

Minutes of a Committee of the Whole meeting held March 1, 2004 at 4:00 p.m. in the City Hall Council Chambers.

Attending:

Mayor: S. L. Winchester

Councillors: N.A. Ahmed
L. V. Jangula
D. S. McRae
J. M. Presley

Staff:

S. T. Gray, Administrator
J. Ward, City Clerk
D. Slobodan, Director of Development Services
K. Lagan, Director of Operational Services
R. Wiwchar, Director of Community Services
T. Towle, Fire Chief (until 4:45 p.m.)
P. Crawford, Senior Planner
G. Garbutt, Planner (until 5:00 p.m.)

The meeting was called to order at 4:00 p.m.

The Mayor approved one late delegation and one late item to the agenda.

DELEGATIONS

Lawrence Burns, Heritage Advisory Committee

Lawrence Burns provided an update of the Heritage Advisory Committee activities including the recent very successful display in the Courtenay library, the plans for commemorative plaque sites for 2004, and plans for downtown heritage maps and a heritage walk. Lawrence thanked Council and staff for their support of the Commission. Other Commission members Gordon Blackhall, Judy Hagen, and Maude Hobson were also in attendance.

John Chislett, Muchalat Construction

John Chislett outlined the application from Muchalat Construction for Development Permit No. 0403 to allow the construction of a 22-unit multi-family residential development in Crown Isle.

Michael Nygren, First Courtside Developments

Michael Nygren reviewed the application from First Courtside Developments for Development Variance Permit No. 0402 for a fascia sign variance and a reduction in side yard, as well as the application for Development Permit No. 0402 to allow construction of a “Winners” retail store located at 3299 Cliffe Avenue.

Mr. Nygren also reviewed that he has met with City staff regarding his company providing directional signage for Downtown Courtenay to be located on or near the Anfield site. He mentioned that the signing should be in place within the month.

DEPARTMENT REPORTS

CW1 Annual Fire Report (7200-01)

Moved by McRae and seconded by Presley that the 2003 Annual Fire Report be received for information.

Carried

Moved by Ahmed and seconded by Jangula that a resolution be forwarded to the AVICC Convention regarding payment for Fire Department responses to vehicle fires and motor vehicle accidents.

Carried

CW2 Recreation Access Program (7710-03)

Moved by Presley and seconded by McRae that the report regarding the Recreation Access Program be received for information.

Carried

CW3 Joint Courtenay-Comox Skateboard Park (890-01)

Moved by McRae and seconded by Presley that the report regarding the Joint Courtenay-Comox Skateboard Park project be received for information.

Carried

CW4 Community Services Department Update Report (650-20)

Moved by Presley and seconded by Ahmed that the Community Services Department Update Report be received for information.

Carried

CW5 Community Youth Achievement Bursary (5120-01)

Moved by Presley and seconded by Ahmed that Community Youth Achievement Bursary in the amount of \$10,000 as suggested by Councillors Presley and McRae be considered in the 2004 Financial Plan; and

That the bursary criteria be developed by City staff and presented to Council for approval; and

That the bursary initiative be forwarded to Comox and Cumberland Councils for their consideration.

Carried

CW6 Big House Indoor Skateboard Facility (5120-01)

Moved by Jangula and seconded by Presley that Council support the operation of the Big House Indoor Skateboard Facility by the Recreation Division for a four month trial period; and

That an agreement to lease the building for four months be drafted and the Mayor and Clerk be authorized to sign the agreement on behalf of the City.

Carried

CW7 Infrastructure Planning Grants (1845-20)

Moved by McRae and seconded by Ahmed that the letter from Murray Coell, Minister of Community, Aboriginal and Women's Services concerning approvals for two infrastructure planning grants be received for information.

Carried

CW8 Winter Road Maintenance (5400-20)

Moved by Presley and seconded by Jangula that the letter from the Ministry of Transportation regarding winter road maintenance in the Courtenay area be received for information.

Carried

CW9 Annand Air Lease (2380-20)

Moved by Presley and seconded by McRae that Council approve the attached lease with Annand Air Inc. for Lot 1 at the Courtenay Air Park; and

That the Mayor and Clerk be authorized to execute the lease on behalf of the City.

Carried

CW10 Notice of InCamera Meeting

Moved by Presley and seconded by Jangula that under the provisions of Sec. 90(1)(g) of the *Community Charter*, notice is hereby given that a Special InCamera meeting closed to the public will be held March 1, 2004 at the conclusion of the Committee of the Whole meeting.

Carried

CW11 Development Variance Permit 0324-Annand Air Inc. (3090-20-0324)

Moved by Ahmed and seconded by Presley that notice be given to the adjacent property owners of the proposed development variance outlined below and that the application be returned to Council at a meeting on March 15, 2004; and

That subject to public input, Development Variance Permit No. 0324 be issued to Annand Air Inc. to provide relief from Section 8.8.15 of City of Courtenay Zoning Bylaw No. 1427, 1986, and amendments thereto, to allow the construction of a 278m² airplane hangar with a reduction of the side yard setbacks from 4.5m to 1.3m, and a reduction of the rear yard setback from 7.5m to 3.2m for property legally described as Lot 1, Section 66, Comox District, Plan 14942 at 1-110-20th Street.

Carried

CW12 Development Variance Permit No. 0402-First Courtside (3090-20-0402)

Moved by McRae and seconded by Presley that Development Variance Permit No. 0402 be issued to First Courtside Developments Ltd. to provide relief from the City of Courtenay Zoning Bylaw No. 1427, 1986, and amendments thereto, to allow the reduction of the side yard from 15m to 5.8m for a 2,554m² retail building and to provide relief from the City of Courtenay Sign Bylaw No. 2042, 1998 to allow the increase in fascia sign area from 9m² to 21.74m² for the property legally described as Lot A, Section 67, Comox District, Plan VIP71925 at 3299 Cliffe Avenue.

