

Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay, B.C., on Monday, June 17, 2019 at 4:00 p.m.

**Attending:**

**Mayor:** Bob Wells  
**Councillors:** W. Cole-Hamilton  
D. Frisch  
D. Hillian  
M. McCollum  
W. Morin  
M. Theos

**Staff:**

D. Allen, CAO  
J. Ward, Director of Legislative & Corporate Services/Deputy CAO  
W. Sorichta, Manager of Legislative & Corporate Administrative Services  
I. Buck, Director of Development Services  
T. Kushner, Director of Public Works Services/Assistant CAO  
J. Nelson, Director of Financial Services  
D. Snider, Director of Recreation and Cultural Services  
M. Fitzgerald, Manager of Development Planning  
A. Guillo, Manager of Communications

**Presentation and Demonstration**

Mayor Wells, on behalf of Council, presented a Certificate of Achievement to Jacob Walter of the VEX Robotics Team 7842, for earning the Gold Medal in Electronics at the 2019 Skills Canada National Competition in Halifax.

Mayor Wells, on behalf of Council, presented a Certificate of Achievement to Taylor Lafleur, Eony Kim and Gauthier Appaix, of the Independent VEX Robotics Team 7K, for earning third place at the World's Skills Competition.

A demonstration of Jacob's winning robotic entry followed.

**1.00 ADOPTION OF MINUTES**

**.01** Moved by Frisch and seconded by Hillian that the June 10<sup>th</sup>, 2019  
MINUTES Regular Council meeting minutes be adopted.  
**Carried**

**2.00 ADOPTION OF LATE ITEMS**

**.01** Moved by Frisch and seconded by Hillian that Councillor Frisch  
FRISCH BICYCLE Bicycle Network resolution be added to the June 17<sup>th</sup>, 2019 regular  
NETWORK Council agenda under section *11.00 New Business*.  
RESOLUTION **Carried**

**3.00 DELEGATIONS**

Judy Norbury, Comox Valley Accessibility Committee (CVAC), presented information to Council related to accessibility challenges and improvements to infrastructure and City owned facilities; and the consultative process with the Comox Valley Accessibility for future projects, renewal and developments.

The CVAC requested Council’s consideration in developing a regional accessibility strategy in partnership with the Comox Valley Regional District, improving accessible parking on 4<sup>th</sup> Street in the downtown core and providing a staff member to assist with administrative duties such as agendas, minutes and record keeping.

In an effort to promote accessibility awareness and public education, Mayor Wells read aloud a proclamation declaring “Access Awareness Day” in Courtenay, the first Saturday in June, effective June 1<sup>st</sup>, 2019.

Moved by Hillian and seconded by McCollum that Council direct staff to work with the Comox Valley Regional District to develop a regional accessibility strategy.

**Carried**

**The council meeting recessed at 4:44 p.m. to permit delegations to clear Council Chambers  
The meeting reconvened at 4:46 p.m.**

**4.00 STAFF REPORTS/PRESENTATIONS**

**.01** Moved by Frisch and seconded by McCollum that based on the  
ZONING AMENDMENT June 17<sup>th</sup>, 2019 staff report “Zoning Amendment Bylaw No. 2957 - #103-  
BYLAW NO. 2957 2270 Cliffe Avenue” Council approve OPTION 1 and proceed to First  
(#103 - 2270 CLIFFE and Second Readings of Zoning Amendment Bylaw No. 2957, 2019; and  
AVENUE)  
3360-20-1903

THAT Council direct staff to schedule and advertise a statutory public hearing with respect to the above-referenced Bylaw on July 15<sup>th</sup>, 2019 at 5:00 p.m. in City Hall Council Chambers.

**Carried**

**.02**  
11<sup>TH</sup> STREET  
ROAD END  
LAND EXCHANGE  
0940-20

Moved by Cole-Hamilton and seconded by Frisch that based on the June 17<sup>th</sup>, 2019 staff report, “11<sup>th</sup> Street Road End Land Exchange” Council direct staff to work with the City’s solicitor and Mr. Laver to extend the existing agreement for another two years; and

That Mr. Laver be required to obtain an updated land appraisal for the property.

**Amending Motion:**

Moved by Frisch and seconded by McCollum that the main motion be amended to remove the timeline for the extension of the agreement *for another two years* to permit staff to consult with the City’s solicitor and Mr. Laver to negotiate and draft a revised land exchange agreement between the City and Mr. Laver with options for extension.

