

# CITY OF COURTENAY

Explore this guide for ways to engage in local government and help shape your city.



## Public Delegations

- You may request to appear as a delegation, or present to council, if you wish to speak at a live council or committee meeting. Visit the [Appear as a Delegation webpage](#) for information.
- Individuals or groups must submit a request to the Corporate Officer at least **4 business days** before the meeting they wish to appear at. You may submit a request by emailing or mailing the [application form](#) to the Corporate Officer.
- The council or committee will hear a maximum of 2 delegations per meeting unless there is a resolution to allow more. Speakers have **10 minutes** to present.



## Speaking on a Member Motion

- According to Courtenay City Hall staff, the best way for someone to respond or speak to a motion is by writing to council.



## Community Advisory Committees

- There are limited opportunities for joining a committee.
- There is the Courtenay Heritage Commission, which might not be active. Based on the last [report](#) (2017), the committee has community members and a staff appointee.



## Public Hearings

- If you believe you will be affected by a proposed zoning bylaw, you may present your views to council. Visit the [Public Hearings webpage](#) for information.
- You may submit written comments ahead of the meeting or present in person or via Zoom.



## Engagement Opportunities

- Meet the Mayor: Weekly sessions to discuss city issues with the mayor.



## Official Community Plan

- City of Courtenay has an Official Community Plan that lays out strategic objectives and visions for the city.
- Visit the Official Community Plan webpage for information and learn their priorities for the coming years.

*Please note that all the information in this resource is subject to change as each city updates their plans, processes, and strategies. The information provided is up to date as of March 2024.*



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The work of WTC in Vancouver takes place on the stolen ancestral territories of the x̱məθḵəyəm (Musqueam Indian Band), Skwxwú7mesh (Squamish Nation), and səlilwətał (Tsleil-Waututh Nation). We acknowledge the leadership of Indigenous women for time immemorial, and seek to learn and unlearn our own colonial practices as we work in cities as sites of resistance.