

S8/2020 - December 09, 2020

Minutes of a Regular Council Meeting

Meeting #: S8/2020
Date: December 09, 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: T. Kushner, Interim CAO, via video/audio conference
W. Sorichta, Corporate Officer, via video/audio conference
I. Buck, Director of Development Services, via video/audio conference
C. Davidson, Director of Engineering Services, via video/audio conference
J. Nelson, Director of Financial Services, via video/audio conference
K. Shaw, Director of Public Works Services, via video/audio conference
M. Fitzgerald, Manager of Development Planning, via video/audio conference
R. Wyka, Manager of Finance, 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. M192 Local Government Meetings & Bylaw Process (COVID-19) Order No. 3 implemented changes to its open Council meetings.

In the interest of public health and safety, and in accordance with section 3(1) of Ministerial Order No. 3 M192, in-person attendance by members of the public at Council meetings will not be permitted 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.

1. ADOPTION OF MINUTES

1.1 Adopt November 16th, 2020 Special Council meeting minutes (0570-03)

Moved By Frisch

Seconded By Cole-Hamilton

That the November 16th, 2020 Special Council meeting minutes be adopted as amended.

Carried

1.2 Adopt November 16th, 2020 Regular Council meeting minutes (0570-03)

Moved By Frisch

Seconded By Cole-Hamilton

That the November 16th, 2020 Regular Council meeting minutes be adopted.

Carried

1.3 Adopt November 24th, 2020 Special Council meeting minutes (0570-03)

Moved By Frisch

Seconded By Cole-Hamilton

That the November 24th, 2020 Special Council meeting minutes be adopted.

Carried

1.4 Adopt November 30th, 2020 Committee of the Whole meeting minutes (0570-03)

Moved By Frisch

Seconded By Cole-Hamilton

That the November 30th, 2020 Committee of the Whole meeting minutes be adopted.

Carried

1.5 Adopt December 1st, 2020 Special Council meeting minutes (0570-03)

Moved By Frisch

Seconded By Cole-Hamilton

That the December 1st, 2020 Special Council meeting minutes be adopted.

Carried

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 CAO and Legislative Services

4.1.1 5th Street Bridge Rehabilitation - Alternative Approval Process (AAP) Results (1760-02)

Moved By Hillian
Seconded By Theos

That based on the December 7th, 2020 staff report "5th Street Bridge Rehabilitation - Alternative Approval Process (AAP) Results" Council approve OPTION 1 and proceed with final reading and adoption of "5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020".

Carried

4.2 Development Services

4.2.1 Release of Covenant Restricting Secondary Suite - 2977 Cascara Crescent (3010-01)

Moved By Frisch
Seconded By Morin

That the December 7th, 2020 staff report "Release of Covenant Restricting Secondary Suite - 2977 Cascara Crescent", be received for information.

Carried

Moved By Frisch
Seconded By McCollum

That based on the December 7th, 2020 staff report "Release of Covenant Restricting Secondary Suite - 2977 Cascara Crescent", Council approve OPTION 1 and direct staff to release covenant CA2451158 from Lot 10, District Lot 236, Comox District, Plan EPP17584 (2977 Cascara Crescent).

Carried with Councillor Theos opposed

4.2.2 Structural Change to Liquor Licence Application (Gladstone Brewing Company) - 244 - 4th Street (4530-20)

Moved By Frisch

Seconded By McCollum

That based on the December 7th, 2020 staff report, "Structural Change to Liquor Licence Application (Gladstone Brewing Company) - 244 - 4th Street", Council approve OPTION 1 as follows:

1) The Council of the City of Courtenay recommends the Liquor and Cannabis Regulation Branch (LCRB) approve the application for Gladstone Brewing Company's structural change to a liquor licence.

2) Council's comments on the prescribed considerations are as follows:

(a) If the amendment application is approved, it would not result in an increase of noise in the area;

(b) If the 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 for comment and indicated having no concerns: and,

(d) In order to ensure the safety of occupants of the expanded areas this approval is conditional on the applicant removing all canopies and roof structures that have been constructed without permits and that occupancy permits are granted prior to any use of the licensed areas.

