



THE CORPORATION OF THE CITY OF COURTENAY  
**COUNCIL MINUTES**

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**Meeting #:** R13/2022  
**Date:** July 11, 2022  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

**Council Present:** W. Morin, Acting Mayor  
W. Cole-Hamilton  
D. Frisch  
D. Hillian  
M. McCollum  
M. Theos

**Regrets:** B. Wells

**Staff Present:** K. O'Connell, Acting CAO  
A. Langenmaier, Director of Financial Services, via audio/video conference  
K. Macdonald, Fire Chief  
K. Shaw, Director of Public Works Services, via audio/video conference  
K. Collins, Manager of Recreation Programming, via audio/video conference  
R. Feucht, Development Engineer, via audio/video conference  
A. Proton, Manager of Legislative Services  
T. Setta, Manager of Development Planning  
C. Dallamore, Legislative Coordinator

**1. CALL TO ORDER**

Acting Mayor Morin called the meeting to order at 4:00 pm and respectfully acknowledged that the land on which the meeting was conducted is the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

- Acting Mayor Morin: July 8 was the unveiling of the Guardian totem pole by Karver Everson at the Courtenay Airpark. We are so grateful for the collaboration on this Guardian Pole Project between K'ómoks First Nation and the City of Courtenay. We look forward to continued strengthening of our relationship with K'ómoks First

Nation and finding meaningful ways to support our shared goals. Thank you to everyone involved, in particular Karver Everson and K'ómoks First Nation, City staff and contractors, and Heritage BC and the Province of BC for providing financial support for this project through the Time Immemorial Grant Program.

- Acting Mayor Morin: Our thoughts and our hearts are with the three victims of a tragic accident on Headquarters Road outside the Musicfest venue on Saturday night. Community support for the victim and family, who are also members of our local agricultural community, has been overwhelming, and we are grateful for the quick response from first responders. The City of Courtenay works closely with event organizers and emergency services on traffic planning for events like this, and it is heartbreaking that this incident occurred despite safety precautions in place. To the victims, their families and friends, and anyone else affected by this incident, please know your community is behind you and surrounding you with our love and support.

## **2. INTRODUCTION OF LATE ITEMS**

Acting Mayor Morin added item 9.1, Notice of Motion - Solid Waste Collection Services. With no objections, Council proceeded with the agenda as amended.

## **3. ADOPTION OF MINUTES**

### **3.1 Regular Council Minutes - June 27, 2022**

**Moved By** Cole-Hamilton

**Seconded By** McCollum

THAT Council adopt the June 27, 2022 Regular Council minutes.

**CARRIED**

## **4. STAFF REPORTS**

### **4.1 Recreation, Culture and Community Services**

#### **4.1.1 Leisure for Everyone Accessibility Program (LEAP) Pilot Program Expansion**

**Moved By** Hillian

**Seconded By** Frisch

THAT based on the July 11, 2022 staff report, “Leisure for Everyone Accessibility Program (LEAP) pilot program expansion to include 19 years & over,” Council approve OPTION 1 and direct staff to implement this pilot program in partnership with the Town of Comox, Village of Cumberland, and Comox Valley Regional District (CVRD) for 2023 and report back on pilot results and future recommendations.

**CARRIED**

**4.1.2 Adoption of CVRD Bylaw No. 719 – Regional Parks Service**

**Moved By** Frisch

**Seconded By** McCollum

THAT the City of Courtenay consent to the adoption of the Comox Valley Regional District Bylaw No. 719 being “Regional Parks and Trails Service Establishment Bylaw No. 719, 2022” under section 346 of the *Local Government Act*.

**CARRIED**

**4.2 CAO and Corporate Services**

**4.2.1 685 Cliffe Avenue – Proposed Amendment and Renewal Consideration**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

1. THAT Council approve a one-year lease extension between the City of Courtenay and the Comox Valley Transition Society for the continued use of the property located at 685 Cliffe Avenue, PID: 006-102-930, Lot 3, Section 61 Comox District Plan VIP3817, as authorized and in accordance with Section 2.1(e) of the November 1, 2021 Lease Agreement; and,
2. THAT Council approve an AMENDMENT to the November 1, 2021 Lease Agreement to extend the lease area to include the entire property located at 685 Cliffe Avenue, PID: 006-102-930, Lot 3, Section 61 Comox District Plan VIP3817, with the following additional amendments:

- a. maintenance and cleaning responsibilities to be extended to the full frontage and rear of the building,
  - b. language regarding tenant led/initiated capital improvements - specify that any improvements made by the tenant do not constitute a partnership or other form of relationship other than landlord and tenant and that any tenant or landlord capital investment in the property does not create an obligation or expectation of future lease renewals; and,
  - c. identify September 1, 2022 or another date as approved by the CAO, as the occupancy date for the expanded lease area, and that Council waive the monthly rental costs during the construction period to a maximum of one month (\$1000); and,
  - d. increase the rental rate - inclusive of the entire building located at 685 Cliffe Avenue from \$1000 a month to \$2000 per month; and,
3. THAT Council approve the tenant proposed renovation/capital improvements subject to the tenant achieving all necessary permits and approvals; and,
  4. THAT staff provide public notice to satisfy the statutory advertising requirements for the provision of assistance and disposition of City land per Section 24 of the Community Charter.

