



THE CORPORATION OF THE CITY OF COURTENAY
COUNCIL MINUTES

Meeting #: R10/2023
Date: May 31, 2023
Time: 4:00 pm
Location: CVRD Civic Room, 770 Harmston Ave, Courtenay

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

Regrets: W. Cole-Hamilton

Staff Present: S. Saunders, Acting City Manager (CAO)
C. Davidson, Director of Engineering Services, via audio/video conference
A. Langenmaier, Director of Financial Services, via audio/video conference
K. O'Connell, Director of Corporate Services, (meeting Clerk)
K. Shaw, Director of Public Works Services
M. Wade, Director of Development Services

1. CALL TO ORDER

- Mayor Wells called the meeting to order at 4:02 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 acknowledged June 8, 2023, as the 31st World Ocean Day, celebrating the ocean's significance and urging its protection. Canada and other nations pledged to safeguard 30% of their ocean territory by 2030, reversing nature loss, protecting marine life, and preserving a crucial carbon sink that produces over half of global oxygen.

- Councillor McCollum recognized National Indigenous Peoples Day on June 21, 2023, honouring the traditions and culture of the K'ómoks First Nation. The City promotes understanding and appreciation of Indigenous cultures within the community and nationwide. It encourages residents to learn about these cultures to foster reconciliation, healing, and mutual respect.
- Councillor Hillian recognized June 2023 as Myasthenia Gravis (MG) Awareness Month, raising awareness about this rare neuromuscular/autoimmune disease. The cause of MG is unknown, and there is no known cure.

2. INTRODUCTION OF LATE ITEMS

2.1 Peer Assisted Care Teams

Moved By Morin

Seconded By Frisch

THAT Council approve "Peer Assisted Care Teams," as a late item to the Council Resolution section of the agenda; and,

THAT Council waive notice of the motion "Peer Assisted Care Teams" to permit its timely consideration in advance of selections in June.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Minutes - May 10, 2023

Moved By Jolicoeur

Seconded By Frisch

THAT Council adopt the May 10, 2023 Regular Council minutes.

CARRIED

4. DELEGATIONS

4.1 Greg Porteous - Burning to Create Biochar

Council received a presentation from Greg Porteous on May 31, 2023, requesting a conditional exemption to the fire ban and the granting of a burn permit.

5. STAFF REPORTS

5.1 Development Services

5.1.1 Development Variance Permit No. 2302 – 2300 Ryan Road

Councillor McCollum declared a conflict of interest as she is employed by the applicant and left the meeting at 4:30 pm.

Moved By Frisch

Seconded By Jolicoeur

THAT Council issue Development Variance Permit No. 2302 (2300 Ryan Road).

CARRIED

Councillor McCollum returned to the meeting at 4:31 pm.

5.1.2 Revitalization Tax Exemption - 995 England Avenue

Moved By Hillian

Seconded By Jolicoeur

THAT the City enter into a Revitalization Tax Exemption Agreement with Canadian Community Housing Ltd., Inc. No. BC0612016 for the property legally described as Lot A, Section 61, Comox District, Plan 33222 (995 England Avenue); and,

THAT the City issue a Tax Exemption Certificate to Canadian Community Housing Ltd., Inc. No. BC0612016 for the property legally described as Lot A, Section 61, Comox District, Plan 33222 (995 England Avenue).

CARRIED

Upon discussion, the following motion was introduced as arising:

Moved By McCollum

Seconded By Hillian

THAT Council direct staff to report back on the use of the revitalization tax exemption and its effectiveness and recommended possible improvements to the policy that will further incentivize development to the downtown core.

CARRIED

5.2 Public Works Services

5.2.1 2023 Pride Parade Proposal

Moved By Hillian

Seconded By Jolicoeur

THAT Council approve the temporary road closure of 5th Street on Saturday August 26, 2023 from 11:00 am to 1:30 pm, including the 5th Street Bridge, for use by Queer Culture upon receipt of all applicable documents.

CARRIED

5.2.2 BC Active Transportation Grant Application - 5th Street Corridor Improvements

Moved By Frisch

Seconded By McCollum

THAT Council direct staff to submit an application for grant funding to extend the 5th Street bike lanes, as parking protected bike lanes, and to make pedestrian improvements on 5th Street at the Woods Avenue and Stewart Avenue intersection, through the B.C. Active Transportation Infrastructure Grant Program; and

THAT Council supports resources to manage and deliver the project and commits to fund any associated ineligible costs or potential cost overruns.

