



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

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**Meeting #:** R5/2023  
**Date:** March 8, 2023  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

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

**Regrets:** W. Cole-Hamilton  
D. Frisch (medical leave)

**Staff Present:** G. Garbutt, City Manager (CAO)  
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  
S. Saunders, Director of Recreation, Culture and Community Services  
K. Shaw, Director of Public Works Services  
P. de Graaf, Manager of Bylaw Enforcement  
D. Croin, Planner 1, via audio/video conference  
M. Grimsrud, Planner 2, via audio/video conference  
C. Dallamore, Legislative Coordinator

**1. CALL TO ORDER**

Mayor Wells called the meeting to order at 4:03 pm and respectfully acknowledged that the land we gather on is on the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

- Councillor Morin acknowledged March 8th as International Women's Day recognized globally to appreciate women's achievements and contributions, work towards gender equity, and eliminate stereotypes and discrimination.

- Councillor McCollum acknowledged March 26th as Purple Day, recognized globally to raise awareness of epilepsy, a condition that affects over 65 million people worldwide.
- Councillor Hillian acknowledged March 21st as World Down Syndrome Day, a global event recognized by the UN to raise awareness and promote fair treatment for those with Down syndrome.
- City Manager, Geoff Garbutt, acknowledged outgoing Director of Recreation, Culture and Community Services, Craig Rushton, and welcomed returning Director of Recreation, Culture and Community Services, Susie Saunders.

## **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 - February 22, 2023**

**Moved By** McCollum

**Seconded By** Jolicoeur

THAT Council adopt the February 22, 2023 Regular Council minutes.

**CARRIED**

## **4. DELEGATIONS**

### **4.1 Island Health - Overdose Prevention Site with Inhalation Services**

Dr. Charmaine Enns, Medical Health Officer, North Island, and Lesley Howie, Director, North Island Mental Health & Substance Use Services updated Council on a planned Overdose Prevention Site with Inhalation Services.

Island Health is actively engaged in the development of a fixed site in the Comox Valley for overdose prevention due to the overwhelming need. They have secured a commitment of funding and much work is being done on finding a suitable location.

## **5. STAFF REPORTS**

### **5.1 Corporate Services**

#### **5.1.1 Advanced Budget Approval for Bylaw Enforcement Officer**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT Council provide advanced budget approval to initiate recruitment activities to fill a new regular full time Bylaw Enforcement Officer position prior to the adoption of the 2023 financial plan.

**CARRIED**

### **5.2 Development Services**

#### **5.2.1 Public Notification Results for Liquor Licence Application (Ace Brewing Company Limited) – 150 Mansfield Drive (Structural Change and Change to Hours of Liquor Service)**

**Moved By** McCollum

**Seconded By** Hillian

THAT Council include in their letter to the LCRB that the City of Courtenay has no objections to the application by Ace Brewing Company Limited for 1) a structural change and 2) change in hours to their liquor licence; and

THAT all public comments be shared with the LCRB and encourages the LCRB to consult with the local community and work with the applicant to address public concerns, should the LCRB decide to approve the application.

**CARRIED**

### **5.3 Public Works Services**

#### **5.3.1 Electric Vehicle Charging Station – Cost Recovery Model**

**Moved By** Hillian

**Seconded By** Morin

THAT based on staff report Electric Vehicle Charging Stations – Cost Recovery Model, Council direct staff to establish a full cost recovery flat rate fee model for all City owned electric vehicle charging stations.

**CARRIED**

**6. EXTERNAL REPORTS AND CORRESPONDENCE**

**6.1 Town of Comox Request for Letter of Support - Comox Airport Zoning Regulation**

**Moved By** Morin

**Seconded By** McCollum

THAT Council direct staff to provide a letter of support to the Town of Comox regarding updated Comox Airport Zoning Regulations.

**CARRIED**

**7. INTERNAL REPORTS AND CORRESPONDENCE**

**7.1 Heritage Advisory Commission Minutes - November 17, 2022**

**Moved By** McCollum

**Seconded By** Morin

THAT Council receive the November 17, 2022 Heritage Advisory Commission Minutes.

**CARRIED**

**7.2 Heritage Advisory Commission 2019-2022 Annual Report**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT Council receive the Heritage Advisory Commission 2019-2022 Annual Report.

**CARRIED**

## **8. COUNCIL REPORTS**

### **8.1 Councillor Hillian**

Councillor Hillian reviewed his attendance at the following events:

- Councillor Hillian reported that he continues to have conversations with community members on the unhoused population and related urban issues.
- Councillor Hillian acknowledged International Women's Day on March 8th and recognized the challenges women still face today.

### **8.2 Councillor Jolicoeur**

Councillor Jolicoeur reviewed his attendance at the following events:

- Substance Use Strategy meeting – Phase 2 report launch was discussed. The group met with Island Health reps for institutional buy-in to roll out the collaborative and allocate funding.
- Coalition to End Homelessness meeting – discussed increase in funding from the CVRD Board, which will directly support housing initiatives including the LGBTQ community, youth, and seniors.
- Meeting with MLA and RCMP regarding urban issues. A town hall meeting is being planned for businesses in the Community.
- Councillor Jolicoeur reported that he continues to have conversations with community members on the unhoused population and related urban issues.

