



The Corporation of the City of Courtenay

# Council Minutes

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**Meeting #:** R5/2025  
**Date:** March 12, 2025  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

**Council Present:** B. Wells (Mayor)  
W. Cole-Hamilton (electronic)  
D. Frisch  
D. Hillian  
E. Jolicoeur  
M. McCollum

**Regrets:** W. Morin

**Staff Present:** G. Garbutt, City Manager (CAO)  
C. Davidson, Director of Infrastructure & Environmental Engineering  
A. Langenmaier, Director of Financial Services  
K. O'Connell, Director of Corporate Services  
S. Saunders, Director of Recreation, Culture & Community Services  
M. Wade, Director of Development Services  
J. Chan, Manager of Business Administration (joined at 4:56 p.m.)  
S. Hainsworth, Manager of Procurement, Risk & Real Estate  
A. Pitcher, Manager of Engineering Capital Projects  
P. Preston, Manager of Building and Administrative Services (left at 4:56 p.m.)  
J. Schile, Manager of Development Planning (left at 4:56 p.m.)  
L. Bourgeois, Deputy Corporate Officer

## 1. CALL TO ORDER

Mayor Wells called the meeting to order at 4:00 p.m. and respectfully acknowledged that it was taking place on the unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

He also acknowledged the successful K'ómoks First Nation Treaty Vote that took place over the weekend.

Additionally, Mayor Wells proclaimed March 21, 2025, as World Down Syndrome Day, an international observance recognized by the United Nations to raise awareness and promote the rights and inclusion of individuals with Down syndrome, in accordance with the Convention on the Rights of Persons with Disabilities.

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

Without any late items or objections, Council proceeded with the agenda as presented.

## **3. ADOPTION OF MINUTES**

### **3.1 Regular Council Minutes - February 26, 2025**

**Moved By** Jolicoeur

**Seconded By** Frisch

THAT Council adopt the February 26, 2025 Regular Council minutes.

**CARRIED**

## **4. STAFF REPORTS**

### **4.1 Development Services**

#### **4.1.1 Antenna System Applications and Process Policy DS-02**

**Moved By** Jolicoeur

**Seconded By** Frisch

THAT Council approve the Antenna System Application and Process Policy DS-02, dated February 28, 2025; and

THAT Council direct Staff to prepare the bylaw amendments for Zoning Bylaw No. 2500, 2007 and Fees and Charges Bylaw No. 1673, 1992.

**CARRIED**

#### **4.1.2 Liquor Licence Application No. 2403 – 244 4th Street**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT Council recommend the Liquor and Cannabis Regulation Branch (LCRB) approve the application from Gladstone Brewing, located at 244

4th Street (LOT A SECTION 61 COMOX DISTRICT PLAN EPP111555) for a structural change and permanent increase to the capacity of the licence's service areas from 280 persons to 360 persons and Council's comments on LCRB prescribed considerations are as follows:

- a. If the application is approved, any increase in noise as a result of the licence is not anticipated to have much, if any, impact on the community within the immediate vicinity and;
- b. Based on the results of the public input process described in this report and the agencies contacted for comment, including the RCMP, if the application is approved the general impact on the community is not anticipated to be negative.

**CARRIED**

#### **4.1.3 Review of policy and impacts - Relocating homes older than 15 years**

**Moved By** Frisch

**Seconded By** McCollum

That Council direct staff to maintain the existing wording of "Building Bylaw No. 3114" Part 11, Section 11.1.

**CARRIED**

**Opposed: Councillor Jolicoeur**

#### **4.2 Infrastructure and Environmental Engineering**

##### **4.2.1 6th Street Bridge – Project Update**

**Moved By** McCollum

**Seconded By** Frisch

THAT Council direct staff to amend the 6<sup>th</sup> Street Bridge Capital Budget in the 2025-2029 financial plan to \$11,165,100, and award the construction contract, and proceed with construction of the project; and

THAT Council direct staff to prepare a loan authorization bylaw for \$4,300,000.

**CARRIED**

**Opposed: Councillor Jolicoeur and Councillor Cole-Hamilton.**

**Without objection, the meeting recessed at 6:00 p.m. The Council meeting resumed at 6:26 p.m.**

#### **4.3 Financial Services**

##### **4.3.1 Parcel Tax Review Panel - 2025**

**Moved By** Frisch

**Seconded By** Hillian

THAT Council set the Parcel Tax Review Panel on Wednesday, April 2, 2025 at 3:00 p.m. at the CVRD Civic Room, 770 Harmston Ave, Courtenay.

