

Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay B.C., on Monday, November 21, 2016 at 4:00 p.m.

**Attending:**

**Mayor:** L. Jangula  
**Councillors:** E. Eriksson  
D. Frisch  
D.A. Hillian  
R. Lennox  
B. Wells

**Staff:**

D. Allen, CAO  
J. Ward, Director of Legislative Services/Deputy CAO  
I. Buck, Director of Development Services  
D. Snider, Director of Recreation and Cultural Services  
L. Hatch, Director of Engineering Services  
A. Guillo, Manager of Communications

**1.00 ADOPTION OF MINUTES**

**.01** Moved by Wells and seconded by Frisch that the November 7,  
MINUTES 2016 Council meeting minutes be adopted.  
**Carried**

**3.00 DELEGATIONS**

**1. BC Seniors Games Certificate of Appreciation Presentations**

Certificates of appreciation from Council were presented to participants in the BC Senior Games.

The meeting recessed at 4:06 p.m. and reconvened at 4:12 p.m.

**2. Lindsay McGinn, Community Impact Officer re: United Way Vital Signs Report**

Lindsay McGinn, Jody MacDonald and Harry Panjer presented the 2016 United Way Vital Signs report.

**4.00 STAFF REPORTS/PRESENTATIONS**

**.01** Inspector Tim Walton and Staff Sergeant Eric Rochette provided an  
RCMP UPDATE update regarding the Comox Valley RCMP.

The meeting recessed at 5:02 p.m. and reconvened at 5:18 p.m.

**R25/2016 – November 21, 2016**

**.02**  
COUNCIL  
COMMUNICATIONS  
POLICY  
610-02

Moved by Frisch and seconded by Wells that based on the November 21, 2016 staff report “Council Communications and Related Policies”, Council approve Communications Policy #0540.00.01; Incoming Correspondence Policy #0610.00.02 (Revision 2); and Social Media Policy #1310.00.03.

**Carried**

**.03**  
CRA LETTER OF  
UNDERSTANDING  
2240-20

Moved by Hillian and seconded by Lennox that based on the November 21, 2016 staff report “Courtenay Recreational Association Letter of Understanding for CRA Services”, that Council approve Option 1 and the attached Agreement between the City and the Courtenay Recreational Association.

**Carried**

**.04**  
SID THEATRE NEW  
WORKS CAPITAL  
FUNDS  
2240-20

Moved by Hillian and seconded by Wells that based on the November 21, 2016 staff report, “Sid Williams Theatre Society – Request to Access the Sid Williams Theatre New Works Capital Reserve”, that Council approve the Sid Williams Theatre Society’s request to draw \$30,000 for the Sid Williams Theatre New Works Capital Reserve to fund the theatre lighting equipment expenditure.

**Carried**

Councillor Wells declared a potential conflict of interest regarding the next item, due to his membership in the Sunrise Rotary Club, and vacated Council Chambers at 5:45 p.m.

**.05**  
SKYPARK  
WASHROOM  
6140-219

Moved by Lennox and seconded by Hillian that based on the November 21, 2016 staff report, “Skypark Washroom – Sunrise Rotary Club Expression of Interest”, that Council approve Option 1 for the use of 6 additional hours of staff time to develop a Skypark washroom proposal in partnership with the Sunrise Rotary Club.

**Carried**

Councillor Wells returned to Council Chambers and took his seat at 5:54 p.m.

**.06**  
CHANCES  
COURTENAY  
CHANGE TO LIQUOR  
LICENCE  
4320-20

Moved by Hillian and seconded by Frisch that based on the November 21, 2016 staff report, “Chances Courtenay Structural Change Application”, Council approve Option 1 and direct staff to post notice on the City’s website requesting input on the proposed structural change for Council consideration at the regular meeting scheduled on December 5, 2016.

**Carried**

**.07**  
ZONING AMEND  
1235 HORNBY PL  
3360-20-1608

Moved by Hillian and seconded by Frisch that based on the November 21, 2016 Staff report, “Zoning Amendment of 1235 Hornby Place”, Council support approving Option 1 and proceed to first and second readings of Zoning Amendment bylaw No. 2862, 2016; and

That Council direct staff to schedule and advertise a statutory public hearing with respect to Zoning Amendment Bylaw No. 2862, 2016 on December 5, 2016 at 5:00 p.m. in City Hall Council Chambers.

