

**CORPORATION OF THE CITY OF COURTENAY  
COUNCIL MEETING AGENDA**

**DATE:** Monday, June 10, 2013  
**PLACE:** City Hall Council Chambers  
**TIME:** 4:00 p.m.

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**1.00 ADOPTION OF MINUTES**

1. Adopt May 21, 2013 Council meeting minutes

**2.00 INTRODUCTION OF LATE ITEMS**

**3.00 DELEGATIONS**

Page #

1. Representatives from the Immigrant Welcome Centre re: Welcoming Community Action Plan

**4.00 COMMITTEE/STAFF REPORTS**

**(a) Community Services**

- 1 1. Courtenay Centennial Celebration Committee

**(b) Operational Services**

- 5 2. Midweek Farmer's Market – July and August 2013
- 11 3. Canada Day – Temporary Closure of Fifth Street

**(c) Financial Services**

- 15 4. DCBIA 2012 Financial Statements
- 27 5. Signing Authority – CAO

**5.00 REPORTS AND CORRESPONDENCE FOR INFORMATION**

- 29 1. Heritage Advisory Commission Minutes for April 24, 2013
- 31 2. Courtenay Marina Society Annual Report

**6.00 REPORTS FROM COUNCIL REPRESENTATIVES**

## **7.00 RESOLUTIONS OF COUNCIL**

### **1. In Camera Meeting**

That notice is hereby given that a Special In-Camera meeting closed to the public will be held June 10, 2013 at the conclusion of the Regular Council Meeting pursuant to the following sub-sections of the *Community Charter*:

- 90 (1)(c) Labour relations or other employee relations;
- 90 (1)(e) The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

## **8.00 UNFINISHED BUSINESS**

- 33 1. Response from the owners of the Palace Theatre site on 5<sup>th</sup> Street

## **9.00 NOTICE OF MOTION**

## **10.00 NEW BUSINESS**

- 35 1. Request from the City of Port Alberni to support their proposed concept for a Container Trans Shipment and Short Sea Shipping Hub
- 37 2. Letter from CVRD Chair Grieve re: Elected Officials Forum
- 39 3. Mayor Jangula re: Press Release from John Duncan, MP re: Electoral Boundaries

## **11.00 BYLAWS**

### **For First, Second and Third Reading**

- 45 1. "Street Entertainers Regulation Bylaw No. 2749, 2013"  
(to regulate street entertainers in the City of Courtenay)

### **For Third Reading after Public Hearing**

- 55 1. "Zoning Amendment Bylaw No. 2745, 2013"  
(to rezone 1397 Sitka Avenue from R-1 to R-1S)

### **For Final Adoption**

- 57 1. "Road Closure Bylaw No. 2738, 2013"  
(to close a portion of Bristol Way)

## **12.00 COUNCIL MEMBER ROUND TABLE**

### **13.00 ADJOURNMENT**

**Note: there is a Public Hearing at 5:00 p.m. in relation to Zoning Amendment Bylaw No. 2745**

THE CORPORATION OF THE CITY OF COURTENAY

REPORT TO COUNCIL

FILE #: 8100-01

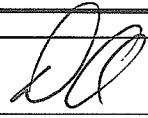
FROM: Director of Community Services

DATE: May 30, 2013

SUBJECT: Courtenay Centennial Celebration Committee – 2015

C.A.O. COMMENTS/RECOMMENDATIONS:

That the report from the Director of Community Services be accepted.

  
David Allen

RECOMMENDATION:

That Council adopt the proposed Terms of Reference for the Courtenay Centennial Celebration Committee.

That a public campaign to recruit members for the committee is initiated and the first meeting for the committee be set for September, 2013.

PURPOSE:

To adopt the proposed Terms of Reference for the Courtenay Centennial Celebration Committee.

BACKGROUND:

In May, 2013, Council passed a recommendation to establish a committee to develop terms of reference for Courtenay's Centennial which will occur in 2015. Councillors Winchester and Hillian were appointed to the committee with Councillor Leonard designated as the alternate.

DISCUSSION:

The Committee membership will be comprised of members of the public who represent several sectors of the community as well as a representative from the Courtenay Heritage Commission and K'omoks First Nations. A community invite will be given to allow those interested in sitting on the committee the opportunity to apply. The committee's steering group (Councillors appointed and designated staff) will make the final decisions as to the committee makeup.

FINANCIAL IMPLICATIONS:

There will be no financial implications at this time. However it is assumed that once the Centennial Committee is formed, that budget development and allocation will be key considerations for the successful implementation of the Centennial activities.

**STRATEGIC PLAN REFERENCE:**

3. An open, inclusive and vibrant community

- i - promote community engagement
- ii - support community initiatives
- iii- encourage regional partnerships

**OCP SUSTAINABILITY REFERENCE:**

N/A

**REGIONAL GROWTH STRATEGY REFERENCE:**

N/A

Respectfully submitted,



Randy Wiwchar  
Director of Community Services

### **Courtenay Centennial Celebration Committee**

#### **General Purpose:**

To provide leadership and advice that will help the City of Courtenay organize, plan and implement projects and events that will celebrate Courtenay's heritage in its Centennial year in 2015.

- Committee would be a "select committee" of Council
- Council representation may be changed at any time at the determination by Council
- Council representative to report to Council on the committee's activities
- The request for funds for this committee would be requested through Council via the regular annual budget process
- The accounting of all funds and expenditures would be approved by the committee and administered by City Finance staff.
- The application of all grants for the committee's activities would be approved by Council
- The committee is to meet on a monthly basis and on a more frequent basis as determined by the Committee Chair
- The Committee Chair is to be determined at the first meeting of the Committee
- The Committee membership is to include:
  - Representatives from various community sectors including but not limited to sports, service clubs, youth, business, arts and culture, and community events. The committee shall do a public invite to recruit members, and shall have the responsibility of adding, changing or replacing members as it sees fit.
  - One representative from each of the following organizations:
    - Courtenay Heritage Commission
    - K'omoks First Nations
  - An Honorary Chairperson
  
- The committee shall be disbanded upon the conclusion of the Centennial celebrations. Key committee members will be required to finalize reporting for a period of time after the celebrations are concluded.



THE CORPORATION OF THE CITY OF COURTENAY

REPORT TO COUNCIL

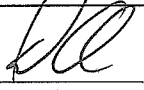
FROM: Keir Gervais,  
Manager of Operations

FILE #: 5460-08 Farmers Market  
DATE: May 28, 2013

SUBJECT: Temporary Road Closure – Midweek Farmers’ Market – July and August 2013

C.A.O. COMMENTS/RECOMMENDATIONS:

That the recommendation of the Manager of Operations be accepted.

  
David Allen

RECOMMENDATION:

That Council approve the temporary closure of England Avenue between 5<sup>th</sup> and 6<sup>th</sup> Streets every Wednesday from July 3<sup>rd</sup>, 2013 until August 28<sup>th</sup>, 2013 from 7:00 a.m until 1:30 p.m; and

That the necessary insurance be provided and emergency services be advised of the event at least five working days in advance.

PURPOSE:

To approve the temporary closure of England Avenue between 5<sup>th</sup> and 6<sup>th</sup> Streets every Wednesday morning between July 3<sup>rd</sup> and August 28<sup>th</sup>.

BACKGROUND:

As described in the attached letter.

DISCUSSION:

The Downtown Courtenay Business Improvement Association has agreed to host the Comox Valley Farmers Market’s midweek market in the downtown core this summer. The market will require the closure of England Avenue between 5<sup>th</sup> and 6<sup>th</sup> Streets, 7:00 a.m to 1:30 p.m through July and August.

FINANCIAL IMPLICATIONS:

No direct financial implications at this time.

STRATEGIC PLAN REFERENCE:

No direct reference on this subject.

OCP SUSTAINABILITY REFERENCE:

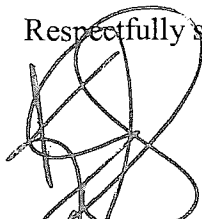
No direct reference on this subject.



**REGIONAL GROWTH STRATEGY REFERENCE:**

No direct reference to this subject.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Keir Gervais', written over a circular scribble.

Keir Gervais,  
Manager of Operations

# COMOX VALLEY FARMERS' MARKET

P.O. Box 8081 Courtenay, BC V9N 5K5

www.comoxvalleyfarmersmarket.com



*Come for the freshness, stay for the fun!*

May 21, 2013

Mayor and Council  
City of Courtenay  
830 Cliffe Ave  
Courtenay, BC  
V9N 2J7



Dear Mayor and Council

Re: Midweek Farmers market locating downtown July and August 2013

The Downtown Courtenay Business Improvement Association has agreed to host the Comox Valley Farmers Market's midweek market in the downtown core this summer.

We would like to set up on England Avenue between 5<sup>th</sup> and 6<sup>th</sup> Avenue every Wednesday from July 3<sup>rd</sup> until August 28<sup>th</sup>. The market would run from 9-12 but would require a street closure from 7AM until 1:30 PM each week to allow for set up and tear down. We are asking for your approval for this weekly street closure.

The Comox Valley Farmers Market Board of Directors is enthusiastic about this partnership. We can support downtown businesses by drawing Market shoppers into the core of the City for this fun, family oriented event. We very much appreciate the support of the DCBIA in our endeavors to bring the farming community to the City and build relationships between farmers and consumers. This is a key focus of the Farmers Market Association, as it builds support for the farmers who grow food for this Valley and beyond.

We appreciate your consideration of this street closure, if you have any questions please contact the Market's manager Vickey Brown at [marketmanager@comoxvalleyfarmersmarkeet.com](mailto:marketmanager@comoxvalleyfarmersmarkeet.com) or by phone: 250-218-0321.

Sincerely,

Vickey Brown

On behalf of the Comox Valley Farmers Market Association

**DOWNTOWN**  
**COURTENAY**

Downtown Courtenay Business Improvement Association

**PRESIDENT**

Mark Middleton  
CV Echo  
250-334-4722

**VICE-PRESIDENT**

Deana Simkin  
Billy D's Pub & Bistro  
250-334-8811

**TREASURER**

Keith Currie  
CV Echo  
250-334-4722

**RECORDING SECRETARY**

Evelyn Gillespie  
Laughing Oyster Bookstore  
250-334-2511

**DIRECTORS**

Christine Wilson  
The Butcher Block Meats  
250-338-1412

Danielle Duncan  
Union Street Grill & Grotto  
250-897-0081

Jason McMahon  
Sock Soiree  
250-334-1992

Jenny Deters  
Rattan Plus  
250-650-2338

Jorden Marshall  
Hot Chocolates and  
Cakebread Bakery  
250-338-8211

Tony McCloskey  
Red Living  
250-871-1325

Vicky Weber  
Velvet Underground Hair Group  
250-897-1800

**EXECUTIVE DIRECTOR**

Kim Stubblefield  
250-703-3790  
[info@downtowncourtenay.com](mailto:info@downtowncourtenay.com)

May 29, 2013

Mayor Jangula & Councillors  
City of Courtenay  
830 Cliffe Avenue  
Courtenay, BC V9N 2J7

Dear Mayor Jangula and Councillors:

**Re: Comox Valley Farmers Market in Downtown Courtenay**

The Downtown Courtenay BIA is excited to welcome the Comox Valley Farmers Market to the streets of downtown during July and August, Wednesday mornings. We understand their preferred location is England Ave., between 5<sup>th</sup> and 6<sup>th</sup> Streets, closing that block including across the alley to traffic, from approximately 7 am to 1 pm.

