

**TOWN OF COMOX**  
**Minutes of the Regular Council Meeting,**  
**held in Council Chambers on Wednesday November 15, 2017**

**Present:** Mayor P. Ives  
Councillors R. Arnott, K. Grant, M. Grant  
H. MacKinnon, B. Price

**Absent:** M. Swift

**Call to Order:**

The meeting was called to order at 5:30 p.m.

The Agenda was Adopted.

There were 5 visitors in attendance.

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**1. DELEGATIONS:**

**a. Brian & Judy Bloomfield (Applicant DVP 16-13) 325 Stewart Street**

Ms. Bloomfield summarized their concerns and requests surrounding three areas: the common driveway, the landscape plan and the east elevation changes.

**2. MINUTES OF MEETINGS:**

**a. Regular Council Meeting Minutes**

**RCM Minutes**

That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday November 1, 2017, be Approved.

*(2017.281) -- CARRIED*

**3. COMMITTEE REPORTS: NIL**

**4. UNFINISHED BUSINESS:**

**a. Management Report - November 15, 2017**

**Management Report**

That the November 15, 2017 Management Report be received and filed for information.

*(2017.282) -- CARRIED*

**b. Implementation of the Recycle BC Program in the Town of Comox**

**Recycle BC Implementation**

That Council authorize entering into the Master Services Agreement with Recycle BC for a five-year term, as included in the November 15, 2017 Regular Council Meeting agenda.

*(2017.283) -- CARRIED*

**5. SPECIAL REPORTS:**

**a. Committee Appointments, Acting Mayor Schedule, Auditor Appointment, Signing Authorities, and 2018 Regular/Committee of the Whole Meeting Schedule**

**Committee Appointments**

1. THAT Council approve the Council appointments to Boards/External Committees for 2018 as outlined in Table 1 of the Chief Administrative Officer's November 15, 2017 Report to Mayor and Council and included in the November 15, 2017 Regular Council Meeting agenda.

*(2017.284) -- CARRIED*

**a. Committee Appointments, Acting Mayor Schedule, Auditor Appointment, Signing Authorities, and 2018 Regular/Committee of the Whole Meeting Schedule**

**Committee Appointments**

2. THAT Council approve the Acting Mayor schedule as noted in the Chief Administrative Officer's November 15, 2017 Report to Mayor and Council and included in the November 15, 2017 Regular Council Meeting agenda.  

*(2017.285) -- CARRIED*
3. THAT MNP LLP be appointed as auditors for the municipality for the year 2018.  

*(2017.286) -- CARRIED*
4. THAT signing authority for 2018 be designated to Mayor Paul Ives, Councillor Ken Grant, Councillor Maureen Swift, CAO Richard Kanigan, Director of Finance Clive Freundlich, and Deputy Corporate Administrator Shelly Russwurm.  

*(2017.287) -- CARRIED*
5. THAT the 2018 Regular Council and Committee of the Whole meeting schedule, as amended, be approved as outlined in Schedule 'A' of the Chief Administrative Officer's November 15, 2017 Report to Mayor and Council and included in the November 15, 2017 Regular Council Meeting agenda, and further, that staff be authorized to publish notice of availability of the schedule.  

*(2017.288) -- CARRIED*

**b. Comox Valley Regional District Meeting Minutes**

**CVRD Meeting Minutes**

That the following Comox Valley Regional District meeting minutes be received for information:  
- Comox Valley Regional District Board held on Tuesday, November 7, 2017.

*(2017.289) -- CARRIED*

**6. BYLAWS: NIL**

**7. NEW BUSINESS:**

**a. Development Variance Permit Application: DVP 16-13 (325 Stewart Street)**

**325 Stewart Street**

That Development Variance Permit DVP 16-13 be issued subject to the Development Variance Permit Conditions contained in Schedule 1 of the November 15, 2017 Planning Report on DVP 16-13.