**CARRIED**

#### **4.3 Development Services**

##### **4.3.1 Development Variance Permit No. 2205 – 1526 Trumpeter Crescent**

**Moved By** Cole-Hamilton

**Seconded By** Frisch

1. THAT Council direct staff to provide public notice to adjacent property owners and occupants and request feedback regarding Development Variance Permit No. 2205; and,

2. THAT Development Variance Permit No. 2205 be brought forward at the July 25th Council meeting for consideration by Council.

**CARRIED**

#### **4.3.2 2022 Age-friendly Communities Program Grant Application (Stream 2)**

**Moved By** McCollum

**Seconded By** Frisch

THAT Council authorize the application for grant funding through the 2022 Ministry of Health's Age-friendly Communities Program to conduct an accessibility audit of public open spaces and multi-modal transportation networks within Courtenay OCP growth centres.

**CARRIED**

#### **4.4 Public Works Services**

##### **4.4.1 Lake Trail Road - Multi-Use Path**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

1. THAT Council approves Option 1, and direct staff to submit an application for grant funding for the Lake Trail Multi-Use Path through the BC Active Transportation Grant Program for the 2 metre wide gravel pathway; and,
2. THAT Council support the project and commit to any associated ineligible costs or potential cost overruns; and,
3. THAT Council direct staff to send correspondence to the CVRD Electoral Areas requesting consideration of financial contribution to the project through the 2023 financial planning process.

**CARRIED**

**5. EXTERNAL REPORTS AND CORRESPONDENCE**

**5.1 Bylaw No. 725 "Comox Valley Economic Development Service Conversion Bylaw No. 345, 2016, Amendment No. 3"**

**Moved By** Cole-Hamilton

**Seconded By** Hillian

THAT the City of Courtenay consent to the adoption of the Comox Valley Regional District Bylaw No. 725 being "Comox Valley Economic Development Service Conversion Bylaw No. 345, 2016, Amendment No. 3" under section 346 of the *Local Government Act*.

**CARRIED**

**6. INTERNAL REPORTS AND CORRESPONDENCE**

**6.1 Courtenay Fire Department Semi-annual Activity Briefing Note**

**Moved By** Hillian

**Seconded By** Frisch

THAT Council receive the Courtenay Fire Department Semi-annual Activity Briefing Note.

**CARRIED**

**7. COUNCIL REPORTS**

**7.1 Councillor Cole-Hamilton**

No report provided.

**7.2 Councillor Frisch**

No report provided.

**7.3 Councillor Hillian**

Councillor Hillian reviewed his attendance at the following events and submitted a report of activities:

June 1 – Coalition to End Homelessness meeting

June 2 – Bike to Work Week event  
June 2-4 – Federation of Canadian Municipalities Convention (virtual participation)  
June 6 – Opening of Foundry, Comox Valley  
June 11 - Randy Wiwchar Plaza dedication event  
June 13 – Kus-kus-sum Partner meeting  
June 14 – Sewage Commission; Water Committee; Recreation Commission; CVRD Board meeting  
June 15 – L’Arche Open House event  
June 16 – Comox-Strathcona Waste Management Board meeting; Ukrainian newcomer support meeting  
June 17 – Lunch & Learn re 5th Street Bridge Rehabilitation Close Out; Miners Memorial Weekend event  
June 18 – Miners Memorial Weekend events  
June 21 – National Indigenous Peoples Day events  
June 22 – Meeting with Casino staff re City gaming revenue  
June 23 – CVRD/KFN leadership meeting; Ukrainian newcomer support meeting. Councillor Hillian expressed appreciation for the care and support offered by the community.  
June 25 – Quality Foods Island Good promotional event  
June 27 – Pride Flag Raising event  
June 28 – CVRD Committee of the Whole meeting; CVRD Board  
June 29 – Meeting with CV Pickleball Association leadership, who are looking to expand pickleball facilities in the Comox Valley; meeting re CV Sewage Commission Conveyance Project  
June 30 – Community Justice Centre meeting.

