



The Corporation of the City of Courtenay

# Council Minutes

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**Meeting #:** R12/2025  
**Date:** July 16, 2025  
**Time:** 3:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

**Council Present:** B. Wells (Mayor)  
W. Cole-Hamilton  
D. Frisch  
D. Hillian  
E. Jolicoeur  
M. McCollum  
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  
R. Dickinson, Development Engineer  
N. Gothard, Manager of Community and Sustainability Planning  
S. Hainsworth, Manager of Procurement, Risk & Real Estate  
A. Pitcher, Manager of Capital Projects  
A. Proton, Manager of Legislative Services (CO)  
J. Schile, Manager of Development Planning  
R. Matthews, Deputy Corporate Officer

## 1. CALL TO ORDER

Mayor Wells called the meeting to order at 3:00 p.m. and respectfully acknowledged that the meeting was conducted on the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

**Moved By** Hillian

**Seconded By** Frisch

THAT Council close the meeting to the public pursuant to the following subsections of the Community Charter:

90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(c) labour relations or other employee relations;

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(g) litigation or potential litigation affecting the municipality;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and

(2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

**Mayor Wells called a recess at 5:03 p.m. The meeting reconvened at 5:13 p.m.**

## **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 - June 25, 2025**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT Council adopt the June 25, 2025 Regular Council minutes.

**CARRIED**

#### **4. DELEGATIONS**

##### **4.1 Campaign to Make Back Road Safe**

Residents from the Back Road neighbourhood (Carolyn Rice, Maurice Levert, Terry Chaney, David Rice, and Randy Farnsworth) appeared before Council to express ongoing concerns regarding traffic volume, noise, speeding, and safety impacts on Back Road. The group requested installation of a barricade and speed humps on Back Road and urged Council to not delay further action while awaiting responses from the Province.

Council unanimously agreed to extend the maximum time for appearance of a delegation by two minutes.

#### **5. PRESENTATIONS**

##### **5.1 RCMP - Insp. Scott Mercer - Quarterly Report (Apr - Jun 2025)**

Inspector Scott Mercer, Officer in Charge of the Comox Valley RCMP Detachment, presented the RCMP 1st Quarter (Apr - Jun) report of 2025.

#### **6. STAFF REPORTS**

##### **6.1 Development Services**

###### **6.1.1 Request for Reduction of Development Cost Charges – 925 Braidwood Road**

**Moved By** Frisch

**Seconded By** Hillian

THAT Council approve the Development Cost Charge reduction request by BC Housing for 925 Braidwood Road in the amounts of \$30,622.44 for the purpose-built shelter and \$126,670.53 for the permanent supportive housing, totaling \$157,292.97 to be paid from the Housing Amenity Reserve; and

THAT Council direct the Director of Development Services to execute a Section 219 Covenant, in substantially the form as set out in Attachment 2; and

THAT the covenant be registered on title prior to issuance of building

permits for the purpose-built shelter and permanent supportive housing developments receiving the Development Cost Charge waivers.

**CARRIED**

**OPPOSED: Councillor Jolicoeur**

**Mayor Wells called a recess at 6:46 p.m. The meeting reconvened at 7:11 p.m.**

**6.1.2 Liquor Licence Application No. 2501 - 2910 Kilpatrick Avenue**

**Moved By** Hillian

**Seconded By** Frisch

THAT Council recommend the Liquor and Cannabis Regulation Branch (LCRB) approve the application from Kelly O'Bryan's Neighborhood Restaurant, located at 2910 Kilpatrick Avenue (LOT B, SECTION 67, COMOX DISTRICT, PLAN 33851) to amend its Food Primary Liquor Licence by including a Patron Participation Entertainment Endorsement 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 majority of views submitted by members of the public and the agencies for comment, including the RCMP, if the application is approved the general impact on the community is not anticipated to be negative.

**CARRIED**

**6.1.3 Liquor Licence Application No. 2502 - 444 5th Street**

**Moved By** Jolicoeur

**Seconded By** Frisch

THAT Council recommend the Liquor and Cannabis Regulation Branch (LCRB) approve the Taco Bandido Restaurant, located at 444 5th Street (LOT 2, SECTION 61, COMOX DISTRICT, PLAN 4541, EXCEPT THAT PART SHOWN COLOURED RED ON PLAN 356 BL) request to amend its Food

Primary Liquor Licence by including a Patron Participation Entertainment Endorsement 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 majority of views submitted by members of the public and the agencies for comment, including the RCMP, if the application is approved the general impact on the community is not anticipated to be negative.

**CARRIED**

## **6.2 Infrastructure and Environmental Engineering**

### **6.2.1 Lake Trail Multi-Use Path - Project Update**

Presentation by Bain Conway, Engineer of Record, and Chantal Richard, Communities Division Manager, of McElhanney.

**Moved By** McCollum

**Seconded By** Frisch

THAT Council direct staff to proceed with construction of Phase 1 of the Lake Trail Multi-Use Path project (the eastern half from Lake Trail Elementary to Arden Road) in fall 2025, and report back on the Department of Fisheries and Oceans (DFO) permitting status for Phase 2, including funding and construction options.

