



THE CORPORATION OF THE CITY OF COURTENAY
COUNCIL MINUTES

Meeting #: R20/2023
Date: November 8, 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)
C. Davidson, Director of Engineering Services
A. Langenmaier, Director of Financial Services
K. O'Connell, Director of Corporate Services
S. Saunders, Director of Recreation, Culture & Community Services
M. Wade, Director of Development Services
K. Collins, Manager of Recreation Programming
P. Preston, Manager of Building Services
A. Proton, Manager of Legislative Services
J. Tazzioli, Manager of Engineering, Environmental Projects
R. Matthews, Deputy Corporate Officer

1. CALL TO ORDER

- Mayor Wells called the meeting to order at 4:03 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 Cole-Hamilton acknowledged that November 20 is the Transgender Day of Remembrance, a day to honour the memories of transgender people who have tragically lost their lives due to acts of violence and discrimination.

- Mayor Wells advised that November 12 to 18 is Métis Week which is a time to celebrate Métis culture and history in BC and Canada. Métis people continue to strive for rights and recognition to this day.
- Councillor McCollum announced that November 8 is Indigenous Veterans Day in recognition of Indigenous contributions to military service, including the First World War, Second World War and the Korean War.

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 - October 25, 2023

3.2 Special Council Minutes - October 30, 2023

Moved By Jolicoeur

Seconded By Morin

THAT Council adopt the October 25, 2023 Regular Council minutes and October 30, 2023 Special Council minutes.

CARRIED

4. DELEGATIONS

4.1 Comox Valley Arts - Duncan Commons

Jennifer Casey, Executive Director for Comox Valley Arts and Twila Skinner, General Manager for Comox Valley Farmers' Market, presented information regarding a pilot project to create a public gathering space on Duncan Avenue. To facilitate this pilot project, the delegation asked Council to close Duncan Avenue from 5th Street to 6th Street for a portion of Summer 2024 including:

- Purchase of shade structures and urban furniture;
- Provide simple temporary storage for performers;
- Upgrade the electrical box; and,
- Provide access to water on Duncan Avenue.

5. STAFF REPORTS

5.1 Financial Services

5.1.1 2024 MRDT Tactical Plan

Moved By Hillian

Seconded By Frisch

THAT Council approve the 2024 Municipal and Regional District Tax (MRDT) Tactical Plan as prepared by Experience Comox Valley (4VI) and staff.

CARRIED

5.2 Development Services

5.2.1 Zoning Amendment Bylaw No. 3094 – 1560 Grieve Ave

Councillor Jolicoeur declared a conflict of interest as his employer provides funding to the applicant (L'Arche Comox Valley), and left the meeting at 4:56 pm.

Moved By Hillian

Seconded By Cole-Hamilton

THAT Council not hold a public hearing per Section 464(2)(b) of the *Local Government Act* as “Zoning Amendment Bylaw No. 3094” (1560 Grieve Avenue) is consistent with the City’s Official Community Plan; and,

THAT Council direct staff to issue public notice per Section 467 of the *Local Government Act* that a public hearing will not be held for “Zoning Amendment Bylaw No. 3094” (1560 Grieve Avenue).

CARRIED

Councillor Jolicoeur returned at 5:05 pm.

5.3 Engineering Services

5.3.1 1st Street Lift Station Project Update

Moved By Frisch

Seconded By McCollum

THAT based on the November 8, 2023 report “1st Street Lift Station Project Update”, Council direct staff to proceed with retendering the 1st Street Lift Station tender in early 2024 with the intent to schedule construction for spring, summer, and fall of 2024; and,

THAT Council increase the "1st Street Lift Station Project" budget to \$3,698,000 funded from Sewer Operating and Capital Reserves.

CARRIED

5.3.2 Home Energy Navigator Program

Moved By Jolicoeur

Seconded By Cole-Hamilton

THAT Council support participation in the home energy navigator program, in collaboration with the Comox Valley Regional District.

CARRIED

5.4 Recreation, Culture and Community Services

5.4.1 Regional Recreation Pass and LEAP Pilot Report Back

Moved By McCollum

Seconded By Cole-Hamilton

THAT Council approve making the Leisure for Everyone Accessibility Program (LEAP) a permanent financial access program for all ages in Courtenay Recreation.

CARRIED

Moved By Frisch

Seconded By McCollum

THAT Council direct staff to not implement a regional recreation pass and focus regional efforts on further development of LEAP to increase financial access and reduce barriers to recreation.

CARRIED

6. EXTERNAL REPORTS AND CORRESPONDENCE

6.1 Vancouver Island Regional Library (VIRL) Board 2024 Appointments

Moved By Frisch

Seconded By Hillian

THAT Council appoint Councillor Cole-Hamilton to the Vancouver Island Regional Library (VIRL) Board for a one-year term, January 1 to December 31, 2024 with Councillor McCollum appointed as alternate.

CARRIED

Councillor McCollum left the meeting at 5:35 pm, was absent for the vote, and returned at 5:37 pm.

7. INTERNAL REPORTS AND CORRESPONDENCE

7.1 Park Playground Design Standards Project Update

Moved By Hillian

Seconded By Frisch

THAT Council receive the briefing note Park Playground Design Standards Project Update.

