



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

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**Meeting #:** R9/2023  
**Date:** May 10, 2023  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

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

**Staff Present:** G. Garbutt, City Manager (CAO)  
A. Langenmaier, Director of Financial Services  
K. Macdonald, Fire Chief  
K. O'Connell, Director of Corporate Services  
M. Wade, Director of Development Services  
A. Proton, Manager of Legislative Services  
R. Wyka, Manager of Financial Planning, Payroll and Business Performance, via audio/video conference  
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.
- Councillor Morin announced that May 17th is International Day Against Homophobia and Transphobia, supporting the rights of individuals to live with dignity and respect. The City is committed to equality and is working to address discrimination and promote an inclusive society.
- Mayor Wells recognized May as Guillain-Barre Syndrome and Chronic Inflammatory Demyelinating Polyneuropathy Awareness Month, emphasizing the severity of these rare peripheral nerve disorders, which can cause rapid

onset of weakness and paralysis. Early diagnosis, treatment, and rehabilitation can improve the chances of avoiding long-term disability.

- Councillor Cole-Hamilton recognized May as Huntington Disease Awareness Month, a genetic brain disorder with physical, mental, and emotional symptoms. In Canada, 1 in 7,000 people have HD, and each child of a parent with HD has a 50% chance of inheriting the gene mutation, with no cure available. Organizations worldwide are raising awareness, offering support services and funding research to provide hope for those impacted by HD.
- Councillor Hillian announced that May is Lyme Disease Awareness Month to raise awareness about this fast-growing infection that is transmitted through tick bites. It's now present in every province and state in North America, and it is preventable by avoiding tick bites and removing attached ticks early.
- Councillor Jolicoeur recognizes May as Mental Health Awareness Month in Canada, aiming to raise awareness about the impact of mental health and promote community engagement. Various resources, including free mental health programs at BounceBackBC.ca and professional assistance from Island Health Mental Health and Substance Abuse services, are available to support mental well-being.
- Councillor McCollum announced May is MS Awareness Month to raise awareness about multiple sclerosis, a chronic and disabling neurological disease affecting many Canadians with no known cure. Events during MS Awareness Month aim to foster empathy, support research, and promote a more inclusive and accessible society for people affected by MS.
- Councillor Morin recognized May as Rhododendron Month. The City of Courtenay honours the beauty and value that Rhododendrons add to the city, including the Comox Valley Rhododendron Garden partnership and the official plant, the "Courtenay Lady" Rhododendron.

## **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 - April 26, 2023**

**Moved By Hillian**

**Seconded By Morin**

THAT Council adopt the April 26, 2023 Regular Council minutes.

**CARRIED**

**4. STAFF REPORTS**

**4.1 Financial Services**

**4.1.1 2022 Audited Financial Statements**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT Council approve the Audited Financial Statements for the year ended December 31, 2022.

**CARRIED**

**4.1.2 2022 MRDT Annual Performance Report and Financial Report**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

THAT Council approve the 2022 Municipal and Regional District Tax (MRDT) Annual Performance Report and Financial Report.

**CARRIED**

**4.1.3 2023 MRDT Tactical Plan Amendment**

**Moved By** Frisch

**Seconded By** Hillian

THAT Council approve the 2023 Municipal and Regional District Tax (MRDT) Tactical Plan Amendment as prepared by Experience Comox Valley (4VI).

**CARRIED**

**4.1.4 2022 Annual Development Cost Charges (DCC) Report**

**Moved By** Hillian

**Seconded By** Morin

THAT Council approve the City of Courtenay Annual Development Cost Charges (DCC) Reserve Fund Report for the year ended December 31, 2022.