We enthusiastically support the request of the Comox Valley Farmers Market, and ask that it be granted.

Sincerely,



Mark Middleton, President  
Downtown Courtenay Business Improvement Association

cc – Vickey Brown, Comox Valley Farmers Market

[www.downtowncourtenay.com](http://www.downtowncourtenay.com)

#203 – 580 Duncan Ave.  
Courtenay, BC  
V9N 2M7

P8

CITY OF COURTENAY



APPLICATION FOR EVENT/PARADE PERMIT

(To be completed and returned, with insurance acceptable to the City, prior to issuance of permit and at least 7 working days prior to the event)

Name of Applicant (or contact person): Vickey Brown (Manager of Farmers Market)

Mailing Address: P.O. Box 3301 Courtenay V1N 5N5

Phone No: 250-218-0321 Fax No: \_\_\_\_\_ Email: marketmanager@comoxvalleyfarmersmarket.com

Name of Event, Group etc: Comox Valley Farmers Market

Date(s): July 3 - Aug 28 every Wed Time(s): 7AM - 1:30PM

No. of Vehicles (if applicable) 20-25 No. of Participants (if applicable) \_\_\_\_\_

Proposed Route: (attach copy of map) Closure of Street Required?  Yes  No  
(If Yes which Streets?)

England Ave btw 5th - 6th St.

If street closures are required a report must be submitted to Council for approval. Please allow adequate time for this to occur prior to the event.

Traffic Control Arrangements: (Name of Company/Group and Contact Person)  
(All traffic control persons to be certified)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Are Signs and/or Barricades required?  Yes  No If yes how many \_\_\_\_\_

Will any Pavement Marking Occur?  Yes  No  
(If Yes give details on marking and product used etc.)

Is there any electrical wiring or installations required for the event?  Yes  No  
If Yes a Scope of Work and a separate certificate of insurance from electrical contractor is required. See Property Manager for details. If yes, attach copy of BC Safety Authority Entertainment Permit.

Office Use Only

Insurance Accepted by Finance  DCBIA notified  Council Report

Public Works Inspector Report  Public Works notified  Copied to Property Manager

Parade Permit letter Authorized \_\_\_\_\_

Parade Permit Letter issued date: \_\_\_\_\_

KAL pw  
File No: 5460-08  
July 28, 2009

Jones Ave

Harrison Ave

Harrison Ave

Harrison Ave

15th St

20th St

15th St

15th St

15th St

15th St

Harrison Ave

Fitzgerald Ave

15th St

Dunbar Rd

Grant Ave

Fitzgerald Ave

England Ave

15th St



Cumberland Rd

15th St

Fitzgerald Ave

England Ave

15th St

Dunbar Ave

20th St

15th St

15th St

10th St

Care Ave

15th St

Anderson Ave

England Ave

12th St

Clark Ave

15th St

Beckwith Ave

15th St

THE CORPORATION OF THE CITY OF COURTENAY

3


REPORT TO COUNCIL

FROM: Keir Gervais,  
Manager of Operations

FILE #: 5460-08  
DATE: May 28, 2013

SUBJECT: Canada Day, July 1<sup>st</sup>, 2013 – Temporary Closure of Fifth Street

C.A.O. COMMENTS/RECOMMENDATIONS:

  
David Allen

That the recommendation of the Manager of Operations be accepted.

As outlined in this report, staff is unable to recommend closing Fifth Street between Lake Trail Road and Ryan Road on July 1<sup>st</sup> from 9:30 am to 12:30 pm and Fifth Street from Cliffe Avenue to Comox Road between 12:30 pm and 4:00 pm. However, should Council choose to make a policy decision, as they did the last four years to approve the closure, then staff will make appropriate plans to deal with possible contingencies resulting from this closure.

RECOMMENDATION:

That Council receive the report on the closure of Fifth Street on July 1, 2013 between Lake Trail Road and Ryan Rd. from 9:30 am to 12:30 pm and Fifth Street between Cliffe Avenue and Comox Road from 12:30 pm to 4:00 pm.

PURPOSE:

To provide a report to Council on the temporary closing of Fifth St. on July 1, 2013.

BACKGROUND:

As described in the attached email dated May 10, 2013.

DISCUSSION:

The July 1<sup>st</sup> celebrations are well attended in the City and now that both Lewis Park and Millennium Park are used for the event, Fifth Street separates the continuation between these two parks. Council in previous years has approved the temporary closure of the Fifth Street Bridge and its approaches to allow the passage of the parade and for the public to walk between the sidewalk and Park. In 2008, 2009, 2010, 2011 and 2012 City Council made a policy decision to temporarily close Fifth Street for the July 1<sup>st</sup> Celebrations.

FINANCIAL IMPLICATIONS:

If Council decides to approve the temporary closure of the Fifth Street Bridge area, contingency plans will be developed to minimize the impact on response times. These arrangements would be similar to last year, costing approximately \$600.00, and covered by the General Operations Budget.

**STRATEGIC PLAN REFERENCE:**

N/A

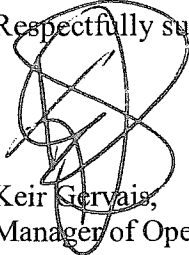
**OCP SUSTAINABILITY REFERENCE:**

N/A

**REGIONAL GROWTH STRATEGY REFERENCE:**

N/A

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Keir Gervais', is written over the printed name below.

Keir Gervais,  
Manager of Operations

**Usher, Kate**

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**From:** Karvalics, Susie  
**Sent:** May-16-13 7:06 AM  
**To:** 'edwingrieve@shaw.ca'; Ward, John  
**Cc:** 'ljangula@countenay.ca'; 'bythestrail@gmail.com'; Usher, Kate  
**Subject:** Re: City Letter

Edwin. Your ltr has been redrected to the Engineering dept  
Susie Karvalics, City of Courtenay

**From:** Edwin Grieve [<mailto:edwingrieve@shaw.ca>]  
**Sent:** Thursday, May 16, 2013 07:03 AM  
**To:** Karvalics, Susie; Ward, John  
**Cc:** [ljangula@countenay.ca](mailto:ljangula@countenay.ca) <[ljangula@countenay.ca](mailto:ljangula@countenay.ca)>; Harry and Marian Holland <[bythestrail@gmail.com](mailto:bythestrail@gmail.com)>  
**Subject:** Fw: City Letter

May 10, 2013  
City Hall  
930 Cliffe Ave.  
Courtenay, B.C. V9N-2J7

Dear Mayor Jangula and Council;

The Courtenay July 1st Committee requests you approval in the temporary closure of Fifth Street from Lake Trail Road to Ryan Road between the hours of 9:30 am until 12:30 pm on Monday July 1, 2013 to accomodate the Canada Day Parade.

In addition we ask for a further closure of Fifth street from Cliffe Avenue to Comox Road continue until 4:00 pm. The July 1st Committee will obtain the necessary insurance and will notify emergency services of our intent. We trust you will again consider our request.

Sincerely

Edwin Grieve  
chair Courtenay July 1st Committee





4

**THE CORPORATION OF THE CITY OF COURTENAY**

**REPORT TO COUNCIL**


**FILE #:** 1971-20 BIA

**FROM:** Director of Financial Services/Deputy CAO      **DATE:** June 4, 2013

<b>SUBJECT:</b> Downtown Courtenay Business Improvement Association: 2012 Financial Statements
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**ADMINISTRATOR'S COMMENTS/RECOMMENDATIONS:**

That the recommendation of the Director of Financial Services/Deputy CAO be accepted.

  
David Allen

**RECOMMENDATION:**

Whereas the Downtown Courtenay Business Improvement Area Bylaw No. 2264, 2003 requires that the Business Improvement Area demonstrate accountability for their annual revenue and expenditures by providing Council with a copy of their annual financial statements;

Now therefore, Council approves receipt of the DCBIA Financial Statements for the year ended December 31, 2012.

**PURPOSE:**

To receive the annual financial statements for the DCBIA for the year ended December 31, 2013.

**BACKGROUND:**

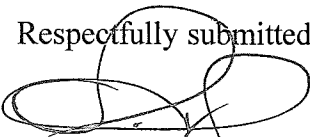
Bylaw No. 2264 was established January 20, 2003 for the purposes of annually funding the downtown business improvement area. This bylaw requires that the Business Improvement Area demonstrate accountability for their annual revenue and expenditures by providing Council with a copy of their annual financial statements.

**DISCUSSION:**

Attached for Council review and receipt are the Downtown Courtenay Business Improvement Area's annual financial statements for the year ended December 31, 2012.

In addition and for further information, the BIA has provided an historical overview of their actual to budgeted costs for the years 2008-2012. A specific area of focus for the BIA in recent years is greater investment in marketing initiatives. The banner replacement program, an improved website, and the greater emphasis on creating and supporting events in the downtown are reflective of this strategic focus.

Respectfully submitted,



Tillie Manthey, BA, CGA  
Director of Financial Services/Deputy CAO

Attach.

Courtenay BIA Actual vs Budget  
Reflects actual payments made.

