

Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay, B.C., on Monday, November 04, 2019 at 4:00 p.m.

Attending:

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

Staff:

D. Allen, CAO
J. Ward, Director of Legislative and 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
A. Guillo, Manager of Communications
M. Fitzgerald, Manager of Development Planning
R. Matthews, Executive Assistant
T. Sweeney, Manager of Building and Administrative Services

1.00 ADOPTION OF MINUTES

.01 Moved by McCollum and seconded by Cole-Hamilton that the
MINUTES October 21st, 2019 Regular Council meeting minutes be adopted.
0570-03 **Carried**

Moved by McCollum and seconded by Cole-Hamilton that the
October 28th, 2019 Committee of the Whole meeting minutes be adopted.
Carried

2.00 INTRODUCTION OF LATE ITEMS

.01 Councillor Hillian requested the topic of fireworks and firecrackers be
FUTURE COUNCIL considered for discussion at a future Council meeting in response to
DISCUSSION - community concerns expressed about the use, discharge and exploding of
USE, DISCHARGE & fireworks and firecrackers in the City of Courtenay over the recent
EXPLODING OF October 31st Halloween celebration period.
FIREWORKS &

FIRECRACKERS IN Council unanimously agreed to add “Fireworks and Firecrackers” to a
THE CITY OF future Council agenda for discussion; and, that staff invite representatives
COURTENAY from the Comox Valley RCMP, Courtenay Fire Department and any
other applicable administrative staff of Fire Protective Service Bylaw No.
2556, 2008 to attend the meeting tentatively proposed for the November
25, 2019 Committee of the Whole meeting, pending staff and RCMP
availability.

3.00 DELEGATIONS

Steven Hurst, Woodsmere Holdings, presented information to Council regarding their development application to construct two, four-storey 47 unit apartment buildings with caretaker unit at 2600 Mission Road.

Dylan Ridsdale, WATT Consulting Group, traffic engineer for the proposed development at 2600 Mission Road, provided information related to the traffic impact study and site access options for the property in response to concerns expressed by area residents about increased traffic volumes and the Mission Road access to the site property.

4.00 STAFF REPORTS/PRESENTATIONS

.01
OFFICIAL
COMMUNITY PLAN
(OCP) AMENDMENT
BYLAW NO. 2963
AND ZONING
AMENDMENT BYLAW
NO. 2964 - 2600
MISSION ROAD
6480-20-1901
& 3360-20-1908

Moved by McCollum and seconded by Morin that based on the November 4th, 2019 staff report, “Official Community Plan (OCP) Amendment Bylaw No. 2963 and Zoning Amendment Bylaw No. 2964 - 2600 Mission Road” Council approve OPTION 1 and complete the following steps:

1. That OCP Amendment Bylaw No. 2963, 2019 proceed to First and Second Readings; and
2. That Zoning Amendment Bylaw No. 2964, 2019 proceed to First and Second Readings; and
3. That Council direct staff to schedule and advertise a statutory Public Hearing with respect to the above referenced bylaws on November 18th, 2019 at 5:00 p.m. in City Hall Council Chambers; and
4. That Final Reading of proposed Zoning Amendment Bylaw No. 2964, 2019 be withheld until Covenant FB138686 is discharged or modified to permit the proposed development; and
5. That Final Reading of proposed Zoning Amendment Bylaw No. 2964, 2019 be withheld until a Section 219 covenant is registered on the subject property outlining the required amenity contributions.

Carried

.02
BRITISH COLUMBIA
ENERGY STEP CODE
IMPLEMENTATION
3800-00

Moved by Frisch and seconded by McCollum that based on the November 4th, staff report “British Columbia Energy Step Code Implementation”, Council approve OPTION 1 and direct staff to proceed with the provincially recommended industry consultation process; and,

That Council direct staff to include the BC Energy Step Code requirements for simple and complex buildings in the upcoming revised building bylaw.

Carried

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.03
DEVELOPMENT
PERMIT WITH
VARIANCES
NO. 1911 -
1020 CUMBERLAND
ROAD
3060-20-1911

Moved by McCollum and seconded by Frisch that based on the November 4th, 2019 staff report “Development Permit with Variances No. 1911 - 1020 Cumberland Road”, Council approve OPTION 1 and proceed with issuing Development Permit with Variances No. 1911.
Carried

.04
ZONING AMENDMENT
BYLAW NO. 2971 TO
ALLOW FOR A
SUBDIVISION OF
2940 COMOX
LOGGING ROAD
3060-20-1910

Moved by Cole-Hamilton and seconded by Hillian that based on the November 4th, 2019 staff report, “Zoning Amendment Bylaw No. 2971 to Allow for a Subdivision of 2940 Comox Logging Road” Council approve OPTION 1 and proceed to First and Second Readings of Zoning Bylaw No. 2971, 2019; and,

That Council direct staff to schedule and advertise a statutory public hearing with respect to Zoning Amendment Bylaw No. 2971, 2019 on November 18th, 2019 at 5:00 p.m. in the City Hall Council Chambers.

