

**CORPORATION OF THE CITY OF COURTENAY  
COMMITTEE OF THE WHOLE MEETING AGENDA**

**Date:** September 28, 2020  
**Time:** 4:00 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*

Due to the Coronavirus COVID-19 emergency, the City of Courtenay with the authority of Ministerial Order No. M192 Local Government Meetings & Bylaw Process (COVID-19) Order No. 3 implemented changes to its open Council meetings.

*In the interest of public health and safety, and in accordance with section 3(1) of Ministerial Order No. 3 M192, in-person attendance by members of the public at Council meetings will not be permitted until further notice. Council meetings are presided over by the Mayor or Acting Mayor with electronic participation by Council and staff via live web streaming.*

**K'OMOKS FIRST NATION ACKNOWLEDGEMENT**

**Pages**

**1. RESOLUTIONS OF COUNCIL**

**1.1 In Camera Meeting**

That a Special In-Camera meeting closed to the public will be held September 28<sup>th</sup>, 2020 at the conclusion of the Committee of the Whole meeting pursuant to the following sub-section(s) of the *Community Charter*:

- 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.

**2. NEW BUSINESS**

- |     |   |   |
|-----|---|---|
| 2.1 | Boys & Girls Clubs of Central Vancouver Island - Request for Temporary Rent Forgiveness - City Owned Building - 243 - 4th Street            | 3 |
| 2.2 | Courtenay Recreational Association - Request to Resume Services - Evergreen Club Recreational and Social Programs - Florence Filberg Centre | 5 |

2.3 LUSH Valley Food Action Society - Request to Use Lawn Bowling Facility for "Hot Meal" and "Good Food Boxes" Emergency Programs in Response to COVID-19 Pandemic 7

2.4 BC Restaurant and Foodservices Association, Alliance of Beverage Licensees, and BC Craft Brewers Guild - Request for Expanded Patio Permissions 9

3. **ADJOURNMENT**



Boys & Girls Clubs  
of Central Vancouver Island

September 16, 2020

Dear Mayor and Council

Request for Temporary Waiving of Rent - 243-4th St., Courtenay

We currently rent the above premises on a month to month basis as opposed to an ongoing agreement as we were advised the City of Courtenay has plans for the location. As you are no doubt aware, the current pandemic has had a great deal of impact on the charitable sector and that includes Boys and Girls Clubs of Central Vancouver Island.

We ceased our programs at the end of March and re-opened some of our childcare locations in July to support families of essential workers. We also ceased the current program offerings at our location above due to the requirements for social distancing as the program we run at the location required teens to be together for our Teen Entrepreneur Program and for parents to gather together for our Parents Together Program. We have not been able to run these programs in the typical format since that time and have therefore not used the office. The staff in these programs did not work in April and May and then in June we offered one of our programs online.

With the current circumstances we have been working with our other landlords such as City of Nanaimo and the School Jurisdictions in an effort to have our rent waived for those locations where no programs ran and have been successful in our ask. We now have the following as from the Mayor and Council.

We have our rent waived for April, May, June and July at a total cost of \$4,157.50 and then we shall recommence payment to include August and September where our staff occasionally used the office. Should council have capacity to waive August and September in addition that would be very much appreciated. With the non-payment of the rent it allows us to reallocate those costs to the ongoing program costs to run both programs above.

I would like it noted that our funding to run programs in Courtenay is raised from an annual golf tournament that covers our annual rent and some program costs however due to the pandemic, this event was cancelled therefore we will have no fundraising opportunity for this year, again a great deal of impact to our services.

I look forward to hearing back from Mayor and Council and I thank you for your consideration in this matter. Thank you on behalf of Boys and Girls Clubs of Central Vancouver Island children and families that we serve.

Regards

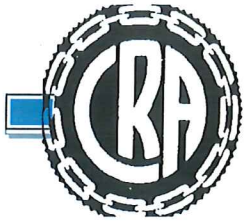
Karen Love  
Executive Director

Registered Charitable Organization No. BN10680 4016 RR 0001  
A good place to be

2290 Bowen Rd  
Nanaimo  
British Columbia V9R 3K7  
T 250-754-3215  
F 250-754-4771  
www.bgccvi.com







# Courtenay Recreational Association (CRA)

*Serving Courtenay since 1947*

September 14, 2020

Mayor and Council,

The Evergreen Club is a recreational and social program for adults 55+ operated by the Courtenay Recreational Association in the Florence Filberg Centre. The Evergreen Club has offered a variety of programs for seniors in our community for over 60 years. The club has a current membership of over 1500 seniors and our many activities meet essential physical, mental and social needs which are crucial to the health of older adults. In a typical year the Evergreen Club would be offering forty seven different activity clubs, weekday meals in the Evergreen Lounge, volunteer opportunities, a free income tax program as well as numerous special events and bus trips. The Evergreen Club's lounge and food services are an important aspect of meeting food security and social needs for older adults in our community. The Evergreen Club closed all operations on March 16, 2020.

The CRA Board of Directors has voted to resume partial services to mitigate the deep social and emotional isolation being suffered by so many seniors. Upon approval from City Council, the Evergreen Club will reopen limited small group activities, a coffee service and takeout meals under Phase 1 of our reopening plan.

Covid 19 Safety Plans for all club activities and food services operations will be in place. All Ministerial Orders and City of Courtenay Safety Plans and protocols will be followed. In addition, the Evergreen Club has modified operations to reduce the need for interaction with City of Courtenay office and custodial staff. Evergreen Club staff will train and provide Volunteer Greeters at all entrances to support protocols and to screen and track members. EG Staff will monitor the BC Health Authority advisories and will close the Evergreen Club before or as soon as advised according the current COVID 19 situation. Any member who does not follow safety protocols will be asked to leave the facility and their Evergreen Club membership can be suspended or revoked for noncompliance.

We ask Council to consider allowing the resumption of The Evergreen Club. We look forward to recommencing our services and programs for adults 55+ in the City of Courtenay.

Thank you,

Janet Hutchinson  
Executive Director, Courtenay Recreational Association  
Coordinator CRA Evergreen Club [www.evergreenclub.ca](http://www.evergreenclub.ca)  
[jhutchinson@courtenay.ca](mailto:jhutchinson@courtenay.ca)







## LUSH VALLEY

September 21, 2020

**RE: Use of Lawn Bowling Club October 13<sup>th</sup> to end of December 2020**

Dear Mayor and Council,

As many of you are aware, in response to the pandemic, LUSH Valley started two emergency programs. A hot meal program which has delivered over 20,000 meals and a Good Food Box program which has now delivered over 700 Good Food Boxes (healthy hampers that support local food producers). Through these two programs we have been supporting over 1000 households.

Through your generous support we have accessed the lower Filberg Kitchen to provide this hot meal service to our communities most vulnerable. This generosity has amounted to thousands of dollars of in-kind support and we are very grateful.

Our Good Food Box program is currently operating out of the Curling Club through the generosity of the CVRD. We have been told that the ice will be put in during the second week of October, which will displace our program- currently serving 600 households. This space would also support food aggregation for the 'healthy student meal program', which serves about 800 students a week across the region.

We understand that the City will be reopening rentals in the near future and that these rentals represent revenues that are sorely needed at this time.

In discussion with Dave Snider we identified the Lawn Bowling Club as one possibility where we could bring together both emergency programs under one roof, providing efficiencies for our programs while moving the hot meal program out of the Filberg, freeing that space for rentals.

I am writing to ask for the support of council to provide the space at the lawn bowling club so that we may continue this service to our community.

We recognize that there may be a loss of revenue in doing so and we agree that we will continue to look for other spaces in our community in an ongoing way to free up this space for rentals if and when possible.

LUSH Valley Food Action Society  
T: 250-331-0152  
E: [admin@lushvalley.org](mailto:admin@lushvalley.org)  
PO Box 20008, Courtenay, BC V9N 0A7  
CRA # 866653637RR0001  
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## LUSH VALLEY

We thank you for your continued support and your consideration- and recognize this is a difficult decision.

I am happy to answer any questions that might come up.

All the best,

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Maurita Prato, Executive Director LUSH Valley Food Action Society





August 26, 2020

VIA EMAIL

Your Worship and Council:

***REQUEST FOR SUPPORT FOR EXPANDED PATIO PERMISSIONS***

On behalf of the BC Restaurant and Foodservices Association, the Alliance of Beverage Licensees, and the BC Craft Brewers Guild, we are writing to thank you for expanding outdoor dining in your municipality and to request that you consider:

1. Expediting applications for businesses to winterize patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space
2. Approving temporary patios for Summer 2021 now so operators are able to plan ahead; and
3. Creating a program for designated pick up zones so that businesses can enhance contactless curbside pick up in the fall and winter months.

Outside dining has been a significant benefit to operators and customers. It has helped build confidence in dining out and activated streets in new ways that have helped keep patrons and employees safe amid this global pandemic. We hope that we can work with you to build on this positive messaging going forward.

**The financial pressures felt by British Columbia's hospitality industry as a result of the COVID-19 pandemic continue to be substantial.**

British Columbia's 14,000 restaurants and pubs employ over 190,000 people and contribute \$13 billion dollars to the economy annually. Our craft beer and wine industries also play significant roles in the vibrancy, innovation, and economic impact of our industry and the province. At this point in the crisis, 15% of hospitality businesses have already closed. With the end of summer approaching combined with the end of temporary layoff and CERB as well as the extended closure of the border, the potential for additional businesses closing is significant.

The COVID-19 crisis has driven devastating declines in both sales and guest-count in the hospitality industry.

- 51% of British Columbians surveyed by Leger Marketing at the end of July felt that just leaving the house was stressful. 64% remain afraid of contacting the virus.

- Datassential survey of August 7 reports that the number of people concerned about eating out is rising: 47% are definitely avoiding eating out and 34% are nervous but will still eat out.

**In face of real threats of business closures across the province,** we ask you to consider extending your permissive licensing for restaurant, pub, bar, and brewery businesses around outdoor spaces. Extensions of the incredible support and creativity you have already offered would make a significant difference to the hospitality businesses that operate and employ people in your community:

- Extend approvals for short-term patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space and expand the businesses ability to create physical distancing between tables.
- Support expedited applications for businesses to winterize temporary spaces, including by preapproving styles of canopies and heater units that meet your jurisdictions needs.
- Renew the extended patio program for 2021 now. This will ensure that operators plan to keep materials and generates cost savings.
- Create a program for businesses to apply for curbside pick up zones. We suggest that these include standardized signage that lists the businesses using the pick up stop and phone number for curbside pick up.
- Ensure coordinated communication and reduced red tape to make these changes possible.
- Support expanded permissions in discussions with the Provincial Government.
- Practice Sympathetic Administration and set new ways of doing streamlined business.

Our industry has never faced a crisis of this magnitude. It is our sincere hope that we can work with your council to find material and hard-hitting measures to ensure this industry survives. It will require bold and quick moves to help industry restore itself. We are working with the LCLB to extend their liquor service regulations in conjunction with this request.

Thank you in advance. We remain at your disposal to offer advice and perspective on these issues. Please do not hesitate to contact the undersigned at any time.

Sincerely,



Ian Tostenson, President and CEO cell: 604.986.1429  
British Columbia Restaurant and Foodservices Association



Jeff Guignard, Executive Director cell: 604-499-2566  
Alliance of Beverage Licensees



Ken Beattie, Executive Director cell: 604.306.1500  
BC Craft Brewers Guild