*(2017.290) -- CARRIED*

**b. Planning Report PR 17-14 Pocket Park - Butchers Road Area**

**Pocket Park - Butchers Road area**

That the November 8, 2017 Planning Report 17-14 as contained in the November 15, 2017 Regular Council Meeting agenda be received; and further,

That Council direct staff to investigate the feasibility of incorporating play structures for small in combination with seating facilities that allow for adult supervision during the design process for the Lazo Greenway between Beckton/Lazo and the future Forrester/Lazo intersections.

*(2017.291) -- CARRIED*

**8. CORRESPONDENCE:**

**a. Bonnie Gillis (Our Lady of the Sacred Heart Council) Thank you for the pins**

**Thank you for pins**

That the letter received October 31, 2017 from Bonnie Gillis of Our Lady of the Sacred Heart Council, thanking Council for donating the Town of Comox insignia pins, be received and filed for information.

(2017.292) -- CARRIED

**b. Phil & Michelle Prior (1519 Highridge Drive) Requesting a refund their application fee**

**Refund of zoning application fee**

That the October 31, 2017 letter from Phil and Michelle Prior of 1519 Highridge Drive, requesting that their application funds for Rezoning Application 17-7 be reimbursed, be received and the refund granted.

(2017.293) -- CARRIED

**c. Russell Dyson (CVRD) Letter of support for the CV Water Treatment Project**

**LOS for Water Treatment Project**

That the November 3, 2017 letter from Russell Dyson, CAO of the Comox Valley Regional District, requesting a letter of support for the Comox Valley Water Treatment Project, be received and a letter of support provided.

(2017.294) -- CARRIED

**d. Sandra Paine & Vera Myers - Requesting a sidewalk to be installed on Comox Avenue**

**Sidewalk along Comox Ave**

That the October 23, 2017 letter from Sandra Paine and Vera Myers of 1941 and 1947 Comox Avenue, requesting that a sidewalk be installed along the south side of Comox Avenue between Anderton Road and Ellis Street, be received and referred to the budget process.

(2017.295) -- CARRIED

**9. LATE ITEMS: NIL**

**10. DELEGATIONS: NIL**

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

**a. Councillor Marg Grant**

Councillor Grant advised that she attended:

- the Regional District solid waste and hospital board meetings,
- the sewage commission open house,
- the Remembrance Day ceremony, and
- the opening of the new hospital.

**b. Councillor MacKinnon**

Councillor MacKinnon advised that he attended:

- a musical tribute to veterans at the Filberg,
- the pump station #2 open house,
- the candlelight vigil at the cenotaph,
- Highland Secondary and Ecole Robb Road Remembrance Day ceremonies, and
- the Remembrance Day service on Comox Avenue.

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**c. Councillor Price**

Councillor Price advised that she attended:

- the Regional District inauguration meeting,
- the solid waste management and hospital board meetings, and
- the official opening of the new hospital.

Councillor Price also advised that she chaired a Comox-Lazo Wildlife Management Area Co-Management Committee meeting and attended the Remembrance Day ceremonies.

**d. Councillor Ken Grant**

Councillor Grant advised that he

- answered the phones at the Child Development Association Telethon,
- attended the Regional District inaugural meeting, and
- attended the Remembrance Day ceremonies in Sooke.

**e. Councillor Arnott**

Councillor Arnott advised that he:

- attended the Remembrance Day ceremonies,
- met with the Mall owner and toured the Mall,
- attended the #2 pump station open house, and
- attended a Salvation Army Community Council meeting.

**f. Mayor Ives**

Mayor Ives advised that he:

- met with the new owner of Robert Ash's properties,
- attended the Remembrance Day ceremonies, and
- attended the grand opening of the new hospital.

**14. EXCLUDE THE PUBLIC: NIL**

**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 6:23 p.m.

*CARRIED*

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

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MAYOR

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CORPORATE OFFICER