

Minutes of a Regular Council Meeting

Meeting #: R8/2021
Date: April 19, 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: G. Garbutt, Chief Administrative Officer, via video/audio conference
T. Kushner, Deputy CAO/General Manager of Operations, via video/audio conference
W. Sorichta, 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. O'Connell, Director of Corporate Support Services, via video/audio conference
S. Saunders, Director of Recreation, Culture, & Community Services, via video/audio conference
M. Fitzgerald, Manager of Development Planning, 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.

VARY AGENDA

Moved By Hillian
Seconded By McCollum

THAT Council vary the order of the April 19th, 2021 Regular Council agenda so that item 8.1 Rise and Report - Chief Administrative Officer (CAO) Appointment - April 14, 2021 (*Under 8. Resolutions of Council*) is received before 1. Adoption of Minutes.

Carried

8.1 Rise and Report - Chief Administrative Officer (CAO) Appointment - April 14, 2021

Moved By McCollum
Seconded By Frisch

THAT Mr. Geoffrey (Geoff) Garbutt has confirmed his acceptance of the position of Chief Administrative Officer (CAO) for the City of Courtenay, effective April 14, 2021; and,

THAT the letter of acceptance and CAO employment contract was signed and executed on February 17th, 2021.

Carried

1. ADOPTION OF MINUTES

1.1 Adopt Amended March 29th, 2021 Committee of the Whole meeting minutes (0570-03)

Moved By Morin
Seconded By McCollum

THAT the March 29th, 2021 Committee of the Whole meeting minutes be adopted as amended.

Carried

1.2 Adopt April 6th, 2021 Regular Council meeting minutes (0570-03)

Moved By Morin
Seconded By McCollum

THAT the April 6th, 2021 Regular Council meeting minutes be adopted.

Carried

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

3.1 Comox Valley Regional District (CVRD) Re: CVRD 2021 to 2025 Financial Plan and Capital Expenditure Program Bylaw No. 642 (0470-20)

Russell Dyson, Chief Administrative Officer, and Kevin Douville, Manager of Financial Planning, presented information to Council regarding the CVRD's 2021 to 2025 Adopted Financial Plan; providing an overview of budget highlights and key projects for the next five years.

Moved By Frisch

Seconded By Cole-Hamilton

THAT the presentation by Russell Dyson, Chief Administrative Officer, and Kevin Douville, Manager of Financial Planning, regarding the Comox Valley Regional District's (CVRD) 2021 to 2025 Financial Plan and Capital Expenditure Program Bylaw No. 642, be received for information.

Carried

3.2 Comox Valley Transition Society (CVTS) and Comox Valley Coalition to End Homelessness (CVCEH) Re: Update - Connect Warming Centre (685 Cliffe Avenue) (0360-20/0410-20)

Andrea Cupelli, Coordinator, Comox Valley Coalition to End Homelessness (CVCEH), and Heather Ney, Executive Director, Comox Valley Transition Society (CVTS), presented information to Council regarding an update on the Connect Warming Centre (685 Cliffe Avenue); including the Shower Program and Emergency Pandemic Shelter, and its impact on individuals experiencing or at risk of experiencing homelessness.

Moved By Cole-Hamilton

Seconded By Frisch

THAT the presentation by Andrea Cupelli, Coordinator, Comox Valley Coalition to End Homelessness (CVCEH), and Heather Ney, Executive Director, Comox Valley Transition Society (CVTS), regarding an update on the Connect Warming Centre (685 Cliffe Avenue), be received for information.