Carried

.05
GLOBAL COVENANT
OF MAYORS FOR
CLIMATE AND
ENERGY
6480-01

Moved by Cole-Hamilton and seconded by Frisch that based on the November 4th, 2019 staff report “Global Covenant of Mayors for Climate and Energy”, Council authorize the Mayor to sign the Global Covenant of Mayors for Climate and Energy Commitment Letter to participate in the Showcase pilot project.

Carried

.06
2020 GREENWOOD
SEWER TRUNK
CONNECTION -
SANITARY SEWER
CAPITAL LOAN
AUTHORIZATION
BYLAW
1760-02

Moved by Hillian and seconded by McCollum that based on the November 4th, 2019 staff report “2020 Greenwood Trunk Connection Sanitary Sewer Capital Borrowing”, Council approve OPTION 1 and endorse the 2020 Greenwood Trunk Connection Sanitary Sewer Capital Loan Authorization Bylaw No. 2985, 2019; that Bylaw No. 2985 proceed to First, Second and Third reading; and,

That Council approve the Alternative Approval Process (AAP) to gain approval of the electors.

Carried

5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

.01
CORRESPONDENCE
LETTER OF
APPRECIATION -
MINISTER SELINA
ROBINSON, MINISTRY
OF MUNICIPAL
AFFAIRS AND
HOUSING - RE: 2019
UBCM CONVENTION
0220-01

Moved by Frisch and seconded by Cole-Hamilton that the correspondence dated October 21st, 2019 from Minister Selina Robinson, Ministry of Municipal Affairs and Housing, thanking Mayor and Council for their delegation presentation and meeting with Minister Robinson and staff at the 2019 UBCM Annual Convention be received for information.

Carried

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.02 Moved by Hillian and seconded by Frisch that the correspondence dated October 18th, 2019 from MLA Ronna-Rae Leonard, advising Mayor and Council that the second intake for the Community Child Care Space Creation Program and Community Child Care Planning Grant Program is open and encouraging local governments to work with the Provincial government to bring childcare funds to Courtenay, be received for information
CORRESPONDENCE -
PROVINCIAL CHILD
CARE GRANT
PROGRAM -
MLA RONNA-RAE
LEONARD
0410-20
Carried

Councillor Theos left Council Chambers at 5:48 p.m.

Councillor Theos returned to Council Chambers and took his seat at 5:50 p.m.

Councillor McCollum left Council Chambers at 5:53 p.m.

Councillor McCollum returned to Council Chambers and took her seat at 5:56 p.m.

.03 The correspondence dated October 28th, 2019 from Mr. Seva Ganga, Director, Inner Smile Montessori, requesting a letter of support for their application to the provincial government Child Care Grant Program to create additional child care space for their leased property at 343 - 3rd Street was received for information
CORRESPONDENCE -
INNER SMILE
MONTESSORI -
REQUEST FOR LETTER
OF SUPPORT RE:
PROVINCIAL CHILD
CARE GRANT
FUNDING
APPLICATION
0400-20
Moved by Frisch and seconded by Morin that Council provide a letter to Mr. Seva Ganga, Director, Inner Smile Montessori, in support of their provincial government Child Care grant application to create additional child care space for their leased property at 343 - 3rd Street by the grant intake deadline of November 22, 2019.
Carried

6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

.01 Moved by Theos and seconded by Cole-Hamilton that that the Heritage Advisory Commission meeting minutes for September 25th, 2019 be received for information.
HERITAGE ADVISORY
COMMISSION
MEETING MINUTES
SEPTEMBER 25, 2019
0360-20
Carried

7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES

COUNCILLOR
COLE-HAMILTON
Councillor Cole-Hamilton reviewed his attendance at the following events:
➤ Comox Valley Overdose Working Group Community Action Team meeting
➤ Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants
➤ Climate Caucus Coordinating Committee meeting
➤ Clever Raven Aboriginal Head Start Daycare opening ceremony
➤ City of Courtenay Finance Select Committee Inaugural meeting

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COUNCILLOR
FRISCH

Councillor Frisch reviewed his attendance at the following events:

- CVRD Board meeting
- Comox Valley Water Treatment Plant Project construction ground breaking event
- Co-operative Housing Elected Official Leaders' meeting
- Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants
- Clever Raven Aboriginal Head Start Daycare opening ceremony
- City of Courtenay Finance Select Committee Inaugural meeting

COUNCILLOR
HILLIAN

Councillor Hillian reviewed his attendance at the following events:

- Lewis Park Ball Diamond #1 Plaza Opening and Memorial event
- City of Courtenay Finance Select Committee Inaugural meeting
- Kus-kus-sum Liaison Committee meeting
- BC Housing meeting re: local community housing issues
- CVRD Board meeting
- Comox Valley Water Treatment Plant Project construction ground breaking event
- Comox Valley Resource Fair
- Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants
- 2019 Poppy Fund Campaign kick-off and Poppy Flag raising ceremony at City Hall
- Clever Raven Aboriginal Head Start Daycare opening ceremony

COUNCILLOR
MCCOLLUM

Councillor McCollum reviewed her attendance at the following events:

- Comox Valley Economic Development Society Board meeting
- City of Courtenay Finance Select Committee Inaugural meeting
- Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants

Councillor Cole-Hamilton left Council Chambers at 6:04 p.m.

