

R21/2021 - November 01, 2021

Minutes of a Regular Council Meeting

Meeting #: R21/2021
Date: November 1, 2021
Time: 4:00 pm
Location: CVRD Civic Room, 770 Harmston Ave, Courtenay and via video/audio conference

Attending:

Mayor: B. Wells
Councillors: W. Cole-Hamilton
D. Frisch
D. Hillian
M. McCollum
W. Morin
M. Theos

Staff: G. Garbutt, CAO
C. Davidson, Director of Engineering Services
K. Macdonald, Fire Chief, via video/audio conference
J. Nelson, Director of Financial Services
K. O'Connell, Director of Corporate Support Services
S. Saunders, Director of Recreation, Culture & Communities Services
P. de Graaf, Manager of Bylaw Services
M. Fitzgerald, Manager of Development Planning, via video/audio conference
R. Matthews, Executive Assistant/Deputy Corporate Officer, via video/audio conference
N. Borecky, Manager of Information Systems, via video/audio conference

The Mayor respectfully acknowledged the lands on which the meeting was conducted is the Unceded traditional territory of the K'ómoks First Nation.

On behalf of Council, the Mayor congratulated Don Bardonnex on his recent retirement after 14 years of service as Fire Chief for the Courtenay Fire Department and overall 40 years in the industry. The Mayor thanked Don Bardonnex for his amazing leadership during his time with the Courtenay Fire Department and wished him well in his years of retirement.

1. ADOPTION OF MINUTES

1.1 Adopt October 25th, 2021 Regular Council meeting minutes (0570-03)

Moved By Cole-Hamilton

Seconded By McCollum

THAT the October 25th, 2021 Regular Council meeting minutes be adopted.

Carried

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 Recreation, Culture and Community Services

4.1.1 Regional Leisure for Everyone Accessibility Program (LEAP) and Changes to Financial Eligibility of the Recreation Access Program (7710-03)

Moved By Cole-Hamilton

Seconded By Morin

1. THAT based on the November 1st, 2021 staff report, "Recreation Access Pass Eligibility and Regional Pilot of Leisure for Everyone Accessibility Program (LEAP)," Council approve OPTION 2 and direct staff to change the income eligibility for Courtenay Recreation's Access Pass from the Low Income Cut-off (LICO) to the Low Income Measure (LIM); and,
2. THAT staff implement a one-year pilot of the Leisure for Everyone Accessibility Program (LEAP) partnership with the Town of Comox, Village of Cumberland, and the Comox Valley Regional District (CVRD) to extend financial access to recreation benefits to youth regardless of residence.

Carried

4.1.2 2021 Capital Budget Amendment - McPhee Meadows Concept Design Options Analysis (6100-04)

Moved By Hillian

Seconded By McCollum

1. THAT based on the November 1st, 2021 staff report, “2021 Capital Budget Amendment - McPhee Meadows Concept Design Options Analysis”, Council approve OPTION 1 and direct staff to amend the 2021 capital budget, adding an additional \$25,000 to the McPhee Meadows Concept Design Options Analysis budget for a total capital budget of \$55,000; and,
2. THAT staff transfer \$11,800 from Reserve for Future Expenditure and \$13,200 from the Parks Amenity Reserve to cover the additional costs.

Carried

4.2 Development Services

4.2.1 Updated Proposal - Zoning Amendment Bylaw No. 3030 - 3040 Kilpatrick Avenue (3360-20-2102)

Moved By McCollum

Seconded By Frisch

THAT based on the November 1st, 2021 staff report “Updated Proposal - Zoning Amendment Bylaw No. 3030 - 3040 Kilpatrick Avenue” and the September 27th, 2021 staff report “Updated Proposal - Zoning Amendment Bylaw No. 3030 - 3040 Kilpatrick Avenue” and the September 7th, 2021 staff report “Zoning Amendment Bylaw No. 3030 - 3040 Kilpatrick Avenue”, Council approve OPTION 1 and proceed to First and Second Readings of Zoning Amendment Bylaw No. 3030, 2021; and,

THAT Council direct staff to schedule and advertise a statutory Public Hearing with respect to the above referenced bylaw.

