



Council Minutes

Meeting #: R7/2026
Date: April 15, 2026, 4:00 p.m.
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
W. Morin (electronic)

Staff Present: G. Garbutt, City Manager (CAO)
C. Davidson, Director of Infrastructure & Environmental Engineering
A. Guillo, Acting Director of Corporate Services
A. Langenmaier, Director of Financial Services
K. Macdonald, Fire Chief
S. Saunders, Director of Recreation, Culture & Community Services
K. Shaw, Director of Operational Services
J. Chan, Manager of Business Administration
S. Hainsworth, Manager of Procurement, Risk & Real Estate (electronic)
A. Pitcher, Manager of Capital Projects
A. Proton, Manager of Legislative Services (CO)
P. Janecek, Legislative Services Coordinator
C. Tice, Culture & Events Coordinator

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 proclaimed April 22–29, 2026, as World Primary Immunodeficiency Week, with the proclamation recognizing the prevalence and underdiagnosis of primary immunodeficiencies, the importance of early diagnosis and timely treatment, and efforts

to raise awareness and support patients and caregivers in the community.

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 - March 25, 2026

3.2 Special Council Minutes - March 27, 2026

Moved By Hillian

Seconded By Frisch

THAT Council adopt the March 25, 2026 Regular Council minutes, and the March 27, 2026 Special Council minutes.

CARRIED

4. DELEGATIONS

4.1 Courtenay Mobile Integrated Community Response

Leslie Howie and Varina Yu of Island Health, and Scott Mercer of the RCMP, presented an overview of the pilot Mobile Integrated Crisis Response program, a collaborative mental health and policing initiative. The presentation highlighted early outcomes and the presenters requested municipal funding of one or two full-time RCMP positions to staff the program.

Councillor McCollum arrived at 4:04 p.m.

5. PRESENTATIONS

5.1 Comox Valley Chamber of Commerce - Annual Update on Business Retention & Expansion Project

Tracey Clarke of the Comox Valley Chamber of Commerce provided an annual update on the Business Retention and Expansion initiative, describing current challenges facing local businesses and how data-driven engagement is shaping programming, policy insight, and 2026 priorities.

Moved By Hillian
Seconded By Frisch

THAT Council receive the 2026 Business Retention and Expansion project update from the Comox Valley Chamber of Commerce.

CARRIED

6. STAFF REPORTS

6.1 Operational Services

6.1.1 Strategic Transportation Plan – Progress Update

Dan Cassey, Transportation Consultant with Urban Systems, provided a progress update on the Strategic Transportation Plan. The presentation outlined the project timeline, summarized Phase 1 community engagement findings, and highlighted key themes and priorities to guide future transportation planning.

Moved By Hillian
Seconded By McCollum

THAT Council endorse this progress update of the Strategic Transportation Plan and direct staff to continue to advance to planning phase.

CARRIED

Mayor Wells called a recess at 6:26 p.m. Council reconvened at 6:45 p.m.

6.2 Financial Services

6.2.1 Encroachment Agreement for Coastal Community Credit Union

Moved By Frisch
Seconded By Jolicoeur

THAT Council authorize the encroachment agreement associated with the laneway adjacent to the following lots:

280 3rd Street, Lot 119 Section 61 Comox District Plan 472-A;
268 3rd Street, Lot 122, Section 61, Comox District Plan 472-A; and

291 4th Street, Lot 1, Section 61, Comox District Plan VIP56124;

AND THAT Staff proceed with the statutory notice requirements in accordance with sections 24, 26(3) and 94 of the Community Charter;

AND THAT the City Manager be authorized to execute all documentation relating to the agreements.

CARRIED

Councillor Cole-Hamilton rejoined the meeting at 6:46 p.m. and was not present for the motion.

6.3 Recreation, Culture and Community Services

6.3.1 Letter of Support Request – Comox Valley Pride Society

Moved By Hillian

Seconded By Frisch

THAT Council approve endorsement for Pride Society of the Comox Valley's 2026 Building Communities Through Arts and Heritage grant application and in-kind support valued up to \$10,000 for Pride Week programming and authorize staff to provide letters of support for this and future Pride Week related grant applications until the Special Events and Hosting Policy is completed and approved by Council.

CARRIED

7. EXTERNAL REPORTS AND CORRESPONDENCE

7.1 Island Coastal Economic Trust - Request for Letter of Support for Legislative Modernization and Provincial Investment

Moved By Hillian

Seconded By Frisch

THAT Council provide a letter of support to the Minister of Jobs and Economic Growth advocating for legislative modernization of the Island Coastal Economic Trust and associated provincial investment to enable long-term, inclusive economic development across Vancouver Island and coastal communities;

AND THAT a copy of the letter be forwarded to MP Gord Johns, MP Aaron Gunn, and MLA Brennan Day.

CARRIED

7.2 Comox Strathcona Hospital District Board Long Term Care Project - Request for Letter Advocating Resumption of the Facility

Moved By Hillian

Seconded By Jolicoeur

WHEREAS the Comox Strathcona Hospital District Board has been working with Island Health for many years to have a Long Term Care Hospital built in Campbell River to address the critical need for such services in the North Island Region; and

WHEREAS the Provincial Government's recent budget has put this project on hold;

THEREFORE BE IT RESOLVED THAT Courtenay Council write to the Premier in support of the Hospital District Board's request for a meeting to advocate for the resumption of this much needed facility.

CARRIED

8. INTERNAL REPORTS AND CORRESPONDENCE

8.1 East Courtenay Firehall Project Update

Jason Unger of Sahuri + Associates Architecture Inc. presented a design overview of the proposed East Courtenay Fire Hall. The presentation outlined the new facility's location, functional layout, and key design features, including improved emergency response capacity, dedicated training spaces, and an all-electric, sustainable building design.

Moved By Hillian

Seconded By Jolicoeur

THAT Council receive the "East Courtenay Firehall – Project Update" briefing note.

CARRIED

8.2 Changes to Provincial Home Owner Grant Program

Without objection, Council unanimously received the “Changes to Provincial Home Owner Grant Program” briefing note.

Moved By Jolicoeur

Seconded By Cole-Hamilton

THAT Council write to the Premier and the Minister of Finance sharing concern about changes to the Provincial Home Owner Grant program and the Property Tax Deferment program.

CARRIED

Opposed: Councillor Frisch, Councillor McCollum

8.3 Lake Trail Multi-Use Pathway Project Update

Moved By Hillian

Seconded By Frisch

THAT Council receive the "Lake Trail Multi-Use Pathway Project Update" briefing note.

CARRIED

9. BYLAWS

9.1 For First, Second, and Third Readings:

9.1.1 2026 Loan Authorization Bylaws

Moved By Hillian

Seconded By Frisch

THAT Council give first, second, and third readings to “Loan Authorization Bylaw 3213, 2026 - Braidwood Road - Storm & Road”; and

THAT Council proceed to adoption of “Loan Authorization Bylaw 3213, 2026 - Braidwood Road - Storm & Road” through the Approval-free Liability Zone granted by the Municipal Liabilities Regulation, section 7.

CARRIED

Moved By Frisch

Seconded By Hillian

THAT Council give first, second, and third readings to “Loan Authorization Bylaw 3214, 2026 - Ryan Road Sidewalk Sandwick to Braidwood”; and

THAT Council proceed to adoption of “Loan Authorization Bylaw 3214, 2026 - Ryan Road Sidewalk Sandwick to Braidwood” through the Approval-free Liability Zone granted by the Municipal Liabilities Regulation, section 7.

CARRIED

Moved By Frisch

Seconded By Hillian

THAT Council give first, second, and third readings to “Loan Authorization Bylaw 3215, 2026 - Eastside Firehall”; and

THAT Council proceed to adoption of “Loan Authorization Bylaw 3215, 2026 - Eastside Firehall” through the Approval-free Liability Zone granted by the Municipal Liabilities Regulation, section 7.

CARRIED

9.1.2 2026 Property Tax Rate Bylaw No. 3217, 2026

Moved By Hillian

Seconded By Frisch

THAT Council give first, second and third reading to “2026 Property Tax Rate Bylaw No. 3217, 2026”.

CARRIED

10. COUNCIL REPORTS

10.1 Councillor McCollum

No report provided.

10.2 Councillor Cole-Hamilton

No report provided.

10.3 Councillor Frisch

No report provided.

10.4 Councillor Morin

No report provided.

10.5 Councillor Hillian

Councillor Hillian submitted a report of activities, see agenda.

10.6 Councillor Jolicoeur

No report provided.

10.7 Mayor Wells

The Mayor noted that he, along with representatives from the Comox Valley and members of the K'ómoks First Nation, attended the introduction of the K'ómoks Treaty Act, 2026 in the B.C. Legislature, marking the first step toward provincial ratification of the K'ómoks Treaty.

11. IN CAMERA RESOLUTION

Moved By Jolicoeur

Seconded By Hillian

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:

(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.

CARRIED

12. ADJOURNMENT

Mayor Wells terminated the open portion of the meeting at 7:48 p.m. Following the conclusion of the In Camera portion of the meeting, Mayor Wells terminated the meeting at 7:55 p.m.

CERTIFIED CORRECT

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

Mayor Bob Wells

Corporate Officer Adriana Proton