Carried

4. STAFF REPORTS/PRESENTATIONS

4.1 CAO and Legislative Services

4.1.1 Comox Valley Coalition to End Homelessness Request for Emergency Pandemic Shelter at #2-239 Puntledge Road (2380-20)

Moved By Hillian

Seconded By McCollum

THAT the April 19th, 2021 staff report “Comox Valley Coalition to End Homelessness (CVCEH) Request for an Emergency Pandemic Shelter at #2-239 Puntledge Road”, be received for information; and

THAT Council direct staff to explore options and implications of extending the Emergency Pandemic Shelter operated by the Comox Valley Transition Society at the current location of 685 Cliffe Avenue, for the term of their Licence of Occupancy Agreement expiring on October 5th, 2021 or until such time as the Provincial State of Emergency is rescinded - whichever comes/occurs first.

Carried

4.2 Development Services

4.2.1 Neighbourhood Consultation Summary - Development Permit with Variances No. 1908 - 2800 Arden Road (3060-20-1908)

Moved By Frisch

Seconded By McCollum

THAT based on the April 19th, 2021 staff report “Neighbourhood Consultation Summary - Development Permit with Variances No. 1908 - 2800 Arden Road” Council approve proceeding with amending Covenant CA6752450 to permit the proposed development and issuing Development Permit with Variances No. 1908.

Amended motion:

Moved By Hillian

Seconded By Cole-Hamilton

THAT based on the April 19th, 2021 staff report “Neighbourhood Consultation Summary - Development Permit with Variances No. 1908 - 2800 Arden Road” Council approve proceeding with amending Covenant CA6752450 to permit the proposed development and issuing Development Permit with Variances No. 1908; and

THAT Council direct staff to add the condition to the Development Permit that a six foot high, solid wood fence be constructed along the backside of the property adjacent to the multi-use path as a condition of the Development Permit with Variances No. 1908 and to advise the developer of this requirement.

Carried as Amended

4.3 Financial Services

4.3.1 2021/22 RCMP Municipal Policing Contract Expenditure Cap: Final Approval (1660-20)

Moved By McCollum

Seconded By Frisch

THAT based on the April 19th, 2021 staff report “2021/22 RCMP Municipal Contract Expenditure Cap: Final Approval” Council approves OPTION 1, with an established strength at 31.4 members and provides for an expenditure cap of \$6,561,243, of which Courtenay is responsible for 90% or \$5,950,756.

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.1 Ms. Annika Funk - Capstone Project - Community Mural - Request for Council Support (0400-02)

Moved By Frisch

Seconded By Morin

THAT in response to the correspondence dated April 1st, 2021 from Annika Funk, Grade 12 Student, Mark R. Isfeld Secondary, requesting Council's support for her Capstone Project to paint an inspirational mural with a "Be Kind" message in it;

THAT Council provide its support in principle for Ms. Funk's Capstone Project; and,

THAT Council direct staff to work with Ms. Funk to explore suitable locations for the inspirational mural and report back at a future meeting.

Carried

5.2 Comox Strathcona Waste Management - Regional Organics Composting Project - Solid Waste Management Plan Targeted Amendment (0470-20)

Moved By Frisch

Seconded By McCollum

THAT in response to the correspondence dated March 24th, 2021 from Russell Dyson, Chief Administrative Officer (CAO), Comox Valley Regional District (CVRD), requesting a letter from member municipalities reaffirming their support of the Comox Strathcona Waste Management's targeted amendment of its 2012 Solid Waste Management Plan and regional organics composting facility to include in their application to the Ministry of Environment and Climate Change Strategy;

THAT Council direct staff to write to Minister George Heyman, Minister of Environment and Climate Change Strategy, to endorse the Comox Strathcona Waste Management's targeted amendment of its 2012 Solid Waste Management Plan.