**CARRIED**

#### **4.2 Fire Department**

##### **4.2.1 2023 Emergency Operations Centres and Training – Grant Application**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT based on the May 10, 2023 staff report “2023 Emergency Operations Centres and Training – Grant Application”, Council approves OPTION 1 and authorize an application made to the Union of BC Municipalities Community Emergency Preparedness Fund (Emergency Operations Centres & Training 2023) for \$30,000 to be used in 2023-2024 to support the regional application by the Comox Valley Regional District (primary applicant);

AND FURTHER THAT, as a joint applicant, Council agrees that the primary applicant will apply for, receive, and manage the grant funding on their behalf, if successful in grant funding.

**CARRIED**

#### **5. EXTERNAL REPORTS AND CORRESPONDENCE**

##### **5.1 RCMP Annual Performance Plan and Priorities 2023 - 2024**

**Moved By** Morin

**Seconded By** Jolicoeur

THAT Council defer consideration of the RCMP Annual Performance Plan and Priorities correspondence until an RCMP representative is able to attend the meeting.

**CARRIED**

## **5.2 Habitat for Humanity - 1375 Piercy Avenue**

**Moved By** Cole-Hamilton

**Seconded By** Frisch

THAT Council direct staff to work with Habitat for Humanity and return with a report with options to address their requests to:

- Waive building permit fees and development cost charges for 1375 Piercy Ave
- Return security deposit (letter of credit) for 1375 Piercy Ave
- Confirm laneway contribution for 1375 Piercy Ave
- Increase permissive tax exemption to 100% for all Habitat for Humanity owned or rented properties in Courtenay.

**CARRIED**

## **6. INTERNAL REPORTS AND CORRESPONDENCE**

### **6.1 Courtenay Fire Department 2022 Annual Report**

**Moved By** Hillian

**Seconded By** Morin

THAT Council receive the Courtenay Fire Department 2022 Annual Report.

**CARRIED**

## **7. COUNCIL REPORTS**

### **7.1 Councillor Cole-Hamilton**

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

- May 5 - Wachiay Friendship Centre Society groundbreaking ceremony for the construction of 40 new affordable homes in Courtenay that will benefit Indigenous elders, individuals and people living with low to moderate incomes.

### **7.2 Councillor Frisch**

Councillor Frisch reviewed his attendance at the following event:

- May 5 - Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two Spirit People event at Simms Park.

### **7.3 Councillor Hillian**

Councillor Hillian reviewed his attendance at the following event and submitted a report of activities:

- May 5 - Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two Spirit People event at Simms Park. Councillor Hillian wore a sash in honour of the Métis "Sashing our Warriors" campaign.

### **7.4 Councillor Jolicoeur**

Councillor Jolicoeur reviewed his attendance at the following events:

- Coalition to End Homelessness meeting - welcomed the K'ómoks First Nation housing department as a new voting member. The meeting featured a presentation from the co-op group in Comox Valley, highlighting updates on their projects.
- Substance Use Strategy Committee - reviewed the Phase two Walk With Me report, which included 11 recommendations, and announced that the launch of Phase three of the strategy is scheduled for May 29.

### **7.5 Councillor McCollum**

Councillor McCollum reviewed her attendance at the following events:

- May 5 - Wachiay Friendship Centre Society groundbreaking ceremony for the construction of 40 new affordable homes in Courtenay that will benefit Indigenous elders, individuals and people living with low to moderate incomes.
- May 5 - Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two Spirit People event at Simms Park.
- Municipal Finance Authority trustees meeting

## **7.6 Councillor Morin**

Councillor Morin reviewed her attendance at the following events:

- May 5 - Wachiay Friendship Centre Society groundbreaking ceremony for the construction of 40 new affordable homes in Courtenay that will benefit Indigenous elders, individuals and people living with low to moderate incomes.
- May 5 - Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two Spirit People event at Simms Park.
- Jim Palmer Celebration of Life - As a dedicated land and water steward, Jim worked to safeguard the local watershed, specifically Morrison and Arden creeks, which play a vital role in the natural ecosystem and enhance the lives of residents.