Carried

4.3 Financial Services

4.3.1 Uncollectible Property Taxes

Moved By Hillian

Seconded By McCollum

1. That Council approve OPTION 1 and adopt the write-off of uncollectable property taxes in the amount of \$408.81 for the year 2018, as outlined in Appendix I of this report;

2. That Council direct the Financial Services Department to apply to the Minister under Section 781 of the *Local Government Act* to manage and dispose of such assets;
3. That once the Ministerial approval is received, all outstanding amounts from other taxing authorities be deducted from their 2018 tax requisition and each of these taxing authorities be advised; and,
4. That the Mayor and Corporate Officer be authorized to execute all documents related to this matter.

Carried

4.4 Engineering Services

4.4.1 6th Street Multi-Use Active Transportation Bridge Update and Presentation (5335-20)

Moved By Cole-Hamilton

Seconded By Frisch

That the 6th Street Bridge Multi-Use Active Transportation Bridge Detailed Options Analysis presentation provided by Shaun Valdovinos, V+M Structural Design, be received for information.

Carried

Moved By Morin

Seconded By McCollum

That based on the December 7th, 2020 staff report "6th Street Multi-Use Active Transportation Bridge Update" Council approve OPTION 1, and direct:

1. Staff to include a line item in 2021 of the 2021-2025 Financial Plan to support design works with potential construction in 2022 subject to successful grant funding and borrowing in place;
2. Staff to proceed with detailed design of a 4 metre wide Symmetrical Cable Stayed Bridge, as per the project schedule presented;
3. Staff to commence public engagement to inform the public of the project;
4. Staff to further review potential grant opportunities in 2021, with the goal of supporting construction in late 2022; and,

5. That staff consult with the Comox Valley Arts Council, Comox Valley Art Gallery and K'ómoks First Nation on bridge design elements; in particular regarding the inclusion of public art and potential partnership opportunities for grant funding.

Carried

4.5 Public Works Services

4.5.1 Public Washrooms in Downtown Courtenay (6280-20)

Moved By Frisch

Seconded By McCollum

That based on the December 7th, 2020 staff report "Public Washrooms in Downtown Courtenay", that Council adopt OPTION 1 and direct staff to proceed with direct engagement with the Downtown Courtenay Business Improvement Association (DCBIA) to determine a preferable location for the installation of a public washroom within the downtown core based on the locations described herein as:

1. City Parking Lot at 441 Duncan Avenue;
2. England Avenue adjacent to 407 - 5th Street;
3. Fitzgerald Avenue adjacent to 505 - 5th Street;
4. Near the Provincial Court House (420 Cumberland Road) at England Avenue and Cumberland Road; and,

That Council direct Staff to include a Portland Loo style public washroom facility in the Draft 2021 Financial Plan for Council consideration.

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

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

7.1 Councillor Cole-Hamilton

Councillor Cole-Hamilton participated in the following events:

- Presentation to Climate Caucus - All Caucus Call re: Help Cities Lead
- Help Cities Lead Steering Committee meeting (3 Total)
- Help Cities Lead Government Relations Committee meeting

