

**Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay B.C., on Tuesday, October 11, 2011 at 4:00 p.m.**

**Attending:**

**Mayor:** G. T. Phelps  
**Councillors:** D. A Hillian at 4:06 p.m.  
L. V. Jangula  
R-R. Leonard  
J. M Presley  
M. Theos

**Staff:**

S. Gray, Administrator  
J. Ward, Manager of Corporate Administration  
R. Wiwchar, Director of Community Services  
T. Manthey, Director of Financial Services  
P. Crawford, Director of Planning Services  
K. Lagan, Director of Operational Services  
A. Hampshire, Deputy Municipal Engineer

**1.00 ADOPTION OF MINUTES**

**.01** Moved by Theos and seconded by Presley that the October 3, 2011  
MINUTES Council minutes be adopted.  
**Carried**

**4.00 COMMITTEE/STAFF REPORTS**

**.01** Moved by Presley and seconded by Theos that notice be given to  
DP NO. 1124 the adjacent property owners of proposed Development Permit with  
1025 COMOX RD Variances No. 1124 as outlined below, and that the application be  
3060-20-1124 returned to Council on November 7, 2011; and

That subject to public input, Development Permit with Variances No. 1124 to allow the construction of a freestanding sign on the property located at 1025 Comox Road (Lot 1, Sections 13 and 14, Comox District, Plan VIP87105) and to vary Section 6.6.5 of the City of Courtenay Sign Bylaw No. 2042, 1998, to allow more than one freestanding sign per parcel, be issued to 660476 BC Ltd. subject to the following conditions:

- a. Signage must be in conformance with the plans and drawings contained in Attachment No. 3;

- b. Signage must be either halo lit or un-illuminated;
- c. That if the permit holder has not substantially commenced construction within twelve (12) months after the date of issuance, the permit lapses.

**Carried**

**.02**  
STRATA CONVERSION  
1300-20 STREET  
3300-20-1102

Moved by Theos seconded by Presley that Council approve Application for Strata Conversion No. 1102 for a duplex subject to the following condition:

- a) Issuance of a building permit indicating that the older residential unit is in substantial conformance with the Building Code; and

That Council authorize the Mayor and Manager of Corporate Administration to sign the Strata Conversion Plan and documents provided that the above condition has been met.

**Carried**

**.03**  
SUBDIVISION  
SERV AGREE  
3320-20-09590

Moved by Presley and seconded by Theos that Council approve the Subdivision Servicing Agreement, Covenants and Statutory Rights of Way documents for the Subdivision of Lot 3, District Lot 230, Comox District, Plan 7444 Lying to the North East of a Boundary Parallel to and Perpendicularly Distant 308 Feet From The North East Boundary Of Said Lot, Except That Part In Plan VIP73473;

That the required security and documents be provided to the City prior to approval of the Subdivision Plan; and

That the Mayor and Manager of Corporate Administration be authorized to sign all documentation relating to this development.

**Carried**

**.04**  
CHRISTMAS  
MAGIC EVENT  
5460-08

Moved by Jangula and seconded by Presley that 5<sup>th</sup> Street between Cliffe Avenue and Fitzgerald Avenue including the cross streets of Duncan and England Avenue up to the alleyways, be temporarily closed to traffic, on November 26, 2011 from 4:30 p.m. to 9:00 p.m. for the Christmas Magic Event;

That 5<sup>th</sup> Street between Cliffe Avenue and McPhee Avenue be temporarily closed to traffic, on November 27, 2011 from 11:30 a.m. to 3:30 p.m. for the Comox Valley Christmas Parade (the parade to start at 2:00 p.m.);

That Duncan Avenue and England Avenue are not blocked by vehicles in order to allow the passage of emergency vehicles; and

That the necessary insurance be forwarded to the City and the emergency services are advised of the temporary closure, at least five working days before the event.

**Carried**

**5.00 REPORTS AND CORRESPONDENCE FOR INFORMATION**

POLICE REPORT  
7550-01

Moved by Leonard and seconded by Presley that the Police Report for September 2011 be received for information.

**Carried**

**7.00 RESOLUTIONS OF COUNCIL**

**.01**  
INCAMERA MTG

Moved by Presley and seconded by Theos that under the provisions of Section 90(c)(k) of the *Community Charter*, notice is hereby given that a Special In-Camera meeting closed to the public, will be held October 11, 2011 at the conclusion of the Regular Council Meeting.

**Carried**

**11.00 BYLAWS**

**.01**  
BYLAW NO. 2687  
TAX EXEMPTION

Moved by Presley and seconded by Theos that “Tax Exemption 2012 Bylaw No. 2687, 2011” be finally passed and adopted.

**Carried**

**.02**  
BYLAW NO. 2688  
CHURCHES TAX  
EXEMPTION

Moved by Jangula and seconded by Leonard that “Churches Tax Exemption 2012 Bylaw No. 2688, 2011” be finally passed and adopted.

**Carried**

**.03**  
BYLAW NO. 2689  
2012-2021 TAX  
EXEMPTION

Moved by Theos and seconded by Presley that “2012-2021 Tax Exemption Bylaw No. 2689, 2011” be finally passed and adopted.

**Carried**

**.04**  
BYLAW NO. 2690  
2012-2016 TAX  
EXEMPTION

Moved by Hillian and seconded by Leonard that “2012-2016 Tax Exemption Bylaw No. 2690, 2011” be finally passed and adopted.

**Carried**

**12.00 COUNCIL MEMBER ROUNDTABLE**

COUNCILLOR JANGULA Councillor Jangula reviewed his attendance at a Regional 911 meeting

COUNCILLOR HILLIAN Councillor Hillian gave a review of the recent Car Free Sunday

COUNCILLOR THEOS Councillor Theos reviewed his attendance at the UBCM Convention

COUNCILLOR LEONARD Councillor Leonard reviewed her attendance at the following events:

- C.V. Environmental Council meeting
- Library Board Meeting
- Car Free Sunday
- COPS for Cancer Event
- Kidney Foundation Walk
- Great Canadian Shoreline Cleanup
- Minister Bell's visit

MAYOR PHELPS Mayor Phelps reviewed his attendance at the following events:

- Francophone School Opening in Comox
- Minister Bell's visit
- Lunch meeting with Acting Deputy RCMP Commissioner

**13.00 ADJOURNMENT**

**.01** Moved by Hillian and seconded by Presley that the meeting now adjourn at 4:28 p.m.  
**Carried**

**CERTIFIED CORRECT**

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**Manager of Corporate Administration**

**Adopted this 17<sup>th</sup> day of October, 2011**

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**Mayor**