CARRIED

8. COUNCIL RESOLUTIONS

8.1 Safe & Inclusive City Facilities - Councillor Jolicoeur

Moved By Jolicoeur

Seconded By Cole-Hamilton

WHEREAS Council's strategic priorities, values, anti-discrimination policy statements, and guiding principles recognize the importance of upholding the community values of respect, equality, and diversity;

AND WHEREAS, the City recognizes and respects the rights of individuals and groups to freedom of expression, it is imperative to balance these rights with the responsibility to ensure the safety and the protection and well-being of all residents;

AND WHEREAS, this resolution serves as a proactive measure to maintain a safe and inclusive environment within City-owned facilities and reinforces our dedication to promoting diversity, fostering understanding, and rejecting acts of discrimination or hate;

THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report outlining options to keep City facilities free of hate and inclusive of all people.

CARRIED

9. NOTICE OF MOTION

9.1 Comox Valley Nature (CVN) Vanier Nature Park's Garry Oak Restoration - Councillor Frisch

Moved By Hillian

Seconded By Frisch

THAT Council suspend the rules to move Item 9.1 Notice of Motion - Comox Valley Nature (CVN) Vanier Nature Park's Garry Oak Restoration - Councillor Frisch under Council Resolutions.

CARRIED

10. COUNCIL RESOLUTIONS

10.1 Comox Valley Nature (CVN) Vanier Nature Park's Garry Oak Restoration - Councillor Frisch

Moved By Frisch

Seconded By Hillian

THAT based on the delegation by Comox Valley Nature in regards to Vanier Nature Park and the Garry Oak grove located in the park, Council direct staff to report back to Council on options for working with Comox Valley Nature and other partners to support the restoration of the Garry Oak grove in Vanier Nature Park.

CARRIED

11. NOTICE OF MOTION

11.1 Activating Downtown - Duncan Avenue Pilot Project - Councillor Jolicoeur

WHEREAS Downtown Courtenay is a commercial, cultural, social, artistic, and culinary hub of the Comox Valley;

WHEREAS the City of Courtenay Downtown Playbook 2016 identifies the following goals to support the revitalize downtown more people downtown, a connected downtown, special events, learning, playing, living and shopping downtown;

WHEREAS the Playbook prioritizes “Create the Heart - Duncan Commons/Mews” where special events can occur and people can gather truly anchoring downtown for social & cultural events;

WHEREAS the Downtown Courtenay Business Improvement Association, Comox Valley Arts Council, Comox Valley Art Gallery, Comox Valley Farmer’s Market, Comox Valley Chamber of Commerce have been working towards supporting the temporary summer closure of Duncan Avenue from 5th to 6th street;

BE IT RESOLVED THAT staff bring forward a report on the Duncan Avenue Summer Pilot project outlining considerations and financial implications for implementation in 2024;

AND FURTHER BE IT RESOLVED THAT Council direct staff to collaborate with the Duncan Avenue working group to review options for the design, implementation and evaluation of the pilot and include in the report back to Council.

12. BYLAWS

12.1 For First, Second and Third Readings

12.1.1 Building Bylaw No. 3114 and Municipal Ticket Information Amendment Bylaw No. 3115

Moved By Hillian

Seconded By Cole-Hamilton

THAT Council give first, second and third readings to “Building Bylaw No. 3114”.

CARRIED

Moved By Hillian
Seconded By Frisch

THAT Council give first, second and third readings to "Municipal Ticket Information Amendment Bylaw No. 3115".

CARRIED

12.2 For Adoption

12.2.1 Zoning Amendment Bylaw No. 3063 - 1814 Grieve Ave

Moved By McCollum
Seconded By Frisch

THAT Council adopt "Zoning Amendment Bylaw No. 3063" (1814 Grieve Ave).

CARRIED

Opposed: Councillor Jolicoeur

13. COUNCIL REPORTS

13.1 Councillor Cole-Hamilton

No report provided.

13.2 Councillor Frisch

No report provided.

13.3 Councillor Hillian

Councillor Hillian submitted a report of activities, see agenda.

13.4 Councillor Jolicoeur

Councillor Jolicoeur reviewed his attendance at the following event:

- Comox Valley Substance Use Collaborative meeting - Collaborative is planning public awareness education workshops beginning in 2024, starting with stigma reduction.

13.5 Councillor McCollum

No report provided.

13.6 Councillor Morin

Councillor Morin reviewed her attendance at the following events:

- Nov 3 - Strategic Cultural Plan Community Check-In event (American Sign Language (ASL) interpreter was present)
- Nov 7 - Comox Valley Social Planning Society meeting - Bunny Shannon Heart of the Community Award 2023 awarded to community member Ramona Johnson

Councillor Morin acknowledged the Comox Valley's increase in living wage to \$22.02 recently announced by the Canadian Centre for Policy Alternatives (BC Office) and Living Wage for Families BC 2023 Living Wage Report.

13.7 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- Nov 7 - Inaugural CVRD Board meeting - Congratulated Councillor Cole-Hamilton who is now the Chair of the CVRD Board and shared his appreciation for Councillor Cole-Hamilton's work
- Nov 7 - Comox Valley Rotary presentation
- Presentation to Immigrant Welcome Centre
- Nov 5 - 2023 Comox Valley Children's Development Association Telethon (over \$150,000 raised)

Mayor Wells advised that the Emergency Shelter Space Task Force is still seeking available shelter spaces for extreme weather response shelters and thanked the CVRD and other local municipalities for providing funding towards this initiative.

14. IN CAMERA RESOLUTION

Moved By Hillian

Seconded By Frisch

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;

(c) labour relations or other employee relations;

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

CARRIED

15. ADJOURNMENT

Mayor Wells terminated the open portion of the meeting at 6:29 pm. Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 9:02 pm.

CERTIFIED CORRECT

Adopted by Council November 22, 2023

Mayor Bob Wells

Adriana Proton, Corporate Officer