- Climate Caucus Government Relations Committee meeting (2 Total)
- Climate Caucus Communications Committee meeting
- Climate Caucus Coordinating Team meeting (7 Total)
- Climate Caucus Elected Representatives meeting
- Climate Caucus Councillor's Webinars: CAO-Council Relationships: Tensions and Synergies Between the Roles and How to Make the Most of Them
- Climate Caucus Councillor's Webinars: Municipal Parking Systems
- Property Assessed Clean Energy (PACE) BC Steering Committee meeting
- Property Assessed Clean Energy (PACE) BC Webinar Planning Committee meeting
- Overdose Working Group Community Action Team meeting (3 Total)
- Downtown Courtenay Business Improvement Association (DCBIA) Board meeting
- Facilitator at the Vancouver Island and Coastal Communities Climate Leadership Plan (VICC-CLP) Steering Committee - Community Resilience Summit
- City of Courtenay Official Community Plan (OCP) Review Neighbourhood Walk-shops (2 Total)
- City of Courtenay Official Community Plan (OCP) Review Virtual Walk-shop
- Meeting with residents of Mission Road and Lerwick Road area
- Comox Valley Art Gallery's "Walk With Me / Uncovering the Human Dimensions of the Overdose Crisis" - Walking Tour
- Comox Valley Sewerage System (CVSS) Liquid Waste Management Plan (LWMP) Joint Technical and Public Advisory Committee (TACPAC) meeting
- Comox Valley Drug Strategy Committee meeting
- Comox Valley Elected Officials COVID-19 teleconference briefing with Dr. Charmaine Enns, Medical Health Officer
- Lunch and Learn session with Staff and Council regarding proposed design options for bike lanes along 17th Street
- CVRD Board meeting (2 Total)
- CVRD Committee of the Whole meeting
- Comox Valley Sewage Commission meeting (2 Total)
- Comox Valley Sports Centre Commission meeting
- Comox Strathcona Waste Management Board meeting
- Comox Strathcona Solid Waste Advanced Technology Select Committee meeting
- Comox Strathcona Regional Hospital District meeting

7.2 Councillor Hillian

Councillor Hillian participated in the following events:

- K'ómoks First Nation (KFN) Community to Community Forum and KFN Cultural Heritage Policy presentation by Jesse Morin
- Meeting with Elected Officials and Mental Health Services staff re: Comox Valley mental health services
- K'ómoks First Nation (KFN) Main Treaty Table meeting
- Comox Valley Coalition to End Homelessness (CVCEH) meeting
- Meeting with Mission Road area residents re: development proposal
- Climate Leadership Summit Workshop
- Lunch and Learn session with Staff and Council regarding proposed design options for bike lanes along 17th Street
- Comox Strathcona Regional Hospital District meeting
- Comox Valley Sports Centre Commission meeting
- CVRD Committee of the Whole meeting
- Comox Valley Community Justice Centre Board of Directors meeting
- Online Session with Comox Valley Project Watershed Society re: Kus-kus-sum Restoration Plans
- CVRD Inaugural Board meeting
- Millard/Piercy Watershed Stewards Annual General Meeting (AGM)
- Comox Valley Community Justice Centre Annual General Meeting (AGM)
- K'ómoks First Nation (KFN) Community to Community Forum and KFN Cultural Heritage Policy presentation by Jesse Morin

7.3 Councillor McCollum

Councillor McCollum participated in the following events:

- Vancouver Island Regional Library (VIRL) Board meeting
- Online Session with Comox Valley Project Watershed Society re: Kus-kus-sum Restoration Plans
- CVRD Board meeting (2 Total)
- Millard/Piercy Watershed Stewards Annual General Meeting (AGM)
- Lake Trail Community Education Society Annual General Meeting (AGM)
- Integrated Regional Transportation Select Committee meeting
- K'ómoks First Nation (KFN) Community to Community Forum and KFN Cultural Heritage Policy presentation by Jesse Morin
- Reverse Telethon Fundraiser for Kus-kus-sum
- Climate Caucus Councillor's Webinars: Municipal Parking Systems
- Comox Strathcona Waste Management Board meeting

- Property Assessed Clean Energy (PACE) BC Webinar

7.4 Councillor Morin

Councillor Morin participated in the following events for the period of November 17th to December 7th:

