

R2/2020 - January 20, 2020

Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay B.C., on Monday, January 20, 2020 at 4:00 p.m.

**Attending:**

**Acting Mayor:** W. Morin  
**Mayor:** B. Wells - Via Teleconference  
**Councillors:** W. Cole-Hamilton  
D. Frisch  
D. Hillian  
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  
D. Snider, Director of Recreation and Cultural Services  
A. Guillo, Manager of Communications  
M. Fitzgerald, Manager of Development Planning  
T. Sweeney, Manager of Building and Administrative Services  
R. Matthews, Executive Assistant

**1.00 ADOPTION OF MINUTES**

**.01** MINUTES Moved by Wells and seconded by Cole-Hamilton that the January 6<sup>th</sup>, 2020 Regular Council meeting minutes be adopted.  
**Carried**

**2.00 ADOPTION OF LATE ITEMS**

**.01** SNOW & ICE Moved by Hillian and seconded by Cole-Hamilton that a verbal update from staff related to the recent snowfall event be added to the CONTROL UPDATE FROM STAFF FROM RECENT SNOWFALL EVENT JANUARY 15 - 17, 2020 5400-11  
January 20<sup>th</sup>, 2020 Council agenda under section 6.00 *Internal Reports and Correspondence for Information.*  
**Carried**

**3.00 DELEGATIONS**

**4.00 STAFF REPORTS/PRESENTATIONS**

**R2/2020 - January 20, 2020**

**.01**

PROPOSED  
STOREFRONT  
CANNABIS RETAILER  
- 605/625 CLIFFE  
AVENUE  
0590-01

Moved by Hillian and seconded by McCollum that based on the January 20<sup>th</sup>, 2020, staff report “Proposed Storefront Cannabis Retailer - 605/625 Cliffe Avenue,” Council approve OPTION 1 and forward the following to the Liquor & Cannabis Regulation Branch (LCRB):

1. The Council of the City of Courtenay has considered the referral to allow a Non-Medical Cannabis Retail Store Licence at the above referenced location;
2. The Council of the City of Courtenay conducted a public hearing on January 6, 2020<sup>th</sup> in the City Hall Council Chambers;
3. Two public notices were advertised in local newspaper prior to the Public Hearing and mailed to property owners within a 100-meter radius from the subject property line;
4. The City received one letter opposed to the application and one letter supporting the proposal. Three persons (representing the applicant) attended the Public Hearing; and,
5. The Council of the City of Courtenay recommends the LCRB approve the application by 1217024 BC Ltd. for a Non-Medical Cannabis Retail Store Licence.

**Carried**

**.02**

DEVELOPMENT  
PERMIT WITH  
VARIANCE NO. 1702 -  
2310 - 20<sup>TH</sup> STREET  
3090-20-1702

Moved by Frisch and seconded by Hillian that based on the January 20<sup>th</sup>, 2020 staff report “Development Variance Permit No. 1702 - 2310 - 20<sup>th</sup> Street”, Council approve OPTION 1 and proceed with issuing Development Variance Permit No. 1702.

**Carried**

**.03**

BRITISH COLUMBIA  
ENERGY STEP CODE  
ADOPTION  
3800-00

Moved by Theos and seconded by McCollum that based on the January 20<sup>th</sup>, 2020 staff report “British Columbia Energy Step Code Adoption”, Council approve OPTION 1 and direct staff to include provisions in the forthcoming building bylaw that will require all newly constructed Part 9 (simple) and Part 3 (complex) buildings to be constructed to Step 2 of the BC Energy Step Code upon adoption of the bylaw and subsequently require Step 3 for newly constructed simple buildings effective January 1<sup>st</sup>, 2021.

**Carried**

**5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01**

PREMIER JOHN  
HORGAN LETTER OF  
APPRECIATION -  
FOLLOW-UP RE: 2019  
UNION OF BRITISH  
COLUMBIA  
MUNICIPALITIES  
(UBCM) CONVENTION  
DELEGATION  
MEETINGS  
0390-20 / 0410-20

Moved by Frisch and seconded by Hillian that the correspondence dated December 17<sup>th</sup>, 2019 from Premier John Horgan, in response to the City of Courtenay's delegation at the 2019 Union of British Columbia Municipalities (UBCM) convention related to municipal co-op housing be received for information.

**Carried**

**.02**

2020 ASSOCIATION  
OF VANCOUVER  
ISLAND AND  
COASTAL  
COMMUNITIES  
(AVICC)  
RESOLUTIONS AND  
NOMINATIONS  
0250-20

Moved by Frisch and seconded by McCollum that the correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) regarding the 2020 Annual General Meeting (AGM) and Convention "Call for Resolutions" and "Call for Nominations for Executive", be received for information.

**Carried**

**6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**.01**

RECREATION ACCESS  
PROGRAM - NEW  
FUNCTIONALITY  
7710-03 REC ACCESS

Moved by Hillian and seconded by Cole-Hamilton that the January 16<sup>th</sup>, 2020 Briefing Note, "Recreation Access Program - New Functionality", be received for information.

