



**TOWN OF COMOX**  
**Minutes of the Regular Council Meeting,**  
**held in Council Chambers on Wednesday September 6, 2023**

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

**Absent:** M. Swift

**Staff Present:** J. Wall, Chief Administrative Officer (electronically)  
S. Russwurm, Corporate Officer  
G. Creek, Deputy Director of Finance  
M. Kamenz, Director of Development Services

**Call to Order:**

The meeting was called to order at 5:05 p.m. with 6 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.

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

**a. Amendment of Agenda**

**Amendment of Agenda**

*That the Agenda be amended to add Dave Moreau as a delegation.*

(2023.274) -- CARRIED UNANIMOUSLY

**2. ADOPTION OF AGENDA:**

**a. Adoption of the Agenda**

**Adoption of Agenda**

*That the September 6, 2023 Regular Council Meeting agenda be Adopted as Amended.*

(2023.275) -- CARRIED

**3. DELEGATIONS:**

**a. Tim Ennis and Francoise Gervais (Comox Valley Conservation Partnership): Development Referrals**

**Development Referral**

Tim Ennis and Francoise Gervais summarized the mission of their organization and the three separate programs. They also discussed their development referral review process and provided examples of their work being used by other local governments. They advised that they would like to become a development referral agency for the Town of Comox.

**b. Cory Schau: Support sewer/water connection and secondary suite**

**Secondary Suite Support**

Cory Schau advised that he recently purchased property on Lazo and is planning on building a single family home and possibly a second home. Cory advised they have on-site services, however Town bylaws restrict the second home due to lack of Town services. Cory would like Council to have a discussion on the provision of Town services to some parcels.

**c. Dave Moreau: Knight Road Zoning for Carriage House**

**Knight Road Zoning**

Dave Moreau advised that he purchased 1835 Knight Road because it was zoned for a second residence. Dave advised he received information on the limitations of adding a second residence when inquiring at the Town. Dave would like to see the bylaw amended to allow second homes to be built in his area.

**AT 5:10 P.M. COUNCILLOR KERR LEFT THE MEETING.**

**4. ADOPTION OF MINUTES:**

**a. Regular Council Meeting Minutes**

**RCM Minutes**

*That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday, August 9, 2023, be Adopted.*

(2023.276) -- CARRIED

**AT 5:11 P.M. COUNCILLOR KERR RETURNED TO THE MEETING.**

**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:*
  - a. *Darrell Tomkins, July 24, 2023, water conservation suggestion.*
  - b. *Mayor Brown, Cumberland, July 31, 2023, invitation to participate in UBCM meetings.*
  - c. *Verena Bryner, August 4, 2023, automated garbage collection concerns.*
  - d. *Roger Thomas, August 8, 2023, automated garbage collection concerns.*
  - e. *Julie Micksch, August 9, 2023, requesting an application update with regard to Aspen and Hector.*
  - f. *Pete Chambers - Comox BIA, August 10, 2023, support for strategic infill and redevelopment within downtown area.*
  - g. *Todd and Diane Hoskins, August 11, 2023, automated organic cart size.*
  - h. *Julian Benedict, August 17, 2023, automated garbage collection concerns*
  - i. *Margaret Simon & Kent Sharkey, Aug 21, 2023, concerned with lack of recycling depot.*
  - j. *Barb Kermod-Scott, August 23, 2023, Church St safety.*
  - k. *Danielle Shepherd, August 24, 2023, automated collection cart sizes during initial phase.*
  - l. *Kent Holland, August 28, 2023, automated garbage collection concerns.*

a. Consent Agenda

Consent Agenda

- 1. *m. Linda Stewart, August 30, 2023, automated garbage collection concerns.*  
(2023.277) --
- 2. *That item a (Darrell Tomkins regarding water conservation suggestions) be removed from the Consent Agenda for discussion.*  
(2023.278) -- CARRIED
- 3. *That item e (Julie Micksch requesting an application update with regard to Aspen and Hector) be removed from the Consent Agenda for discussion.*  
(2023.279) -- CARRIED
- 4. *That items c, d, g, h, k, l and m (automated garbage collection concerns) be removed from the Consent Agenda for discussion.*  
(2023.280) -- CARRIED

