

Minutes of a Regular Council Meeting

Meeting #: R16/2020
Date: June 15, 2020
Time: 4:00 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
W. Sorchta, Corporate Officer, via video/audio conference
I. Buck, Director of Development Services, via video/audio conference
J. Nelson, Director of Financial Services, via video/audio conference
K. Shaw, Director of Public Works Services
D. Snider, Director of Recreation and Cultural Services
M. Fitzgerald, Manager of Development Planning, via video/audio conference
N. Borecky, Manager of Information Systems, via video/audio conference
E. Gavelin, Network Technician, via video/audio conference
R. Matthews, Executive Assistant/Deputy Corporate Officer, 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, in-person attendance by members of the public 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 4:00 p.m. during this period.

1. ADOPTION OF MINUTES

1.1 Adopt June 8th, 2020 Regular Council meeting minutes (0570-03)

Moved By Cole-Hamilton

Seconded By Frisch

That the June 8th, 2020 Regular Council meeting minutes be adopted.

Carried

Matters arising from the June 8th, 2020 regular Council minutes:

Councillor Hillian mentioned the concerns raised about “The Junction” (988 - 8th Street) supportive housing complex following the June 8th, 2020 Delegation presentation by Comox Valley Better at Home and Comox Valley Kiwanis Village residents; and, suggested Council consider inviting BC Housing to make a presentation to Council regarding management of the facility.

2. INTRODUCTION OF LATE ITEMS

2.1 Delegation - Comox Valley Better at Home and Comox Valley Kiwanis Village residents

Council unanimously agreed that a discussion regarding concerns raised about the management of “The Junction” supportive housing facility (988 - 8th Street) following the June 8th, 2020 Delegation presentation by Comox Valley Better at Home and Comox Valley Kiwanis Village residents be added to the June 15th, 2020 Council agenda under section *11.00 New Business*.

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 Recreation and Cultural Services

4.1.1 COVID-19 Recovery Plan Policy: Field Bookings for Third-party Organized Outdoor Sports (5920-00)

Moved By Hillian

Seconded By McCollum

That based on the June 15th, 2020 staff report “COVID-19 Recovery Plan Policy: Field Bookings for Third-party Organized Outdoor Sports”, Council approves OPTION 1 as follows:

That per orders and requirements of the provincial and federal authorities to maintain physical distancing and restrict public gatherings related to the

spread of the Coronavirus COVID-19; and, as imposed by extraordinary powers adopted March 18th, 2020 under the BC provincial state of emergency; and,

Whereas, the provincial BC Restart Plan (COVID-19) has entered Phase 2 which, under enhanced protocols allows the return to provision of certain services including outdoor organized sports at parks and fields;

Therefore be it resolved that effective immediately, Council authorizes the return to booking parks and fields by user groups with the following conditions:

- a. That in the interest of public health and safety, staff amend facility booking agreements to include COVID-19 language regarding provincial and federal guidelines
- b. That user groups submit a COVID-19 Safety Plan to the City prior to booking approval
- c. That user groups comply with all applicable Orders and Guidelines ; and,

That the City of Courtenay field booking policy during the COVID-19 pandemic be effective immediately and may be subject to change:

- a. as directed under the authority of the provincial or federal governments through the Emergency Program Act or Emergencies Act Canada
- b. until such time as the provincial state of emergency for the COVID-19 pandemic has been rescinded and local governments may resume regular operations, or
- c. by resolution of Council.

Carried

4.1.2 Cultural Service Summary Financial Implications and Service Agreements (2240-20)

Moved By Frisch

Seconded By Cole-Hamilton

That based on the June 15th, 2020, staff report “Cultural Service Summary Financial Implications and Service Agreements”, Council adopts OPTION 1 and direct staff to proceed with the Cultural Service Review Report key findings and recommendations;

That the Mayor and Corporate Officer be authorized to execute the attached Comox Valley Art Gallery Society Management and Operating

Agreement Amendment and the Comox Valley Art Council Fee For Service Agreement on behalf of the City; and,

That the total funding of \$78,750 for the two above referenced agreements be allocated from Gaming Funds in 2020.

Carried

4.2 CAO and Legislative Services

4.2.1 Amendment to Officer’s Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3000, 2020 (3900-00)

Moved By Frisch

Seconded By Cole-Hamilton

That based on the June 15th, 2020 staff report “Amendment to Officer’s Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3000, 2020”, Council proceed with OPTION 1 and approve amendments to Bylaw No. 3000 outlined in this report; and

That “Officer’s Designation and Establishment of Powers, Duties, and Responsibilities Amendment Bylaw No. 3008, 2020” proceed to first, second and third readings and final adoption.