Carried

4.2.2 Development Variance Permit No. 2104 - 3208 Klanawa Crescent (3090-20-2104)

Moved By Frisch

Seconded By Cole-Hamilton

THAT based on the November 1st, 2021 staff report, “Development Variance Permit No. 2104 - 3208 Klanawa Crescent”, Council approve OPTION 1 and issue Development Variance Permit No. 2104.

Carried

4.3 Engineering Services

4.3.1 Greenwood Trunk Sewer Funding Reallocation (5335-20/5340-02)

Eric Sears, Project Engineer, Urban Systems, presented a summary of previous remediation work done for the Greenwood Trunk Sewer Project.

Moved By McCollum

Seconded By Frisch

THAT based on the November 1st, 2021 staff report, “Greenwood Trunk Sewer Funding Reallocation” Council approve OPTION 1 and direct Staff to:

- Reallocate \$85,000 from South Courtenay Sewer, \$100,000 from Cascara and Klanawa connection to Greenwood, \$306,100 from 1st Street Lift Station Replacement, and \$220,000 from Puntledge Sanitary Catchment projects to the Greenwood Trunk Sewer Capital project in 2021; and,
- Transfer \$648,900 from the Sewer Asset Management Reserve to the Greenwood Trunk Sewer Capital project in 2021.

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.1 Notice of Inaugural Comox Valley Regional District (CVRD) Board Meeting November 23rd, 2021 - Director Appointments (0360-20/0470-20)

Moved By Cole-Hamilton

Seconded By Morin

THAT in response to the correspondence from the Comox Valley Regional District (CVRD) "Notice of Inaugural CVRD Board Meeting", that Council make the following City of Courtenay appointments for the period of November 23rd, 2021 to November 2022:

Comox Valley Regional District (CVRD) 2021 - 2022 Director Appointments:

Comox Valley Regional District (CVRD) Board of Directors (Four Directors)

- Councillor Will Cole-Hamilton
- Councillor Doug Hillian
- Councillor Melanie McCollum
- Councillor Wendy Morin

Alternate CVRD Directors:

Mayor Bob Wells, Councillor Manno Theos, and Councillor David Frisch

Voting Strength for City Directors on the CVRD Board (City has eighteen votes):

- Councillor Will Cole-Hamilton 4 votes
- Councillor Doug Hillian 5 votes
- Councillor Melanie McCollum 5 votes
- Councillor Wendy Morin 4 votes

Three Directors to the Comox Valley Sewage Commission (Three Directors elected to CVRD Board to serve):

- Councillor Will Cole-Hamilton
- Councillor Doug Hillian
- Councillor Wendy Morin

Alternates:

Mayor Bob Wells, Councillor Melanie McCollum, Councillor Manno Theos, and Councillor David Frisch

Four Directors to Comox Valley Water Committee (Four Directors elected to CVRD Board to serve):

- Councillor Will Cole-Hamilton 1 vote
- Councillor Doug Hillian 2 votes
- Councillor Melanie McCollum 2 votes
- Councillor Wendy Morin 2 votes

Alternates:

Mayor Bob Wells, Councillor Manno Theos, and Councillor David Frisch

Four Directors to Comox Strathcona Regional Hospital District Board (Four Directors elected to CVRD Board to serve)

- Councillor Will Cole-Hamilton
- Councillor Doug Hillian
- Councillor Melanie McCollum
- Councillor Wendy Morin

Alternates:

Mayor Bob Wells, Councillor Manno Theos, and Councillor David Frisch

Four Directors to Comox Valley Recreation Commission (Four Directors elected to CVRD Board to serve)

- Councillor Will Cole-Hamilton
- Councillor Doug Hillian
- Councillor Melanie McCollum
- Councillor Wendy Morin

Alternates:

Mayor Bob Wells, Councillor Manno Theos, and Councillor David Frisch

Four Directors to Comox Strathcona Waste Management Board (Four Directors elected to CVRD Board to serve)

- Councillor Will Cole-Hamilton
- Councillor Doug Hillian
- Councillor Melanie McCollum
- Councillor Wendy Morin

Alternates:

Mayor Bob Wells, Councillor Manno Theos, and Councillor David Frisch.