- Comox Valley Sewage Commission meeting
- CVRD Committee of the Whole meeting
- Comox Valley Sports Centre Commission meeting
- Virtual Symposium on Water Stewardship in a Changing Climate: Part 1 - BC's Climate Reality, Inter-Regional Collaboration & Actionable Visions - The Partnership for Water Sustainability in BC
- Phone meeting with concerned resident re: services for vulnerable citizens
- CVRD Inaugural Board meeting
- Online Session with Comox Valley Project Watershed Society re: Kus-kus-sum Restoration Plans
- Comox Valley Food Policy Council meeting
- Lake Trail Community Education Society Annual General Meeting (AGM)
- Millard/Piercy Watershed Stewards Annual General Meeting (AGM)
- Phone meeting with resident re: feedback about Mission Road development
- Virtual Symposium on Watershed Stewardship in a Changing Climate: Part 2 - Natural Assets as Ecological Systems and Services - The Partnership for Water Sustainability in BC
- K'ómoks First Nation (KFN) Community to Community Forum and KFN Cultural Heritage Policy presentation by Jesse Morin
- Reverse Telethon Fundraiser for Kus-kus-sum
- Comox Strathcona Waste Management Board meeting

7.5 Mayor Wells

Mayor Wells mentioned a request he brought forward to the federal government asking to waive the taxable benefit for gift cards issued to staff by non-profits, employers and local governments who have cancelled or postponed staff holiday parties in an effort to stop the spread of COVID-19.

MP Gord Johns, brought the request forward to the House of Commons asking to support a resolution that would exclude gift card purchases up to \$150 from employment income for the 2020 holiday season; the motion was defeated.

8. RESOLUTIONS OF COUNCIL

8.1 Schedule of Acting Mayors - December 7th, 2020 to November 6th, 2022

Moved By Hillian

Seconded By Frisch

That Council adopt the following monthly schedule of Acting Mayors for the period of December 07, 2020 to November 06, 2022 pursuant to *Council Procedure Bylaw No. 2730, 2013*:

- | | |
|-----------------------|-------------------------------|
| • January and July | Councillor Wendy Morin |
| • February and August | Councillor Melanie McCollum |
| • March and September | Councillor Doug Hillian |
| • April and October | Councillor Will Cole-Hamilton |
| • May and November | Councillor Manno Theos |
| • June and December | Councillor Manno Theos |

Carried

8.2 Rise and Report - Land Acquisition - TELUS Properties 1060, 1080, and 1090 Piercy Avenue (0910-20)

Moved By Frisch

Seconded By Morin

That per the November 9th, 2020 Closed (In Camera) meeting - Council Rises and Reports as follows:

That, based on the November 9th, 2020 confidential staff report "TELUS Property Acquisition - 1060, 1080 and 1090 Piercy Avenue" Council approve the purchase of the properties located at 1060, 1080 and 1090 Piercy Avenue on lands having a legal description of PID: 005-007-143 Parcel A (DD 391476I) of Lot 1, Section 69, Comox District, Plan 1365; PID: 009-007-121 Lot 8, Block 20, Section 69, Comox District, Plan 480B; and, PID: 009-007-148 Lot 9, Block 20, Section 69, Comox District, Plan 480B for the purchase price of \$475,000 plus applicable taxes as noted in the Purchase and Sale agreement under section 3.3 Adjustments;

That Council approve the source of funds for the property purchase by amending the 2020 budget as follows:

1. Reallocating \$265,500 from the approved 2020 Capital budget for the construction of a Carpenters shop in the Public Works yard
2. With the balance of the purchase amount to come from the Statutory Land Reserve

That staff be directed to prepare an amendment to the 2020-2024 Financial Plan to reflect the property purchase funding;

That the Mayor and Corporate Officer be authorized to execute all documentation relating to the property purchase; and,

That the City rise and report at a future open meeting as deemed appropriate by staff.

Carried

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

12. BYLAWS

12.1 For First, Second and Third Reading

12.1.1 City of Courtenay Fees and Charges Amendment Bylaw No. 3023, 2020 (Amend 2021 Sewer Utility Rates)

Moved By Cole-Hamilton

Seconded By Frisch

That "City of Courtenay Fees and Charges Amendment Bylaw No. 3023, 2020" pass first, second and third reading.

Carried

12.2 For Final Adoption

12.2.1 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020

Moved By Frisch

Seconded By Hillian

That "5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020" be finally adopted.

Carried

13. ADJOURNMENT

Moved By Theos
Seconded By Morin

That the meeting now adjourn at 6:23 p.m.
Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 21st day of December, 2020

Mayor