**Carried**

**The main motion was carried as amended.**

**.03**  
FINANCIAL  
INFORMATION ACT -  
2018 STATEMENT OF  
FINANCIAL  
INFORMATION (SOFI)  
1870-06 [2018]

Moved by McCollum and seconded by Frisch that based on the June 17<sup>th</sup>, 2019 staff report “Financial Information Act - 2018 Statement of Financial Information” Council approve OPTION 1 and approve the City of Courtenay Statement of Financial Information for the year ended December 31, 2018.  
**Carried**

**5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01**  
CVRD - REGIONAL  
ORGANICS COMPOST  
FACILITY EXPANSION  
- REQUEST FOR  
LETTER OF SUPPORT  
0470-20 / 1850-01

The correspondence dated May 8<sup>th</sup>, 2019 from the Comox Valley Regional District (CVRD), requesting Council provide a letter of support for their grant application to the Organics Infrastructure Program, was received for information.

Moved by Morin and seconded by Frisch that Council provide a letter in support of the Comox Valley Regional District (CVRD’s) application for grant funding to the Organics Infrastructure Program for the Regional Organics Compost facility expansion project.  
**Carried**

**.02**  
2019 Union of BC  
Municipalities  
(UBCM) Convention  
September 23 - 27,  
2019  
0400-20

The correspondence from the Union of BC Municipalities (UBCM) regarding the 2019 UBCM Convention provincial appointment book and meeting requests with provincial government staff and ministers was received for information.  
**Carried**

General discussion followed regarding potential submissions for minister meetings at the 2019 UBCM convention; a summary of the June 17<sup>th</sup>, 2019 Council discussion will be brought back at the July 2<sup>nd</sup>, 2019 regular Council meeting for consideration.

**6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

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

COUNCILLOR  
COLE-HAMILTON

Councillor Cole-Hamilton reviewed his attendance at the following events:

- CVRD Water Committee meeting
- CVRD Sewage Commission meeting
- CVRD Committee of the Whole meeting
- Comox Valley Community Drug Strategy Committee meeting
- Meeting with Councillor Hillian and residents of Menzies and 8<sup>th</sup> Street related to neighbourhood concerns
- Long & McQuade Musical Instruments ribbon cutting ceremony and opening of their new location
- CVRD and K’omoks First Nation - Community to Community Forum

**R12/2019 - June 17, 2019**

COUNCILLOR  
FRISCH

Councillor Frisch reviewed his attendance at the following events:

- CVRD Water Committee meeting
- CVRD Sewage Commission meeting
- CVRD Board meeting
- Comox Valley Sports Centre Commission meeting
- K'omoks First Nation Council and CVRD Board meeting re: Liquid Waste Management Plan
- CVRD and K'omoks First Nation - Community to Community Forum and Tour of Archaeological Sites throughout the Valley

COUNCILLOR  
HILLIAN

Councillor Hillian reviewed his attendance at the following events:

- CVRD Water Committee meeting
- CVRD Sewage Commission meeting
- CVRD Committee of the Whole meeting
- Habitat for Humanity Key Ceremony home dedication event, 1330 Lake Trail Road
- Meeting with staff re: cycling infrastructure
- Meeting with Councillor Cole-Hamilton and residents of Menzies and 8<sup>th</sup> Street related to neighbourhood concerns
- Comox Valley Sports Centre Commission meeting
- Long & McQuade Musical Instruments ribbon cutting ceremony and opening of their new location
- CVRD and K'omoks First Nation - Community to Community Forum and Tour of Archaeological Sites throughout the Valley

COUNCILLOR  
MCCOLLUM

Councillor McCollum reviewed her attendance at the following events:

- Meeting with staff, Councillors Hillian and Frisch re: Transportation Master Plan cycling infrastructure

COUNCILLOR  
MORIN

Councillor Morin reviewed her attendance at the following events:

- 5<sup>th</sup> Street Complete Street Project Official Completion and Walking Tour event
- Habitat for Humanity Key Ceremony home dedication event, 1330 Lake Trail Road
- Comox Valley Sports Centre Commission meeting
- CVRD and K'omoks First Nation - Community to Community Forum and Tour of Archaeological Sites throughout the Valley

COUNCILLOR  
THEOS

Councillor Theos reviewed his attendance at the following events:

