

**CORPORATION OF THE CITY OF COURTENAY
OFFICIAL COMMUNITY PLAN ADVISORY COMMITTEE AGENDA**

*We respectfully acknowledge that the land on which we gather is the
unceded traditional territory of the K'ómoks First Nation*

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 Committee 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 Committee meetings will not be permitted until further notice; meetings are presided over by the Chair or Acting Chair with electronic participation by committee members and staff via live web streaming.

**DATE: January 21, 2021
PLACE: City Hall, Courtenay, BC, via video/audio conference
TIME: 11:00 a.m.**

K'OMOKS FIRST NATION ACKNOWLEDGEMENT

1.00 ADOPTION OF MINUTES

1. Adopt October 9th, 2020 Official Community Plan (OCP) Advisory Committee meeting minutes

2.00 INTRODUCTION OF LATE ITEMS

3.00 STAFF REPORTS/PRESENTATIONS

1. Presentation Re: Official Community Plan (OCP) Project Status, Draft Policy Framework, & Planning for Stakeholder Consultation Sessions, facilitated by Nancy Gothard, Policy Planner, and Tatsuyuki Setta, Manager of Community and Sustainability Planning, City of Courtenay

4.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.00 ESTABLISH DATE OF NEXT MEETING

Staff Note: Section 10.2, Terms of Reference (TOR) states:

“Meetings will occur on an as needed basis in support of key Project milestones, to be scheduled by the Director of Development Services or their authorized designate. It is anticipated that approximately 6 meetings will be required within the approximate 16 month Project timeline.”

7.00 NEW BUSINESS

8.00 ROUND TABLE/ COMMITTEE INITIATIVES

9.00 ADJOURNMENT

OCPAC2/2020 - October 09, 2020

Minutes of an Official Community Plan Advisory Committee held in the City Hall Council Chambers, Courtenay B.C., on Friday, October 09, 2020 at 10:00 a.m.

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 Committee meetings.

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Attending:

Chair: Norman Carruthers: Economic Development, via video/audio conference

Deputy Chair: Betty Donaldson: Seniors and Older Adult, via video/audio conference

Members: Bob Wells, Mayor, via video/audio conference

Tanis Gower: Environmental Stewardship, via video/audio conference

Erin Nowak: Environmental Stewardship, via video/audio conference

Lindsay McGinn: Health and Social Services including Housing, via video/audio conference

Sheena Campbell: Health and Social Services including Housing, via video/audio conference

Derek Constantino: Development Community, via video/audio conference

Don Ferguson: Arts and Culture, via video/audio conference

Sheila McDonnell: Health and Social Services including Housing, via video/audio conference

Dianne Hawkins: Business Community, via video/audio conference

Annelies Henckel: Youth and Young Adult, via video/audio conference

Garry Renkema: Development Community, via video/audio conference

Tom Dishelvoy: Development Community, via video/audio conference

Regrets: Charlotte Kimmins: Youth and Young Adult

Staff: Tatsuyuki Setta, Manager of Community and Sustainability Planning, via video/audio conference

Nancy Gothard, Policy Planner, via video/audio conference

CALL TO ORDER AND WELCOMING REMARKS

VARY AGENDA

VARY AGENDA
ROUND TABLE/
COMMITTEE
INITIATIVES

Moved by Donaldson and seconded by McDonnell that the Committee vary the October 9th, 2020 Official Community Plan (OCP) Advisory Committee agenda to move item 7.00 *Round Table/ Committee Initiatives* ahead on the agenda.

