



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

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**Meeting #:** R3/2023  
**Date:** February 8, 2023  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

**Council Present:** B. Wells  
W. Cole-Hamilton  
D. Hillian  
E. Jolicoeur  
M. McCollum  
W. Morin

**Regrets:** D. Frisch (leave per Community Charter s. 109.3)

**Staff Present:** G. Garbutt, City Manager (CAO)  
C. Davidson, Director of Engineering Services  
A. Langenmaier, Director of Financial Services  
K. Macdonald, Fire Chief  
K. O'Connell, Director of Corporate Services (meeting Clerk)  
R. Roycroft, Acting Director of Development Services  
C. Rushton, Director of Recreation, Culture and Community Services,  
via audio/video conference  
K. Shaw, Director of Public Works Services  
N. Gothard, Manager of Community and Sustainability Planning, via  
audio/video conference  
J. Tazzioli, Manager of Engineering (Environmental Projects)  
C. Dallamore, Legislative Coordinator

**1. CALL TO ORDER**

Mayor Wells 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.

**2. INTRODUCTION OF LATE ITEMS**

With no late items or objections, Council proceeded with the agenda as presented.

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Minutes - January 25, 2023**

**3.2 Special Council Minutes - January 26, 2023**

**Moved By** Cole-Hamilton

**Seconded By** McCollum

THAT Council adopt the January 25, 2023, Regular Council Minutes and the January 26, 2023, Special Council minutes.

**CARRIED**

**4. DELEGATIONS**

**4.1 Sid Williams Theatre Society**

Council received a progress report on the Sid Williams Theatre Society from Richard Clarke, President, Dale Pateman, Treasurer, and Deborah Renz, General Manager.

**5. STAFF REPORTS**

**5.1 Corporate Services**

**5.1.1 Public Hearing and In Camera Meeting Schedule**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

THAT Council direct staff to schedule Public Hearing meetings on the third Wednesday of each month at 4 pm, except August and September;

AND THAT Council direct staff to schedule any In Camera meeting items after the open portion of its regular meetings.

**CARRIED**

**Carried with Councillor Hillian opposed.**

## **5.2 Development Services**

### **5.2.1 Development Variance Permit No. 2201 – 377 Lerwick Road (Comox Valley Aquatic Centre)**

**Moved By** Hillian

**Seconded By** Morin

THAT Council issue Development Variance Permit No. 2201.

**CARRIED**

### **5.2.2 Development Variance Permit No. 2206 – 278 Island Highway North (Chrysler Dealership)**

**Moved By** Cole-Hamilton

**Seconded By** Morin

THAT Council issue Development Variance Permit No. 2206.

**CARRIED**

### **5.2.3 Development Permit with Variance No. 2207 – 635 and 649 5th Street**

**Moved By** Morin

**Seconded By** Cole-Hamilton

THAT Council issue Development Permit with Variance No. 2207.

**CARRIED**

## **5.3 Engineering Services**

### **5.3.1 Air Quality Monitoring Network**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT based on the February 08, 2023 staff report “Air Quality Monitoring Network” Council approve OPTION 1 and direct staff to install air monitoring devices to measure PM2.5 concentrations and report them on an online map in real time.

**CARRIED**

**5.3.2 17th Street Bike Lanes Budget Reallocation**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT based on the February 08, 2023 staff report “17th St Corridor Improvements - Budget Reallocation” Council approve OPTION 1 and direct Staff to reallocate \$35,000 from the prior year surplus into the 17th St Corridor Improvements Capital project budget in 2022.

**CARRIED**

**5.4 Fire Department**

**5.4.1 Expedited Purchase Timeline - Bullex Digital Fire Training Panels**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT Council approve the immediate purchase of six Bullex Digital Fire Training Panels in the amount of \$57,094.29.

**CARRIED**

**6. COUNCIL REPORTS**

**6.1 Councillor Cole-Hamilton**

Councillor Cole-Hamilton reviewed his attendance at the following event:

- Feb 8 - Queneesh Elementary grand opening of new composting and recycling centre

**6.2 Councillor Hillian**

Councillor Hillian reported that he has carried on conversations recently with community members on the unhoused population and related issues.

### **6.3 Councillor Jolicoeur**

Councillor Jolicoeur reviewed his attendance at the following events:

- Coalition to End Homelessness meeting - discussed innovative ways to address housing challenges including a program called "Happipad", which connects people who have space in their homes and can provide a safe home culture to rent to anyone requiring housing assistance.
- Substance Use Strategy Committee meeting - the "Walk with Me" project report will be released shortly.
- Comox Valley Family Physician Recruitment and Retention Committee meeting - the Committee's priority is to find a solution to the upcoming closure of the Courtenay Superstore walk-in clinic and the Committee has committed to ensuring service is not disrupted after the closure of the clinic.

### **6.4 Councillor McCollum**

No report provided.

### **6.5 Councillor Morin**

Councillor Morin reported that Grace Mukadzambo's deportation order was cancelled on January 27th. Council approved a resolution at the January 27th meeting to keep Grace in Canada and the community organized fundraising and a petition campaign to help Grace.

### **6.6 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- Feb 1 - Annual Community Granting Celebration - the Comox Valley Community Foundation announced they will be granting \$400,000 into our community organizations.
- Feb 6 - Throne Speech in Victoria - met with Ministers, Lisa Helps (Housing Solutions Advisor in the Premier's Office), and Mayors to discuss housing and social issues in our community.

## **7. COUNCIL RESOLUTIONS**

### **7.1 Outdoor Court Usage - Councillor Cole-Hamilton**

**Moved By** Cole-Hamilton

**Seconded By** McCollum

WHEREAS the City of Courtenay provides outdoor courts for use by tennis and pickleball players, and

WHEREAS the City wishes to ensure that these courts are allocated to ensure the maximum benefit to residents;

THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report assessing current usage, and outlining options which would make optimal use of our outdoor courts.

**CARRIED**

### **7.2 Living Wage - Councillor Cole-Hamilton**

**Councillor McCollum left the meeting at 5:36 pm.**

**Moved By** Cole-Hamilton

**Seconded By** Jolicoeur

WHEREAS the City of Courtenay, in recognition of the high cost of living and the need for employees to earn a sufficient wage, has adopted a Purchasing Authority Bylaw that, among other factors, favours businesses that pay their employees a living wage for the Comox Valley as identified by the [www.livingwageforfamilies.ca](http://www.livingwageforfamilies.ca) website; and,

WHEREAS the City employs seasonal staff and retains contract personnel at an hourly wage which is lower than the living wage (which in 2022 was \$20.26/hour);

THEREFORE, BE IT RESOLVED THAT Council direct staff to prepare a report outlining the steps required, and costs involved, in becoming a living wage employer.

**CARRIED**

**Councillor McCollum returned to the meeting at 5:36 pm.**

### **7.3 Rise and Report - Councillor Frisch Mandatory Leave of Absence**

From the January 26, 2023 Special in Camera Council Meeting, Council rises and reports as follows:

THAT the Council receive the notice of mandatory leave from Councillor Frisch dated January 26, 2023 in accordance with Community Charter section 109.2; and,

THAT Council direct staff to advise all boards and committees to which Councillor Frisch is appointed of his mandatory leave and direct all related duties to the appointed alternates; and,

THAT Council direct staff to issue a media release immediately following the termination of the Special In Camera meeting held January 26, 2023, advising the public that Councillor Frisch is on a mandatory leave of absence in accordance with Community Charter Section 109.1 to 109.3, which applies to a Council member who has been charged with an offence under the Criminal Code; that the matter is before the courts; and that Councillor Frisch will remain on leave until such time as the matter is deemed concluded under the same sections; and,

THAT Council rise and report at the next regular Council meeting.

### **7.4 Association of Vancouver Island Coastal Communities (AVICC) Resolutions**

#### **7.4.1 AVICC Resolution - Moving the Property Assessed Clean Energy Program Forward**

WHEREAS in 2021, 37 local governments from across BC, as well as UBCM, passed resolutions supporting Help Cities Lead, a campaign advocating for the implementation of a Property Assessed Clean Energy (PACE) program for residential and commercial buildings; and,

WHEREAS the Province has not met its commitment to move forward with next steps on a PACE program in the RoadMap to 2030 climate strategy, which is a form of financing for energy retrofits designed to help building owners save on energy costs and reduce greenhouse gas emissions and has yet to advance the program.

THEREFORE BE IT RESOLVED that AVICC and UBCM call upon the provincial government to immediately introduce legislation to support a

province-wide PACE program for residential and commercial buildings.

**7.4.2 AVICC Resolution - Vancouver Island Housing Plan – Responding to the Homelessness Crisis**

WHEREAS the historical gap between the supply and demand for social and supportive housing in Vancouver Island communities has been further exacerbated by the Covid-19 pandemic resulting in a homelessness crisis; and,

WHEREAS in the absence of an overall provincial housing strategy, clear funding guidelines, accessible application processes, and adequate funding, the homelessness crisis continues to increase illness and death amongst our vulnerable homeless population and social disorder throughout Vancouver Island Communities.

