

R6/2020 - April 06, 2020

Minutes of a Regular Council Meeting held in the City Hall Council Chambers, Courtenay B.C., on Monday, April 06, 2020 at 1:00 p.m.

Due to the Coronavirus COVID-19 emergency, the City of Courtenay with the authority of Ministerial Order No. MO83 Local Government Meetings & Bylaw Process COVID-19; implemented changes to its open Council meetings.

In the interest of public health and safety, public in-person attendance at Council meetings is prohibited until further notice. Council meetings are presided in-person by the Mayor or Acting Mayor with electronic participation by members of Council and staff via live web streaming and start at 1:00 p.m. during this period.

Attending:

Mayor: B. Wells

**Councillors: W. Cole-Hamilton via video/audio conference
D. Frisch via video/audio conference
D. Hillian via video/audio conference
M. McCollum via video/audio conference
W. Morin via video/audio conference
M. Theos via video/audio conference**

Staff:

**D. Allen, CAO
J. Ward, Director of Legislative and Corporate Services/Deputy CAO via video/audio conference
W. Sorchta, Manager of Legislative & Corporate Administrative Services
T. Kushner, Deputy CAO
I. Buck, Director of Development Services via video/audio conference
J. Nelson, Director of Financial Services
D. Snider, Director of Recreation and Cultural Services via video/audio conference
A. Berard, Manager of Financial Planning, Payroll & Business Performance
M. Fitzgerald, Manager of Development Planning
E. Gavelin, Network Technician via video/audio conference
N. Borecky, Manager of IT**

1.00 ADOPTION OF MINUTES

**.01
MINUTES
0570-03**

Moved by Theos and seconded by Cole-Hamilton that the March 2nd, 2020 Regular Council meeting minutes be adopted.
Carried

Moved by Theos and seconded by Cole-Hamilton that the March 30th, 2020 Committee of the Whole meeting minutes be adopted.
Carried

2.00 ADOPTION OF LATE ITEMS

3.00 DELEGATIONS

4.00 STAFF REPORTS/PRESENTATIONS

.01

FOLLOW UP REPORT -
OCP AMENDMENT
BYLAW NO. 2972
AND ZONING
AMENDMENT BYLAW
NO. 2973 - LANNAN
ROAD
6480-20-1902 &
3360-20-1911

Moved by Hillian and seconded by Cole-Hamilton that based on the April 6th, 2020 staff report “Follow Up Report - OCP Amendment Bylaw No. 2972 and Zoning Amendment Bylaw No. 2973 - Lannan Road” Council approve OPTION 1 and require the applicant to make revisions to the proposal and supply the information listed below prior to proceeding with the bylaw amendments:

1. All remaining trees within the area identified generally on Schedule No. 1 are to be protected with the exception of tree removal necessary to allow for the extension of the Britannia Place strata as well as the extension of Britannia Way.
2. Require that the location of any proposed stormwater management facility is identified to the satisfaction of all relevant authorities but in no case can the facility be located within the area identified on Schedule No. 2.
3. The development’s stormwater management design must be completed to the satisfaction of the City and any other agencies which may be affected depending on the facilities’ location.
4. An appraisal is to be provided to the City determining the current property value and the value realized once the subject property is rezoned to help inform Council’s decision on amenities.
5. Additional consideration of transportation modes must be provided and integrated into the proposal to reduce the dependence on automobile trips.

Carried with Councillor Theos Opposed

.02

STRUCTURAL
CHANGE TO LIQUOR
LICENCE
APPLICATION - ACE
BREWING COMPANY
LIMITED
(150 MANSFIELD
DRIVE)
4320-20

Moved by Frisch and seconded by Morin that based on the April 6th, 2020 staff report, “Structural Change to Liquor Licence Application (Ace Brewing Company Limited) - 150 Mansfield Drive”, Council approve OPTION 1 and direct staff to post notice on the City’s website requesting public input on Ace Brewing Company Limited’s Club’s proposed structural change application.

Carried

.03
ZONING AMENDMENT
BYLAW NO. 2993
TO ALLOW FOR A
SECONDARY SUITE
(1028 ARROWSMITH
AVENUE)
3360-20-2001

Moved by McCollum and seconded by Theos that based on the April 6th, 2020 staff report, “Zoning Amendment Bylaw No. 2993 to Allow for a Secondary Suite at 1028 Arrowsmith Avenue” Council approve OPTION 1 and proceed to First and Second Readings of Zoning Amendment Bylaw No. 2993, 2020; and,

That Council direct staff to schedule and advertise a statutory Public Hearing with respect to the above referenced bylaw following the resumption of regular Council meetings.

Carried

.04
2020-2024
CONSOLIDATED
FINANCIAL PLAN
BYLAW 2983, 2020
1705-20

Moved by McCollum and seconded by Cole-Hamilton that based on the April 6th, 2020 staff report “2020-2024 Consolidated Financial Plan Bylaw 2983” Council endorse OPTION 1 and approve the 2020-2024 Consolidated Financial Plan; and

That Council proceed to first, second, third reading and final adoption of the 2020-2024 Consolidated Financial Plan Bylaw No. 2983, 2020.

Carried

.05
2020 TAX RATES
REPORT
1970-02

Moved by Frisch and seconded by McCollum that based on the April 6th, 2020 staff report “2020 Tax Rates” Council approve a Residential Tax Class rate of 3.0241 and a Commercial tax rate multiplier of 3.25 in order to generate property tax revenues to cover the budgeted expenditures identified in the 2020-2024 Consolidated Financial Plan.

