

## Minutes of a Regular Council Meeting

**Meeting #:** R12/2020  
**Date:** May 19, 2020  
**Time:** 1:00 pm  
**Location:** City Hall, Courtenay, BC, via video/audio conference

**Attending:**

**Mayor:** B. Wells via video/audio conference  
**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 via video/audio conference  
J. Ward, Director of Legislative & Corporate Services/Deputy CAO via video/audio conference  
W. Sorichta, Manager of Legislative & Corporate Administrative Services via video/audio conference  
T. Kushner, Deputy CAO via video/audio conference  
I. Buck, Director of Development Services via video/audio conference  
J. Nelson, Director of Financial Services via video/audio conference  
D. Snider, Director of Recreation & Cultural Services via video/audio conference  
M. Fitzgerald, Manager of Development Planning via video/audio conference  
E. Gavelin, Network Technician via video/audio conference  
N. Borecky, Manager of Information Systems via video/audio conference

**Due to the Coronavirus COVID-19 emergency, the City of Courtenay with the authority of Ministerial Order No. M139 *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 over by the Mayor or Acting Mayor with electronic participation by Council and staff via live web streaming and start at 1:00 p.m. during this period.**

**1. ADOPTION OF MINUTES**

**1.1 Adopt May 11<sup>th</sup>, 2020 Regular Council meeting minutes (0570-03)**

**Moved By** Frisch

**Seconded By** Hillian

That the May 11<sup>th</sup>, 2020 Regular Council meeting minutes be adopted.

**Carried**

**2. INTRODUCTION OF LATE ITEMS**

**2.1 Resolution - Structural Change to Liquor Licence Application (Ace Brewing Company Limited) - 150 Mansfield Drive (4320-20)**

**Moved By** Cole-Hamilton

**Seconded By** McCollum

That the recommended resolution regarding the "Structural Change to Liquor Licence Application (Ace Brewing Company Limited) - 150 Mansfield Drive", be added to the May 19<sup>th</sup>, 2020 Council agenda under section 8.00 *Resolutions of Council*.

**Carried**

**3. DELEGATIONS**

**4. STAFF REPORTS/PRESENTATIONS**

**4.1 Development Services**

**4.1.1 Update to the Sidewalk Patio Guidelines (3030-00-01)**

**File No.:** 3030-00-01

**Moved By** Theos

**Seconded By** McCollum

That the May 19<sup>th</sup>, 2020 staff report "Update to the Sidewalk Patio Guidelines" be received for information.

**Carried**

**Moved By** McCollum

**Seconded By** Frisch

That based on the May 19<sup>th</sup>, 2020 staff report "Update to the Sidewalk Patio Guidelines" Council endorses changes to the Sidewalk Patio Design Guidelines and authorize the Director of Development Services to approve permits.

**Carried**

**4.1.2 Amendments to Fees and Charges Bylaw 1673 and Municipal Ticket Information Bylaw 2435 (3760-01)**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

That based on the May 19<sup>th</sup>, 2020 staff report "Amendments to Fees and Charges Bylaw 1673 and Municipal Ticket Information Bylaw 2435" Council approve OPTION 1 and proceed to first, second, third readings and final adoption of City of Courtenay Fees and Charges Amendment Bylaw No. 3007, 2020 and the Municipal Ticket Information Amendment Bylaw No. 3006, 2020.

**Carried**

**5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**5.1 Correspondence - BC Restaurant & Foodservices Association (BCRFA) - Request for Flexible, Innovative & Expedited Patio Permitting (0250-20)**

**Moved By** Frisch

**Seconded By** Morin

That the correspondence dated May 7<sup>th</sup>, 2020 from the BC Restaurant & Foodservices Association (BCRFA) requesting local government support for flexible, innovative and expedited patio permitting, be received for information.

**Carried**

## **6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

### **6.1 Briefing Note - Summary of BC Restart Plan Near-term Impacts on City Operations: Phase 2 (7130-20-COVID-19)**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

That the May 15<sup>th</sup>, 2020 Briefing Note, "Summary of BC Restart Plan Near-term Impacts on City Operations: Phase 2", be received for information.

**Carried**

## **7. REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES**

### **7.1 Councillor Cole-Hamilton**

Councillor Cole-Hamilton participated in the following events:

- Climate Caucus Board of Directors meeting; elected Vice-Chair
- Association of Vancouver Island and Coastal Communities (AVICC) Climate Leadership Plan meeting
- CVRD Director briefings; COVID-19/Regional EOC information updates (3 Total)
- Climate Caucus Coordinating Committee meeting (4 Total)
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer
- Comox Valley Drug Strategy Committee meeting
- Downtown Courtenay Business Improvement Association (DCBIA) Board of Directors meeting
- Meeting with Comox Valley Cycling Coalition
- Comox Valley Water Committee meeting
- Comox Valley Sewage Commission meeting
- Comox Valley Sports Centre Commission meeting
- CVRD Board meeting (2 Total)
- DCBIA COVID-19 forum with Elected Officials including MLA Ronna-Rae Leonard, MP Gord Johns, and Mayor Wells
- Municipal & Regional District Tax (MRDT) Program and Provincial Tourism Industry Recovery Planning information call
- Climate Caucus Frameworks for Change video/audio conference

**7.2 Councillor Frisch**

Councillor Frisch mentioned his recent communication with Thom Armstrong, Chief Executive Officer, Co-Operative Housing Federation of BC (CHFBC) to determine when Council's collaborative work with the CHFBC on co-op housing initiatives in our community is anticipated to resume and expects to have an update in the next week or two.