CARRIED

5.2.3 Traffic Calming in the 500 Block of 3rd Street

Moved By Frisch

Seconded By Hillian

THAT Council direct staff to implement additional traffic calming measures on the 500 block of 3rd Street as outlined in the conclusion of the report.

CARRIED

5.3 Recreation, Culture and Community Services

5.3.1 Downtown Public Washroom – Urbaloo 24 Hour Pilot Update

Moved By Hillian

Seconded By Frisch

THAT Council direct staff to maintain the Urbaloo’s current service hours which align with other City standalone public washroom facilities typically operating daily from dawn to dusk.

CARRIED

6. INTERNAL REPORTS AND CORRESPONDENCE

6.1 Heritage Advisory Commission Meeting Minutes - January 26, 2023

Moved By Frisch

Seconded By McCollum

THAT Council receive the January 26, 2023, February 23, 2023, and March 16, 2023 Heritage Advisory Commission meeting minutes.

CARRIED

6.2 Heritage Advisory Commission Meeting Minutes - February 23, 2023

See Section 6.1.

6.3 Heritage Advisory Commission Meeting Minutes - March 16, 2023

See Section 6.1.

6.4 Parks and Recreation Advisory Commission (PRAC) Meeting Minutes - January 12, 2023

Moved By Hillian

Seconded By McCollum

THAT Council receive the September 8, 2022 and the January 12, 2023 Parks and Recreation Advisory Commission meeting minutes.

CARRIED

6.5 Parks and Recreation Advisory Commission (PRAC) Meeting Minutes - September 8, 2022

See Section 6.4.

6.6 Management Reports 2023

Moved By Hillian

Seconded By Frisch

THAT Council receive the City Manager, Corporate Services, Engineering Services, and Recreation, Culture and Community Services Management Reports 2023 for information.

CARRIED

6.7 Strengthening Communities' Grant Update

Moved By Hillian

Seconded By McCollum

THAT Council receive the Strengthening Communities' Grant Update briefing note.

CARRIED

7. EXTERNAL REPORTS AND CORRESPONDENCE

7.1 Request for Support - National Indigenous People's Day

Moved By Morin

Seconded By Frisch

THAT Council approve a \$15,000 grant to the K'ómoks First Nation in support of the 2023 National Indigenous Peoples Day Celebration to be paid from the City's Host Gaming Funds account under the Other Council Initiatives and Projects distribution category; and,

FURTHER THAT the City provide an in-kind contribution to the event in the form of equipment, staff time, and the development of a traffic management plan.

CARRIED

7.2 Appreciation for Recent Efforts to Make the Downtown Area More Friendly and Safe

Moved By McCollum

Seconded By Frisch

THAT Council receive the correspondence from Dave Koleba regarding recent efforts to make the downtown area more friendly and safe.

CARRIED

Without objection, Mayor Wells called a recess at 6:20 pm. The Council meeting resumed at 6:40 pm.

8. COUNCIL REPORTS

8.1 Councillor Frisch

Councillor Frisch submitted a report of activities.

8.2 Councillor Hillian

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

- May 28 - Walk for Alzheimer's fundraiser
- May 31 - Virtual meeting on accountability of the oil industry in regard to climate change and efforts of municipalities to recover costs
- Future event - A community clean-up event on Saturday, June 3rd will be held at Harmston Park from 10 am to 12 pm.

8.3 Councillor Jolicoeur

Councillor Jolicoeur reviewed his attendance at the following events:

- May 25-28 - Federation of Canadian Municipalities Conference in Toronto, Ontario
- May - Meeting with MLA Ronna-Rae Leonard regarding supports for individuals with mental health as well as substance use, and supports from the Province
- May 29 - Launch of the Comox Valley Substance Use Strategy (Phase 3 - The Collaborative).

8.4 Councillor McCollum

Councillor McCollum reviewed her attendance at the following event:

- May 25-28 - Federation of Canadian Municipalities Conference in Toronto, Ontario.

8.5 Councillor Morin

Councillor Morin reviewed her attendance at the following events:

- May 25-28 - Federation of Canadian Municipalities Conference in Toronto, Ontario
- Future Event - A Community Connections Day event on Saturday, June 3rd will be held at Lake Trail Community School.