Carried

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.1 Briefing Note - Completion of Phase 1 - South Courtenay Riverway Trail Extension (6140-223)

Moved By Cole-Hamilton

Seconded By McCollum

THAT the April 19th, 2021 Briefing Note "Completion of Phase 1 - South Courtenay Riverway Trail Extension" 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 Coordinating Committee meeting
- Climate Caucus Board meeting
- Climate Caucus meeting with Laura Butler, Executive Director, Trottier Family Foundation
- Climate Caucus meeting with Andre-Yanne Parent, Executive Director, Climate Reality Canada

- Climate Caucus Steering Committee meeting
- Climate Caucus Communication Team meeting
- Climate Caucus Government Relations Working Group meeting
- Climate Caucus Buildings Working Group meeting
- Climate Caucus Elected Caucus Call (Facilitator)
- Help Cities Lead Steering Committee
- Help Cities Lead Government Relations Working Group meeting
- Meeting with Honourable David Eby, QC, Attorney-General and Minister Responsible for Housing
- Property Assessed Clean Energy (PACE) BC Steering Committee
- Vancouver Island Coastal Communities Climate Leadership Group - Steering Committee meeting
- Vancouver Island Coastal Communities Climate Leadership Group - Youth Conference Planning meeting
- Downtown Courtenay Business Improvement Association (DCBIA) Board meeting
- CVRD Board meeting
- Comox Valley Sewer Commission meeting
- Comox Valley Water Committee meeting
- Comox Valley Recreation Commission meeting
- Comox Strathcona Regional Hospital District meeting
- Comox Strathcona Waste Management (CSWM) Board meeting
- Comox Strathcona Solid Waste Advanced Technology Select Committee meeting
- Comox Valley Community Overdose Action Team meeting
- Comox Valley Community Health Network (CVCHN) Substance Use Strategy Committee meeting
- Courtenay Heritage Advisory Commission meeting
- Columbia Institute's *High Ground 2021: Civic Governance Forum*

7.2 Councillor Hillian

Councillor Hillian welcomed Geoff Garbutt, Chief Administrative Officer, to his first Council meeting with the City of Courtenay and thanked Trevor Kushner, Deputy CAO/General Manager of Operations, for his excellent work over the past several months as Interim CAO.

7.3 Councillor Morin

Councillor Morin reviewed her attendance at the following events:

- CVRD Board meetings (3 Total)
- Comox Valley Food Policy Council meeting (3 Total))
- Comox Strathcona Regional Hospital District meeting
- Comox Strathcona Waste Management (CSWM) Board meeting
- *Indigenous Awareness and Indigenous Relations Corporate Virtual Training* Online Course hosted by CVRD
- Comox Valley Sewage Commission meeting
- Comox Valley Water Committee meeting
- Comox Valley Water Committee Agenda Review Meetings (2 Total)
- Comox Valley Community Health Network (CVCHN) Substance Use Strategy Committee meeting

7.4 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- *Indigenous Awareness and Indigenous Relations Corporate Virtual Training* Online Course hosted by CVRD
- Regional COVID-19 Recovery Roundtable Discussion organized by MP Gord Johns, and included Minister of Municipal Affairs Josie Osborne, MLA Ronna-Rae Leonard, and MLA Adam Walker
- Meeting with Lisa Domae, President, North Island College

Mayor Wells welcomed Geoff Garbutt, Chief Administrative Officer, to the City of Courtenay.

8. RESOLUTIONS OF COUNCIL

8.2 Councillor Hillian Resolution - Meeting Request - Provincial Response to Local Homelessness (0410-20)

Moved By Hillian

Seconded By Cole-Hamilton

WHEREAS The City of Courtenay joined other local governments in endorsing a letter sent in January 2021 by the Comox Valley Coalition to End Homelessness to BC Housing and the provincial government requesting both additional short-term shelter beds with support staffing and long-term supportive housing to address homelessness, a letter that has not yet been responded to; and

WHEREAS lack of housing and related social disorder continue to be evident in our community, consuming inordinate resources of municipal staff, police and social agencies, and resulting in adverse health and other outcomes for those impacted;

THEREFORE BE IT RESOLVED THAT Courtenay City Council request a meeting with the BC Attorney General and Minister Responsible for Housing, David Eby, to discuss in detail and request an accelerated and comprehensive provincial response to the local homelessness situation.