THEREFORE be it resolved that the AVICC and UBCM executive facilitate a meeting between Vancouver Island Mayors and the Premier, the Minister of Housing, and BC Housing officials to demand an immediate action plan to address the homelessness crisis and its impacts on Vancouver Island communities.

**7.4.3 AVICC Resolution - Fossil Fuel Corporate Sponsorship of UBCM and AVICC**

WHEREAS there are documents and covenants attached to parcels of land throughout the province that are rooted in racism and discrimination; and

WHEREAS the cost to remove racist documents and covenants from land titles is born by the property owners;

THEREFORE, be it resolved that the AVICC and UBCM request that the Province instruct the Land Titles Office to eliminate any charges to landowners wishing to remove these offensive clauses and restrictions from their titles, and further request the Land Titles Office conduct an audit of land titles and systematically remove racist and discriminatory covenants and documents.



#### **7.4.4 AVICC Resolution - Removal of Racist and Discriminatory Clauses from BC Land Titles**

WHEREAS there are documents and covenants attached to parcels of land throughout the province that are rooted in racism and discrimination; and

WHEREAS the cost to remove racist documents and covenants from land titles is born by the property owners;

THEREFORE, be it resolved that the AVICC and UBCM request that the Province instruct the Land Titles Office to eliminate any charges to landowners wishing to remove these offensive clauses and restrictions from their titles, and further request the Land Titles Office conduct an audit of land titles and systematically remove racist and discriminatory covenants and documents.

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT the following resolutions be forwarded to the Association of Vancouver Island and Coastal Communities (AVICC) 2023 AGM and Convention for consideration:

- AVICC Resolution - Moving the Property Assessed Clean Energy Program Forward
- AVICC Resolution - Vancouver Island Housing Plan – Responding to the Homelessness Crisis
- AVICC Resolution - Fossil Fuel Corporate Sponsorship of UBCM and AVICC
- AVICC Resolution - Removal of Racist and Discriminatory Clauses from BC Land Titles

**CARRIED**

## **8. UNFINISHED BUSINESS**

### **8.1 Funding request - Dawn to Dawn Action on Homelessness Society**

**Councillor Jolicoeur declared a conflict of interest as a Director on the Dawn to Dawn Action to End Homelessness Committee and as a member of the working**

**group for the Gukwās sa Wagalus-Rainbow House project, and left the meeting at 5:43 pm.**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT Council direct staff to write a letter to Dawn to Dawn asking that they make an application for a municipal tax exemption once the Gukwās sa Wagalus – Rainbow House home has been purchased, and identify any additional requests for City support;

AND THAT staff notify Dawn to Dawn once more information is available about the 2023 Community Grant program.

**CARRIED**

**Councillor Jolicoeur returned to the meeting at 5:46 pm.**

## **9. BYLAWS**

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

#### **9.1.1 2023 - 2027 Sewer Fund Financial Plan**

**Moved By** Morin

**Seconded By** Hillian

THAT Council give first, second and third readings to the Courtenay Fees and Charges Amendment Bylaw 3088, 2023 (Sewer Fees), and

THAT Council give first, second and third readings to the Courtenay Fees and Charges Amendment Bylaw 3090, 2023 (Storm Sewer Fees), and

THAT Council approve the 2023-2027 Sewer Fund Financial Plan as presented for inclusion in the 2023-2027 Five-year plan.

**CARRIED**

**Mayor Wells called a recess at 5:55 pm. The Council meeting resumed at 6:15 pm.**

**9.1.2 2023 - 2027 Municipal Solid Waste, Recyclables, and Organics Budget**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

THAT Council give first, second and third readings to the City of Courtenay Fees and Charges Amendment Bylaw No. 3087, 2023 (Solid Waste fees), and;

THAT Council approve the 2023-2027 Municipal Solid Waste, Recyclables and Organics Financial Plan as presented for inclusion in the 2023-2027 Five-year plan.

**CARRIED**

**9.1.3 2023 - 2027 Water Fund Financial Plan**

**Moved By** Morin

**Seconded By** Hillian

THAT Council give first, second and third readings to the Courtenay Fees and Charges Amendment Bylaw 3089, 2023 (Water Fees), and

THAT Council approve the 2023-2027 Water Fund Financial Plan as presented for inclusion in the 2023-2027 Five-year plan.

**CARRIED**

**10. ADJOURNMENT**

Mayor Wells terminated the meeting at 7:13 pm.

**CERTIFIED CORRECT**

Adopted by Council February 22, 2023

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Mayor Bob Wells

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Kate O'Connell, Director of Corporate  
Services (meeting Clerk)

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Adriana Proton, Corporate Officer