8.6 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- May 11 - L'Arche Comox Valley regarding their new project
- May 11 - Chamber Community Awards event
- May 12 - Puntledge River Hydroelectric Facilities tour
- May 13 - Glacier View Lodge property tour
- May 15 - Courtenay Legion and the executive regarding veterans housing
- May 16 - Meeting with the Mayor of Port Alberni and a tour the Community Safety Office as well as some housing developments
- May 17 - Leaders Collaboration Corner regarding Comox Valley housing symposium
- May 18 - City staff safety BBQ
- May 18 - Mark R Isfeld Bursary Tea
- May 19 - RCMP Boot camp graduation
- May 23 - Quarterly meeting with MLA Ronna-Rae Leonard to discuss housing, mental health and addictions supports
- May 25-28 - Federation of Canadian Municipalities Conference in Toronto, Ontario

- May 26 - Update from Island Health on the Courtenay Overdose Prevention Services Inhalation site and staffing
- May 30 - Presentation to Courtenay Rotary Club
- May 30 - Courtenay Mile of Flowers event
- May 31 - Presentation to Strathcona Sunrise Rotary Club
- May 31 - Meeting with Medical Health Officer regarding regulated versus unregulated substances.

9. COUNCIL RESOLUTIONS

9.1 Acting Mayor Schedule

Moved By Hillian

Seconded By McCollum

THAT Council adopt the following Acting Mayor Schedule:

June 2023: Councillor Melanie McCollum

July 2023: Councillor Wendy Morin

August 2023: Councillor Will Cole-Hamilton

September 2023: Councillor Doug Hillian

October 2023: Councillor Evan Jolicoeur

November 2023: Councillor Melanie McCollum

December 2023: Councillor Wendy Morin

January 2024: Councillor Will Cole-Hamilton

February 2024: Councillor Doug Hillian

March 2024: Councillor Evan Jolicoeur

April 2024: Councillor Melanie McCollum

May 2024: Councillor Wendy Morin

June 2024: Councillor Will Cole-Hamilton

July 2024: Councillor Doug Hillian

August 2024: Councillor Evan Jolicoeur

September 2024: Councillor Melanie McCollum

October 2024: Councillor Wendy Morin

November 2024: Councillor Will Cole-Hamilton

December 2024: Councillor Doug Hillian

January 2025: Councillor Evan Jolicoeur
February 2025: Councillor Melanie McCollum
March 2025: Councillor Wendy Morin
April 2025: Councillor Will Cole-Hamilton

May 2025: Councillor Doug Hillian
June 2025: Councillor Evan Jolicoeur
July 2025: Councillor Melanie McCollum
August 2025: Councillor Wendy Morin
September 2025: Councillor Will Cole-Hamilton
October 2025: Councillor Doug Hillian
November 2025: Councillor Evan Jolicoeur
December 2025: Councillor Melanie McCollum

January 2026: Councillor Wendy Morin
February 2026: Councillor Will Cole-Hamilton
March 2026: Councillor Doug Hillian
April 2026: Councillor Evan Jolicoeur
May 2026: Councillor Melanie McCollum
June 2026: Councillor Wendy Morin
July 2026: Councillor Will Cole-Hamilton
August 2026: Councillor Doug Hillian
September 2026: Councillor Evan Jolicoeur
October 2026: Councillor Melanie McCollum
November 2026: Councillor Wendy Morin

CARRIED

9.2 Council Appointments

Moved By Jolicoeur

Seconded By Hillian

THAT Council make the following appointments:

Downtown Courtenay Business Improvement Association Board: Mayor Wells

Alternate: Councillor Cole-Hamilton

Junction Community Advisory Committee: Mayor Wells

Alternate: Councillor McCollum

CARRIED

9.3 Rise and Report from the May 29, 2023 Special In-Camera Council Meeting

On May 29, 2023, Council held a Special In Camera Council meeting, rising and reporting on the following motions:

THAT the following three motions be added as late items to the May 31, 2023 Council meeting agenda for public information: Motion 1) Response to BC Housing, Super 8 Motel Purchase, Motion 2) Delegation to Victoria to meet with the Minister Responsible for Housing and Motion 3) Rise and Report.