**CARRIED**

**Moved By** McCollum

**Seconded By** Hillian

THAT Council direct staff to provide a report back to Council, outlining costs and considerations to add physical barriers, like Sanderson curbs, to protect the cycling lanes as part of phase 1 of the Lake Trail Multi-Use Path project.

**CARRIED**

**6.3 Recreation, Culture and Community Services**

**6.3.1 971 Cumberland Road – Authority to Apply for a Temporary Use Permit**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT Council hereby grants authority to Lookout Housing and Health Society in regards to 971 Cumberland Road, legally described as PID: 002-492-431 Lot A, Section 69, Comox District, Plan VIP26945, to apply for a Temporary Use Permit for the provision of winter shelter services.

**CARRIED**

**7. INTERNAL REPORTS AND CORRESPONDENCE**

**7.1 Braidwood Road Infrastructure Upgrades/ Ryan Road Sidewalk Project Update**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT Council direct staff to proceed with detailed design of the Braidwood Road infrastructure upgrades and Ryan Road Sidewalk Project and report back to Council;

AND THAT Council direct staff to prioritize the Ryan Road Sidewalk Project if there is any delay with the Braidwood Road infrastructure upgrades project.

**CARRIED**

**8. COUNCIL RESOLUTIONS**

**8.1 Traffic Safety Enforcement on Back Road - Councillor Hillian**

**Moved By** Hillian

**Seconded By** Morin

WHEREAS traffic safety in residential neighbourhoods continues to be an issue of primary concern to Courtenay residents, including speeding and intersection safety, with particular concern regarding the Back Road area between Courtenay and Comox;

WHEREAS the City has limited methods of effective enforcement and limited financial resources to address traffic safety and municipal servicing in general;

THEREFORE BE IT RESOLVED THAT Council advocate to the Provincial government for municipal implementation of photo radar and expanded use of intersection cameras to significantly improve traffic safety enforcement and generate much needed municipal revenue; and

BE IT FURTHER RESOLVED THAT, if general municipal implementation is not supported or imminent, Council request implementation of a pilot speed enforcement program, utilizing photo radar or such other advanced technology as may be available, on an urgent basis on Back Road between Courtenay and Comox.

**CARRIED**

## **9. BYLAWS**

### **9.1 For First, Second and Third Readings:**

#### **9.1.1 Zoning – Amendment Bylaw No. 3186 (649 McPhee Avenue)**

**Moved By** Frisch

**Seconded By** Morin

THAT Council receive for information the proposed rezoning aligns with the Official Community Plan and a public hearing is not required as per the *Local Government Act* section 464(2) and the public notice has been given; and

THAT Council give first, second and third readings to “Zoning – Amendment Bylaw No. 3186 (649 McPhee Avenue)” LOT 9, DISTRICT LOT 127, COMOX DISTRICT, PLAN 1464.

**CARRIED**

### **9.2 For Adoption:**

#### **9.2.1 Loan Authorization Bylaw No. 3183, 2025 – Strategic Land Acquisition 2025**

**Moved By** McCollum

**Seconded By** Frisch

THAT Council adopt “Loan Authorization Bylaw No. 3183, 2025 – Strategic Land Acquisition 2025.”

**CARRIED**

**9.2.2 Loan Authorization Bylaw No. 3184, 2025 - 6th Street Bridge 2025**

**Moved By** McCollum

**Seconded By** Frisch

THAT Council adopt “Loan Authorization Bylaw No. 3184, 2025 – 6th Street Bridge 2025.”

**CARRIED**

**OPPOSED: Councillor Jolicoeur**

**10. COUNCIL REPORTS**

**10.1 Councillor Cole-Hamilton**

No report provided.

**10.2 Councillor Frisch**

No report provided.

**10.3 Councillor Hillian**

Councillor Hillian submitted a report of activities, see agenda.

**10.4 Councillor Jolicoeur**

No report provided.

**10.5 Councillor McCollum**

No report provided.

**10.6 Councillor Morin**

No report provided.

**10.7 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- Canada Day celebrations at Lewis Park.



- Announced during the opening ceremonies the most recent Freedom of the City recipient, Brian “Fuzz” Morissette, a long time community volunteer and music advocate.
- Kiwanis Club of Courtenay’s ceremony and dinner to celebrate the milestone of paying off the mortgage on 750 Pidcock Avenue.
- 100<sup>th</sup> birthday party for Marjorie Mackay.
- McLaughlin’s 60<sup>th</sup> wedding anniversary.
- Presentation of the Ukrainian Canadian Sacrifice Medal to the family of Bradley Stratford at 19 Wing Comox.

## **11. IN CAMERA RESOLUTION**

**Moved By** Hillian

**Seconded By** Frisch

THAT Council close the meeting to the public pursuant to the following subsections of the *Community Charter*:

90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**CARRIED**

## **12. ADJOURNMENT**

Mayor Wells terminated the open portion of the meeting at 8:31 pm. Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 9:50 pm.

**CERTIFIED CORRECT**

Adopted by Council July [ ], 2025

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Mayor Bob Wells

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Corporate Officer, Adriana Proton