



Council Minutes

Meeting #: R3/2026
Date: February 11, 2026, 4:00 p.m.
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. Macdonald, Fire Chief
K. O'Connell, Acting Director of Development Services
S. Saunders, Director of Recreation, Culture & Community Services
K. Shaw, Director of Operational Services
N. Gothard, Manager of Community and Sustainability Planning
A. Proton, Manager of Legislative Services (CO)
P. Janecek, Legislative Services Coordinator
R. Matthews, Deputy Corporate Officer
R. Tait, Budget Analyst (electronic)

1. CALL TO ORDER

Mayor Wells called the meeting to order at 4:00 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.

Mayor Wells acknowledged the tragic events in Tumbler Ridge, extended condolences on behalf of Council and the community to those affected and noted that flags at City facilities have been lowered to half-mast in remembrance. A moment of silence was observed to honour the lives lost and those impacted.

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 - January 28, 2026

Moved By Hillian

Seconded By Morin

THAT Council adopt the January 28, 2026 Regular Council minutes.

CARRIED

4. DELEGATIONS

4.1 Comox Valley Citizens on Patrol Society

Michele Jones, Secretary from the Comox Valley Citizens on Patrol Society, outlined its 30-year history of supporting the Comox Valley RCMP through volunteer-led crime prevention initiatives. The Society highlighted its partnerships, ongoing need for volunteers, and appreciation for continued financial support.

5. PRESENTATIONS

5.1 Experience Comox Valley - New 5-Year Municipal Regional District Tax (MRDT) Plan

Tanya Massa, Tourism Development Specialist, Experience Comox Valley, and Calum Matthews, President, 4EVER Strategies Inc., outlined the proposed Municipal Regional District Tax (MRDT) 5-Year Strategic Business Plan, including expanding MRDT collection to the full Comox Valley Regional District (excluding Denman and Hornby Islands), increasing the rate from 2% to 3%, and designating the CVRD as recipient. Next step is to return to Council in March to provide updates, at which time Council may be asked to support the CVRD's regional MRDT application or request continuation of the City's existing MRDT.

6. STAFF REPORTS

6.1 Development Services

6.1.1 Comox Valley Regional Growth Strategy Minor Amendment – Referral Response

Moved By Hillian

Seconded By Cole-Hamilton

THAT Council approve the City of Courtenay’s referral response to the Comox Valley Regional District Regional Growth Strategy minor amendment (RGS Amendment Bylaw No. 810) (Attachment 1); and,

THAT staff be directed to submit the City’s response to the CVRD before February 17, 2026.

CARRIED

6.2 Financial Services

6.2.1 Parcel Tax Review Panel - 2026

Moved By McCollum

Seconded By Cole-Hamilton

THAT Council set the Parcel Tax Review Panel on Wednesday, March 11, 2026 at 3:00 pm at the CVRD Civic Room, 770 Harmston Ave, Courtenay.

CARRIED

7. EXTERNAL REPORTS AND CORRESPONDENCE

7.1 Comox Valley RCMP - Request for Letter of Support - New Detachment Build

With no objection, Council permitted Inspector Scott Mercer, Comox Valley RCMP, to address Council from the podium.

Moved By Hillian

Seconded By Jolicoeur

THAT the City of Courtenay send a letter to the Royal Canadian Mounted Police expressing support for continued discussions to better understand the scope, feasibility, costs, and cost-sharing considerations related to a potential new RCMP detachment facility.

CARRIED

7.2 Comox Valley Reconciliation Advisory Table - Community Event Funding Request

Moved By Jolicoeur

Seconded By Cole-Hamilton

THAT Council approve a grant in the amount of \$1,940 to the Comox Valley Reconciliation Advisory Table to support venue rental costs for a Reconciliation Journey Community Learning Series public event to be held at the Sid Williams Theatre on April 23, 2026, to be allocated from the Gaming Fund.

CARRIED

7.3 Comox Valley Regional District (CVRD) - Biological Carbon Sequestration Study

Moved By McCollum

Seconded By Frisch

THAT Council receive the February 4, 2026 letter from Chair Cole-Hamilton, Comox Valley Regional District Board, regarding the Enhancement and Protection of Biological Carbon Sequestration Study for information.

CARRIED

8. INTERNAL REPORTS AND CORRESPONDENCE

8.1 Budget Engagement 2026

Council received the Budget Engagement 2026 briefing note.

9. BYLAWS

9.1 For First, Second, and Third Readings:

9.1.1 2026-2030 Financial Plan Bylaw No. 3211

Moved By Frisch

Seconded By Hillian

THAT Council give first, second and third reading to "2026-2030 Financial Plan Bylaw No. 3211, 2026".

CARRIED

OPPOSED: Councillor Jolicoeur

9.1.2 Public Notice Bylaw No. 3210

Moved By Frisch

Seconded By Hillian

THAT Council give first, second, and third readings to "Public Notice Bylaw No. 3210".

CARRIED

Moved By Hillian

Seconded By Cole-Hamilton

THAT Council direct staff to prepare an amendment to section 8 of the Development Procedures Bylaw to specify that where notice is required under Part 14 of the *Local Government Act*, it will be governed by the Public Notice Bylaw.

CARRIED

9.2 For Adoption:

9.2.1 Fees and Charges Amendment Bylaw No. 3208, 2026 (Solid Waste)

Moved By Frisch

Seconded By Hillian

THAT Council adopt "Fees and Charges Amendment Bylaw No. 3208, 2026 (Solid Waste)".

CARRIED

9.2.2 2026 Revenue Anticipation Borrowing Bylaw No. 3209

Moved By Frisch
Seconded By Morin

THAT Council adopt "2026 Revenue Anticipation Borrowing Bylaw No. 3209".

CARRIED

10. COUNCIL REPORTS

10.1 Councillor Jolicoeur

No report provided.

10.2 Councillor McCollum

No report provided.

10.3 Councillor Cole-Hamilton

No report provided.

10.4 Councillor Frisch

No report provided.

10.5 Councillor Morin

Councillor Morin submitted a report of activities, see agenda.

10.6 Councillor Hillian

No report provided.

10.7 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- Commended the Comox Valley Chamber of Commerce for its recent awards ceremony and congratulated Ramona Johnson (I-Hos Gallery) on receiving the Lifetime Achievement Award.
- Thanked Inspector Mercer, Comox Valley RCMP, and Mayor Rob Douglas for hosting the North Cowichan RCMP detachment tour.
- Acknowledged the Comox Valley Chamber's Economic Outlook Breakfast, attended by several Councillors and community representatives.

11. IN CAMERA RESOLUTION

Moved By Hillian

Seconded By Cole-Hamilton

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

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(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; and,

(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

Mayor Wells adjourned the open portion of the meeting at 6:12 p.m. and proceeded with the in camera meeting, returning briefly to the open meeting to pass the following resolution:

Moved By Frisch

Seconded By Cole-Hamilton

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

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(c) labour relations or other employee relations;

(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; and,

(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

Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 7:13 p.m.

CERTIFIED CORRECT

Adopted by Council [MONTH] [DAY], 202X

Mayor Bob Wells

Corporate Officer Adriana Proton