MOTION 1: Response to BC Housing, Super 8 Motel Purchase

WHEREAS Council and our community has been engaged with, and advocated to, the Province and BC Housing the urgent need for additional purpose-built supportive housing and shelter services in our community; and,

WHEREAS the Province of BC and BC Housing has failed to identify permanent solutions to the ongoing homelessness crisis in our community despite repeated requests by the City of Courtenay for purpose built supportive housing and shelter;

WHEREAS the Province of BC and BC Housing have announced their purchase of the Super 8 Motel as a temporary supportive housing site for the relocation of residents from the Travelodge Motel; and,

WHEREAS the purchase of the Super 8 Motel by BC Housing does not provide any additional units of supportive housing to address the immediate need of at least 100 units of permanent purpose-built supportive housing; and,

WHEREAS Council expects the Province and BC Housing to follow the City's application process for a Temporary Use Permit for the Super 8 location, which includes community consultation and public engagement; and,

WHEREAS Council expects the Province and BC Housing to follow their 2021 Supportive Housing, Program Framework; and,

WHEREAS we recognize that as a senior level of government, the Province, through BC Housing, has the ability to proceed under its own authority, including by-passing City processes including but not limited to land use, statutory notification, and community consultation requirements; and,

THEREFORE, BE IT RESOLVED THAT staff be directed to send a letter to BC Housing conveying Council's expectation that BC Housing follow the Local

Government Act, the City's Development Applications Procedures Bylaw, and the 2021 Supportive Housing Program Framework; and,

BE IT FURTHER RESOLVED THAT Council demand BC Housing commit to expediting the development of permanent purpose-built shelter and additional permanent purpose-built supportive housing in the City of Courtenay and report back to Council with a plan by October 27, 2023.

MOTION 2: Delegation to Victoria to Meet with the Minister Responsible for Housing

THAT Council send a delegation to Victoria to meet with the Minister of Housing to be comprised of the Mayor and the City Manager to discuss supportive housing needs and expectations of the City of Courtenay and convey the concerns of the City and the community directly to the Minister responsible for housing; and,

THAT the City of Courtenay invite delegates from the Town of Comox, the Village of Cumberland, the Comox Valley Regional District, and the K'ómoks First Nation, to join the City of Courtenay in their delegation to speak with the Minister of Housing.

MOTION 3: Rise and Report

THAT Council rise and report from the May 29, 2023 Special In Camera Council meeting by directing staff to issue a media release outlining the following:

THAT a letter will be sent to the Province and BC Housing, including the City's expectations that BC Housing will follow provincial legislation and City processes regarding the Super 8,

- The Expectation that BC Housing move beyond temporary solutions and commit to the creation of permanent solutions to address the homelessness crisis in Courtenay, including purpose-built supportive housing with wrap around services, as well as a purpose-built shelter,
- The benefits and impacts of supportive housing,
- That the City of Courtenay is demanding BC Housing commit to expediting the development of a permanent purpose-built shelter and additional permanent purpose-built supportive housing in the City of Courtenay and report back to Council with a plan by October 27, 2023.

9.4 Peer Assisted Care Teams (PACT) - Councillor Hillian and Councillor Morin

Having waived notice of the below resolution earlier in the meeting the following motion was introduced:

Moved By Morin

Seconded By Frisch

WHEREAS the Canadian Mental Health Association is expanding Peer Assisted Care Teams (PACT) to respond to people in distress as an alternative to the RCMP, and to provide a community-based, client-centered, trauma-informed response centered on the mental health and well-being of the affected individual, their family, and their community; and,

WHEREAS the Covid-19 pandemic, the toxic drug crisis, and housing crisis have all contributed to increased mental health challenges and distress, toxic drug deaths, and social disorder significantly impacting individuals, the community and our downtown business sector;

THEREFORE, BE IT RESOLVED THAT Council pledge and communicate its strong support to have Courtenay selected for implementation of Peer Assisted Care Teams (PACT), and to commit to partnerships with community organizations to develop PACT teams should the City of Courtenay be selected.

CARRIED

10. BYLAWS

10.1 For First and Second Reading

10.1.1 Council Procedure Amendment Bylaw No. 3102, 2023

Moved By Frisch

Seconded By Hillian

THAT Council give first and second readings to the Council Procedure Amendment Bylaw No. 3102, 2023.

CARRIED

11. ADJOURNMENT

Mayor Wells terminated the meeting at 7:20 pm.

CERTIFIED CORRECT

Adopted by Council June 14, 2023

Mayor Bob Wells

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

Adriana Proton, Corporate Officer