**Carried**

**.02**

SNOW & ICE  
CONTROL UPDATE  
FROM RECENT  
SNOWFALL EVENT  
JANUARY 15 - 17,  
2020  
5400-11

Trevor Kushner, Director of Public Works Services/Assistant CAO, provided a verbal report to Council of the Public Works Services department's response following the recent heavy snowfall event January 15<sup>th</sup> - 17<sup>th</sup>, 2020.

Mr. Kushner summarized the City's snow and ice control program and priority clearing response:

1. Arterial roads, emergency services facilities and bus routes
2. Collector roads, steep hills, school zones and downtown core commercial area
3. Local roads, cul-de-sacs and lanes - *on these routes residents should expect a single plow pass to accommodate emergency access for police, fire and ambulance*

A discussion followed regarding challenges faced by crews associated with on-street parking in residential areas and cul-de-sacs; and how intensity, duration and timing of snowfall events can play a significant role in the City's response.

**The council meeting recessed at 4:58 p.m. for the Public Hearing regarding Bylaw Nos. 2972 and 2973**

**The meeting reconvened at 6:45 p.m.**

Moved by Frisch and seconded by McCollum that Council skip discussion related to Item 7 *Reports/Updates from Council Members Including Reports from Committees* on the January 20<sup>th</sup>, 2020 Council agenda in the interest of expediting the progress of the meeting; and;

that Council members may submit their events in writing to staff for the purpose of reporting in the meeting minutes.

**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:

- Global Covenant of Mayors Canada Showcase Cities In-Person Meeting and Panel Discussion, hosted in Montreal, Quebec
- Glacier View Lodge Affordable Housing Project open house

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

- Citizens Co-operative Housing meeting
- CVRD Committee of the Whole meeting

COUNCILLOR  
HILLIAN                                      Councillor Hillian reviewed his attendance at the following events:

- Joint meeting with K'omoks First Nation, CVRD Board and Comox Valley Sewage Commission
- Comox Valley Coalition to End Homelessness meeting
- CVRD Board meeting
- Glacier View Lodge Affordable Housing Project open house

ACTING MAYOR  
MORIN                                      Councillor Morin reviewed her attendance at the following events:

- Comox Valley Sewage Commission meeting
- Comox Valley Social Planning Society meeting
- CVRD Committee of the Whole meeting

MAYOR  
WELLS                                      Mayor Wells reviewed his attendance at the following event:

- Consumer Technology Association (CES) Consumer Electronics Annual Trade Show with a focus on smart cities and autonomous driving cars

**8.00 RESOLUTIONS OF COUNCIL**

**.01** Moved by Hillian and seconded by Frisch that notice is hereby  
IN CAMERA MEETING given that a Special In-Camera meeting closed to the public will be held  
January 20<sup>th</sup>, 2020 at the conclusion of the Regular Council Meeting  
pursuant to the following sub-section of the *Community Charter*:

- 90(1) (c) labour relations or other employee relations.;
- 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**

**.01** Moved by Frisch and seconded by McCollum that the  
CORRESPONDENCE - correspondence dated December 10<sup>th</sup>, 2019 from the Comox Valley Food  
COMOX VALLEY Policy Council requesting Courtenay Council to adopt the Vancouver  
FOOD POLICY Island Region Food Charter be received for information.

COUNCIL - REQUEST **Carried**

TO ADOPT  
VANCOUVER ISLAND **New motion:**

REGION FOOD Moved by Hillian and seconded by McCollum that Council  
CHARTER support in principle the Vancouver Island Region Food Charter as  
0360-20 presented in the December 10<sup>th</sup>, 2019 correspondence received from the  
Comox Valley Food Policy Council.

**Carried**

**Councillor Theos left Council Chambers at 6:50 p.m.**

**Councillor Theos returned to Council Chambers and took his seat at 6:52 p.m.**

**.02** Moved by McCollum and seconded by Frisch that Councillor  
VANCOUVER ISLAND Theos be appointed to the Vancouver Island Regional Library Board for  
REGIONAL LIBRARY a one-year term, January 1 to December 31, 2020, with Councillor  
BOARD (VIRLB) McCollum appointed as alternate.

APPOINTMENTS **Carried**

**12.00 BYLAWS**

**.01**

BYLAW NO.  
2984, 2019  
ZONING AMENDMENT  
BYLAW TO PERMIT  
AN INCREASE FROM  
ONE TO TWO  
ACCESSORY  
DWELLING UNITS  
(1581 DINGWALL  
ROAD)

Moved by Frisch and seconded by McCollum that “Zoning Amendment Bylaw No. 2984, 2019” pass third reading.

**Carried**

**.02**

BYLAW NO.  
2984, 2019  
ZONING AMENDMENT  
BYLAW TO PERMIT  
AN INCREASE FROM  
ONE TO TWO  
ACCESSORY  
DWELLING UNITS  
(1581 DINGWALL  
ROAD)

Moved by Frisch and seconded by Hillian that “Zoning Amendment Bylaw No. 2984, 2019” be finally adopted.

**Carried**

**13.00 ADJOURNMENT**

**.01**

Moved by Hillian and seconded by Frisch that the meeting now adjourn at 7:00 p.m.

**Carried**

**CERTIFIED CORRECT**

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**Director of Legislative and Corporate Services**

**Adopted this 3<sup>rd</sup> day of February, 2020**

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**Mayor**