	ACTUAL 2012	DRAFT BUDGET 2012	ACTUAL 2011	BUDGET 2011	ACTUAL 2010	BUDGET 2010	ACTUAL 2009	BUDGET 2009	ACTUAL 2008	BUDGET 2008
<b>INCOME</b>										
City of Courtenay	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Comox Valley Christmas Parade	\$ 1,202.48	\$ 2,000.00	\$ 1,965.00	\$ 3,000.00	\$ 2,815.00	\$ -	\$ -	\$ -	\$ -	\$ -
Market Day income	\$ 13,270.00	\$ 10,400.00	\$ 10,480.00	\$ 10,000.00	\$ 10,098.00	\$ 8,000.00	\$ 10,286.00	\$ 8,000.00	\$ 8,172.00	\$ 8,172.00
Walk the Windows income	\$ 2,100.00	\$ 1,300.00	\$ 1,360.00	\$ 1,000.00	\$ 1,080.00	\$ 1,000.00	\$ 1,120.00	\$ 1,000.00	\$ 1,305.00	\$ 1,305.00
Interest	\$ 2,000.00	\$ 1,500.00	\$ 1,200.00	\$ 1,000.00	\$ 395.89	\$ -	\$ -	\$ -	\$ -	\$ -
credit received	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GST rebates	\$ 2,481.00	\$ 3,000.00	\$ 2,502.00	\$ 2,000.00	\$ 1,783.24	\$ -	\$ 1,130.22	\$ -	\$ -	\$ -
Carry-forward from previous year	\$ 60,905.14	\$ 67,254.64	\$ 68,826.32	\$ 68,826.32	\$ 71,469.59	\$ 61,349.45	\$ 75,000.00	\$ 75,000.00	\$ 77,444.58	\$ 77,444.58
<b>TOTAL AVAILABLE</b>	<b>\$ 141,958.62</b>	<b>\$ 145,454.64</b>	<b>\$ 146,333.32</b>	<b>\$ 145,826.32</b>	<b>\$ 147,641.72</b>	<b>\$ 130,349.45</b>	<b>\$ 147,536.22</b>	<b>\$ 144,000.00</b>	<b>\$ 146,921.58</b>	<b>\$ 146,921.58</b>
<b>EXPENSES</b>										
<b>Marketing:</b>										
About Town	\$ 1,378.15	\$ 2,100.00	\$ 1,302.00	\$ 2,000.00	\$ 1,827.00	\$ 1,800.00	\$ 1,218.00	\$ 1,550.00	\$ 1,313.00	\$ 1,550.00
Airport Racking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400.00	\$ 1,550.00
Brochures & Rack Cards	\$ -	\$ -	\$ -	\$ -	\$ 784.29	\$ 1,000.00	\$ 3,540.39	\$ 1,000.00	\$ 2,924.00	\$ 4,200.00
CV Visitors Info Package	\$ 4,705.00	\$ 2,912.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 2,900.00	\$ 2,500.00	\$ 2,900.00	\$ 2,922.00	\$ 2,900.00
CVCAC Sponsorships	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 1,600.00	\$ 600.00	\$ 1,600.00	\$ -
Design Management Fee	\$ 1,500.00	\$ 1,500.00	\$ 1,495.20	\$ 1,000.00	\$ 126.00	\$ 2,000.00	\$ 840.00	\$ 2,000.00	\$ 1,294.00	\$ 3,450.00
Miscellaneous Opportunities	\$ 11,435.61	\$ 15,000.00	\$ 6,263.00	\$ 3,440.00	\$ 2,652.18	\$ 2,850.00	\$ 3,991.75	\$ 2,100.00	\$ 95.00	\$ 750.00
Mount Washington Advertising	\$ 500.00	\$ 500.00	\$ 364.00	\$ 300.00	\$ 725.00	\$ 700.00	\$ -	\$ -	\$ -	\$ -
MusicFest Programme	\$ 1,472.00	\$ 1,000.00	\$ 560.00	\$ 560.00	\$ 560.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -
Photo Bank	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -
Surveys	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -
Van Dopp Guide (prev. Newppr Adv.)	\$ 450.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ 4,260.47	\$ -	\$ 4,867.00	\$ 5,000.00
Website development & hosting	\$ 4,298.00	\$ 5,000.00	\$ 335.00	\$ 500.00	\$ 352.02	\$ 400.00	\$ 12,567.73	\$ 9,950.00	\$ 392.00	\$ 500.00
<b>Total Marketing:</b>	<b>\$ 25,438.76</b>	<b>\$ 29,712.00</b>	<b>\$ 14,419.20</b>	<b>\$ 11,400.00</b>	<b>\$ 10,126.49</b>	<b>\$ 12,850.00</b>	<b>\$ 30,518.34</b>	<b>\$ 20,100.00</b>	<b>\$ 18,307.00</b>	<b>\$ 19,900.00</b>
<b>Events:</b>										
Christmas Magic-Walk the Windows	\$ 11,414.00	\$ 10,000.00	\$ 12,449.00	\$ 7,000.00	\$ 8,698.66	\$ 7,000.00	\$ 6,152.00	\$ 5,600.00	\$ 6,164.00	\$ 5,805.00
Christmas Parade	\$ 3,355.00	\$ 5,000.00	\$ 4,955.00	\$ 4,000.00	\$ 3,460.03	\$ 3,000.00	\$ 2,350.83	\$ 1,500.00	\$ 2,427.00	\$ 3,750.00
Classic Cruisers Show and Shine	\$ 899.00	\$ 1,000.00	\$ 724.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -
Halloween Parade	\$ 350.00	\$ 500.00	\$ 350.00	\$ 500.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
Local Colours Festival	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Market Day	\$ 9,808.00	\$ 12,000.00	\$ 10,751.00	\$ 9,500.00	\$ 9,814.16	\$ 10,000.00	\$ 9,319.00	\$ 9,900.00	\$ 9,245.00	\$ 10,223.00
<b>Total Events:</b>	<b>\$ 28,826.00</b>	<b>\$ 30,500.00</b>	<b>\$ 31,229.00</b>	<b>\$ 23,000.00</b>	<b>\$ 24,322.85</b>	<b>\$ 22,350.00</b>	<b>\$ 20,171.83</b>	<b>\$ 19,850.00</b>	<b>\$ 20,186.00</b>	<b>\$ 22,128.00</b>
<b>Infrastructure:</b>										
Banner Replacement & Repair	\$ 7,685.00	\$ 5,000.00	\$ 511.00	\$ 5,000.00	\$ 1,595.00	\$ 5,000.00	\$ 9,107.66	\$ 2,000.00	\$ 5,800.00	\$ 2,000.00
Decorative Street Lights (poles)	\$ -	\$ -	\$ -	\$ -	\$ 7,801.50	\$ 5,000.00	\$ 424.66	\$ 500.00	\$ 1,897.00	\$ 500.00
Christmas Decorations	\$ 251.00	\$ 500.00	\$ -	\$ 500.00	\$ 8,200.62	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 101.00	\$ 20,000.00	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Music System for Street	\$ 440.00	\$ 500.00	\$ 1,517.48	\$ 500.00	\$ 589.09	\$ -	\$ -	\$ -	\$ -	\$ -
Sign Maintenance	\$ -	\$ 10,000.00	\$ 134.00	\$ 10,000.00	\$ -	\$ 500.00	\$ 462.00	\$ 500.00	\$ 5,000.00	\$ 500.00
<b>Total Infrastructure</b>	<b>\$ 8,477.00</b>	<b>\$ 36,000.00</b>	<b>\$ 2,162.48</b>	<b>\$ 19,000.00</b>	<b>\$ 18,186.21</b>	<b>\$ 20,500.00</b>	<b>\$ 9,994.32</b>	<b>\$ 3,000.00</b>	<b>\$ 12,697.00</b>	<b>\$ 3,000.00</b>
<b>General Expense:</b>										
Annual General Meeting	\$ 557.00	\$ 1,000.00	\$ 734.00	\$ 1,500.00	\$ 1,001.50	\$ 750.00	\$ 565.00	\$ 550.00	\$ 914.00	\$ 550.00
BIABC Conference	\$ 1,585.00	\$ 1,200.00	\$ 449.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Coordinator Contract	\$ 20,000.00	\$ 20,000.00	\$ 19,000.00	\$ 19,000.00	\$ 16,500.00	\$ 19,080.00	\$ 17,295.00	\$ 19,080.00	\$ 18,930.00	\$ 19,080.00
Insurance	\$ 2,945.00	\$ 3,000.00	\$ 2,510.00	\$ 2,000.00	\$ 1,745.00	\$ 2,000.00	\$ 1,850.00	\$ 1,700.00	\$ 1,725.00	\$ 1,700.00
Memberships & Dues	\$ 232.00	\$ 1,000.00	\$ 760.00	\$ 689.00	\$ 735.00	\$ 758.00	\$ 408.28	\$ 325.00	\$ 933.00	\$ 325.00
Miscellaneous Expenses	\$ 2,008.00	\$ 4,000.00	\$ 3,908.00	\$ 2,611.00	\$ 2,500.00	\$ 3,000.00	\$ 1,945.16	\$ 1,000.00	\$ 331.00	\$ 1,000.00
Office Expense	\$ 488.00	\$ 1,200.00	\$ 146.00	\$ 2,000.00	\$ 1,475.00	\$ 1,450.00	\$ 1,182.59	\$ 1,450.00	\$ 872.00	\$ 1,450.00
Post Office Box rental	\$ 140.00	\$ 200.00	\$ 152.00	\$ 135.00	\$ 135.00	\$ 125.00	\$ 131.25	\$ 125.00	\$ 127.00	\$ 125.00
Professional Fees	\$ 3,225.00	\$ 3,000.00	\$ 3,609.00	\$ 2,365.00	\$ 2,125.00	\$ 2,195.00	\$ 2,125.00	\$ 1,570.00	\$ 2,125.00	\$ 1,570.00
<b>Total General Expense</b>	<b>\$ 31,180.00</b>	<b>\$ 34,600.00</b>	<b>\$ 31,268.00</b>	<b>\$ 31,500.00</b>	<b>\$ 26,216.50</b>	<b>\$ 29,358.00</b>	<b>\$ 25,502.28</b>	<b>\$ 25,800.00</b>	<b>\$ 25,957.00</b>	<b>\$ 25,800.00</b>
<b>Total Expense Categories</b>	<b>\$ 93,921.76</b>	<b>\$ 130,812.00</b>	<b>\$ 79,078.68</b>	<b>\$ 84,900.00</b>	<b>\$ 78,852.05</b>	<b>\$ 85,058.00</b>	<b>\$ 86,186.77</b>	<b>\$ 68,750.00</b>	<b>\$ 77,147.00</b>	<b>\$ 70,828.00</b>
Starting balance	\$ 141,958.62	\$ 145,454.64	\$ 146,333.32	\$ 145,826.32	\$ 147,641.72	\$ 130,349.45	\$ 147,536.22	\$ 144,000.00	\$ 146,921.58	\$ 146,921.58
Less dollars spent/budgeted	\$ 93,921.76	\$ 130,812.00	\$ 79,078.68	\$ 84,900.00	\$ 78,852.05	\$ 85,058.00	\$ 86,186.77	\$ 68,750.00	\$ 77,147.00	\$ 70,828.00
equals available funds	\$ 48,036.86	\$ 14,642.64	\$ 67,254.64	\$ 60,926.32	\$ 68,789.67	\$ 45,291.45	\$ 61,349.45	\$ 75,250.00	\$ 69,774.58	\$ 76,093.58
bank account verified	\$ 52,509.25				\$ 68,826.32		\$ 61,092.20		\$ 69,524.58	

**DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION**

**Financial Statements**

**Year Ended December 31, 2012**

*(Unaudited)*



Lund  
Thorburn &  
Guinan

DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION

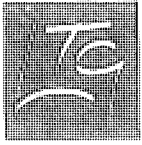
Index to Financial Statements  
Year Ended December 31, 2012

*(Unaudited)*

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REVIEW ENGAGEMENT REPORT	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Revenues and Expenditures	3
Statement of Changes in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 7





Lund  
Thorburn  
Guinan

Certified General Accountants

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## REVIEW ENGAGEMENT REPORT

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To the Members of Downtown Courtenay Business Improvement Association

We have reviewed the statement of financial position of Downtown Courtenay Business Improvement Association as at December 31, 2012 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the association.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Courtenay, British Columbia  
May 21, 2013

  
CERTIFIED GENERAL ACCOUNTANTS

**DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION**

**Statement of Financial Position**

**December 31, 2012**

*(Unaudited)*

	<i>December 31</i> <b>2012</b>	<i>December 31</i> <b>2011</b>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 2,668	\$ 9,177
Term deposits	50,650	75,961
Harmonized sales tax recoverable	5,061	2,481
Prepaid expenses	2,308	2,054
	<u>\$ 60,687</u>	<u>\$ 89,673</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable	\$ 7,408	\$ 13,159
<b>NET ASSETS</b>		
Unrestricted fund	<u>53,279</u>	<u>76,514</u>
	<u>\$ 60,687</u>	<u>\$ 89,673</u>

**APPROVED ON BEHALF OF THE BOARD**

\_\_\_\_\_ *Member*  
 \_\_\_\_\_ *Member*

The attached notes are an integral part of these financial statements.



**Lund  
Thorburn  
Guinan**

**DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION**

**Statement of Revenues and Expenditures**

**Year Ended December 31, 2012**

*(Unaudited)*

	2012	2011
<b>REVENUE</b>		
Municipal fees	\$ 60,000	\$ 60,000
Memberships, vendor & other income	17,033	15,517
	<u>77,033</u>	<u>75,517</u>
<b>EXPENSES</b>		
Co-ordinator	20,000	19,000
Events	20,854	25,108
Infrastructure	747	1,675
Insurance	3,091	2,072
Interest and bank charges	79	80
Marketing	47,750	17,379
Memberships and dues	1,030	1,397
Office	3,492	2,954
Professional fees	3,225	3,625
	<u>100,268</u>	<u>73,290</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<u>\$ (23,235)</u>	<u>\$ 2,227</u>

The attached notes are an integral part of these financial statements.





DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION

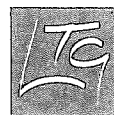
Statement of Changes in Net Assets

Year Ended December 31, 2012

(Unaudited)

	2012	2011
UNRESTRICTED NET ASSETS - BEGINNING OF YEAR	\$ 76,514	\$ 74,287
Deficiency of revenue over expenses	(23,235)	2,227
UNRESTRICTED NET ASSETS - END OF YEAR	\$ 53,279	\$ 76,514

The attached notes are an integral part of these financial statements.



**DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION**

**Statement of Cash Flows**

**Year Ended December 31, 2012**

*(Unaudited)*

	2012	2011
<b>OPERATING ACTIVITIES</b>		
Cash received from City of Courtenay	\$ 60,000	\$ 60,000
Cash received from other sources	17,033	15,516
Cash paid to supplies and materials	(106,194)	(64,324)
Interest paid	(79)	(78)
Harmonized sales tax	(2,580)	21
	<u>(31,820)</u>	11,135
<b>INCREASE (DECREASE) IN CASH FLOW</b>		
Cash - beginning of year	<u>85,138</u>	<u>74,003</u>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<u>\$ 53,318</u>	<u>\$ 85,138</u>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 2,668	\$ 9,177
Term deposits	50,650	75,961
	<u>\$ 53,318</u>	<u>\$ 85,138</u>

The attached notes are an integral part of these financial statements.



# DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION

## Notes to Financial Statements

Year Ended December 31, 2012

(Unaudited)

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### 1. PURPOSE

The Association was incorporated under the Society Act of British Columbia on October 31, 1995. The purpose of the Association is to provide leadership in the business community to ensure that the Downtown Courtenay Business Improvement Area continues to be a vibrant and responsive area meeting the needs of its members and the public and that the Association remains on the leading edge of change.

---

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### Revenue recognition

Downtown Courtenay Business Improvement Association follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

#### Capital Assets

The Association follows the policy of expensing capital assets when they are acquired. There were no capital assets acquired during the year.

#### Financial instruments policy

The financial instruments of the Association consist of cash, short term investments, receivables, prepaid expenses and payables. In accordance with the Canadian Institute of Chartered Accountants (CICA) Handbook, these financial instruments are measured at their fair value.

Interest income is reported in net income.

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### 3. FINANCIAL INSTRUMENTS

#### Currency risk

Currency risk is the risk to the company's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The association is not exposed to foreign exchange risk because it has no financial assets nor liabilities denominated in foreign currencies.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The association is not exposed to interest rate risk because it has no outstanding loan terms.

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DOWNTOWN COURTENAY BUSINESS IMPROVEMENT ASSOCIATION

Notes to Financial Statements  
Year Ended December 31, 2012

*(Unaudited)*

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4. INVESTMENTS

Investments consist of guaranteed investment certificates and accrued interest.

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5. NET ASSETS

According to the Association's Act of Incorporation, any surplus derived from carrying on the affairs and business of the Association shall be devoted and applied solely in promoting and carrying out its objectives and purpose, and shall not be divided among its members.

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6. ECONOMIC DEPENDENCE

The Association has received funding from the City of Courtenay which represents 77% of the Association's annual revenues, and as such the Association is economically dependant on the City of Courtenay.

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7. INCOME TAXES

The Association is exempt from tax under subsection 149(1)(L) of the income tax act but is required to file annual corporate tax returns.

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5

THE CORPORATION OF THE CITY OF COURTENAY

REPORT TO COUNCIL

FILE #: 1690-01

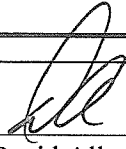
FROM: Director of Financial Services/Deputy CAO

DATE: June 6, 2013

SUBJECT: Chief Administration Officer - Signing Authority amendment

ADMINISTRATORS COMMENTS/RECOMMENDATIONS:

That the recommendation of the Director of Financial Services/Deputy CAO be accepted.



David Allen

RECOMMENDATION:

That Council approves David Allen as the authorized signatory for the position of Chief Administrative Officer for the City of Courtenay in regards to all banking, investment, and financial transactions.

PURPOSE:

To revise the authorized signatory on record for the position of Chief Administrative Officer.

BACKGROUND/DISCUSSION:

Authorized signatories on record with the City's banking and financial institutions are routinely set by Council resolution in the inaugural meeting held in December subsequent to the municipal election.

With the retirement of the previous CAO on March 31, 2013, and the appointment of David Allen to the CAO position effective April 15, 2013, the banking and financial institution documentation must now be updated to reflect the current CAO as the authorized signatory for this position.

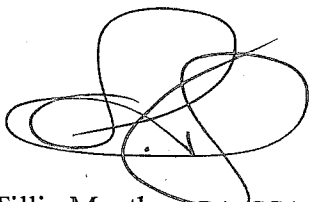
The CAO may be called upon as one of two signatures required for financial transactions. Other authorized signatures include the following:

Larry Jangula – Mayor Douglas Hillian – Councillor Starr Winchester – Councillor Emmanuel Theos – Councillor Ronna-Rae Leonard – Councillor Bill Anglin – Councillor	Mathilda Manthey – Director of Financial Services John Ward – Director of Legislative Services Jennifer Nelson - Manager of Financial Planning Candice Hilton – Manager of Finance Kevin Lagan – Director of Operational Services Randy Wiwchar – Director of Community Services Peter Crawford – Director of Planning Services
---	---

**FINANCIAL IMPLICATIONS:**

None.

Respectfully submitted,

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned above the printed name.

Tillie Manthey, BA, CGA  
Director of Financial Services/Deputy CAO

G:\FINANCE\Tillie\REPORTS\COUNCIL\2013 Signing Authority Amendment.doc

Minutes of a City of Courtenay Heritage Advisory Commission meeting held April 24, 2013 at 10:00 a.m. in the Council Chambers

Present: L. Burns J. Fortin M. Hobson C. Piercy D. Griffiths  
E. Ferguson, Planning Technician

- MINUTES Moved by C. Piercy and seconded by M. Hobson that minutes of the March 27 meeting be adopted.  
**Carried**
- INTRODUCTIONS David Allen, the City's new Chief Administrative Officer, came by to introduce himself to members of the Heritage Advisory Commission.
- HERITAGE WALK  
BROCHURES No further information at this time.
- CREAMERY  
WHISTLE BOOKLET Work is still in progress. D. Griffiths read letter dated 1901 which describes early efforts to establish the creamery.
- 40 HOUSES Met April 10<sup>th</sup> to discuss revisions. E. Ferguson to make revisions and circulate at next meeting. L. Burns relayed information regarding the construction of the 40 houses.
- HERITAGE  
APPRECIATION  
CARD CRITERIA Moved by J. Fortin and seconded by D. Griffiths that the criteria for the heritage appreciation cards be accepted and the heritage improvement recognition program be established for 2014.  
**Carried**
- HERITAGE WEEK E. Ferguson looked into Heritage BC request and noted it was a promotion of heritage awareness activities occurring across the province and was a request for photos and information. As this is an annual event, it is something to consider as part of next year's event.
- HERITAGE BOARDS The Heritage Home and Neighbourhoods Boards have been removed from the window of the former ABC books location.  
Moved by M. Hobson and seconded by D. Griffiths that a letter of appreciation is to be sent to ABC books for hosting the display.  
**Carried**
- 2013 WORK PLAN Reviewed and discussed list of possible projects to be continued at next meeting.
- FOR YOUR  
INFORMATION April 27<sup>th</sup> at 11:30 is the official opening of Phase II of the Rotary Trail (Trail along Rail).

Next Meeting: May 22, 2013 at 10 a.m.  
The meeting adjourned at 12:05 pm





FOR  
INFO

COURTENAY MARINA SOCIETY

P.O. Box 3757, Courtenay, BC. V9N 7P1

City of Courtenay

830 Cliffe Ave

Courtenay, B.C. V9N 2J7

May 29, 2013

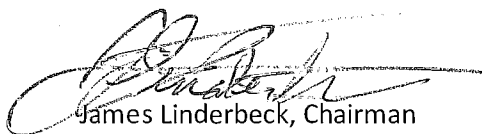
Dear Mr. Mayor and Councillors:

We are pleased to provide you with this annual report on the Courtenay Marina Society. A statement of income and revenue is enclosed for your information. We are enclosing our annual lease payment in the amount of \$1,646.45 as 10% of the moorage fees collected for the year ending December 31, 2012 plus \$1.00 rental fees as per lease agreement totalling \$1647.45

We have upgraded the docks and have done fairly extensive renovations to the marina in 2012. We replaced the main float on the north dock and replaced any deck planking that required upgrading. The water system was replaced on both north and south docks. We replaced the front south dock gate and fence along with a new locking system for better security. Many floats underneath the docks have also been replaced. We also upgraded the mesh protection for the down ramps on both the south and north ramps so that children could not fall overboard. New decorative flower pots were also replaced throughout the marina. Our yearly painting and general upgrading came to at about \$8,000.00 in 2012. As you can see, our membership is committed to continuing the care and maintenance of this valuable municipal asset with a number of new plans for our work weekend this June 8 and 9, 2013.

If you have any questions or concerns regarding our report or the facility in general, please do not hesitate to contact me. Again, we look forward to working with you.

Sincerely Yours,

  
James Linderbeck, Chairman



COURTENAY MARINA SOCIETY  
 STATEMENT OF INCOME AD EXPENSES  
 Year Ending December 31, 2012

REVENUE FROM ALL SOURCES

Moorage Collected 2012 2012	\$16,802.00
Moorage Refunded	(337.50)
Interest Income	265.77

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Total Revenue \$16,730.27

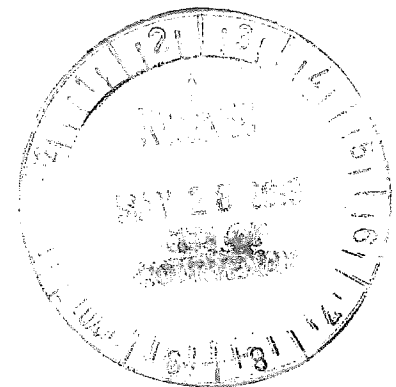
EXPENSES

10 % Moorage	\$1,646.45
Lease Payment	1.00
Floats for Docks	2,768.24
New Dock Materials & Supplies	3,903.27
Flower Pots etc	510.43
Signage	75.00
General Maintenance	501.75
Post Office Box	156.80
Minister of Finance/Society registration	25.00
Insurance	2,662.95

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Total Expenses \$12,250.89

Revenue over Expenses 4,479.38



# THE CORPORATION OF THE CITY OF COURTENAY

Mayor's Office  
830 Cliffe Avenue  
Courtenay, B.C.  
V9N 2J7

Phone (250) 334-4441  
Fax (250) 334-4241  
info@courtenay.ca



RECEIVED  
MAY 27 2013  
CITY OF COURTENAY

*Unf bus*

File No. 4020-20

April 17, 2013

First Nations Enterprises Inc  
1100-560 Beatty Street  
Vancouver BC V6B 2L7

Dear Sirs:

Re: 397- 5<sup>th</sup> Street, Courtenay BC

At its regular council meeting held April 15<sup>th</sup>, 2013, City Council resolved that staff renew efforts to contact the landowner of 397-5<sup>th</sup> street Courtenay – the old Palace Theatre site, and request the co-operative development of a mutually beneficial arrangement. Council seeks to enhance the downtown by upgrading and/or providing access to the property at 397-5<sup>th</sup> Street. There may be incentives available to help facilitate this initiative while the property awaits sale.

