



TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday March 4, 2026

Present: Mayor N. Minions
Councillors S. Blacklock, K. Grant, C. Haslett,
J. Kerr (electronically), 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
T. Hagmeier, Recreation Director
S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5.01 p.m. with 43 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

THAT the March 4, 2026, Regular Council Meeting agenda be Amended as follows:

1. THAT the delegation from Kristy Shambrook (Cameron Contracting Ltd.) regarding the Development & OCP Amendment for 1533 Cedar Avenue under Item 3(e) be removed from the agenda; and

2. THAT the Official Community Plan Amendment Application (1533 Cedar Avenue) Introductory Report under Item 10(c) be removed from the agenda.

(2026.066) -- CARRIED

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the March 4, 2026, Regular Council Meeting agenda be Adopted as amended.

(2026.067) -- CARRIED

3. DELEGATIONS:

- a. Matthew Vandervoort (Comox Archives & Museum Society): 2026 Grant in Aid Application**

CAMS Grant in Aid Request

Matthew Vandervoort from the Comox Archives & Museum Society shared updates on the museum’s work over the past year, including new exhibits, community programs, partnerships, and efforts to make the museum a more welcoming community space. He thanked Council for its past support and asked that the Society’s annual funding be renewed so they can continue their work with their single staff member.

- b. Myrna Holman, President (d’Esterre Seniors’ Centre Association): 2026 Grant in Aid Application**

d’Esterre Seniors’ Centre Grant in Aid Request

Myrna Holman from the d’Esterre Seniors Centre Association presented their 2026 Grant-in-Aid request, highlighting recent accomplishments such as a new strategic plan, improved programming, online registration, kitchen upgrades, and growing membership. She thanked the Town for its long-standing support and requested continued funding to help maintain the executive director role, strengthen programs, and support the Centre as it prepares to celebrate its 50th anniversary.

- c. Melissa Schwartz (PEAK Montessori Society): TUP for 1829 Beaufort Ave**

PEAK Montessori Society-TUP for 1829 Beaufort Ave

PEAK Montessori Academy outlined their plan to open a Montessori elementary school in the Comox Valley, describing their educational philosophy, staffing model, research, and a growth plan that would expand enrollment from 15 to 40 students over three years. They asked the Town of Comox for continued support, particularly in helping them secure a suitable location and in assisting their efforts as they work toward establishing the program.

- d. Catherine Crowe (École Robb Road PAC Playground Committee): Funding Request for an Inclusive Playground**

Funding Request for an Inclusive Playground

École Robb Road PAC presented their proposal for a universally accessible, inclusive playground that would serve both the school and the wider community, highlighting the need to replace aging, inaccessible play spaces and the opportunity to partner with the Town to create a shared community hub. They requested a \$100,000 funding partnership from the Town of Comox to complement the \$164,000 they have already raised and to enable the project to move forward.

- e. H  l  ne Dompierre & Peter Outridge: Application to Amend the OCP for 1533 Cedar Ave**

Application to Amend the OCP for 1533 Cedar Ave

Peter Outridge and H  l  ne Dompierre outlined neighbourhood concerns about a proposed development, citing issues such as excessive building height and massing, loss of privacy, and inconsistency with the recently adopted OCP. They asked Council to reject the proposal, respect the OCP, protect Brooklyn Creek, avoid planning by amendment, and consider limiting the site to lower-density options such as townhouses or duplexes.

THE MEETING WAS RECESSED AT 6:00 P.M. AND RECONVENED AT 6:04 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, February 18, 2026, be Adopted.

(2026.068) -- 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 for information:*

- 1. *Darin Tufts: 100th Anniversary of the Legion-Veteran's Crosswalk Proposal.*
- 2. *Wendy Morin, Chair (Comox Valley Water Committee - CVRD): Water Use Analysis and Upcoming Decision Impacts (Response to Log 26-018).*
- 3. *Bruce Singer, Chief Superintendent (BC RCMP): Next Steps for Advancing the Comox Valley RCMP Detachment New-Build Initiative.*
- 4. *Megan Ardyche (Save Our Forests Team - Comox Valley): Invitation to Film and Discussion Regarding Logging in Watersheds - March 11.*
- 5. *Will Cole-Hamilton, Chair (Comox Valley Regional District Board): OCP and Zoning Bylaw Referral - Regional Context Statement*

(2026.069) -- CARRIED

2. *THAT Item 3. (Bruce Singer, Chief Superintendent (BC RCMP): Next Steps for Advancing the Comox Valley RCMP Detachment New-Build Initiative) be removed from the agenda for discussion.*

(2026.070) -- CARRIED

7. UNFINISHED BUSINESS:

a. 2026 Grant In Aid Applications

2026 Grant In Aid Applications

THAT one-time funding grants for 2026 be approved for the following organizations, with allocations remaining at their existing 2025 funding levels:

- *Comox Archives & Museum Society (CAMS) – \$32,500*
- *Comox Valley Art Gallery (CVAG) – \$5,000*
- *d'Esterre Seniors Centre – \$40,000*
- *Sid Williams Theatre –30,000*

AND THAT each organization be required to reapply for funding in future years in accordance with Grant in Aid Policy CCL-031.02.

