

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

**Date:** May 25, 2020  
**Time:** 1:00 p.m.  
**Location:** City Hall Council Chambers

*We respectfully acknowledge that the land on which we gather is the unceded traditional territory of the K'ómoks First Nation*

**Changes to Council Meetings Due to Coronavirus COVID-19 Pandemic**

Due to the Coronavirus COVID-19 emergency, the City of Courtenay with the authority of Ministerial Order No. M139 *Local Government Meetings & Bylaw Process COVID-19 (Order No. 2)*; has implemented changes to its open Council meetings.

In the interest of public health and safety, public in-person attendance at Council meetings will be prohibited until further notice. Council meetings will be presided over by the Mayor or Acting Mayor with electronic participation by Council and staff. Meetings are available for viewing via live web streaming or video recording on the City of Courtenay website and will start at 1:00 p.m. during this period.

**K'OMOKS FIRST NATION ACKNOWLEDGEMENT**

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<b>1. ADOPTION OF MINUTES</b>	
1.1 Adopt May 19th, 2020 Regular Council meeting minutes	5
<b>2. INTRODUCTION OF LATE ITEMS</b>	
<b>3. DELEGATIONS</b>	
<b>4. STAFF REPORTS/PRESENTATIONS</b>	
4.1 Recreation and Cultural Services	
4.1.1 Courtenay and District Historical Society Memorandum of Understanding (MOU)	15

4.2 CAO and Legislative Services

4.2.1 Lease Agreement for Courtenay Airpark 27

**5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

5.1 Letter of Response from Honourable Jonathan Wilkinson, Minister of Environment & Climate Change - Local Government Resources 55

Staff Note: On September 10<sup>th</sup>, 2019 the City of Courtenay sent letters to the Provincial & Federal governments seeking recognition of the current climate crisis and requesting resources be allocated to equip local governments in their response to climate change.

**6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**7. REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES**

7.1 Councillor Cole-Hamilton

7.2 Councillor Frisch

7.3 Councillor Hillian

7.4 Councillor McCollum

7.5 Councillor Morin

7.5.1 Committee Report - Comox Valley Food Policy Council 59

7.6 Councillor Theos

7.7 Mayor Wells

**8. RESOLUTIONS OF COUNCIL**

8.1 In Camera Meeting

That notice is hereby given that a Special In-Camera meeting closed to the public will be held May 25<sup>th</sup>, 2020 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;
- 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

8.2 Rise and Report - COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations

From the May 11<sup>th</sup>, 2020 Closed (In Camera) Meeting - Council Rises and Reports as follows:

COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations:

*"That based on the May 11<sup>th</sup>, 2020 Staff Report "COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations", Council not approve an Alternative Tax Collection Scheme bylaw in 2020 and default to the regular July 2<sup>nd</sup> due date with the 10% penalty for Class 1, 2, and 9 properties on July 3<sup>rd</sup>; and*

*That Council direct staff to draft an operating reserve fund bylaw to address current year cash flow short falls as a precaution; and*

*That Council direct staff to update the current Revenue Anticipation bylaw in place to allow for up to \$10 Million dollars to be borrowed to meet current year lawful expenditures as a precaution; and,*

*That Council rise and report on this resolution as deemed appropriate by staff."*

**9. UNFINISHED BUSINESS**

**10. NOTICE OF MOTION**

**11. NEW BUSINESS**

12. **BYLAWS**

13. **ADJOURNMENT**