As you are aware, the structure located at the above address suffered fire damage in 2007. Following this event, the building was demolished and listed for sale. Since then, the vacant lot has been described as an eye sore and as a deterrent for further economic development within the downtown core.

The City of Courtenay has prepared a draft Public Space License where the City intends to maintain the License Area for the benefit and use of the public. We look forward to a proactive and mutual working agreement between the City and the owner of the lands in order to meet the needs of our downtown business community.

Your early reply is requested.

Sincerely,

*Larry Langula*  
Mayor

Dear Sir –  
  
I forwarded this information to the owner in Hong Kong. He respectfully declines your proposal since he intends to sell the property.  
  
Regards





Office of the Mayor

# CITY OF PORT ALBERNI

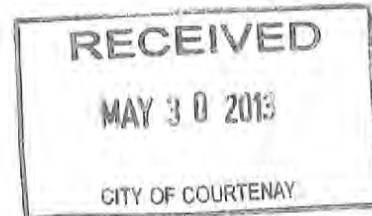
City Hall  
4850 Argyle Street,  
Port Alberni, B.C. V9Y 1V8  
Telephone: (250) 723-2146

Fax: (250) 723-1003

*New Bus*

May 17, 2013

Mayor Larry Jangula  
City of Courtenay  
830 Cliffe Avenue  
Courtenay, B.C.  
V9N 2J7



Dear Mayor Jangula:

**Re: Support for the Port Alberni Port Authority's Container Trans Shipment & Short Sea Shipping Hub**

I write this letter requesting your support towards the proposed concept to develop a Container Trans Shipment and Short Sea Shipping terminal hub by the Port Alberni Port Authority (PAPA).

The concept envisioned by PAPA is in its early stages of feasibility and development. Essentially, the concept involves the construction of a new container port in the Alberni Inlet to capture, sort, and deliver by barge a significant percentage of ocean cargo currently passing by the mouth of the Alberni Inlet along the Great Northern Shipping Route. Much of this cargo is currently destined for the Lower Mainland where it experiences significant off loading and trucking delays or to ports in the states of Washington, Oregon and California where the economic gain to Canada is lost. PAPA's concept will dramatically increase the efficiencies of the logistics chain by receiving and delivering containers just when needed, just where needed and increase the capacity of the overall Asia-Pacific Canada Gateway network.

In addition to the general concept benefits, the proposal will provide a vast number of other positive outcomes that are not only of particular interest to Port Alberni but to communities, like yours. These include:

1. Increased trade and shipping capacity for Vancouver Island
2. Reducing the number of ship calls and time spent in BC Waters, which also leads to less GHG in coastal BC's atmosphere
3. Diversification and strengthening of the regional, provincial and national economy

I'm sure you can understand that a project as large as this will have a myriad of other benefits that extend far beyond these particular examples and our communities. In fact, the positive impacts will expand far across the country as PAPA's project will open wider the capacity of the Asia Pacific Gateway.

So, it is for these reasons, and many more, which will be revealed through PAPA's feasibility studies, that the City of Port Alberni requests your support for this project. You may express your support directly to my office, which I will share with PAPA. Additionally, if you have any questions about this development please feel free to contact my office and we will be sure to have representatives of PAPA follow up directly with you.

Yours Truly,  
CITY OF PORT ALBERNI



John Douglas  
Mayor

J:\Clerks\\_Confidential\Administration\Mayor\Letters\2013\APGI Support Request to Courtenay\_May 2013.docx

Office of the Chair

600 Comox Road, Courtenay, BC V9N 3P6  
Tel: 250-334-6000 Fax: 250-334-4358  
Toll free: 1-800-331-6007  
www.comoxvalleyrd.ca



*New Bus.*

File: 530-01

June 5, 2013

Sent via email only: jward@courtenay.ca

Mayor and Council  
City of Courtenay  
830 Cliffe Avenue,  
Courtenay, BC, V9N 2J7

Dear Mayor and Council:

**Re: Elected officials forum rescheduled**

It has never been a secret that I have always seen great value in all of us getting together at least once a year to receive and discuss items of regional interest in an elected official's forum.

Talking to the valley's older retired politicians, they all said the "Tri Council" meetings were very useful in that free and open discussion outside their respective boardroom or council chambers brought them closer together and fostered co-operation and communication that helped address the issues of the day.

I had asked for topics of discussion to be brought forward from the three municipalities and the electoral areas, topics that affect the whole Comox Valley. Upon reviewing the draft June 11, 2013 agenda I believe we need more time to put together a more professional and focused event with perhaps only three or four items of discussion. Additional preparation time would also provide a much more useful and informative meeting that would give real value to the time spent together.

I propose that we re-schedule the June 11, 2013 event until after the summer and request that all three of the electoral areas and all three of the municipalities come up with their number one item of regional interest and prepare a more comprehensive, detailed and professional presentation for our annual forum.

I apologies for bringing this forward so "late in the day" but I really do believe that, given extra time, we can truly make it count.

Sincerely,

A handwritten signature in black ink, appearing to read 'Edwin Grieve', written in a cursive style.

Edwin Grieve  
Chair

cc: David Allen, Administrator, City of Courtenay  
Debra Oakman, chief administrative officer







John Duncan MP  
Vancouver Island North

News Release

New  
Bus

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## news release

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FOR IMMEDIATE RELEASE

### **B.C. Electoral Boundaries Report submitted to Commission**

OTTAWA, ONTARIO (June 5, 2012) – “ Recommendations regarding the controversial changes proposed for the federal electoral boundary of Vancouver Island North have now been tabled by the House of Commons Committee studying the subject and have now been submitted to the B.C. Electoral Boundaries Commission” said MP John Duncan.

The report summarizes the objections of Members of Parliament to the most recent proposal of the BC Electoral Boundaries Commission. The Commission task is complicated by the addition of 6 new seats in B.C. due to population growth.

“The latest recommendation by the BC Boundaries Commission, which split the Comox Valley in half and removed Powell River from the Sunshine Coast and added it to Vancouver Island North, met with considerable opposition in the impacted communities.”

“This proposal is contrary to the obvious communities of interest within the Comox Valley and the Sunshine Coast,” said John Duncan. “I understand that the Commission’s task was a difficult one, but in the end they were solving a Lower Mainland problem at the expense of Vancouver Island. I felt that the best way to address the problem was to collaborate with the affected MPs on Vancouver Island and the Mainland.”

The report notes that “Mr. Duncan submitted to the Committee a detailed proposal which readjusts the boundaries for the proposed ridings of Vancouver Island North, Courtenay – Alberni, Nanaimo – Ladysmith, West Vancouver – Sunshine Coast, and Mission – Matsqui – Fraser Canyon. This proposal included precise boundary descriptions and maps”.

“It was extremely helpful that all affected MPs and the Mayors of Courtenay and Powell River agreed with my proposal to retain all of Courtenay in Vancouver Island North and to retain Powell River in the West Vancouver – Sunshine Coast Riding which gave the committee confidence that there was no unintended domino effect or major objections to my proposal”, said MP Duncan.

“The Commission will now consider the committee report and then finalize the Electoral Boundaries for BC which will then be in place for the 2015 federal election. The final report should be concluded in September and I remain optimistic that the Commission will adopt our recommendations” said MP Duncan.

The report is available at:

[http://www.parl.gc.ca/Content/HOC/Committee/411/PROC/Reports/RP6190719/411\\_proc\\_Rpt58\\_PDF/411\\_proc\\_Rpt58-e.pdf](http://www.parl.gc.ca/Content/HOC/Committee/411/PROC/Reports/RP6190719/411_proc_Rpt58_PDF/411_proc_Rpt58-e.pdf)

- 30 -

For more information please contact:

Rita Hatfield  
Office John Duncan MP  
Vancouver Island North  
250-338-9381

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## News

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### [MP John Duncan's Submission to the Federal Electoral Boundaries Commission of British Columbia](#)

[« BACK](#)

Monday, 15 October 2012

COURTENAY BC

#### Introduction -

Vancouver Island is a geographic entity with a similar population to New Brunswick. Adding a 7th riding to Vancouver Island, compared to the 10 that New Brunswick has, is well justified, but the boundaries as currently proposed dilutes this positive development by incorporating population from the mainland. This is a disappointment, particularly to the North Island. The long held belief that Vancouver Island would benefit from an additional riding has instead taken on the appearance of returning us to an earlier era where boundaries are adjusted on the Mainland and Vancouver Island becomes an afterthought.

Electoral boundary redistribution is a complex and difficult exercise that must consider many factors, not the least of which is the ability of an MP to effectively represent the population of a given riding. As an elected Member of Parliament for most of the last 20 years, I believe that I have some useful insights into this.

I was first elected to represent the riding of North Island – Powell River for the 35th Parliament (1993-1997). Since 1997 I have represented the riding of Vancouver Island North for 5 of the ensuing Parliaments (all but the 39th). As such I am familiar with all of the communities impacted by the current proposal, as well as the challenges of serving a large and diverse riding.

Much has been written about the factors that must be considered in boundary redistribution, and primary among them are contiguity, compactness, and communities of interest. Since compactness is not an issue under either the existing or proposed boundaries, I will focus my presentation on contiguity and communities of interest, as well some other factors that I feel inform the debate.

#### Contiguity -

The contiguity of a riding boundary is generally considered to be of prime importance. Non-contiguous areas attached to a riding make little sense, and can pose challenges to the MP trying to travel to and represent all parts of his or her riding. Of course contiguity can be challenging in a Coastal environment where islands and isolated stretches of Coast must be attached to more populous areas, but it is generally accepted that areas within a coastal region can be considered contiguous if there is a direct transportation link to populated areas, such as a bridge or ferry.

As the former representative for the North Island – Powell River riding, which included the entire Sunshine Coast, I can vouch for the difficulty posed by representing two non-contiguous areas in a large riding. In order to get from Campbell River to Powell River I had to leave my riding to catch one of the four daily ferries from Comox; a return trip in a single day was impossible, so an overnight stay was required. In order to get to the lower Sunshine Coast I flew to Vancouver, rented a car, and drove to the Horseshoe Bay-Gibsons ferry. Again, a round trip in a single day was not possible. Given the busy schedule of the federal Parliament and the considerable time it takes to travel between Ottawa and the riding, finding two contiguous days to travel within the riding has always been a challenge.

Even under the current boundaries, Vancouver Island North is large enough to present significant travel challenges. Travel between major communities like Courtenay and Port Hardy averages 6 hours for a round trip in favourable weather; reaching smaller communities accessible by ferries (e.g. Denman Island, Hornby Island, Quadra Island, Cortes Island, Alert Bay and Sointula) and gravel forestry roads (e.g. Tahsis, Zeballos) presents additional challenges. Adding any portion of the Sunshine Coast would vastly increase the complexity of travel within the riding.

In a technical sense the boundary changes as currently proposed are contiguous in that there is a ferry link between Powell River and Comox. However, there is no comparison in the degree of contiguity between Powell River and the Comox Valley and East and West Courtenay. The result is a riding that is considerably more difficult and complex to represent, and a tight-knit community split down the middle in order to add an intact community that would prefer to remain attached to the lower Sunshine Coast.