7. UNFINISHED BUSINESS: NIL

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS: NIL

10. NEW BUSINESS:

a. Appointment of Financial Officer and Signing Authority

Appointment of Financial Officer

- 1. *That Geoffrey Kreek be appointed as financial officer for the Town of Comox.*  
(2023.281) -- CARRIED
- 2. *That Geoffrey Kreek be designated as having signing authority for the remainder of 2023.*  
(2023.282) -- CARRIED

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

a. Pete Chambers, President (Comox BIA): 2023 Halloween Parade and Mayor Tree Lighting

BIA Halloween Parade and Mayor' Tree Lighting

*That the August 23, 2023 letter from Pete Chambers of the Comox BIA, requesting the permission to use 1770 Comox Avenue on Tuesday October 31, 2023 for the Halloween Costume Parade event activitis and to close Comox Avenue from Port Augusta to Nordin Streets, between noon to 8:00 pm on Friday November 24, 2023 for the Mayor's Tree Lighting and Winter Market, be received and permission granted.*  
(2023.283) -- CARRIED

**b. Valerie Greenlaw (Royal Canadian Legion): Remembrance Day Parade and flyby request**

**Remembrance Day Ceremonies**

1. *That the August 23, 2023 letter from Valerie Greenlaw of the Royal Canadian Legion Branch 160 Comox, requesting the Town's support for the annual Remembrance Day Ceremony and associated events be received and that permission be granted to:*

1. *Restrict access to emergency vehicles only on Comox Avenue from Ellis Street to Nordin Street on November 11, 2023 between 10am and 11:30am*

2. *Use the Town viewing stand and barricades*

3. *Place No Parking signs on both sides of Comox Ave between Church and Port Augusta from 7:00am to 11:30am.*

(2023.284) -- CARRIED

2. *That the Town of Comox is supportive of a flyby of RCAF Aircraft as low as 500 feet for the planned Remembrance Day Ceremony being held in Comox BC, for transit, practice and shows on November 11, 2023.*

(2023.285) -- CARRIED

**c. Roslyn Smith (Grand Parade): Request for a refund of rental fees for Spinnaker building and Gazebo**

**Grand Parade Requests**

*That the August 18, 2023 Delegation Request from Roslyn Smith, requesting a refund of fees paid for the use of the Spinnaker Building and Marina Gazebo, as well as for the use of facilities to hold their annual fundraiser, be received, and that Council grant a refund of up to \$250.*

(2023.286) -- CARRIED

**13. LATE ITEMS: NIL**

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

**a. Councillor Blacklock**

Councillor Blacklock advised that he attended the Comox Valley Substance Use collaborative meeting.

**b. Councillor Haslett**

Councillor Haslett advised that he attended the opening of the Comox Valley Exhibition.

**c. Councillor Kerr**

Councillor Kerr advised that he attended the Comox Valley Social Planning Society.

**d. Mayor Minions**

Mayor Minions advised that she:

- attended a Provincial emergency management meeting,
- met with Bill Coltart from Big Animal Encounters,
- attended the opening of the new playground equipment in Mackenzie Park, and
- attended the Ukrainian tree dedication ceremony.

**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 September 6, 2023 pursuant to the following sub-section of section 90 of the Community Charter:*

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

(2023.287) -- CARRIED

**THE MEETING WAS CLOSED TO THE PUBLIC AT 6:14 P.M.**

**THE REGULAR COUNCIL MEETING RECONVENED AT 6:45 p.m.**

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

**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 6:45 p.m.

CARRIED

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

  
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MAYOR

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