**CARRIED**

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

##### **4.4.1 Strategic Cultural Plan and Implementation Strategy Adoption**

**Moved By** Frisch

**Seconded By** Hillian

THAT based on the March 12, 2025 staff report “Strategic Cultural Plan and Implementation Strategy Adoption,” Council approve the final draft of the Strategic Cultural Plan (Attachment 1) and Implementation Strategy (Attachment 2) as presented.

**CARRIED**

### **5. EXTERNAL REPORTS AND CORRESPONDENCE**

#### **5.1 Requesting Support - Pride Society Comox Valley**

**Moved By** McCollum

**Seconded By** Jolicoeur

THAT Council provide a letter of support, on behalf of the City of Courtenay, for The Pride Society of the Comox Valley’s application to the Local Festivals – Building Communities Through Arts and Heritage grant.

**CARRIED**

**6. INTERNAL REPORTS AND CORRESPONDENCE**

**6.1 Comox Valley Community Foundation Grant: Community Winter Response and Storage Solutions**

**Moved By** Hillian

**Seconded By** Frisch

THAT Council receive the “Comox Valley Community Foundation Grant: Community Winter Response and Storage Solutions” briefing note for information.

**CARRIED**

**7. COUNCIL RESOLUTIONS**

**7.1 Tariffs Response - City of Courtenay Joins Team Canada (Councillor Jolicoeur)**

**Moved By** Jolicoeur

**Seconded By** Frisch

**WHEREAS** the United States government is proposing to impose tariffs on Canadian imports, including a 25% tariff on all Canadian goods entering the US, except for energy resources, which face a 10% tariff; and

**WHEREAS** these tariffs may negatively impact Canadian businesses, industries, and workers, particularly those engaged in manufacturing, agriculture, forestry, and other export-driven sectors, leading to job losses and economic instability in communities such as Courtenay.

**WHEREAS** supporting Canadian-made goods and services sustains local businesses, protects Canadian jobs, and strengthens the national economy in response to trade restrictions; and

**THEREFORE BE IT RESOLVED** that the City of Courtenay encourage residents, businesses, and municipal departments to prioritize the purchase of Canadian-made goods and services whenever feasible; and

**BE IT FURTHER RESOLVED** that the City of Courtenay prioritize Canadian-made

goods and services in current and upcoming municipal procurement and contracts, provided they meet financial and operational requirements; and

**BE IT FURTHER RESOLVED** that the City engage with local business organizations, including the Comox Valley Chamber of Commerce and Downtown Courtenay Business Improvement Area to promote initiatives supporting Canadian businesses and local employment; and

**BE IT FURTHER RESOLVED** that staff report back to Council on the impacts of the above actions;

**AND FURTHER THAT** this resolution be shared with other Comox Valley local governments and K'ómoks First Nation for consideration.

**CARRIED**

## **8. BYLAWS FOR ADOPTION**

### **8.1 2025-2029 Financial Plan Bylaw No. 3165, 2025**

**Moved By** Frisch

**Seconded By** Hillian

THAT Council adopt "2025-2029 Financial Plan Bylaw No. 3165, 2025".

**CARRIED**

### **8.2 Sewer Service Frontage Tax - Amendment Bylaw No. 3170, 2025**

**Moved By** Hillian

**Seconded By** McCollum

THAT Council adopt "Sewer Service Frontage Tax - Amendment Bylaw No. 3170, 2025"

**CARRIED**

## **9. COUNCIL REPORTS**

### **9.1 Councillor Cole-Hamilton**

No report provided.

**9.2 Councillor Frisch**

No report provided.

**9.3 Councillor Hillian**

Councillor Hillian noted his participation in the following events over the weekend:

- Comox Valley Coalition to End Homelessness – Participated in the Point-in-Time (PiT) Count of Homelessness.
- K'ómoks First Nation Treaty Vote – Attended the event.

**9.4 Councillor Jolicoeur**

Councillor Jolicoeur announced his appointment as the Council representative to the Comox Valley Food Policy Council (CVFPC). He noted that the CVFPC is currently addressing tariff-related matters and is planning to launch a local campaign, "**Eat Local**," in the near future.

**9.5 Councillor McCollum**

No report provided.

**9.6 Councillor Morin**

No report provided.

**9.7 Mayor Wells**

Mayor Wells noted his participation in the following events:

Tariff Crisis Meeting – Participated in discussions with senior levels of government, FMC, and UBCM on March 6.

- Comox Valley Chamber of Commerce Annual Economic Outlook Breakfast on March 6

**10. ADJOURNMENT**

Mayor Wells terminated the open portion of the meeting at 7:15 pm.

**CERTIFIED CORRECT**

Adopted by Council [MONTH] [DAY], 2025

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Mayor Bob Wells

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Corporate Officer