

**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: October 9, 2020
PLACE: City Hall Council Chambers via video/audio conference
TIME: 10:00 a.m.**

K'OMOKS FIRST NATION ACKNOWLEDGEMENT

1.00 ADOPTION OF MINUTES

1. Adopt February 4th, 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, Consultation Sessions, & Key Issues facilitated by Tatsuyuki Setta, Manager of Community and Sustainability Planning, and Nancy Gothard, Policy Planner, 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, 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

Minutes of an Official Community Plan (OCP) Advisory Committee held in the City Hall Council Chambers, Courtenay B.C., on Tuesday, February 04, 2020 at 5:00 p.m.

Attending:

Deputy Chair: Betty Donaldson

Members: Bob Wells, Mayor, City of Courtenay
Tanis Gower: Environmental Stewardship
Tim Ennis: Environmental Stewardship
Lindsay McGinn: Health and Social Services including Housing
Sheena Campbell: Health and Social Services including Housing
Derek Constantino: Development Community
Don Ferguson: Arts and Culture
Sheila McDonnell: Health and Social Services including Housing
Dianne Hawkins: Business Community
Annelies Henckel: Youth and Young Adult
Charlotte Kimmins: Youth and Young Adult
Garry Renkema: Development Community

Staff: Ian Buck, Director of Development Services
Tatsuyuki Setta, Manager of Community and Sustainability Planning
Nancy Gothard, Policy Planner

Regrets:

Chair: Norman Carruthers
Erin Nowak: Environmental Stewardship

1.00 CALL TO ORDER AND WELCOMING REMARKS

VARY AGENDA

VARY AGENDA Moved by Constantino and seconded by Ennis that the Advisory
ROUND TABLE/ Committee vary the February 4th, 2020 Official Community Plan (OCP)
COMMITTEE Advisory Committee agenda to move item 7.00 Round Table/ Committee
INITIATIVES *Initiatives* ahead on the agenda.
Carried

7.00 ROUND TABLE/ COMMITTEE INITIATIVES

TANIS GOWER	Tanis Gower discussed the following items: ➤ Member of the Comox Valley Conservation Partnership representing a number of local environmental stewardship organizations. The Partnership is well aware of the OCP review process.
----------------	--

OCPAC1/2020 - February 4, 2020

<p>LINDSAY MCGINN</p>	<p>Lindsay McGinn discussed the following items:</p> <ul style="list-style-type: none"> ➤ Comox Valley Child Care Action Plan was presented to the CVRD Board for information on December 17th, 2019 ➤ Comox Valley Community Health Network consulted regarding the Comox Valley Regional Housing Needs Assessment ➤ Comox Valley Community Health Network is working on their Sustainable Development Scorecard local assessment
<p>SHEENA CAMPBELL</p>	<p>Sheena Campbell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness of the OCP review process
<p>DEREK CONSTANTINO</p>	<p>Derek Constantino discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness of the OCP review process ➤ Proposed development at 695 Aspen Road, Comox, including a three 4-storey residential apartment building and one 4-storey mixed use residential/commercial building, proposes affordable housing and childcare
<p>DON FERGUSON</p>	<p>Don Ferguson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness of the OCP review process ➤ Raising awareness of the City of Courtenay’s Cultural Services Report that is now available online
<p>SHEILA MCDONNELL</p>	<p>Sheila McDonnell discussed the following items:</p> <ul style="list-style-type: none"> ➤ School District (SD) 71 catchments and housing needs ➤ Consideration of SD71 land being used for community initiatives I.e. affordable housing for teachers ➤ Liaison for the Comox Valley Food Policy Council ➤ Youth Climate Action Conference to be held on February 13th, 2020
<p>DIANNE HAWKINS</p>	<p>Dianne Hawkins discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness of the OCP review process ➤ Meyers Norris Penny (MNP) Comox Valley Business Leaders Survey has been released to the public for information ➤ Working with the Comox Valley Coalition to End Homelessness (CVCEH) and the Comox Valley Community Health Network (CVCHN) - Coordinating Circle steering committee
<p>ANNELIES HENCKEL</p>	<p>Annelies Henckel discussed the following items:</p> <ul style="list-style-type: none"> ➤ Met with the Minister of Environment and Climate Change Strategy, George Heyman, during his recent visit to the Comox Valley ➤ Involved in the Comox Valley ElderCollege lectures focussing on climate change at North Island College ➤ Youth Climate Action Conference to be held on February 13th, 2020