Carried

7.00 ROUND TABLE/ COMMITTEE INITIATIVES

<p>TOM DISHLEVOY</p>	<p>Tom Dishlevoiy discussed the following items:</p> <ul style="list-style-type: none"> ➤ Architecture industry is not slowing down. ➤ Concern that in eagerness to ‘get back to normal’ that we may be missing opportunity for innovation.
<p>DIANNE HAWKINS</p>	<p>Diane Hawkins discussed the following items:</p> <ul style="list-style-type: none"> ➤ Comox Valley Chamber of Commerce (Chamber) hit the ground running when pandemic hit; pulling together supports of all types for businesses. ➤ Busiest summer the Chamber staff ever had, feels positive about contributions. ➤ Comox Valley Volunteer Connector now within the Chamber function; will be expanding that, including youth volunteerism/career opportunities.
<p>BETTY DONALDSON</p>	<p>Betty Donaldson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Reminder of virtual Annual Persons Day Lunch, October 16th, 2020. ➤ Life with COVID-19 as a senior has unique challenges. Grateful for the high quality of life elements here. Concerned seniors are being over extended by charity requests.
<p>DON FERGUSON</p>	<p>Don Ferguson discussed the following items:</p> <ul style="list-style-type: none"> ➤ The Comox Valley Community Arts Council (CVCAC) ‘fee for service’ function is now up and running with the City of Courtenay. ➤ Using the larger third floor space of the Comox Valley Art Gallery. ➤ Arts Sector affected catastrophically by COVID-19 pandemic. There is resilience, but lots of frustration. Not able to get together a major problem. No end in sight is challenging. Feels like slow crash. Feels like it would be easier if we could hit bottom in order to know how to rebuild.
<p>MAYOR BOB WELLS</p>	<p>Bob Wells discussed the following items:</p> <ul style="list-style-type: none"> ➤ Gratitude for our community. It’s challenging for many, but seeing ability of our community: adapting to deliver services, innovating, fundraising is still happening for many organizations. ➤ Economic Recovery Task Force (ERTF) will have recommendations for local governments coming soon. ➤ Many feel the drain, psychologically carries weight.
<p>TANIS GOWER</p>	<p>Tanis Gower discussed the following items</p> <ul style="list-style-type: none"> ➤ Water security focus at regional level. ➤ Chance for society to reflect. ➤ Concern that Official Community Plan (OCP) process may be affected by COVID-19 pandemic, hope it remains robust.
<p>SHEENA CAMPBELL</p>	<p>Sheena Campbell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Youth substance abuse is up ten times during COVID-19 pandemic

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	<p>lockdown.</p> <ul style="list-style-type: none"> ➤ COVID-19 pandemic hit youth hard. ➤ Having to change programs, but am adjusting.
ERIN NOWAK	<p>Erin Nowak discussed the following items:</p> <ul style="list-style-type: none"> ➤ Stewardship sector able to continue to work with protocols; are an adaptable sector, work outside a lot. ➤ Keeping climate in conversation. ➤ More use of natural spaces apparent at a societal level, some management challenges (overuse).
ANNELIES HENCKEL	<p>Annelies Henckel discussed the following items:</p> <ul style="list-style-type: none"> ➤ Provided a Climate Caucus presentation. ➤ Lectured with Elder College. ➤ “Disaster at the Cross Roads” message is really important - climate still a crisis. ➤ Panel of youth following week.
DEREK CONSTANTINO	<p>Derek Constantino discussed the following items:</p> <ul style="list-style-type: none"> ➤ Realtor industry shut down initially, but is an extremely hot market now. ➤ Large mixed use project in Comox adopted (couple hundred rental units, 10,000 sq ft commercial) will assist in meeting regional rental demand. ➤ Need more housing; affordability being affected all the more.
GARRY RENKEMA	<p>Garry Renkema discussed the following items:</p> <ul style="list-style-type: none"> ➤ Once safety parameters were in place after the COVID-19 pandemic began, construction industry was really busy. ➤ Seeing a lot shortage, land availability shortage, even lack of materials; lack of supply is affecting affordability. ➤ Canada Mortgage and Housing Corporation (CMHC) financing for rental projects will result in more projects.
SHEILA MCDONNELL	<p>Sheila McDonnell discussed the following items:</p> <ul style="list-style-type: none"> ➤ There are two sides to this pandemic; overwhelmed by the positives. Innovation at the School District level (outdoors). Food security in the wider community. ➤ COVID-19 pandemic showing the gaps in equity; much room for improvement. ➤ Lot of room for solutions if we stick to this; seeing rapid change in certain areas already. ➤ Experienced palliative care experience directly and met many wonderful people in the system.
LINDSAY MCGINN	<p>Lindsay McGinn discussed the following items:</p> <ul style="list-style-type: none"> ➤ Partnered with Comox Valley Regional District (CVRD) to distribute funds for food, seniors, and homeless populations. ➤ Community engagement is their approach; have had to change their approaches. Barriers to engagement online for a number of