**7.3 Councillor Hillian**

Councillor Hillian provided a verbal update following a meeting he had with the Comox Valley Coalition to End Homelessness (CVCEH), Mayor Wells and David Allen, CAO, related to the May 4<sup>th</sup>, 2020 Council resolution that the City work with the CVCEH to present a proposal for funding to the provincial government to provide temporary housing and related support services to homeless and precariously housed citizens in our community during COVID-19.

**8. RESOLUTIONS OF COUNCIL**

**8.1 Councillor Cole-Hamilton - Parklet Program Downtown Courtenay (5455-03)**

**Moved By** Cole-Hamilton

**Seconded By** Frisch

That whereas 'revitalizing our downtown' is a strategic priority of the City of Courtenay; and

Whereas social distancing now requires more space to be available for patrons of downtown businesses and other members of the public;

Therefore be it resolved that staff provide a report to Council regarding the options and implications of a parklet program for downtown Courtenay.

**Carried**

## 8.2 In Camera Meeting

**Moved By** Hillian

**Seconded By** Theos

That a Special In-Camera meeting closed to the public will be held May 19<sup>th</sup>, 2020 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) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**Carried**

## 8.3 Resolution - Structural Change to Liquor Licence Application (Ace Brewing Company Limited) - 150 Mansfield Drive (4320-20)

**Moved By** Cole-Hamilton

**Seconded By** Frisch

That "Structural Change to Liquor Licence Application (Ace Brewing Company Limited) - 150 Mansfield Drive", Council approve OPTION 1 as follows:

1. The Council of the City of Courtenay recommends the Liquor & Cannabis Regulation Branch (LCRB) approve the application for **Ace Brewing Company Limited**'s structural change to a liquor licence, with the conditions that the patio will be closed by 10:00 p.m. Sundays to Thursdays, 11:00 p.m. Fridays and Saturdays, and no music will be played outdoors after 9:00 p.m. Sundays to Thursdays, 10:00 p.m. Fridays and Saturdays.
2. Council's comments on the prescribed considerations are as follows:
  - a. If the amended application is approved, it would not result in an increase of noise in the area;
  - b. If the amended application is approved, it would not negatively impact the community based on the submissions received from the public;
  - c. In order to gather the views of residents, the City of Courtenay posted a notice on the City's website outlining the application. Additionally, the RCMP was contacted and indicated having no concerns.

**Carried**

**9. UNFINISHED BUSINESS**

**10. NOTICE OF MOTION**

**11. NEW BUSINESS**

**11.1 Comox Valley Regional District (CVRD) - Regional Poverty Reduction Assessment and Strategy Funding Application (0470-20)**

**Moved By** Hillian

**Seconded By** Frisch

That the correspondence dated March 6<sup>th</sup>, 2020 from the Comox Valley Regional District (CVRD) to create a regional poverty reduction action plan in support of the Province's "TogetherBC" poverty reduction strategy, be received for information; and,

That the City of Courtenay support the CVRD's application to the Union of BC Municipalities (UBCM) Poverty Reduction Action and Planning Program for grant funding on behalf of Comox Valley local governments to develop a Regional Poverty Action Plan focused on affordable housing, transportation, children and youth, and food security.

**Carried**

**12. BYLAWS**

**12.1 For First, Second and Third Reading**

**12.1.1 "Municipal Ticket Information Amendment Bylaw No. 3006, 2020"**

**Moved By** Morin

**Seconded By** McCollum

That "Municipal Ticket Information Amendment Bylaw No. 3006, 2020" pass first, second and third reading.

**Carried**

**12.1.2 "City of Courtenay Fees and Charges Amendment Bylaw No. 3007, 2020"**

**Moved By** Hillian  
**Seconded By** Theos

That "City of Courtenay Fees and Charges Amendment Bylaw No. 3007, 2020" pass first, second and third reading.

**Carried**

**12.2 For Final Adoption**

**12.2.1 "Municipal Ticket Information Amendment Bylaw No. 3006, 2020"**

**Moved By** Cole-Hamilton  
**Seconded By** Frisch

That "Municipal Ticket Information Amendment Bylaw No. 3006, 2020" be finally adopted.

**Carried**

**12.2.2 "City of Courtenay Fees and Charges Amendment Bylaw No. 3007, 2020"**

**Moved By** McCollum  
**Seconded By** Morin

That "City of Courtenay Fees and Charges Amendment Bylaw No. 3007, 2020" be finally adopted.

**Carried**



**13. ADJOURNMENT**

**Moved By** Hillian

**Seconded By** Theos

That the meeting now adjourn at 2:20 p.m.

**Carried**

**CERTIFIED CORRECT**

---

**Corporate Officer**

**Adopted this 25<sup>th</sup> day of May, 2020**

---

**Mayor**