(2026.071) -- CARRIED

b. Budget Reduction Report

Budget Reduction Report

THAT the February 27, 2026, report from the Chief Administrative Officer titled "Budget Reduction" be received for information.

(2026.072) -- CARRIED

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS: NIL

10. NEW BUSINESS:

a. Application to UBCM Development Approvals Program 2026

UBCM Development Approvals Program 2026

1. *THAT Council endorse the submission of a grant application to the Union of B.C. Municipalities Local Government Development Approvals Program for up to \$200,000 in funding.*

(2026.073) -- CARRIED

2. *THAT Council supports the Town of Comox by utilizing the Grant and providing overall grant management, if the funding application is successful.*

(2026.074) -- CARRIED

b. Development Variance Permit 26-2: 380 Knight Road

DVP 26-2 (380 Knight Road)

THAT consideration of Development Variance Permit DVP 26-2 for 380 Knight Road be postponed;

AND FURTHER THAT the applicant be directed to obtain further consultation and feedback from the Comox Airport and relevant federal authorities prior to Council's decision on the permit.

(2026.075) -- CARRIED

c. Temporary Use Permit (APPN-2026-0006): 1829 Beaufort Avenue

Temporary Use Permit (1829 Beaufort Avenue)

THAT Temporary Use Permit APPN-2026-0006 (1829 Beaufort Avenue) be approved;

AND FURTHER THAT Administration be directed to issue the permit.

(2026.076) -- CARRIED

d. Fees and Bylaw Notice Updates

Fees and Bylaw Notice Updates

1. *THAT the Sanitary Sewer Bylaw No. 2057 be given First, Second and Third Readings.*

(2026.077) -- CARRIED

2. *THAT the Storm Drain Connection Amendment Bylaw No. 892.06 be given First, Second and Third Readings.*

(2026.078) -- CARRIED

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

(2026.079) -- CARRIED

d. Fees and Bylaw Notice Updates

Fees and Bylaw Notice Updates

- 4. THAT the Street and Traffic Amendment Bylaw No. 1358.07 be given First, Second and Third Readings. (2026.080) -- CARRIED
- 5. THAT the Fees and Charges Bylaw be given First, Second and Third Readings. (2026.081) -- CARRIED
- 6. THAT the Bylaw Notice Enforcement Amendment Bylaw No. 2004.04 be given First, Second and Third Readings. (2026.082) -- CARRIED
- 7. THAT the Miscellaneous Bylaws Amendment Bylaw No. 2059 be given First, Second and Third Readings. (2026.083) -- CARRIED

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

- a. Royal LePage Snow to Surf (Val Wright, Race Chairperson) - Town of Comox Marina Park Request 2026

Royal LePage Snow to Surf

THAT the letter from the Comox Valley Snow to Surf Society dated February 17, 2026 be received;

AND THAT permission be granted for the use of Marina Park on Sunday, April 26, 2026 from 9:00 AM to 4:00 PM for the finish of their 43rd annual event;

AND THAT the Marina Park boat launch be closed from 7:00 AM to 5:00 PM;

AND THAT Town bleachers and traffic barricades be provided for crowd control, and that parking restrictions be implemented as described in the correspondence, with parking limited to designated volunteers and VIPs at the boat ramp lot;

AND THAT the organizer comply with all Town special event requirements. (2026.084) -- CARRIED

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

- a. Councillor Kerr

Councillor Kerr had nothing to report.
- b. Councillor Grant

Councillor Grant reported attending the CVRD Board, Comox Strathcona Regional Hospital District, Comox Valley Recreation Commission, and Comox Valley Sewage Commission meetings. He highlighted the Recreation Commission’s new ice allocation policy requiring 75% local residency and advised that the Hospital Board is responding to the Province’s cancellation of the Campbell River long-term care facility by planning a delegation to meet with the Premier.
- c. Councillor Meilleur

Councillor Meilleur reported attending the Food Policy Council meetings, including both the full council and the municipal subgroup.

d. Councillor Haslett

Councillor Haslett reported attending the Nautical Days Festival Committee meeting, noting ongoing planning for upcoming bands and event setup, continued efforts to secure sponsors, and the addition of three new members.

e. Councillor Swift

Councillor Swift reported attending the Comox Valley Sewage Commission meeting, noting the Province's long-term and costly push to address inflow and infiltration issues. She also attended the Filberg Board meeting, where preparations are underway for Easter and Earth Day events, and noted that a minor electrical fire at the Lodge prompted an electrical audit, with no damage reported.

f. Councillor Blacklock

Councillor Blacklock reported shared an upcoming event from the Comox Valley Community Justice Centre, noting that acclaimed author and Order of Canada recipient Michelle Good will speak on "Getting Under the Myth of Canadian History" on Thursday, April 9. Tickets are available at the Laughing Oyster Bookshop, with a 50% discount when purchasing one of her books.

g. Mayor Minions

Mayor Minions noted the Town's acquisition of the Newson Family Nature Park and highlighted ongoing work on the totem pole project, increased media attention on the golf course lease and the OCP, and the golf course's reopening after renovations. She also reported welcoming the Wounded Warriors fundraising team through Comox and advised that the Vancouver Island Regional Library has confirmed a 4.95% tax requisition for the Town.

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 7:15 p.m.

CARRIED

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

Nicole Minions
MAYOR

[Signature]
CORPORATE OFFICER