#### Community of Interest -

Community of Interest is a term commonly applied to the determination of political boundaries, but it is a rather vague term because it lacks an intrinsic sense of scale. For example, a sports team has a community of interest, and so does NATO, but neither of these

scales is relevant to an electoral boundary. It is essential that, in order for this concept to be useful, we have to define the scale at which it applies. Also, because of the nature of our system of governance, there must be a geographical component. "Golfers" might form a community of interest, but we cannot form a riding composed entirely of golfers because there is no sensible or contiguous geographic component to such a definition.

It is also important to keep this concept in context. If you are trying to draw a boundary around 104,000 people, regardless of the geographic area, you cannot expect a perfectly uniform population. Each person has many different communities of interests, including their professions, their friends, their family, those who share their hobbies, etc. As such, a community of interest should be considered in a broad social context and not as a means to micromanage populations to make them as uniform as possible.

In light of this I would argue that the important factors for defining a community of interest for the purposes of boundary redistribution are: transportation links, community integration, common industries and employers, and existing political boundaries. In essence this can be measured in the degree to which people move between communities where they work, shop, recreate and live.

The communities of the Comox Valley – Courtenay, Comox, Cumberland and the surrounding rural communities – are all unique and distinct, but also highly integrated. People move seamlessly between these areas in their daily lives, and are further bound politically within the Comox Valley Regional District. There is no doubt that the Comox Valley has a very strong community of interest.

It would be a mistake, however, to consider this localized community of interest without also considering it within the larger context. The communities of eastern Vancouver Island are well connected with one another by transportation corridors, and this increases the integration of adjacent communities. This integration has only been enhanced with the completion of the Inland Island Highway in 2000.

As a result of this, there is a strong community of interest existing between Campbell River and the Comox Valley. There are many people who work in one community, live in the other and shop in both. The links between these two communities are much stronger than between the Comox Valley and Powell River. And although they share common interests as traditionally resource-dependent towns, the links between Powell River and Campbell River are otherwise very weak.

Similarly, Powell River has a much stronger community of interest with the lower Sunshine Coast than it does with Vancouver Island. When I represented the Sunshine Coast this connection was evident and there is clear evidence that this linkage has strengthened since then. The communities of the upper and lower Sunshine Coast have many shared interests, and keeping them together makes sense.

However, since their cumulative population is not sufficient to form a riding, the larger context must also be considered. The ferry connection between Powell River and Comox does provide something of a community of interest between the two communities, though the connections tend to be stronger from Powell River to the Comox Valley than they are from the Comox Valley to Powell River. The lower Sunshine Coast, on the other hand, is strongly connected to Vancouver, particularly the North Shore. With 9 sailings per day each way and good BC Transit connections, residents of the lower Sunshine Coast regularly travel to Vancouver to shop and recreate, and there are many that commute to work there.

At one time the lower Sunshine Coast was a fairly isolated and resource-dependent region, but increasingly it is becoming a bedroom community of Metro Vancouver. This connection is further evidenced when looking at other regional and political boundaries. For example, the entire Sunshine Coast is part of the Vancouver Coastal Health Authority, while the Comox Valley is part of the Vancouver Island Health Authority. The Sunshine Coast is also linked with Metro Vancouver in BC's tourism regions (Vancouver Coast and Mountains), BC Environment Regions (Lower Mainland Region), and Forests, Lands and Natural Resource Operations Regions (South Coast Region), and not with Vancouver Island.

On the evidence it is clear that the upper and lower Sunshine Coast share a community of interest with one another, and that this is most appropriately connected to Metro Vancouver and not Vancouver Island.

I believe that, on balance, the community of interest argument favours keeping Powell River with the Sunshine Coast and keeping the Comox Valley – and especially the City of Courtenay – as whole as possible within the population limits of boundary redistribution. Breaking up a municipality that has strong connections within the current boundaries and replacing it with a community with weak connections doesn't really make sense.

#### **Conclusion**

Given the importance of contiguity and the existing communities of interest, the only reasonable alternative that remains is to simply move the current riding boundary northward while keeping the City of Courtenay intact and retaining as much of the Comox Valley as possible within the riding of Vancouver Island North.

Under existing riding boundaries there are only two cities in British Columbia, outside of the heavily urbanized areas of Greater

Victoria and Metro Vancouver, that have been split: Prince George and Nanaimo. With over 80,000 in the city and nearly 100,000 in its metropolitan area, Nanaimo is much bigger than Courtenay, which has about 24,000 in the city and 55,000 in the metro area. As such, Nanaimo can much more easily retain a degree of political importance appropriate to its size when split than Courtenay could.

Prince George is smaller than Nanaimo – about 72,000 in the city and 84,000 in the metro area, but its regional importance ensures that its influence is maintained. While the Comox Valley is the largest population centre in the North Island, the largest community in the Comox Valley - the city of Courtenay is smaller than the city of Campbell River (about 31,000). It is difficult to imagine that a city this size could be split without significant negative consequences.

In order to limit the negative impacts of boundary redistribution as much as possible, all efforts should be made to keep the City of Courtenay whole and to incorporate as much of the Comox Valley as population targets will allow in Vancouver Island North.



# THE CORPORATION OF THE CITY OF COURTENAY

## BYLAW NO. 2749

### A bylaw to regulate Street Entertainers in the City of Courtenay

WHEREAS Council recognizes that the arts, which include talented Street Entertainers, contribute to a vibrant and healthy urban environment;

AND WHEREAS Council wishes to provide for a regulatory scheme that is designed to encourage performance by talented Street Entertainers under conditions that minimize the potential for conflict and nuisance to the public and other people living and working in areas where Street Entertainers perform;

AND WHEREAS Council is authorized, under the *Community Charter*, to regulate business and the use of highways and other public places within the City of Courtenay;

AND WHEREAS Council is authorized, under the *Community Charter*, to regulate, prohibit and impose requirements in relation to the protection and enhancement of the well-being of its community.

THEREFORE BE IT RESOLVED that the Council of the City of Courtenay in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as “**Street Entertainers Regulation Bylaw No. 2749, 2013**”

#### INTERPRETATION

2. In this Bylaw, unless the context otherwise requires:

“**City**” means the City of Courtenay.

“**Dangerous props**” means items used by a Street Entertainer or Street Entertainer Group musical sound without amplification.

“**Peace Officer**” includes a member of the Royal Canadian Mounted Police and a Bylaw Enforcement Officer appointed from time to time by resolution of Council.

“**Restricted Entertainer Location**” means a location where music or noise from any performance, amplified or not, that creates sound audible beyond 75 metres from that location is prohibited. Restricted Entertainer Locations are set out on the Street Entertainers location maps attached to this bylaw as Schedule “A”.

“**Special Event**” means, where permitted verbally or in writing by the City, an activity or event undertaken in a public place including, but not limited to, a festival, concert, carnival, sport or other competition, tournament, derby, wedding, group picnic, group



celebration, procession, performance, exhibition, ceremony, organized gathering or social, recreational event, convention, workshop, meeting, sales event, kiosk or concession.

**“Street Entertainer”** includes a musician or performer who entertains the public in or adjacent to a highway or other place open to the public and who receives or has an expectation of receiving a gratuity or other donation from one or more members of the public.

**“Street Entertainment Group”** includes two or more Street Entertainers who entertain the public as a group in or adjacent to a highway or other place open to the public and who receives or has an expectation of receiving a gratuity or other donation from one or more members of the public.

**“Street Entertainment Permit”** means a permit issued under Permit Requirements in this bylaw to a Street Entertainer or Street Entertainment Group.

**“Unrestricted Entertainer Location”** means a location where music or noise from any performance, amplified or not, that creates sound audible beyond 75 metres from that location is permitted. Unrestricted Entertainer Locations are set out on the Street Entertainers location maps attached to this bylaw as Schedule “A”.

## **PERMIT REQUIREMENTS**

3. Street Entertainer Permits shall be issued to individuals or, in the case of a Street Entertainment Group, to one individual of that group.
4. Each permitted Street Entertainer and each individual in a Street Entertainment Group will be issued an identification badge which must be clearly displayed to the public while the Street Entertainer or Street Entertainment Group is performing.
5. Each Street Entertainment Group will have all group members endorsed on the permit.
6. Each Street Entertainment Group may only entertain when two or more individuals endorsed on the permit are performing together.
7. A Street Entertainer Permit will be valid for twelve (12) months from the date of issue.
8. Each Street Entertainer or Street Entertainment Group shall pay Street Entertainer Permit fees as prescribed in Schedule “B” attached to and forming part of this bylaw.
9. Despite any Street Entertainer Permit issued or anything in this bylaw, the Director or a Peace Officer may, at any time, with or without written notice, require a Street Entertainer or Street Entertainment Group to vacate an entertainer location to accommodate:
  - (a) A Special Event; or

- (b) Operational or emergency activities or works related to services or lands of the City such as, but not limited to, maintenance, closures, repairs, installations or construction or other safety or emergency planning activities carried out by the City of Courtenay.
10. As a condition of issuing a Street Entertainer Permit, each Street Entertainer or Street Entertainment Group must take part in an orientation, to be conducted by the City, of the Street Entertainer Locations and their use.
  11. The Director may impose conditions on a Street Entertainment Permit for continuing to hold a Street Entertainment Permit where such conditions are related to the interference with or obstruction of vehicular or pedestrian traffic or any other public safety manner.

## **REGULATIONS**

### **Permits Required**

12. No person, Street Entertainer or Street Entertainment Group shall perform:
  - (a) as a Street Entertainer without first obtaining a valid Street Entertainer Permit;
  - (b) as part of a Street Entertainment Group without being endorsed on the permit;
  - (c) as an individual if endorsed on a Street Entertainment Group, unless holding an individual Street Entertainer Permit;
  - (d) without displaying the identification badge issued to the Street Entertainer or Street Entertainment Group;
  - (e) while their Street Entertainer Permit or Street Entertainer Group Permit has been suspended.

### **Locations**

13. No person, Street Entertainer or Street Entertainment Group shall perform:
  - (a) in any location on public property within the City of Courtenay except those Entertainment locations identified in Schedule "A" of this bylaw;
  - (b) in any restricted Entertainment Location where the human voice or musical instrument is audible beyond 75 meters.

## **Times of Performances**

14. No person, Street Entertainer or Street Entertainer Group shall perform:
- (a) in any Entertainment Location before 10:00 a.m. or after 10:00 p.m. seven days a week;
  - (b) in any Entertainment Location for a single continuous time exceeding two (2) hours per day;
  - (c) in any Entertainment Location on the same day where the same Street Entertainer or Street Entertainment Group has already performed or has vacated the location;

## **Amplification**

15. No person, Street Entertainer or Street Entertainer Group shall perform:
- (a) with any amplification except with non-acoustical instruments;
  - (b) with more than one amplifier;
  - (c) with any amplification other than with battery operated amplifiers that do not exceed 15 watts;
  - (d) with any amplification that utilized more than one speaker at any restricted or unrestricted location;
  - (e) with any amplification of the human voice at any restricted or unrestricted location;
  - (f) with any amplification that is audible beyond 75 metres from any restricted entertainer location.