Carried

.06
DOWNTOWN
COURTENAY BUSINESS
IMPROVEMENT
ASSOCIATION (DCBIA)
2020 BUDGET & TAX
LEVY REQUEST
1971-20

Moved by Cole-Hamilton and seconded by McCollum that based on the April 6th, 2020 staff report “Downtown Courtenay Business Improvement Association (DCBIA) - 2020 Budget and Tax Levy Request” Council approve OPTION 1 to approve the DCBIA 2020 Budget and Tax Levy request in the amount of \$60,000.

Carried

5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES

.01
REPORTS/UPDATES
FROM COUNCIL
MEMBERS
0530-01

Council agreed to skip discussion related to Item 7 *Reports/Updates from Council Members Including Reports from Committees* at the April 6th, 2020 Council agenda in the interest of time; and agreed that each Council member may submit a summary of their events in writing to staff for inclusion in the meeting minutes.

COUNCILLOR
COLE-HAMILTON

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

- NewCities *Leading by Example: Implementing the Sustainable Development Goals (SDGs) in Canada* Conference, Victoria
- Comox Valley Drug Strategy Committee
- Recreation and Cultural Services - Community Events - Volunteer Appreciation & Canada Day Lunch and Learn Session with staff and Council
- CVRD Director briefings hosted daily to provide COVID-19 information updates
- Comox Valley Overdose Prevention Community Action Team meetings (3 total)
- Downtown Courtenay Business Improvement Association Board meetings (2 total)
- CVRD Board meetings (2 total)
- Comox Strathcona Waste Management Board meeting

8.00 RESOLUTIONS OF COUNCIL

.01
2020 ANNUAL
COMMERCIAL FLAT
UTILITY BILLING -
SOLID WASTE AND
SEWER
1830-04/1830-05

Moved by Frisch and seconded by Hillian that whereas physical distancing measures, quarantines and restrictions related to travel and gatherings of people has been ordered by the provincial health officer to protect the public and reduce the spread of COVID-19 (Novel Coronavirus); and,

Whereas COVID-19 exposure prevention measures have impacted consumer and business spending and earnings;

Therefore be it resolved that in support of potential revenue loss implications for local merchants during the COVID-19 pandemic; and,

That Council approve an extension to the payment deadline for the annual commercial flat utility billing (solid waste and sewer fees) to September 30th, 2020.

Carried

.02
2020 1ST QUARTER
METERED WATER
UTILITY BILLING
1830-03

Moved by Hillian and seconded by Morin that whereas physical distancing measures, quarantines and restrictions related to travel and gatherings of people has been ordered by the provincial health officer to protect the public and reduce the spread of COVID-19 (Novel Coronavirus); and,

Whereas COVID-19 exposure prevention measures have impacted consumer and business spending and earnings;

Therefore be it resolved that in support of potential revenue loss implications for local merchants during the COVID-19 pandemic; and,

That Council approve and extension to the payment deadline for 1st quarter metered water utility billing to September 30th, 2020.

Carried

.03
DOWNTOWN
BUSINESS MONTHLY
PARKING RENTAL
FEES
1810-01/5455-02

Moved by Cole-Hamilton and seconded by Frisch that whereas physical distancing measures, quarantines and restrictions related to travel and gatherings of people has been ordered by the provincial health officer to protect the public and reduce the spread of COVID-19 (Novel Coronavirus); and,

Whereas COVID-19 exposure prevention measures have impacted consumer and business spending and earnings;

Therefore be it resolved that in support of potential revenue loss implications for local merchants during the COVID-19 pandemic;

That Council approve waiving the monthly parking rental fees paid by downtown merchants for ~~the months of March, April and May 2020~~ **(Amending motion)**.

Amending motion:

Moved by McCollum and seconded by Cole-Hamilton that the main motion be amended to adjust the timeline for waiving the monthly parking rental fees paid by downtown merchants for *the months of March, April and May 2020* to read for ***the 6 month period of March to August 2020***.

Carried

The main motion was Carried as amended

9.00 UNFINISHED BUSINESS

10.00 NOTICE OF MOTION

11.00 NEW BUSINESS

12.00 BYLAWS

.01
ZONING AMENDMENT
BYLAW NO. 2993,
2020 - TO REZONE
PROPERTY FROM
RESIDENTIAL ONE
ZONE (R-1) TO
RESIDENTIAL ONE-S
ZONE (R-1S) TO
ALLOW FOR A
SECONDARY SUITE -
(1028 ARROWSMITH
AVENUE)

Moved by Frisch and seconded by Hillian that “Zoning
Amendment Bylaw No. 2993, 2020” pass first and second reading.

Carried

.02
2020-2024
CONSOLIDATED
FINANCIAL PLAN
BYLAW NO. 2983,
2020 (TO ADOPT THE
CONSOLIDATED FIVE
YEAR FINANCIAL
PLAN)

Moved by Frisch and seconded by McCollum that “2020-2024
Consolidated Financial Plan Bylaw No. 2983, 2020” pass first, second
and third reading.

Carried

.03
2020-2024
CONSOLIDATED
FINANCIAL PLAN
BYLAW NO. 2983,
2020 (TO ADOPT THE
CONSOLIDATED FIVE
YEAR FINANCIAL
PLAN)

Moved by Hillian and seconded by Morin that “2020-2024
Consolidated Financial Plan Bylaw No. 2983, 2020” be finally adopted.

Carried

.04
BUILDING BYLAW
NO. 3001, 2020 -
(ADMINISTRATION OF
THE BUILDING CODE
& REGULATION OF
CONSTRUCTION)

Moved by Theos and seconded by Cole-Hamilton that “Building
Bylaw No. 3001, 2020” be finally adopted.

Carried

13.00 ADJOURNMENT

**.01
ADJOURNMENT**

Moved by Hillian and seconded by Cole-Hamilton that the meeting now adjourn at 2:34 p.m.

Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 20th day of April, 2020

Mayor