### **8.3 Councillor McCollum**

Councillor McCollum reviewed her attendance at the following events:

- Mar 7 - Comox Valley Recreation Commission strategic planning meeting to discuss capital projects including aquatics services, artificial turf surface and ice surface.
- Comox Valley Early Years Collaborative planning session to discuss ways to support childcare in the community and increase childcare spaces in facilities and support non-profits. The group will work on a resolution to bring to AVICC next year.

#### **8.4 Councillor Morin**

Councillor Morin reviewed her attendance at the following events:

- Regional Parks Committee meeting – attended the first meeting as vice-chair. The meeting focused on discussing strategic planning and the need for public engagement.
- Meeting at the Library with people experiencing homelessness - the attendees were highly engaged and had aligned ideas for creating a healthy and safe community.
- Social planning equity policy workshop - the goal of the workshop was to incorporate equity policy into local government work.
- Community Action Team meeting - the increase in toxic deaths is a significant concern that needs to be addressed. Councillor Morin emphasized that this issue impacts everyone.

#### **8.5 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- Coldest Night of the Year event - the event raised 92% of their goal. The Dawn to Dawn Action on Homelessness Society and the Comox Valley Transition Society benefit from this event.
- Feb 24 - YANA Big Love Benefit – the year’s dinner and auction raised a record amount this year. The YANA organization raises funds to help Comox Valley families who need to travel for medical treatment.
- Mar 3 – Peak Pride LGBTQ+ Festival at Mt Washington
- Mar 6 - Vancouver Island Society for Adaptive Snowsports Awareness Day (VISAS) event at Mt. Washington.

### **9. COUNCIL RESOLUTIONS**

#### **9.1 High Ground 2023 Columbia Institute Conference**

**Moved By** Morin

**Seconded By** Jolicoeur

THAT Council authorize Councillor Doug Hillian to attend the High Ground 2023 Columbia Institute conference March 24-25 and that the associated costs be covered through the Council budget.

**CARRIED**

**10. NOTICE OF MOTION**

**10.1 Equitable access to Mental Health & Substance Use Services in Comox Valley - Councillor Jolicoeur**

WHEREAS the BC government has committed to utilize surplus and additional funding in Budget 2023 for mental health & substance use services; and

WHEREAS the Comox Valley currently lacks the continuum of mental health and substance use services locally including medical detox, inhalation overdose prevention services, mental health treatment facilities, managed alcohol programs, Indigenous healing services, substance use treatment facilities, and second stage housing;

THEREFORE BE IT RESOLVED that the City of Courtenay advocate to the Premier, Ministers of Health and Mental Health & Addictions to increase funding to Island Health, local non-profits and private providers for the purpose of filling the gap in mental health and substance use services in the Comox Valley; and

BE IT FURTHER RESOLVED that the City write to regional local government partners to seek interest in submitting a shared regional letter to the BC Government.

**11. BYLAWS**

**11.1 For Third Reading and Adoption**

**11.1.1 Zoning Amendment Bylaw No. 3017, 2023 (801 Ryan Rd)**

**Moved By** Morin

**Seconded By** McCollum

THAT Council rescind Third Reading, give new Third Reading as amended, and adopt "Zoning Amendment Bylaw No. 3017, 2023" (801 Ryan Road).

**CARRIED**

## **11.2 For Adoption**

### **11.2.1 Fees and Charges Amendment Bylaw No. 3087, 2023 (Solid Waste Collection Fees)**

**Moved By** Morin

**Seconded By** Jolicoeur

THAT Council adopt "City of Courtenay Fees and Charges Amendment Bylaw No. 3087, 2023" (Solid Waste Collection Fees).

**CARRIED**

### **11.2.2 Fees and Charges Amendment Bylaw No. 3088, 2023 (Sanitary Sewer System)**

**Moved By** Morin

**Seconded By** Hillian

THAT Council adopt "City of Courtenay Fees and Charges Amendment Bylaw No. 3088, 2023" (Sanitary Sewer System).

**CARRIED**

### **11.2.3 Fees and Charges Amendment Bylaw No. 3089, 2023 (Water Distribution System)**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT Council adopt "City of Courtenay Fees and Charges Amendment Bylaw No. 3089, 2023" (Water Distribution System).

**CARRIED**

### **11.2.4 Fees and Charges Amendment Bylaw No. 3090, 2023 (Storm Sewer System)**

**Moved By** Jolicoeur

**Seconded By** Hillian

THAT Council adopt "City of Courtenay Fees and Charges Amendment Bylaw No. 3090, 2023" (Storm Sewer System).



**CARRIED**

**12. 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) 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; and

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

**CARRIED**

**13. ADJOURNMENT**

Mayor Wells terminated the open portion of the meeting at 6:53 pm. Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 8:40 pm.

**CERTIFIED CORRECT**

Adopted by Council March 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