## **General**

16. No person, Street Entertainer or Street Entertainer Group shall perform:
- (a) unless in compliance with all provisions of this bylaw;
  - (b) without removing all litter and/or garbage generated by the performance;
  - (c) if obstructing the free passage of pedestrian or permitted bicycle traffic in any way as determined by a Peace Officer;
  - (d) if soliciting for money, verbally or otherwise, in any way other than having an open container for donations at the entertainer location;
  - (e) and sell any recordings or other depictions of their own performance unless doing so during a performance at an entertainer location;
  - (f) or continue to perform when directed by the Director or a Peace Officer to vacate an entertainer location;
  - (g) at any entertainer location during or for the duration of any event that has been scheduled to take place by the City or any organization that has been permitted by the City to hold an event or rent a park, unless permitted to do so by the City or event organizer;
  - (h) using profanity;
  - (i) while consuming alcohol or illegal drugs or while under the influence of alcohol or illegal drugs during performances;

- (j) using props in a manner that could injure or cause damage to a member of the public; or
- (k) using dangerous props.

### **Suspension or Cancellation of Permit**

- 17. The Director is authorized to suspend or cancel the Street Entertainment Permit of any Street Entertainer or Street Entertainer Group where there is reasonable cause.
- 18. The Director is authorized to suspend or cancel the Street Entertainer Permit of any Street Entertainer or Street Entertainer Group who fails to comply with this bylaw or a condition of the Street Entertainer Permit on two occasions or more within any single twelve month period.
- 19. A Street Entertainer Permit issued to a Street Entertainment Group may be suspended or cancelled where one or more persons endorsed in that Street Entertainer Permit fails to comply with this bylaw or a condition of the Street Entertainer Permit on two occasions or more within any single twelve month period.
- 20. Street Entertainers and Street Entertainment Groups must pay all outstanding fines levied under this bylaw before a suspended Street Entertainer Permit will be reinstated.
- 21. If a Street Entertainer Permit is cancelled, a new application will not be accepted until after one year from the date of cancellation of the previous permit held by that Street Entertainer.
- 22. If a Street Entertainer Permit is cancelled, a new application will not be accepted until all outstanding fines levied under this bylaw are paid in full.

### **ENFORCEMENT AND PENALTIES**

#### **Designation of Bylaw**

- 23. This Bylaw is designated under Section 264 of the *Community Charter* as a bylaw that may be enforced by means of a Municipal Ticket Information in the form prescribed.

#### **Designation of Enforcement Officers**

- 24. Peace Officers and Bylaw Enforcement Officers are designated to enforce this bylaw by means of a Municipal Ticket Information under Section 264 of the *Community Charter*.

#### **Ticketing for Offences**

- 25. The words or expressions listed in Schedule "C" in the 'description of offence' column are authorized to be used on a ticket issued under Section 264 of the *Community Charter* to designate an offence against the respective section of this bylaw appearing opposite in the section column. The amounts appearing in the MTI fine column are the fines set

pursuant to Section 264 of the *Community Charter* for contravention of the respective section of the Bylaw appearing opposite in the section column.

26. A person or persons who contravenes, violates or fails to comply with any provision of this bylaw, or who suffer or permits any act or thing to be done in contravention or violation of this bylaw, or who fails to do anything required by this bylaw, commits an offence and shall be liable, upon conviction, to a fine of not more than \$10,000.00 and not less than the fines prescribed in Schedule "C" of this bylaw, the cost of prosecution and any other penalty or order imposed pursuant to the Community Charter (British Columbia) or the Offence Act (British Columbia) as amended from time to time. Each day that an offence against this bylaw continues or exists shall be deemed to be a separate and distinct offence.

#### **Schedules**

27. The schedules in this bylaw form part of the bylaw and are enforceable in the same manner as the bylaw.

#### **Severability**

28. If any section or provision of this bylaw is held to be invalid by a court of competent jurisdiction, the invalid portion shall be severed and the validity of the remainder of the bylaw shall not be affected.
29. This bylaw shall come into effect upon final adoption hereof.

Read a first time this 10<sup>th</sup> day of June, 2013

Read a second time this 10<sup>th</sup> day of June, 2013

Read a third time this 10<sup>th</sup> day of June, 2013

Finally passed and adopted this day of 2013

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Mayor

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Director of Legislative Services

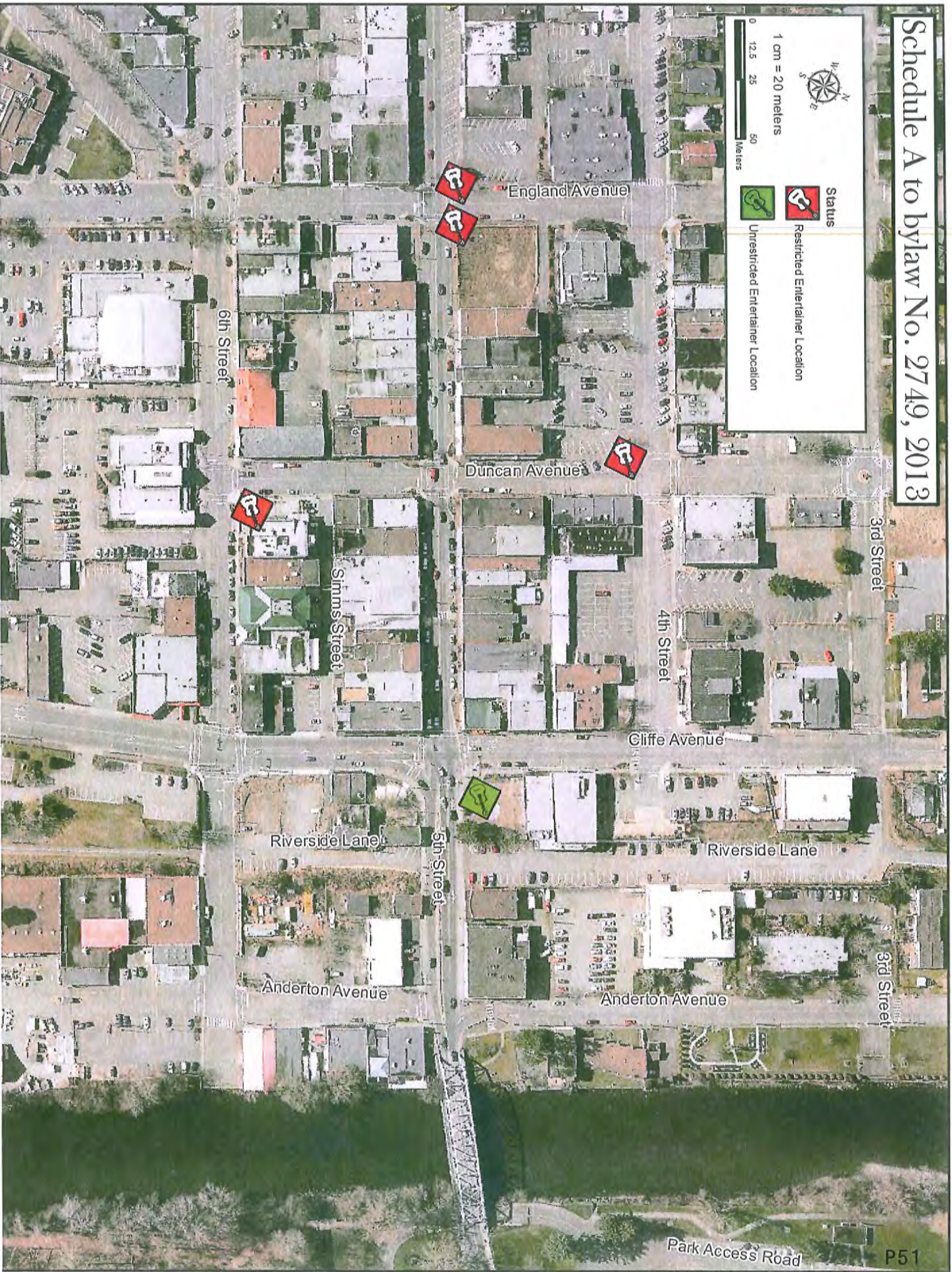
# Schedule A to bylaw No. 2749, 2013

1 cm = 20 meters

0 12.5 25 50 Meters

**Status**

- Restricted Entertainer Location
- Unrestricted Entertainer Location



**Street Entertainers Regulation Bylaw No. 2749, 2013**

**SCHEDULE "B"**

**FEE SCHEDULE**

Street Entertainer or Street Entertainment Group Permit	\$25.00
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**Street Entertainers Regulation Bylaw No. 2749, 2013**

**SCHEDULE "C"  
FINE SCHEDULE**

DESCRIPTION OF OFFENCE	BYLAW SECTION	MTI FINE
Perform without a Street Entertainer Permit	12 (a)	\$75.00
Perform without endorsement on permit	12 (b)	\$50.00
Perform as individual from Street Entertainer Group	12 (c)	\$50.00
Perform without displaying badge	12 (d)	\$50.00
Perform when permit is suspended	12 (e)	\$75.00
Perform in unauthorized location	13 (a)	\$50.00
Noise audible beyond 75 metres from a restricted location	13(b)	\$50.00
Perform during prohibited time	14 (a)	\$50.00
Perform exceeding two hours	14 (b)	\$50.00
Perform in same location when prohibited	14 (c)	\$50.00
Perform in more than one location on same day	14 (c)	\$50.00
Amplify an acoustical instrument	15 (a)	\$50.00
Perform with more than one amplifier	15 (b)	\$50.00
Use amplifier that is not battery operated or is more than 15 watts	15 (c)	\$50.00
Amplify more than one speaker	15 (d)	\$50.00
Amplify voice during a performance	15 (e)	\$50.00
Amplification audible 75 meters from a restricted location	15 (f)	\$50.00
Fail to comply with bylaw	16 (a)	\$50.00
Fail to remove litter or garbage	16 (b)	\$50.00
Obstruct pedestrian or bicycle traffic	16 (c)	\$50.00
Solicit for money	16 (d)	\$50.00
Sell recordings other than at performance	16 (e)	\$50.00
Perform when directed to vacate	16 (f)	\$50.00
Perform during event where prohibited	16 (g)	\$50.00
Perform using profanity	16 (h)	\$50.00
Perform while using or under the influence	16 (i)	\$50.00
Perform in a dangerous manner	16 (j)	\$50.00
Perform with dangerous props	16 (k)	\$50.00





THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2745

A bylaw to amend Corporation of the City of Courtenay Zoning Bylaw No. 2500, 2007

WHEREAS the Council has given due regard to the consideration given in Section 903 of the *Local Government Act*;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as “**Zoning Amendment Bylaw No. 2745, 2013**”.
2. That “Zoning Bylaw No. 2500, 2007” be hereby amended as follows:
  - (a) by rezoning Lot 7, Section 47, Comox District, Plan VIP55917 (1397 Sitka Avenue), as shown in bold outline on **Attachment A** which is attached hereto and forms part of this bylaw, from Residential One Zone (R-1) to Residential One S Zone (R-1S);
  - (b) That Zoning Bylaw No. 2500, 2007, Schedule No. 8 be amended accordingly.
3. This bylaw shall come into effect upon final adoption hereof.

