylaw No. 1322.02 be given First, Second and Third Readings.*
(2024.463) -- CARRIED
- 3. *THAT the Fees and Charges Amendment Bylaw No. 2016.06 be given First, Second and Third Readings.*
(2024.464) -- CARRIED
- 4. *THAT the Bylaw Notice Enforcement Amendment Bylaw No. 2004.03 be given First, Second and Third Readings.*
(2024.465) -- CARRIED

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

a. Peter Sinclair, Executive Director (Loaves and Fishes Community Food Bank Society): Letter of Support for Loaves and Fishes Food Recovery and Distribution Centre

Loaves and Fishes Community Food Bank Society

THAT the December 10, 2024, letter from the Loaves and Fishes Community Food Bank Society be received and the request for a letter of support be granted.
(2024.466) -- CARRIED

b. Janette Martin-Lutzer, President (Comox Valley Ukrainian Cultural Society): Request for Continued Subsidized Access to Town Facilities

Comox Valley Ukrainian Cultural Society

THAT the December 12, 2024, correspondence from Janette Martin-Lutzer of the Comox Valley Ukrainian Cultural Society requesting their subsidized use of the Sail Buildings and Community Centre, be received and the request granted to the end of 2025.
(2024.467) -- CARRIED

- c. Steve Cowan, Branch President (The Royal Canadian Naval Association, Comox Valley Branch): Permission for Battle of the Atlantic Memorial Service - May 4, 2025**

Battle of the Atlantic Memorial Service

THAT the January 2, 2025, letter from Steve Cowan of the Royal Canadian Naval Association, requesting permission to hold the annual memorial service to commemorate the Battle of the Atlantic at the Naval Memorial Cairn in Marina Park on Sunday May 4, 2025, be received and permission granted; and,

THAT Council approve of a low level fly past by a CP-140 Aurora Long Range Patrol aircraft, as low as 500 feet, at 1:25 pm during the two minutes of silence.

(2024.468) -- CARRIED

- d. Susan Sarada, Vice President (Pearl Ellis Gallery): Request for Improvements to the Pearl Ellis Gallery Entryway and Foyer**

Pearl Ellis Gallery Improvements

THAT the December 30, 2024, correspondence from Susan Sarada, Vice President (Pearl Ellis Gallery) requesting assistance from the Town of Comox for improvements to the gallery's entryway and foyer, be received, and

THAT cost estimates for the requested improvements be obtained.

(2024.469) -- CARRIED

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

- a. Councillor Swift**

Councillor Swift attended the CVRD Sewage Commission meeting and reported that the unidirectional traffic plan will be implemented in March to October.

- b. Councillor Haslett**

Councillor Haslett advised that he had nothing to report.

- c. Councillor Kerr**

Councillor Kerr expressed thanks to the Comox BIA and Town staff for organizing the Developer Forum meeting.

- d. Councillor Grant**

Councillor Grant advised that he had nothing to report.

- e. Councillor Meilleur**

Councillor Meilleur advised that she had nothing to report.

Councillor Blacklock

Councillor Blacklock announced an upcoming speaker presentation by the Community Justice Board on February 19, titled Moving Beyond Polarization: The Courage to Dialogue in Divided Times, at the Stan Hagen Theatre.

- g. Mayor Minions**

Mayor Minions thanked the Comox Fire Department for their tree-chipping event, which raised over \$7000 for YANA.

17. RESOLUTION TO GO IN-CAMERA: NIL

TOWN OF COMOX - REGULAR COUNCIL MEETING MINUTES

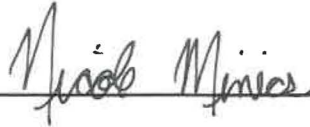
18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:49 p.m.

CARRIED

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



MAYOR



CORPORATE OFFICER