Carried

8.3 Councillor Morin Resolution - LUSH Valley Food Action Society - Good Food Box Program Funding (0400-01/1850-01)

Moved By Morin

Seconded By Frisch

THAT in response to the January 18th, 2021 LUSH Valley Food Action Society's delegation and request for funding to support local food purchasing for vulnerable populations and continue their "Good Food Box" program into 2021 during COVID-19;

THAT Council approve \$60,000 in funding out of the \$200,000 that was identified as available in 2021 for other unexpected costs and revenue losses from the Provincial COVID-19 Safe Restart grant funds.

Arising from discussion, Council passed the following resolution:

Moved By Hillian

Seconded By Morin

THAT Item 8.3, *LUSH Valley Food Action Society - Good Food Box Program Funding*, be DEFERRED to a future Council meeting; and,

THAT staff be directed to provide program funding information to Council in advance of Council's consideration of the provision of financial aid in support of the 2021 "Good Food Box" program during the COVID-19 pandemic.

Carried

8.4 In Camera Meeting

Moved By Frisch

Seconded By Cole-Hamilton

That a Special In-Camera meeting closed to the public will be held April 19th, 2021 at the conclusion of the Regular Council Meeting pursuant to the following subsections 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

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

12. BYLAWS

12.1 For First, Second and Third Reading

12.1.1 2021 Tax Rates Bylaw 3033, 2021

Moved By Cole-Hamilton

Seconded By McCollum

THAT "2021 Tax Rates Bylaw 3033, 2021" pass first, second and third reading.

Carried

12.2 For Third Reading

12.2.1 Official Community Plan Amendment Bylaw No. 2996, 2020 (2700 Mission Road)

Moved By Frisch

Seconded By McCollum

THAT "Official Community Plan Amendment Bylaw No. 2996, 2020" pass third reading.

Carried

12.2.2 Zoning Amendment Bylaw No. 2997, 2020 (2700 Mission Road)

Moved By Frisch

Seconded By McCollum

THAT "Zoning Amendment Bylaw No. 2997, 2020" pass third reading.

Carried

12.2.3 Zoning Amendment Bylaw No. 2994, 2021 (310 Hunt Road)

Moved By McCollum

Seconded By Frisch

THAT "Zoning Amendment Bylaw No. 2994, 2021" pass third reading.

Carried

12.2.4 Zoning Amendment Bylaw No. 2986, 2021 (2129 Blue Jay Place)

Moved By Frisch

Seconded By McCollum

THAT "Zoning Amendment Bylaw No. 2986, 2021" pass third reading.

Carried

12.2.5 Zoning Amendment Bylaw No. 3026, 2021 (2011 Cummings Road)

Moved By Cole-Hamilton

Seconded By McCollum

THAT "Zoning Amendment Bylaw No. 3026, 2021" pass third reading.

Carried with Councillor Theos opposed

12.3 For Final Adoption

12.3.1 Zoning Amendment Bylaw No. 2986, 2021 (2129 Blue Jay Place)

Moved By McCollum

Seconded By Frisch

THAT "Zoning Amendment Bylaw No. 2986, 2021" be finally adopted.

Carried

12.3.2 2021 - 2025 Consolidated Financial Plan Bylaw 3032

Moved By Hillian

Seconded By Frisch

THAT "2021 - 2025 Consolidated Financial Plan Bylaw 3032" be finally adopted.

Carried

12.3.3 Zoning Amendment Bylaw No. 3026, 2021 (2011 Cummings Road)

Moved By Frisch

Seconded By McCollum

THAT "Zoning Amendment Bylaw No. 3026, 2021" be finally adopted.

Carried with Councillor Theos opposed

R8/2021 - April 19, 2021

13. ADJOURNMENT

Moved By Hillian
Seconded By Frisch

THAT the meeting now adjourn at 7:26 p.m.
Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 3rd day of May, 2021

Mayor