**Carried**

**6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01** Moved by Lennox and seconded by Frisch that Briefing Note  
BRIEFING NOTE “Request for comments on CVRD staff report on “Utility Collaboration”  
UTILITY be received for information.  
COLLABORATION **Carried**  
470-20

**.02** Moved by Wells and seconded by Lennox that Briefing Note  
BRIEFING NOTE “CVRD Water Servicing Options Report for Royston” be received for  
CVRD WATER information.  
SERVICING OPTIONS **Carried**  
FOR ROYSTON  
400-20

**7.00 REPORTS FROM COUNCIL MEMBERS REGARDING CITY RELATED  
ACTIVITIES INCLUDING REPORTS FROM COUNCIL AND EXTERNAL  
COMMITTEES**

COUNCILLOR Councillor Eriksson reviewed his attendance at CVRD meetings, and  
ERIKSSON reviewed the upcoming Walk of Achievement ceremony for Byron  
Green.

COUNCILLOR FRISCH Councillor Frisch reviewed his attendance at the following events:  
➤ Cousins Park tree planting  
➤ CVRD Integrated Resource Transportation Select Committee  
meeting  
➤ DCBIA monthly meeting

COUNCILLOR HILLIAN Councillor Hillian reviewed his attendance at the following events:  
➤ Social Planning Society monthly meeting  
➤ CV Housing Coalition monthly meeting  
➤ Launch of “Where we all belong” program by the Community  
Drug Strategy Committee  
➤ Community Drug Strategy Committee meeting  
➤ Community Justice Centre meeting  
➤ Downtown Moonlight Madness  
➤ National Child Day at Queneesh Elementary School

COUNCILLOR WELLS Councillor Wells reviewed his attendance at the following events:  
➤ Startup Canada awards  
➤ North Island College strategic priorities luncheon

- CV Child Development Association Telethon
- TimberWest lunch
- CVRD Water Committee meeting
- Comox BIA meeting
- North Island 911 Corporation meeting
- Art Gallery event
- Downtown Christmas parade

MAYOR JANGULA

Mayor Jangula reviewed his attendance at the following events:

- Remembrance Day ceremony
- CV Child Development Association Telethon
- CVRD meetings
- Christmas Tree lighting
- Downtown Christmas parade
- Comox Valley Economic Development Strategic Planning session

## **8.00 RESOLUTIONS OF COUNCIL**

**.01**

IN CAMERA MEETING

Moved by Frisch and seconded by Wells that notice is hereby given that a Special In-Camera meeting closed to the public will be held November 21, 2016 at the conclusion of the Regular Council Meeting pursuant to the following sub-section of the *Community Charter*:

- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Carried**

## **9.00 UNFINISHED BUSINESS**

**.01**

SPEEDING ON ROYAL  
VISTA WAY

Moved by Frisch and seconded by Lennox that staff proceed with the installation of an addition 50 km/h sign on Royal Vista Way; and

That the portable speed reader board be placed in the area.

**Carried**

## **11.00 NEW BUSINESS**

**.01**

VIRL BOARD  
7960-02

Moved by Hillian and seconded by Wells that correspondence from the Vancouver Island Regional Library Board be postponed to the December 5, 2016 regular Council meeting.

**Carried**

**12.00 BYLAWS**

**.01** Moved by Frisch and seconded by Hillian that “Zoning  
BYLAW NO. 2862 Amendment Bylaw No. 2862, 2016” pass first and second reading.  
ZONING AMEND **Carried**

**13.00 ADJOURNMENT**

**.01** Moved by Hillian and seconded by Wells that the meeting now  
adjourn at 7:10 p.m.  
**Carried**

**CERTIFIED CORRECT**

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**Director of Legislative Services**

**Adopted this 5<sup>th</sup> day of December, 2016**

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**Mayor**