

**Minutes of a Regular Council Meeting**

**Meeting #:** R6/2021  
**Date:** March 15, 2021  
**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  
K. O'Connell, Director of Corporate Support Services, via video/audio conference  
J. Nelson, Director of Financial Services, via video/audio conference  
K. O'Connell, Director of Corporate Support 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  
N. Borecky, Manager of Information Systems, via video/audio conference  
R. Matthews, Executive Assistant/Deputy Corporate Officer, via video/audio conference  
E. Gavelin, Network Technician, 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 March 1<sup>st</sup>, 2021 Regular Council meeting minutes (0570-03)**

**Moved By** McCollum

**Seconded By** Frisch

That the March 1<sup>st</sup>, 2021 Regular Council meeting minutes be adopted as amended.

**Carried**

**1.2 Adopt March 10<sup>th</sup>, 2021 Special Council meeting minutes (0570-03)**

**Moved By** McCollum

**Seconded By** Frisch

THAT the March 10<sup>th</sup>, 2021 Special Council meeting minutes be adopted.

**Carried**

**2. INTRODUCTION OF LATE ITEMS**

**3. DELEGATIONS**

**3.1 Comox Valley Community Health Network (CVCHN) - To provide an update on the development of a Community Substance Use Strategy**

Lindsay McGinn, Facilitator, Comox Valley Community Health Network (CVCHN), and Evan Jolicoeur, Consultant, presented information to Council regarding the development of a regional Substance Use Strategy initiated by CVCHN in November 2019. Ms. McGinn shared some of the successes CVCHN has experienced such as partnerships with the “Walk With Me” project (arts-based community action project hosted by the Comox Valley Art Gallery) and the Canadian Drug Policy Coalition; increased public support for safe drug supply/decriminalization, and opportunities to access more funding sources to help the Strategy progress. Some challenges faced by CVCHN during the development phase have been attributed to the complexity of the proposed Strategy; staff/volunteer turnover; and implications from a dual health crises (COVID-19 pandemic and opioid crisis) leading to a lack of resource capacity from governmental agencies.

The Substance Use Strategy will be structured using a four pillars framework: Health Promotion and Prevention; Harm Reduction; Treatment and Recovery; and Community Safety.

The delegation requested Council's continued support and advocacy to develop a regional Substance Use Strategy and asked Council to consider including an equity lens in Council's future strategic planning initiatives.

**4. STAFF REPORTS/PRESENTATIONS**

**4.1 CAO and Legislative Services**

**4.1.1 Amendment to Lease Agreement for Lot 2, 100-20<sup>th</sup> Street - Courtenay Airpark (2380-30 Lot 2)**

**Moved By** Frisch

**Seconded By** McCollum

THAT based on the March 15<sup>th</sup>, 2021 staff report "Amendment to Lease Agreement for Lot 2, 100-20<sup>th</sup> Street - Courtenay Airpark", Council adopt OPTION 1 and authorize staff to work with external legal counsel to amend to the current lease agreement with Duane John Dubyk for the property having a legal description of PID: 000-892-149, Lot 1, Section 66, Comox Land District Plan 14942 except any portion of the bed of the Courtenay River and further identified as Lot 2 on Plan VIP64872 to temporarily permit a portable administrative office belonging to AP Aviation to be located and operating on Lot 2 under the following conditions:

1. That AP Aviation make best efforts to secure all relevant permits for the portable administration office located and operated on Lot 2 as soon as possible;
2. That AP Aviation maintain a \$5,000,000 commercial liability insurance policy (including personal injury, property, products and completed operations, cross liability, name the City of Courtenay and Duane Dubyk as additional insured, maximum deductible \$5,000) on the portable administration office;
3. That the portable administration office be removed from Lot 2 no later than August 31<sup>st</sup>, 2021; and,

THAT the Mayor and Corporate Officer be authorized to execute all documentation relating to the lease.

**Carried**

**4.2 Development Services**

**4.2.1 Official Community Plan (OCP) Amendment Bylaw No. 2996 and Zoning Amendment Bylaw No. 2997 - 2700 Mission Road (3360-20-2003/6480-20-2001)**

**Moved By** Frisch  
**Seconded By** Hillian

THAT based on the March 15<sup>th</sup>, 2021 staff report “Official Community Plan (OCP) Amendment Bylaw No. 2996 and Zoning Amendment Bylaw No. 2997 - 2700 Mission Road” Council approve OPTION 1 and direct staff to schedule and advertise a new statutory Public Hearing for Bylaws 2996 and 2997 related to a revised design proposal for the development.