Carried

5.2 Tree of Life Cultural Society's Request for a Letter of Support for their Federal Transportation Grant Application (0400-20)

Moved By Hillian

Seconded By Morin

THAT the October 22nd, 2021 email correspondence from Tree of Life Cultural Society requesting a letter of support for their Federal Transportation Grant Application be received for information; and,

THAT in response to Tree of Life Cultural Society's correspondence, Council provide a letter of support for their Federal Transportation Grant Application to create access to transportation to and from rural northern Vancouver Island communities.

Carried

5.3 Downtown Courtenay Business Improvement Association's (DCBIA) Request for Financial Support for Marketing Campaign during 5th Street Bridge Rehabilitation Project (0400-20)

Moved By Cole-Hamilton

Seconded By Frisch

THAT the correspondence dated November 1st, 2021 from the Downtown Courtenay Business Improvement Association (DCBIA) requesting financial support for a marketing campaign during the upcoming holiday season due the impacts from the 5th Street Bridge Rehabilitation Project timeline extension, be received for information; and,

THAT in response to the DCBIA's request for financial support to develop a marketing campaign during the months of November and December 2021 that would highlight the ease of getting to downtown and encourage traffic flow, Council allocate grant funding up to \$9,500 to the DCBIA for this purpose.

Carried

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.1 Bylaw Enforcement Update Regarding Homeless Encampments on City Properties (4020-01)

Moved By Frisch

Seconded By Cole-Hamilton

THAT the November 1st, 2021 Information Sheet, "Bylaw Enforcement Update Regarding Homeless Encampments on City Properties" be received for information.

Carried

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

7.5 Councillor Morin

Councillor Morin participated in the following events since October 26th, 2021:

- Council Procedure Bylaw Update - Lunch and Learn with staff
- Watershed Advisory Group meeting
- Official Community Plan (OCP) Consultation Session with K'ómoks First Nation (KFN)
- Canadian Drug Policy Coalition 'Broken Drug Policies' meeting
- Comox-Strathcona Solid Waste Management meeting

- Solid Waste Service Changes - Lunch and Learn with staff
- 'Gathering Our Village', hosted by Aboriginal Head Start Preschool
- OCP Study Session with staff
- CVRD Board meeting
- Comox Valley Food Policy Council municipal subcommittee meeting
- Comox Valley Food Policy Council meeting
- Downtown Courtenay Business Improvement Association's (DCBIA) 'Halloween Parade' and the LINC Youth Centre's Haunted House

7.7 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- Virtual 15th Annual 'State of the Island' Vancouver Island Economic Summit
- Downtown Courtenay Business Improvement Association's (DCBIA) 'Halloween Parade'
- Poppy Campaign Flag Raising Ceremony along with members of the Courtenay Legion

Director of Recreation, Culture and Community Services, Susie Saunders; Director of Engineering Services, Chris Davidson; and, Manager of Bylaw Services, Peter de Graaf, left the meeting at 5:39 p.m.

8. RESOLUTIONS OF COUNCIL

8.1 In Camera Meeting

Moved By Cole-Hamilton

Seconded By Frisch

THAT a Special In-Camera meeting closed to the public will be held November 1st, 2021 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

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

**11.1 Vancouver Island Regional Library Board (VIRL) 2022 Appointments
(7960-02)**

Moved By Hillian

Seconded By McCollum

THAT Councillor Theos be appointed to the Vancouver Island Regional Library (VIRL) Board for a one year term, January 1st to December 31st, 2022, with Councillor McCollum appointed as alternate.

Carried

12. BYLAWS

12.1 For First and Second Reading

12.1.1 Zoning Amendment Bylaw No. 3030, 2021 (3040 Kilpatrick Avenue)

Moved By Frisch

Seconded By McCollum

THAT "Zoning Amendment Bylaw No. 3030, 2021" pass first and second readings.

Carried

13. ADJOURNMENT

Moved By McCollum

Seconded By Morin

THAT the meeting now adjourn at 5:41 p.m.

Carried

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CERTIFIED CORRECT

Deputy Corporate Officer

Adopted this 15th day of November, 2021

Mayor