## **7.7 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- April 28 - Day of Mourning event at Simms Park Pavilion to honour those who have been killed, injured or suffered from a work-related illness.
- April 27 - Wachiay Friendship Centre Society Disability Assistance Workshop
- May 5 - Wachiay Friendship Centre Society groundbreaking ceremony for the construction of 40 new affordable homes in Courtenay that will benefit Indigenous elders, individuals and people living with low to moderate incomes.
- May 4 - DCBIA Safety and Security Committee meeting
- May 5 - Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two Spirit People event at Simms Park.
- May 6 - Maple Pool Campground unveiling of the 9th "Sea Can" shelter for people in the community who need housing.
- May 8 - Provincial Seasonal Emergency Preparedness meeting with Ministry Emergency Management and Climate Readiness and the Ministry of Forests on the seasonal risks of floods and wildfires.

- May 10 - McHappy Day - donations were made towards two important causes in the community: the local Foundry and the Ronald McDonald House.
- Various meetings with some members of Council and staff and other agencies including with Glacier View Lodge and Island Corridor Foundation to look at housing and future opportunities.
- Mayor Wells thanked Councillor Hillian for comments about the Métis "Sashing our Warriors" campaign and acknowledged his participation in the Moose Hide Campaign and the Purple Ribbon campaign, both of which are committed to taking action against violence.

**Mayor Wells called a recess at 6:09 pm. The Council meeting resumed at 6:26 pm.**

## **8. COUNCIL RESOLUTIONS**

### **8.1 Permissive Tax Exemptions for Non-Profit Child Care - Councillor Cole-Hamilton**

**Moved By** Cole-Hamilton

**Seconded By** Frisch

WHEREAS quality childcare is a vital part of any community, supporting families, underpinning economic development and providing a safe and nurturing environment for children; and

WHEREAS the 2019 Comox Valley Child Care Action Plan, developed by the Comox Valley Regional District in partnership with the City of Courtenay recommended that "all communities consider permissive exemptions for childcare services", something the Town of Comox has been doing for decades;

THEREFORE BE IT RESOLVED THAT staff prepare a report for Council outlining the options for, and impact of, providing permissive tax exemptions for community owned non-profit childcare organizations.

**CARRIED**



## **8.2 Vacancy Tax - Mayor Wells**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

WHEREAS lack of appropriate and affordable housing has been identified as one of the most urgent issues facing the Comox Valley; and

WHEREAS the Province has encouraged municipalities to implement a speculation and vacancy tax to encourage empty units to be made available to the market;

THEREFORE BE IT RESOLVED THAT Council direct staff to coordinate with local governments within the Comox Valley, and report back to Council on the options and implications of a vacancy tax in the City of Courtenay.

**CARRIED**

## **9. UNFINISHED BUSINESS**

### **9.1 Comox Valley Cycling Coalition**

**Moved By** Frisch

**Seconded By** Morin

THAT Council direct staff to return with a report with options to address the Comox Valley Cycling Coalition's requests to:

- Consider personnel dedicated to active transportation,
- Improve maintenance of cycling lanes (sweeping and paint),
- Collaborate with users to resolve difficult areas,
- Better knowledge and planning of secure bike parking and other end of trip routing or facilities.

**CARRIED**

### **9.2 North Island College Students' Union - Menstrual Equity**

**Moved By** Morin

**Seconded By** Hillian

THAT Council direct staff to return with a report on options, costs and implications of providing free menstrual products in City-operated facilities, and of joining the Period Promise campaign.

**CARRIED**

**9.3 2023-2026 Strategic Priorities**

**Moved By** Hillian

**Seconded By** McCollum

THAT Council adopt the 2023-2026 Strategic Priorities.

**CARRIED**

**10. BYLAWS**

**10.1 For Adoption**

**10.1.1 Tax Rates Bylaw No. 3097, 2023**

**Moved By** Cole-Hamilton

**Seconded By** Hillian

THAT Council adopt City of Courtenay Tax Rates Bylaw 3097, 2023.

**CARRIED**

**11. ADJOURNMENT**

Mayor Wells terminated the meeting at 6:51 pm.

**CERTIFIED CORRECT**

Adopted by Council May 31, 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer