

**R3/2018 – February 05, 2018**

**Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay B.C., on Monday, February 05, 2018 at 4:00 p.m.**

**Attending:**

**Mayor: L. V. Jangula**  
**Councillors: E. Eriksson**  
**D. Frisch**  
**R. Lennox**  
**M. Theos**  
**B. Wells**

**Staff:**

**D. Allen, CAO**  
**J. Ward, Director of Legislative and Corporate Services/Deputy CAO**  
**W. Sorichta, Manager of Corporate Administrative Services**  
**I. Buck, Director of Development Services**  
**T. Kushner, Director of Public Works Services**  
**D. Love, Senior Advisor Strategic Initiatives**  
**R. O’Grady, Director of Engineering Services**  
**B. Parschauer, Director of Financial Services**  
**A. Guillo, Manager of Communications**  
**Neil Borecky, Manager of IT**

**1.00 ADOPTION OF MINUTES**

**.01** Moved by Wells and seconded by Theos that the January 15<sup>th</sup>,  
**MINUTES** 2018 Regular Council meeting minutes be adopted.  
**Carried**

Moved by Theos and seconded by Wells that the January 29<sup>th</sup>,  
2018 Special Council meeting minutes be adopted.  
**Carried**

Moved by Frisch and seconded by Theos that the January 29<sup>th</sup>,  
2018 Committee of the Whole meeting minutes be adopted.  
**Carried**

**2.00 ADOPTION OF LATE ITEMS**

**3.00 DELEGATIONS**

Kathleen Johnson, Comox Valley & District Branch ACA3, BC SPCA, made a presentation to Council regarding the PetSmart Charities Spay/Neuter Grant Programme.

**4.00 STAFF REPORTS/PRESENTATIONS**

**.01**  
SUGGESTED  
RESOLUTION UBCM  
2018 VIA AVICC:  
DRAFT COMMON  
ASSET MANAGEMENT  
POLICY  
1670-01

Moved by Wells and seconded by Lennox that based on the February 6<sup>th</sup>, 2018 staff report “Suggested Resolution UBCM 2018 via AVICC: Draft Common Asset Management Policy”, Council approve the following resolution.

Whereas, the purposes of a British Columbia municipality and regional district include providing for stewardship of the public assets of its community;

And Whereas, the powers, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:

- a) overall management of the operations of the local government;
- b) ensuring that the policies, programs and other directions of the council or board are implemented; and
- c) advising and informing the council or board on the operation and affairs of the local government.

Now Therefore be it Resolved THAT, the Association of Vancouver Island Coastal Communities supports sound Asset Management practices as the means to achieve local Sustainable Service Delivery;

THAT BC municipalities and regional districts, their respective CAOs and staffs would benefit from guidance to a common communications approach to enhance Asset Management Practices;

And THAT the AVICC recommends the Union of BC Municipalities Resolve to develop and implement such a common communications approach in partnership with the LGMA and Asset Management BC.

**Carried**

**.02**  
DEVELOPMENT  
VARIANCE PERMIT  
NO. 1710 – NEW SIGN  
(1350 ENGLAND  
AVENUE)  
3090-20-1710

Moved by Wells and seconded by Frisch that based on the February 5<sup>th</sup>, 2018 staff report “Development Variance Permit No. 1710 – New sign at 1350 England Avenue”, Council approve OPTION 1 and issue Development Variance Permit No. 1710.

**Carried**

**.03**  
TEMPORARY  
BUILDING FOR  
HABITAT FOR  
HUMANITY SITE -  
1330 LAKE TRAIL  
ROAD  
DPV00006

Moved by Frisch and seconded by Wells that based on the February 5<sup>th</sup>, 2018 staff report “Temporary building for Habitat for Humanity site – 1330 Lake Trail Road”, Council authorize a temporary building on the Habitat for Humanity building site for a period of approximately 2 years.

**Carried**

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**Councillor Lennox left Council Chambers at 4:36 p.m.**

**Councillor Lennox returned to Council Chambers and took her seat at 4:37 p.m.**

**.04** David Allen, CAO and Brian Parschauer, Director of Financial Services made a presentation to Council highlighting the 2018 – 2022 Water and Sewer Budget key considerations.  
2018 – 2022 WATER AND SEWER BUDGET HIGHLIGHTS PRESENTATION

**Mayor Jangula left Council Chambers at 4:59 p.m.; Acting Mayor Lennox took the chair  
Mayor Jangula returned to Council Chambers and took his seat at 5:06 p.m.**

**.05** Moved by Frisch and seconded by Wells that based on the February 5<sup>th</sup>, 2018 staff report “2018 – 2022 Water Fund Financial Plan”, Council approve the 2018 – 2022 Water Fund Financial Plan; and,  
2018 – 2022 WATER FUND FINANCIAL PLAN  
1705-20 / 1830-05 That any budget surplus funds be allocated to the Water Fund Asset Management Reserve.  
**Carried**

**.06** Moved by Frisch and seconded by Wells that based on the February 5<sup>th</sup>, 2018 staff report “2018–2022 Sewer Fund Financial Plan”, Council approve the 2018-2022 Sewer Fund Financial Plan; and,  
2018 – 2022 SEWER FUND FINANCIAL PLAN  
1705-20 / 1715-20 That any budget surplus funds be allocated to the Sewer Fund Asset Management Reserve.  
**Carried**

**The council meeting recessed at 5:31 p.m.**

**The meeting reconvened at 5:37 p.m.**

## **5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01** Moved by Frisch and seconded by Wells that the correspondence dated January 07, 2018 from the Comox Valley Accessibility Committee regarding Ryan Road Hill Walkway and Crossing to North Island Hospital Comox Valley and North Island College, be received for information.  
CORRESPONDENCE COMOX VALLEY ACCESSIBILITY COMMITTEE (RYAN ROAD WALKWAY AND CROSSING)  
0360-01  
**Carried**

**.02** Moved by Wells and seconded by Frisch that the letter of appreciation dated January 09, 2018, from the Indigenous Women’s Sharing Society, be received for information.  
APPRECIATION LETTER INDIGENOUS WOMEN’S SHARING SOCIETY  
0220-05  
**Carried**

**6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01** Moved by Wells and seconded by Theos that the February 5<sup>th</sup>,  
2018 CITIZEN 2018 Briefing Note, “2018 Citizen Budget Consultation”, be received for  
BUDGET information.  
CONSULTATION **Carried**  
1705-20

**.02** Moved by Wells and seconded by Theos that the In Camera  
ROUTINE RELEASE OF Resolutions per for the period of July to December 2017 be received for  
IN CAMERA information.  
RESOLUTIONS **Carried**  
JULY – DEC. 2017  
0570-05

**.03** Moved by Wells and seconded by Lennox that the Heritage  
HERITAGE ADVISORY Advisory Commission meeting minutes for November 22, 2017 be  
COMMISSION received for information.  
MEETING MINUTES **Carried**  
0360-20

**7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES**

COUNCILLOR Councillor Eriksson reviewed his attendance at the following events:  
ERIKSSON

- Chamber of Commerce Awards
- Comox Valley Community Foundation, Community Enrichment Awards
- World Community Film Festival

COUNCILLOR Councillor Frisch reviewed his attendance at the following events:  
FRISCH

- Comox Valley Accessibility Committee meeting
- DCBIA meeting
- Complete Streets open house
- Indigenous Women Sharing Society & Comox Valley Multicultural Society grand opening

COUNCILLOR Councillor Lennox reviewed her attendance at the following events:  
LENNOX

- Comox Valley Art Gallery RETURN exhibition

COUNCILLOR Councillor Theos reviewed his attendance at the following events:  
THEOS

- CVRD Sewage Commission meeting
- CVRD Sport Commission meeting
- Vancouver Island Regional Library Board; appointed Director at Large

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COUNCILLOR  
WELLS

Councillor Wells reviewed his attendance at the following events:

- 5<sup>th</sup> Street Complete Streets project open house
- CVRD water plant project open house
- Comox Valley Community Foundation, Community Enrichment Awards
- Chamber of Commerce Awards
- Rotary Whiskey Fest Fundraising event

MAYOR  
JANGULA

Mayor Jangula reviewed his attendance at the following events:

- Indigenous and Multi-Cultural Centre opening
- Evergreen Club Robbie Burns luncheon event
- Comox Valley Community Foundation, Community Enrichment Awards

### **8.00 RESOLUTIONS OF COUNCIL**

**.01** Moved by Frisch and seconded by Lennox that

COUNCILLOR HILLIAN  
RYAN ROAD  
SIDEWALK  
RESOLUTION

WHEREAS on 5<sup>th</sup> September 2017, Council passed the following resolution:

“THAT the City engage with the Ministry of Transportation & Infrastructure to engineer a safe crossing of Ryan Road between North Island College and Cowichan Avenue, and to enhance pedestrian, scooter and cycling safe access along Ryan Road between the North Island Highway and Lerwick Road”; and

WHEREAS Council representatives met with the Minister of Transportation and Ministry officials at UBCM on September 28<sup>th</sup>, 2017 and have not received further response from the Ministry;

THEREFORE BE IT RESOLVED that the City write to the Minister requesting that funding to engineer a safe crossing of Ryan Road between North Island College and Cowichan Avenue, and to enhance pedestrian, scooter and cycling safe access along Ryan Road between the North Island Highway (Highway 19-A) and Lerwick Road, be included in next month’s provincial budget.

BE IT FURTHER RESOLVED that Council seek a meeting with the MLA and the Ministry of Transportation & Infrastructure officials in support of this request.

**Carried**

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**.02**  
IN CAMERA  
MEETING

Moved by Eriksson and seconded by Wells that a Special In-Camera meeting closed to the public will be held February 5<sup>th</sup>, 2018 at the conclusion of the Regular Council Meeting pursuant to the following subsections 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;
- -90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**Carried**

### **9.00 UNFINISHED BUSINESS**

**.01**  
JANUARY 15<sup>TH</sup>  
DELEGATION -  
KUMUGWE  
CULTURAL SOCIETY  
FUNDING REQUEST &  
POTLATCH 67-67  
BUDGET

Moved by Frisch and seconded by Lennox that Council postpone the funding request from Kumugwe Cultural Society and direct staff to provide a report investigating the costs and implications of providing a donation to Potlatch 67-67 including costs and options related to providing in kind support and report back to Council at the February 19<sup>th</sup>, 2018 meeting.

**Carried**

### **10.00 NOTICE OF MOTION**

### **11.00 NEW BUSINESS**

**.01**  
CVRD WATER  
VOTING STRUCTURE  
470-20

Moved by Wells and seconded by Theos that the letter from the Comox Valley Regional District be received and that the following distribution of weighted votes for City of Courtenay Directors on the Comox Valley Water Committee for 2018 be as follows:

<i>Mayor Jangula</i>	<i>1 vote</i>
<i>Councillor Theos</i>	<i>2 votes</i>
<i>Councillor Wells</i>	<i>2 votes</i>
<i>Councillor Eriksson</i>	<i>2 votes</i>

**Carried**

### **12.00 BYLAWS**

**.01**  
“BYLAW NO. 2910,  
2017” (TO CHANGE  
COMMERCIAL TO  
URBAN RESIDENTIAL  
468 3RD STREET)

Moved by Frisch and seconded by Lennox that “Official Community Plan Amendment Bylaw No. 2910, 2017” pass third reading.

**Carried**

Moved by Wells and seconded by Frisch that “Official Community Plan Amendment Bylaw No. 2910, 2017” be finally adopted.

**Carried**

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**.02** Moved by Frisch and seconded by Lennox that “Zoning Bylaw No. 2911, 2017” pass third reading.  
**Carried**

(SECONDARY SUITE  
AT 468 3RD STREET) Moved by Frisch and seconded by Wells that “Zoning Amendment Bylaw No. 2911, 2017” be finally adopted.  
**Carried**

**13.00 ADJOURNMENT**

**.01** Moved by Lennox and seconded by Wells that the meeting now adjourn at 6:21 p.m.  
**Carried**

**CERTIFIED CORRECT**

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**Director of Legislative and Corporate Services**

**Adopted this 19<sup>th</sup> day of February, 2018**

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**Mayor**