#### **7.4 Councillor McCollum**

Councillor McCollum reviewed her attendance at the following event:

July 8 - Attended totem pole unveiling at the Courtenay Airpark. In attendance were Eagle Chiefs representing the Pentlatch, E'iksan, Sahtloot and Sasitla territories. The ceremony was an opportunity to reflect on relationships and connections, historical context and the symbolism of the new Guardian pole.

## **7.5 Councillor Theos**

Councillor Theos commented on the new location of Mudsharks downtown, and how lively and energetic downtown Courtenay is becoming.

## **7.6 Acting Mayor Morin**

Councillor Morin reviewed her attendance at the following event:

- Opening of Ocean Front Village community hospice. The new facility has many amenities.
- Councillor Morin reflected on the diversity apparent in the community, which has been a common theme of events held this past month

# **8. COUNCIL RESOLUTIONS**

## **8.1 Anti-Discrimination and Response to Act of Hate- Councillor Morin**

**Moved By** McCollum

**Seconded By** Frisch

WHEREAS the City of Courtenay aspires to be a safe, supportive, and inclusive community for all citizens regardless of Race, Colour, Ancestry, Place of Origin, Religion, Sex, Gender Identity or Expression, Sexual Orientation, Physical Disability, Mental Disability, Marital Status, Family Status, Age, Political Belief, Criminal Conviction (not related to employment) or any other protected grounds; and

WHEREAS despite this aspiration, discriminatory and hateful incidents directed at individuals, families, organizations, and businesses occur; and

WHEREAS to address these challenges, it takes a community working together to reinforce anti-discrimination values, create effective policies and programs and build our community resilience;

THEREFORE BE IT RESOLVED that whenever appropriate, the City of Courtenay state in both verbal and written materials that racist, homophobic, and other discriminatory and hateful beliefs and actions will be condemned; and

BE IT FURTHER RESOLVED that staff report back to Council on options to create or enhance access to safe and inclusive spaces in our community.

**CARRIED**



## **8.2 Moving from Inclusive to Anti-Racist – a Path Forward - Councillor Morin**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

WHEREAS the City of Courtenay is an inclusive community but also recognizes and acknowledges the existence of racism in our organization and community and our systemic foundation in colonialism, white supremacy and racism, and,

WHEREAS it is integral to challenge embedded oppression and racism in an ongoing effort and commitment to working in solidarity with Indigenous, Black and other racialized communities; and,

WHEREAS the City of Courtenay seeks to meaningfully respond to and commit to both dialogue and action to address racism and inequities in our City; and,

WHEREAS the City of Courtenay recognizes that significant time, energy and resources are required to transition from an Inclusive community to an Anti-Racist City;

THEREFORE BE IT RESOLVED that the goal of becoming an Anti-Racist City be referred to the 2023 Council Strategic Planning process; and,

BE IT FURTHER RESOLVED that decolonization, anti-stigma, and anti-racist training be included in the 2022 Council Orientation.

**CARRIED**

## **8.3 Resolution to Change July 25 Regular Council Meeting Time**

**Moved By** McCollum

**Seconded By** Hillian

THAT Council change the July 25, 2022 regular Council meeting time to 2:30 pm in order to hold the in camera portion of the meeting prior to the public portion of the meeting,

AND THAT the public portion of the July 25 meeting start at the usual time of 4 pm.

**CARRIED**

**9. NOTICE OF MOTION**

**9.1 Solid Waste Collection Services - Councillor Morin**

WHEREAS, at the November 29, 2021 Council meeting, Council directed staff to provide notification of the discontinuation of solid waste collection services as of October 31, 2022 to all multi-residential apartment and condo (complexes only) and Institutional, Commercial, and Industrial customers; and, WHEREAS with notice having been provided, concerns have been raised by residents in the MU-4 zone regarding the discontinuation of solid waste collection services, THEREFORE BE IT RESOLVED THAT Council direct staff to bring back a report outlining the impact of the discontinuation of solid waste collection services on MU-4 Zones.

**10. BYLAWS**

**10.1 For Adoption**

**10.1.1 Development Cost Charges Amendment Bylaw No. 3068, 2022**

**Moved By** Frisch  
**Seconded By** McCollum

THAT Council adopt "Development Cost Charges Amendment Bylaw No. 3068, 2022", based on the July 11th, 2022 staff report "Credits for Development Cost Charges".

**CARRIED**

**11. ADJOURNMENT**

Acting Mayor Morin terminated the meeting at 5:44 pm.

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Acting Mayor Morin

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Adriana Proton  
Deputy Corporate Officer