**Carried**

**4.2.2 Zoning Amendment Bylaw No. 2986 to Allow for a Secondary Suite at 2129 Blue Jay Place (3360-20-1914)**

**Moved By** Hillian  
**Seconded By** McCollum

THAT based on the March 15<sup>th</sup>, 2021 staff report “Zoning Amendment Bylaw No. 2986 to Allow for a Secondary Suite at 2129 Blue Jay Place” Council approve OPTION 1 and proceed to First and Second Readings of Zoning Amendment Bylaw No. 2986, 2021; and,

THAT Council direct staff to schedule and advertise a statutory public hearing with respect to Zoning Amendment Bylaw No. 2986.

**Carried**

**4.3 Engineering Services**

**4.3.1 Greenwood Trunk Sewer Funding Reallocation and Presentation (5335-20/5400-02)**

**Moved By** McCollum  
**Seconded By** Frisch

THAT based on the March 15<sup>th</sup>, 2021 staff report “Greenwood Trunk Sewer Funding Reallocation” Council approve OPTION 1 and direct Staff to:

1. Reallocate \$1,000,000 from the New Works Reserve - Community Gas Tax Funds into the Greenwood Trunk Sewer Capital project fund in 2021; and,
2. Reallocate \$492,500 from the prior year Sewer Operating surplus into the Greenwood Trunk Sewer Capital project fund in 2021.

**Carried**

#### **4.4 Public Works Services**

##### **4.4.1 Level 2 Electric Vehicle (EV) Charging Station(s) Locations (8620-20)**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT based on the March 15<sup>th</sup>, 2021 staff report “Level 2 Electric Vehicle (EV) Charging Station(s) Location” Council adopt OPTION 1 and direct staff to proceed with engineering assessments of the Level 2 EV charging stations based on the locations recommended in the report identified as:

- 6<sup>th</sup> Street & England Avenue Downtown Courtenay Business Improvement Association (DCBIA) - dual port station;
- Lewis Centre, 489 Old Island Highway - dual port station; and,
- Courtenay City Hall, 830 Cliffe Avenue - single port station.

**Carried**

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

##### **5.1 Comox Strathcona Waste Management Board - RE: 50% Design Reached for Regional Organics Compost Project (0360-20)**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT the correspondence dated March 1<sup>st</sup>, 2021 from Arzeena Hamir, Co-Chair, Comox Strathcona Waste Management (CSWM) Board, regarding the Regional Organics Compost Project having reached 50% completion of the design phase for the composting facility and transfer station, be received for information.

**Carried**

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

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

**7.1 Councillor Frisch**

Councillor Frisch reviewed his attendance at the following events:

- “The Junction” (988 - 8<sup>th</sup> Street) Community Advisory Committee (CAC) neighbourhood meeting

**7.2 Councillor Morin**

Councillor Morin participated in the following events:

- Comox Valley Social Planning Society meeting
- Community to Community Forum with K’ómoks First Nation (KFN)
- Comox Valley Sewage Commission meeting
- Comox Valley Water Committee meeting
- Comox Valley Recreation Commission meeting
- CVRD Board meeting
- Comox Strathcona Waste Management (CSWM) Board meeting
- Comox Valley Community Health Network (CVCHN) meeting regarding the regional Substance Use Strategy

**7.3 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- *Virtual Community to Community Forum*, co-hosted by Chief and Council of the K’ómoks First Nation (KFN) and the CVRD Board

**8. RESOLUTIONS OF COUNCIL**

**9. UNFINISHED BUSINESS**

**10. NOTICE OF MOTION**

**11. NEW BUSINESS**

**12. BYLAWS**

**12.1 For First and Second Reading**

**12.1.1 Zoning Amendment Bylaw No. 2986, 2021 - 2129 Blue Jay Place**

**Moved By** Hillian  
**Seconded By** McCollum

THAT “Zoning Amendment Bylaw No. 2986, 2021” pass first and second reading.

**Carried**

**13. ADJOURNMENT**

**Moved By** Frisch  
**Seconded By** Hillian

THAT the meeting now adjourn at 6:31 p.m.

**Carried**

**CERTIFIED CORRECT**

\_\_\_\_\_  
**Corporate Officer**

**Adopted this 6<sup>th</sup> day of April, 2021**

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**Mayor**