Carried

4.3 Development Services

4.3.1 Zoning Amendment Bylaw No. 2993 Requirement for a Public Hearing - 1028 Arrowsmith Avenue (3360-20-2001)

Moved By McCollum

Seconded By Hillian

That based on the June 15th, 2020 staff report, "Zoning Amendment Bylaw No. 2993 Requirement for Public Hearing" Council considers Zoning Amendment Bylaw No. 2993, 2020 consistent with the City’s Official Community Plan; and

That Council approves OPTION 1 and waives the Public Hearing with respect to Zoning Amendment Bylaw No. 2993, 2020 pursuant to Section 464 (2) of the *Local Government Act* and directs staff to give notice of the waiver of the public hearing pursuant to Section 467 of the *Local Government Act* in advance of consideration of 3rd reading of the bylaw.

Carried

4.3.2 Public Hearing for Zoning Amendment Bylaw No. 2990 - 1025 Ryan Road (3360-20-1916)

Moved By Theos

Seconded By McCollum

That based on the June 15th, 2020 staff report, “Public Hearing for Zoning Amendment Bylaw No. 2990 - 1025 Ryan Road” Council considers Zoning Amendment Bylaw No. 2990, 2020 consistent with the City’s Official Community Plan; and

That Council approves OPTION 1 and waives the Public Hearing with respect to Zoning Amendment Bylaw No. 2990, 2020 pursuant to Section 464 (2) of the *Local Government Act* and directs staff to give notice of the waiver of the public hearing pursuant to Section 467 of the *Local Government Act* in advance of consideration of 3rd reading of the bylaw.

Carried

4.3.3 Zoning Amendment Bylaw No. 2999 to allow for a Subdivision of 820 Urquhart Avenue (3360-20-2005)

Moved By Cole-Hamilton

Seconded By Frisch

That based on the June 15th, 2020 staff report, “Zoning Amendment Bylaw No. 2999 to allow for a Subdivision of 820 Urquhart Avenue” Council approve OPTION 1 and proceed to First and Second Readings of Zoning Amendment Bylaw No. 2999, 2020;

That Council considers Zoning Amendment Bylaw No. 2999, 2020 consistent with the City’s Official Community Plan; and

That Council waives the requirement to hold a public hearing with respect to Zoning Amendment Bylaw No. 2999, 2020 pursuant to Section 464 (2) of the *Local Government Act* and directs staff to give notice of the waiver of the public hearing pursuant to Section 467 of the *Local Government Act* in advance of consideration of 3rd Reading of the bylaw.

Carried

New Motion:

Moved by Frisch and seconded by Cole-Hamilton that Council direct staff to include the City of Courtenay Development Services *Sustainability Evaluation Compliance Checklist* in all future development staff reports to Council, where applicable.

Carried

4.4 Financial Services

4.4.1 2021/2022 RCMP Municipal Policing Contract: Approval in Principle (1660-20)

Moved By Hillian

Seconded By McCollum

That based on the June 15th, 2020 staff report “2021/2022 RCMP Municipal Policing Contract: Approval in Principle”, Council approve OPTION 1 which provides approval in principle for an expenditure of \$6,561,243 of which Courtenay is responsible for 90% (\$5,950,756).

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.1 Briefing Note - Update - Virtual UBCM 2020 Convention (0390-20/7130-20-COVID-19)

Moved By Morin

Seconded By Hillian

That the June 5th, 2020 Briefing Note, “Update - Virtual Union of BC Municipalities (UBCM) 2020 Convention”, be received for information.

Carried

6.2 Briefing Note - Continued Closure of the Courtenay and District Memorial Pool for 2020 (6120-02)

Moved By Frisch

Seconded By Cole-Hamilton

That the June 8th, 2020 Briefing Note, “Continued Closure of the Courtenay and District Memorial Pool for 2020”, be received for information.