Councillor Cole-Hamilton returned to Council Chambers and took his seat at 6:06 p.m.

COUNCILLOR
MORIN

Councillor Morin reviewed her attendance at the following events:

- Lewis Park Ball Diamond #1 Plaza Opening and Memorial event
- Urban Forests and Sustainable Cities Conference
- CVRD Board meeting
- CVRD Committee of the Whole meeting
- Comox Valley Water Treatment Plant Project construction ground breaking event
- Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants

COUNCILLOR
THEOS

Councillor Theos reviewed his attendance at the following event:

- Vancouver Island Regional Library Board meeting

MAYOR
WELLS

Mayor Wells reviewed his attendance at the following events:

- Liquid Waste Management Plan Working Group meeting
- Lewis Park Ball Diamond #1 Plaza Opening and Memorial event
- City of Courtenay Finance Select Committee Inaugural meeting
- 2019 Poppy Fund Campaign kick-off and Poppy Flag raising ceremony at City Hall
- BC Shellfish Growers Association AGM
- Comox Valley Chamber of Commerce Tradeshow event
- CVRD Board meeting; Mayor Wells mentioned this was his last meeting as Board Chair
- Comox Valley Water Treatment Plant Project construction ground breaking event
- Meeting with Inspector Mike Kurvers, Comox Valley RCMP and Sean Sullivan, Chief Superintendent, RCMP Island Division
- Annual Courtenay Halloween Party downtown walk hosted by Courtenay Recreation and the Downtown Courtenay Business Improvement Association
- Official Community Plan (OCP) Lunch & Learn with staff and OCP consultants and evening workshop
- 44th Annual Comox Valley Child Development Association Telethon
- Clever Raven Aboriginal Head Start Daycare opening ceremony

Mayor Wells expressed his appreciation to Councillor Cole-Hamilton for drafting and delivering a speech on behalf of Mayor and Council at the recent Urban Forest and Sustainable Cities Conference hosted in Courtenay

Mayor Wells wished members of Council a happy anniversary in acknowledgement of the one year anniversary of Courtenay Council's Oath of Office and November 5th, 2018 Inaugural meeting

8.00 RESOLUTIONS OF COUNCIL

.01
IN CAMERA
MEETING

Moved by Hillian and seconded by Theos that a Special In-Camera meeting closed to the public will be held November 4th, 2019 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) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

9.00 UNFINISHED BUSINESS

10.00 NOTICE OF MOTION

11.00 NEW BUSINESS

12.00 BYLAWS

.01

OFFICIAL
COMMUNITY PLAN
AMENDMENT BYLAW
NO. 2963, 2019 TO
CHANGE THE LAND
USE DESIGNATION
FROM COMMERCIAL
TO MULTI
RESIDENTIAL
(2600 MISSION
ROAD)

Moved by Frisch and seconded by McCollum that “Official
Community Plan Amendment Bylaw No. 2963, 2019” pass first and
second reading.

Carried

.02

ZONING AMENDMENT
BYLAW NO. 2964,
2019 TO REZONE
FROM MULTI USE
FOUR ZONE TO
RESIDENTIAL FOUR A
ZONE & AMEND
SCHEDULE 8 ZONING
MAP (2600 MISSION
ROAD)

Moved by Frisch and seconded by McCollum that “Zoning
Amendment Bylaw No. 2964, 2019” pass first and second reading.

Carried

.03

ZONING AMENDMENT
BYLAW NO. 2971,
2019 TO ALLOW FOR
A SECONDARY SUITE,
SECONDARY
RESIDENCE OR
CARRIAGE HOUSE AS
PERMITTED USE
(2940 COMOX
LOGGING ROAD)

Moved by Hillian and seconded by McCollum that “Zoning
Amendment Bylaw No. 2971, 2019” pass first and second reading.

Carried

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.04

2020 GREENWOOD
SEWER TRUNK
CONNECTION
SANITARY SEWER
CAPITAL LOAN
AUTHORIZATION
BYLAW NO. 2985,
2019 TO ALLOW THE
BORROWING OF THE
ESTIMATED COST TO
CONSTRUCT THE
GREENWOOD SEWER
TRUNK CONNECTION

Moved by Hillian and seconded by Theos that “2020 Greenwood Trunk Connection Sanitary Sewer Capital Loan Authorization Bylaw No. 2985, 2019” pass first, second and third reading.

Carried

13.00 ADJOURNMENT

.01

Moved by Frisch and seconded by Cole-Hamilton that the meeting now adjourn at 6:20 p.m.

Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 18th day of November, 2019

Mayor