Carried

CW13 Development Permit No. 0402-First Courtside (3060-20-0402)

Moved by McRae and seconded by Ahmed that the application from First Courtside Developments Limited for Development Permit No. 0402 to allow the construction of a commercial building at 3299 Cliffe Avenue, generally in accordance with “Application for Development Permit”, dated January 24, 2004, with revisions up to and including February 25, 2004, including landscape materials, irrigation and installation valued at \$8633.52 be approved and, further, if the permit holder has not substantially commenced any construction to which the permit was issued within twelve (12) months after the date it was issued, the permit lapses.

Carried

CW14 Development Permit No. 0403-Muchalat Construction (3060-20-0403)

Moved by Ahmed and seconded by Presley that the application from Muchalat Construction for Development Permit No. 0403 to allow the construction of a multi-family residential development at Lot 1, Block 72, Comox District, Plan VIP--- at (address to be assigned) Royal Vista Way, generally in accordance with “Application for Development Permit”, dated January 29, 2004, with revisions up to and including February 17, 2004, including landscape materials, irrigation and installation valued at \$41,792.50 be approved and, further, if the permit holder has not substantially commenced any construction to which the permit was issued within twelve (12) months after the date it was issued, the permit lapses.

Carried

CW15 Heritage Advisory Commission Minutes

Moved by Ahmed and seconded by Presley that the Heritage Advisory Commission meeting minutes of February 25, 2004 be received for information.

Carried

CW16 Sandwich/Headquarters Local Area Plan (6520-20)

Moved by Jangula and seconded by McRae that Council endorse the recommendation of the Sandwich Transitional Advisory Committee and approve the attached Sandwich/Headquarters Local Area Plan;

That “City of Courtenay Official Community Plan Amendment Bylaw No. 2334, 2004” proceed to 1st and 2nd reading; and

That a Public Hearing be held on April 12, 2004 at 5:00 p.m. at the Florence Filberg Centre in relation to Bylaw No. 2334, 2004.

Carried

CW17 RRAP Program (3760-02)

Moved by McRae and seconded by Jangula that the City of Courtenay discontinue its role as agent for the delivery of the RRAP program for CMHC (Canada Mortgage and Housing Corporation).

Carried

CW18 Vancouver Island Relay (5460-08)

Moved by Jangula and seconded by Presley that Council approve the use of City streets and City property for the Courtenay to Union Bay stage of the Vancouver Island Relay on May 22, 2004 commencing at 5:00 a.m. from Thrifty Foods Parking Lot onto England Ave., then right on Sixth Street across Cliffe Avenue, then right onto the Courtenay Riverway Walkway proceeding to 31st Street, then onto MoT Roadways; and

That the necessary insurance be provided and emergency services are notified at least five working days prior to the event.

Carried

CW19 Subdivision Servicing Agreement – Mission Road Developments Ltd (3320-20-01331)

Moved by Presley and seconded by Jangula that Council approve the Subdivision Servicing Agreement for the subdivision of Part of Lot I, and Part of Lot J, Except Part in Plan VIP75076, All of District Lot 236, Comox District;

That the required security be provided to the City prior to subdivision approval; and

That the Mayor and Clerk be authorized to sign all documentation relating to this development.

Carried

CW20 2002 Local Government Grant Programs (1845-20)

Moved by Ahmed and seconded by McRae that Council support the request by staff to request the Minister of Community, Aboriginal and Women’s Services to grant a one year extension to March 31, 2005 for the LGGP grants for (i) Water Study Project No. P 032461; and (ii) Sanitary Sewer Project No. P 032462, both for District Lot 158 (South Lerwick Local Area Plan).

Carried

CW21 Plastic Bag Reduction Program (5360-01)

Moved by Presley and seconded by Jangula that a sub-committee be formed under the leadership of Councillor Presley, to consider and implement a Plastic Bag Reduction Program and that other agencies and individuals are invited to be represented on this committee as necessary; and That Councillor Presley report on the progress of the sub-committee as required.

Carried

CW22 Appointment of Regional District Representatives (470-20)

Moved by Ahmed and seconded by McRae that the Council resolution of February 24, 2004 regarding the appointment of City representatives to the Regional District Board and Water Committee/Sewage Commission be amended to read as follows:

That Councillor Presley be appointed as the City representative on the Regional District Board of Directors; and

That Councillor Presley be appointed as a City representative on the Comox Valley Water Committee and Regional District Sewage Commission with Councillor Jangula as the alternate.

Carried

Adjournment

Moved by Presley and seconded by Jangula that the meeting now adjourn at 5:15 p.m.

Carried

CERTIFIED CORRECT

Clerk

Mayor

S3/04 – March 1, 2004

Minutes of a Special Council Meeting held in the City Hall Council Chambers, Courtenay BC, on Monday, March 1, 2004 at 5:55 p.m.

Attending:

Mayor: S. L. Winchester

Councillors: N. A. Ahmed
L. V. Jangula
D. S. McRae
J. M. Presley

Staff: S. T. Gray, Administrator
J. Ward, City Clerk

1.00 DEPARTMENT REPORTS

.01 Moved by Ahmed and seconded by Presley that Council appoint John
ELECTION OFFICIALS Ward as Chief Election Officer, and Susan Grabowski as Deputy Chief
4200-07 Election Officer for the 2004 Councillor by-election.
Carried

.02 Moved by Ahmed and seconded by Presley that the meeting now
ADJOURNMENT adjourn at 5:57 p.m.
Carried

CERTIFIED CORRECT

Clerk

Adopted this 8th day of March, 2004

Mayor