Carried

6.3 Routine Release of In Camera Resolutions per Council Policy #540.00.02 (for the period of June 2019 to February 3rd, 2020) (0540-01)

6.3.1 Council Policy #540.00.02

6.3.2 In Camera Resolutions for the period of June 2019 to February 3rd, 2020

Moved By McCollum

Seconded By Hillian

That the City of Courtenay In Camera Resolutions for the period of June 2019 to February 3rd, 2020, and, Council Policy #540.00.02, 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 (for the period of May 22nd to June 10th):

- Session Moderator, Together/Ensemble 2020 - Sustainable Development Goals Conference
- Comox Valley Drug Overdose Community Action Team Steering Committee meeting (2 Total)
- CVRD Director briefings; COVID-19/Regional EOC information update (3 Total)
- Climate Caucus Coordinating Committee meeting (3 Total)
- CVRD Board meeting
- Climate Caucus Board meeting
- Panelist for Mark R. Isfeld Secondary School Grade 11 Class "Environment and Climate Change" (2 Total)
- Facilitator, Climate Caucus bi-weekly conference call meeting
- Downtown Courtenay Business Improvement Association Board meeting
- Doughnut Economics for Local Governments with Kate Raworth webinar
- We Are One: A Peaceful Protest in Solidarity with Black Lives Matter and Justice for Indigenous People of Canada at Simms Millennium Park
- Vancouver Island and Coastal Communities Climate Leadership Plan meeting
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer
- PACE BC meeting
- Downtown Courtenay Business Improvement Association Virtual AGM

8. RESOLUTIONS OF COUNCIL

8.1 In Camera Meeting

Moved By Theos

Seconded By Morin

That a Special In-Camera meeting closed to the public will be held June 15th, 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.

Carried

9. UNFINISHED BUSINESS

9.1 Parklet Program - Downtown Courtenay - Request for Clarity - Verbal Discussion (5455-03)

Moved By Cole-Hamilton

Seconded By Frisch

Whereas options for downtown businesses to respond to the need for social distancing during the COVID-19 pandemic are evolving; and

Whereas temporary road closures on 5th Street and Duncan Avenue, and the use of the roadway by businesses during such closures are viewed by the Downtown Courtenay Business Improvement Association (DCBIA) as more effective than parklets; and

Whereas the flow of pedestrian traffic on sidewalks in a single direction would allow for greater social distancing;

Therefore be it resolved that the May 19th, 2020 Council resolution be amended to read as follows:

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 of *temporary street closures on 5th Street and Duncan Avenue, the use of street space by merchants and restaurants during such closures, and the use of signage to request pedestrians follow a voluntary one-way flow of movement on downtown sidewalks.*”

Carried

10. NOTICE OF MOTION

11. NEW BUSINESS

11.1 June 8th, 2020 Delegation - Comox Valley Better at Home and Comox Valley Kiwanis Village residents

Moved By Hillian

Seconded By Frisch

That Council invite BC Housing and the operator of “The Junction” (988 - 8th Street) to make a presentation to Council in response to the June 8th, 2020 Delegation to Council regarding concerns raised by Comox Valley Better at Home and Kiwanis Village residents about noise, public disturbances, garbage accumulation, drug related activities and feeling unsafe in their neighbourhood sourced to the “The Junction” supportive housing complex.

Carried

6:05 p.m. - Councillor Morin recused herself from the video/audio conference meeting citing a possible conflict of interest as Councillor Morin is employed by the John Howard Society, an agency directly involved with “The Junction.”

Councillor Morin returned to the video/audio conference meeting at 6:07 p.m.

12. BYLAWS

12.1 For First and Second Reading

12.1.1 Zoning Amendment Bylaw No. 2999, 2020

Moved By McCollum

Seconded By Morin

That “Zoning Amendment Bylaw No. 2999, 2020” pass first and second reading.

Carried

12.2 For First, Second and Third Reading

12.2.1 Officer's Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3008, 2020

Moved By Frisch

Seconded By Hillian

That "Officer's Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3008, 2020" pass first, second and third reading.

Carried

12.2.2 Revenue Anticipation Borrowing Bylaw No. 3011, 2020

Moved By Hillian

Seconded By Cole-Hamilton

That "Revenue Anticipation Borrowing Bylaw No. 3011, 2020" pass first, second and third reading.

Carried

12.3 For Final Adoption

12.3.1 Officer's Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3008, 2020

Moved By Morin

Seconded By McCollum

That "Officer's Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3008, 2020" be finally adopted.

Carried

12.3.2 Revenue Anticipation Borrowing Bylaw No. 3011, 2020

Moved By Cole-Hamilton

Seconded By McCollum

That "Revenue Anticipation Borrowing Bylaw No. 3011, 2020" be finally adopted.

Carried

13. ADJOURNMENT

Moved By Hillian
Seconded By Frisch

That the meeting now adjourn at 6:12 p.m.
Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 29th day of June, 2020

Mayor