	<p>people/reasons.</p> <ul style="list-style-type: none"> ➤ Working with CVRD on Poverty Reduction Strategy; Community Substance Use Policy. ➤ Plug for the Comox Valley Art Gallery’s ‘Walk with Me’ exhibit showcasing the other crisis, overdose. ➤ Increase in mental health challenges for folks, financial supports coming to end.
<p>NORM CARRUTHERS</p>	<p>Norm Carruthers discussed the following items:</p> <ul style="list-style-type: none"> ➤ Was struck by the CV Collective fictional article in which a future for Courtenay was described. Relevant to our work. ➤ Pleased to see how local organizations have been responding to social issues. Small grants from the Comox Valley Community Foundation (CVCF) appeared to be very effective. ➤ Important to start building spirit in the community, many small local initiatives. ➤ We need to adapt, rather than re-establish the ‘normal’.

1.0 ADOPTION OF MINUTES

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MINUTES

Moved by Campbell and seconded by Henckel that the February 4th, 2020 OCP Advisory Committee meeting minutes be adopted.
Carried

2.00 INTRODUCTION OF LATE ITEMS

3.00 STAFF REPORTS/PRESENTATIONS

<p>.01 PRESENTATION - OCP PROJECT STATUS - TATSUYUKI SETTA, MANAGER OF COMMUNITY AND SUSTAINABILITY PLANNING, AND NANCY GOTHARD, POLICY PLANNER, CITY OF COURTENAY 8000-01</p>	<p>The presentation provided an overview of the project’s status, planned consultation sessions and key issues from the background research, past consultation, and topics of interest for further exploration.</p>
<p>SHEENA CAMPBELL</p>	<p>Sheena Campbell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Wished to ensure that there is opportunity for mutual learning through the consultation (people learning about how processes like OCP affect their lives). ➤ Feels that hearing from larger players such as industry, economic development, and developers is missing.

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<p>SHEILA MCDONNELL</p>	<p>Sheila McDonnell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Love walk shop concepts; has seen it work really well elsewhere. ➤ Important to reference to existing projects to help discuss density. ➤ Would be ideal to have a photographer join the walk shops to document the discussion, what was looked at, and to share with others who could not attend. ➤ Educating on planning concepts is important.
<p>DEREK CONSTANTINO</p>	<p>Derek Constantino discussed the following items:</p> <ul style="list-style-type: none"> ➤ The earlier and the more thoroughly we engage with citizens in neighbourhoods, the better chance for higher density to be accepted. ➤ Density is often opposed in neighbourhoods; important to share that we're not talking about big towers, modernizing the community. ➤ Need the supply of density to promote affordable housing.
<p>NORM CARRUTHERS</p>	<p>Norm Carruthers discussed the following items:</p> <ul style="list-style-type: none"> ➤ Will be challenging to do both broad and focused forms of engagement at the same time. We'll see how staff can balance those objectives.
<p>TOM DISHLEVOY</p>	<p>Tom Dishlevoiy discussed the following items:</p> <ul style="list-style-type: none"> ➤ Sharing a concern of how to integrate master community planning into neighbourhoods. ➤ How we approach these walks/neighbourhood sessions is critical; experience is it's incredibly crucial to educate the participants otherwise don't bother with engagement as we won't all be turning our minds to the task at hand. ➤ Visualizing density for instance is very important, visualizing low carbon, solar design, otherwise how do we know we're talking about the same thing?
<p>BETTY DONALDSON</p>	<p>Betty Donaldson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Agree with responding to emotional concerns of citizens. ➤ Recommend that we hold a virtual presentation at the Sid Williams Theatre to educate the public on the project.
<p>NORM CARRUTHERS</p>	<p>Norm Carruthers discussed the following items:</p> <ul style="list-style-type: none"> ➤ It's important to understand the different motivations for public engagement. ➤ There are two key objectives as I see: Important to try to capture informed citizens who want to shape the community, and hear from regular citizens who may not be in the informed category.
<p>DIANNE HAWKINS</p>	<p>Dianne Hawkins discussed the following items:</p> <ul style="list-style-type: none"> ➤ Wish to ensure that the business community is being explicitly engaged in the neighbourhood sessions, to talk about visuals, specifics.