- ACS Computer Solutions 25<sup>th</sup> Anniversary open house celebration
- 2019 Comox Valley Relay for Life fundraiser event

Councillor Theos congratulated the District of Sooke on the opening of their new library facility

MAYOR  
WELLS

Mayor Wells reviewed his attendance at the following events:

- Meetings with concerned citizens, the RCMP and School District 71 staff in response to recent shooting incidents that transpired days apart in Courtenay
- Habitat for Humanity Key Ceremony home dedication event, 1330 Lake Trail Road
- BC Seafood Festival Buyers VIP reception
- Mountaineer Avian Rescue Society (MARS) Visitor Centre and Wildlife Rehabilitation Centre grand opening
- BC Shellfish Growers Association Gala Dinner
- CVRD Committee of the Whole meeting

## **8.00 RESOLUTIONS OF COUNCIL**

**.01**

IN CAMERA MEETING

Moved by Hillian and seconded by Morin that notice is hereby given that a Special In-Camera meeting closed to the public will be held June 17<sup>th</sup>, 2019 at the conclusion of the Regular Council Meeting pursuant to the following sub-section of the *Community Charter*:

- 90 (1) (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- 90(1) (c) labour relations or other employee relations.

**Carried**

## **9.00 UNFINISHED BUSINESS**

## **10.00 NOTICE OF MOTION**

## **11.00 NEW BUSINESS**

**.01**

COUNCILLOR FRISCH  
BICYCLE NETWORK  
RESOLUTION  
5400-15

Moved by Frisch and seconded by McCollum whereas the City of Courtenay's Official Community Plan states, "The City will continue to pursue the development of a continuous, integrated bicycle network in order to promote and encourage cycling as a commuting alternative to the automobile and as a means of active recreation"; and

Whereas the City of Courtenay's 2019 Cycling Network Plan states, "A core network of AAA facilities can encourage more bicycle ridership and increase perceived and actual safety within the City's bicycle network"; and

Whereas increased cycling mode share would have significant positive social, environmental, economic, and health benefits for our community,

Therefore be it resolved that Council direct staff to provide a report outlining cycling facility level of service options, related costs, and related amendments to the Subdivision and Development Servicing (SDS) Bylaw No. 2919, 2018, and

Furthermore that Council direct staff to design an implementation plan that would see the build-out of a core bicycle network over the next 5 years.

**Carried**

**12.00 BYLAWS**

**.01**  
BYLAW NO. 2957,  
2019,  
ZONING AMENDMENT  
TO ALLOW  
STOREFRONT  
CANNABIS AS  
PERMITTED USE  
(#103 - 2270 CLIFFE  
AVENUE)

Moved by McCollum and seconded by Frisch that “Zoning Amendment Bylaw No. 2957, 2019” pass first and second readings.

**Carried**

**.02**  
BYLAW NO. 2922,  
2019, OCP  
AMENDMENT  
CHANGE THE LAND  
USE DESIGNATION  
FROM URBAN TO  
MULTI RESIDENTIAL  
(2048 - 13<sup>TH</sup> STREET)

Moved by Hillian and seconded by Frisch that “Official Community Plan Amendment Bylaw No. 2922, 2019” pass third reading.

**Carried**

**.03**  
BYLAW NO. 2927,  
2019, ZONING  
AMENDMENT - MULTI  
RESIDENTIAL AS  
PERMITTED USE  
(2048 - 13<sup>TH</sup> STREET)

Moved by Hillian and seconded by Frisch that “Zoning Amendment Bylaw No. 2927, 2019” pass third reading.

**Carried**

**.04**  
BYLAW NO. 2962,  
2019 , ZONING  
AMENDMENT ,  
SECONDARY SUITE  
(2100 ARDEN ROAD)

Moved by Theos and seconded by McCollum that “Zoning Amendment Bylaw No. 2962, 2019” pass third reading.

**Carried**

Moved by McCollum and seconded by Morin that “Zoning Amendment Bylaw No. 2962, 2019” be finally adopted.

**Carried**

**.05**  
BYLAW NO. 2970,  
2019,  
CITY OF COURTENAY  
SINGLE USE PLASTICS  
REGULATION

Moved by Morin and seconded by McCollum that “City of Courtenay Single Use Plastics Regulation Bylaw No. 2970, 2019” be finally adopted.

**Carried**