Read a first time this 21<sup>st</sup> day of May, 2013

Read a second time this 21<sup>st</sup> day of May, 2013

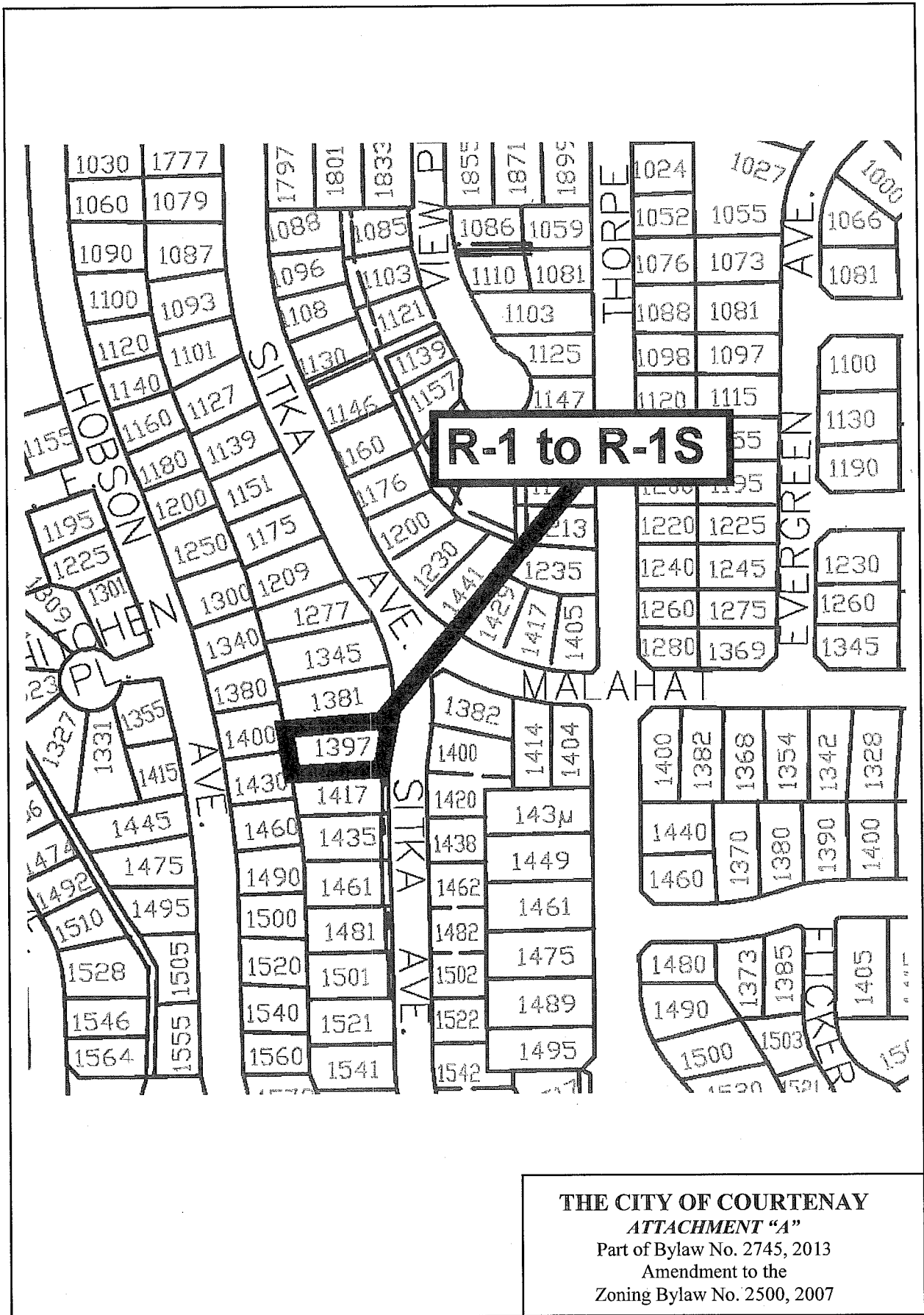
Considered at a Public Hearing this            day of            , 2013

Read a third time this            day of            , 2013

Finally passed and adopted this            day of            , 2013

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Legislative Services



## THE CORPORATION OF THE CITY OF COURTENAY

### ROAD CLOSURE BYLAW NO. 2738, 2013

WHEREAS, pursuant to Section 40 of the *Community Charter*, Council may, by bylaw, close a portion of a highway to traffic and remove the dedication of the highway, if prior to adopting the bylaw, Council publishes notices of its intention in a newspaper and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND WHEREAS the Council of the City of Courtenay deems it expedient to close to traffic and remove the dedication of highway of that portion of highway comprising of 459 square metres in size legally described as Part of Block 72, dedicated as road at the Victoria Land Title Office by Plan EPP11548, Comox District, outlined in bold black on the draft Reference Plan EPP27746 prepared by Bruce Lewis, B.C.L.S. on the 23<sup>rd</sup> day of April, 2013 a reduced copy of which is attached hereto as Schedule "A";

AND WHEREAS notices of Council's intention to close this portion of highway to traffic, to remove its dedication as highway, and to dispose of it were published in a newspaper and posted in the public notice posting place, and Council has provided an opportunity for persons who consider they are affected by the closure and disposition to make representations to Council;

AND WHEREAS the Council does not consider that the closure of that portion of highway will affect the transmission or distribution facilities or works of utility operators;

NOW THEREFORE the Council of the City of Courtenay in open meeting assembled, enacts as follows:

1. That portion of highway comprising of 459 square metres in size legally described as Part of Block 72, dedicated as road at the Victoria Land Title Office by Plan EPP11548, Comox District, outlined in bold black on the draft Reference Plan EPP27746 prepared by Bruce Lewis, B.C.L.S. on the 23<sup>rd</sup> day of April, 2013 a reduced copy of which is attached hereto as Schedule "A" (the Closed Road), is closed to all types of traffic, and its dedication as highway is removed.
2. On deposit of the reference plan attached hereto as Schedule "A" and all other documentation for the closure of the Closed Road in the Victoria Land Title Office, the Closed Road is closed to traffic, it shall cease to be public highway, and its dedication as highway is cancelled.
3. The Mayor and Director of Legislative Services are authorized to execute and deliver such transfers, deeds of land, plans and other documentation as may be necessary for the purposes aforesaid.
4. This Bylaw may be cited as "**Road Closure Bylaw No. 2738, 2013**".

Read a first time this 13<sup>th</sup> day of May, 2013

Read a second time this 13<sup>th</sup> day of May, 2013

Read a third time this 13<sup>th</sup> day of May, 2013

Published in two editions of the Comox Valley Echo on the      and      day of May, 2013

Approved by the Ministry of Transportation and Infrastructure this      day of      , 2013

Finally passed and adopted this      day of      , 2013

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Mayor

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Director of Legislative Services

**REFERENCE PLAN TO ACCOMPANY:  
THE CORPORATION OF THE CITY OF  
COURTENAY BYLAW No. 2738 CLOSING  
ROAD DEDICATED BY PLAN EPP11548,  
IN BLOCK 72, COMOX DISTRICT.**

**PLAN EPP27746**

SCHEDULE A

PURSUANT TO SECTION 120, LAND TITLE ACT and SECTION 40, COMMUNITY CHARTER  
B.C.G.S. 92 F.078

SCALE = 1 : 750



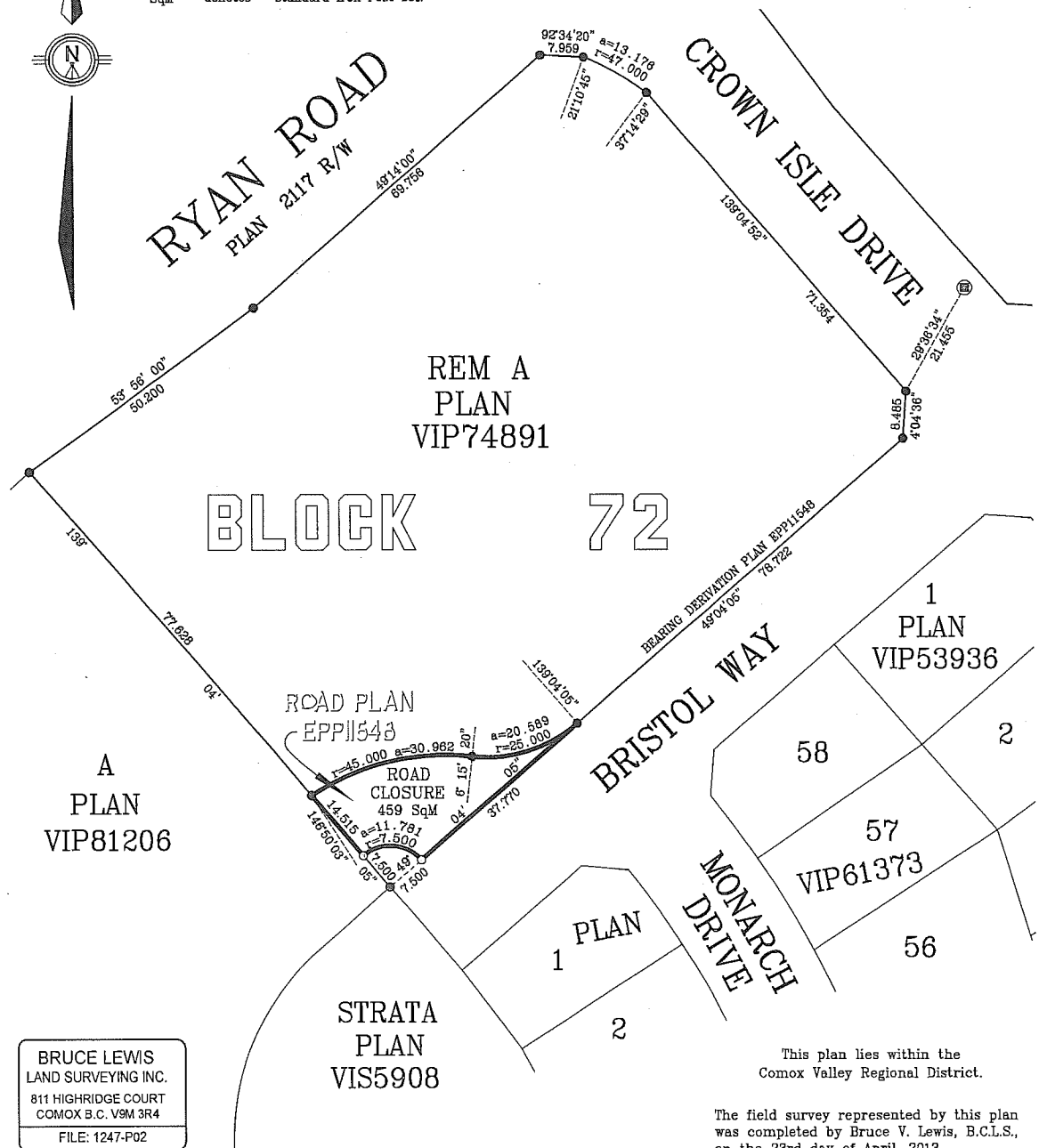
All distances are in metres and decimals thereof unless otherwise stated

The intended plot size of this plan is 280 mm in width by  
432 mm in height (B-size) when plotted at a scale of 1:750.

**LEGEND**

Bearings are astronomic derived from Plan EPP11548

- ⊙ - denotes - Standard Rock Post found
- - denotes - Standard Iron Post found.
- - denotes - Square Metres
- SqM - denotes - Standard Iron Post set.



BRUCE LEWIS  
LAND SURVEYING INC.  
811 HIGHRIDGE COURT  
COMOX B.C. V9M 3R4  
FILE: 1247-P02

This plan lies within the  
Comox Valley Regional District.

The field survey represented by this plan  
was completed by Bruce V. Lewis, B.C.L.S.,  
on the 23rd day of April, 2013.