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<p>TOM DISHLEVOY</p>	<p>Tom Dishlevoiy discussed the following items:</p> <ul style="list-style-type: none"> ➤ Reminded of the Comox Valley Living Challenge exercise that he and others worked on to visualise complex information in a simple rendering. ➤ Questions and ideas around how to use preparatory visual engagement materials.
<p>DEREK CONSTANTINO</p>	<p>Derek Constantino discussed the following items:</p> <ul style="list-style-type: none"> ➤ Wanted to learn more about the downtown transit hub concept; who was leading it, who was being consulted? ➤ Seeing people avoid the downtown due to concern of social challenges (i.e. substance misuse, homelessness).
<p>DON FERGUSON</p>	<p>Don Ferguson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Recommended use of precedent images; sketch images don't convey reality as well. ➤ Questions around logistics of who is running the sessions, how OCP Advisory Committee members can support the process; what role specifically? ➤ Acknowledge the timeline and resources assigned to the project. Lots of great ideas, but recognize not all ideas can be accommodated.
<p>SHEENA CAMPBELL</p>	<p>Sheena Campbell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Could students in schools be included in the walk shops? Use of class time? Students often walk the neighbourhoods the most. ➤ Heard a lot about importance of regional planning, coordination, where does that fit in? The OCP is a spoke in a wider wheel. ➤ Concern of use of 'NIMBYism' as a negative term; people have legitimate concerns. We can help to situate the proposals within the larger community so that they can see the whole community is changing, not just their area.
<p>TANIS GOWER</p>	<p>Tanis Gower discussed the following items:</p> <ul style="list-style-type: none"> ➤ Concerned and interested in how development community perceives the process; are they hoping for what has been emerging in the process so far?
<p>ANNELIES HENCKEL</p>	<p>Annelies Henckel discussed the following items:</p> <ul style="list-style-type: none"> ➤ Really likes the concept of students and schools participating. ➤ Transit/walkability important topics for youth. ➤ Earlier in the process she and Charlotte were trying to hold school meetings, but the COVID-19 pandemic changed that.
<p>ERIN NOWAK</p>	<p>Erin Nowak discussed the following items:</p> <ul style="list-style-type: none"> ➤ Shares perspective with Tanis ➤ Looking forward to deeper dive on issues. ➤ Reminded of upcoming Comox Valley Land Trust webinars and conferences on watershed planning, environmentally sensitive

	development, and will share those opportunities to build shared technical literacy.
GARRY RENKEMA	<p>Garry Renkema discussed the following items:</p> <ul style="list-style-type: none"> ➤ How to help community “see” is important, interesting to hear public feedback on visuals. ➤ We’ve been rural feeling for a long time - things are changing. ➤ Developer’s point of view - there is a lot of risk in everything we’re talking about. Developer has to not only find the land, make them feasible, make them attractive, but also lower carbon footprint. This is a challenge.
MAYOR WELLS	<p>Mayor Bob Wells discussed the following items:</p> <ul style="list-style-type: none"> ➤ Reaching out to youth resonates with me. I participated in Salmon Arm’s OCP process as a youth representative in the past, then went on to run as BC’s youngest Councillor. Important processes for long term interest. ➤ Thank you to everyone for the discussion, your participation is very valuable.

3.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

4.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.00 ESTABLISH DATE OF NEXT MEETING

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ESTABLISH DATE OF
NEXT MEETING

Moved by Campbell and seconded by Henckel that a motion to establish a date for the next meeting be postponed, and that staff liaise with the Committee to establish the next meeting via email.

Carried

6.00 NEW BUSINESS

8.00 ADJOURNMENT

.01

Moved by Wells and seconded by Renkema that the meeting now adjourn at 12:00 p.m.
Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 21st day of January, 2021

Mayor