OCPAC1/2020 - February 4, 2020

<p>CHARLOTTE KIMMINS</p>	<p>Charlotte Kimmins discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness of the OCP review process ➤ Working with youth leadership in the Comox Valley
<p>GARRY RENKEMA</p>	<p>Garry Renkema discussed the following items:</p> <ul style="list-style-type: none"> ➤ Raising awareness about the OCP review process ➤ Enjoyed working on the Clever Raven Aboriginal Head Start Daycare, Wachiay Friendship Centre ➤ Upcoming changes to the BC Energy Step Code will have a large impact on the development industry ➤ Creativity in the development community to play a critical role in future public infrastructure
<p>DEPUTY CHAIR, DR. BETTY DONALDSON</p>	<p>Deputy Chair Donaldson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Acting liaison for Glacier View Lodge Affordable Housing Project ➤ Liaising with the Canadian Council of the Blind
<p>MAYOR BOB WELLS</p>	<p>Mayor Bob Wells discussed the following items:</p> <ul style="list-style-type: none"> ➤ Regional Growth Strategy (RGS) ➤ Recently adopted by City Council, the Transportation Master Plan and Parks & Recreation Master Plan will help guide the OCP review process ➤ Prioritizing air quality initiatives ➤ Comox Valley Food Policy Council has formed and meeting regularly; a collaboration of experts from local government and across the local food system ➤ 5th Street Bridge Rehabilitation and 6th Street Multi-Use Pedestrian Bridge options will play a major role in the OCP review process ➤ Involved in the City of Courtenay Development Industry Working Group ➤ Highlighted that Courtenay is the first community to have an Asset Management Bylaw

2.00 STAFF REPORTS/PRESENTATIONS

<p>.01 PRESENTATION - PHASE 1 BACKGROUND REPORT - JENNIFER FIX, ASSOCIATE, SENIOR URBAN PLANNER, DIALOG 8000-01</p>	<p>Moved by McDonnell and seconded by McGinn that based on the presentation “Phase 1 Background Report” from Jennifer Fix, Associate, Senior Urban Planner, DIALOG, be received for information.</p> <p>Carried</p> <p>The presentation provided an overview of the key observations and emerging themes resulting from the background research:</p> <ul style="list-style-type: none"> - The climate crisis has arrived in Courtenay - Transportation is the largest challenge and the greatest opportunity - Land use policy is climate policy, is health, social policy and more - Growth has become less efficient over time - Downtown is a strength and a precedent
--	---

OCPAC1/2020 - February 4, 2020

	<ul style="list-style-type: none"> - The City has access and choice, but not in every neighbourhood - Local ecology offers both unique character and the vital services of nature <p>Courtenay’s people are at the heart of the OCP’s success</p>
DEREK CONSTANTINO	<p>Derek Constantino discussed the following items:</p> <ul style="list-style-type: none"> ➤ Would like to see local Gross Domestic Product (GDP) factors included; link employment growth to population growth.
DEPUTY CHAIR, DR. BETTY DONALDSON	<p>Deputy Chair Donaldson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Would like to see a demographic analysis that includes gender. ➤ Observed that older neighbourhoods are deemed walkable because there were fewer cars at the time of their development.
SHEILA MCDONNELL	<p>Sheila McDonnell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Would like to unpack more of the demographic discussion, I.e. what to expect during periods of economic growth and decline as it will signal a need for more flexible housing (not just diverse housing).
SHEENA CAMPBELL	<p>Sheena Campbell discussed the following items:</p> <ul style="list-style-type: none"> ➤ Observed that there’s an economic factor where people live. There are poor and rich areas of town. It would be good to level the playing field through public policy work.
DON FERGUSON	<p>Don Ferguson discussed the following items:</p> <ul style="list-style-type: none"> ➤ Applauded the amount of work done to date. Would like to know where Arts and Culture fit in – the words do not show up in the document. What scale do we apply Arts and Culture thinking to this work?
LINDSAY MCGINN	<p>Lindsay McGinn discussed the following items:</p> <ul style="list-style-type: none"> ➤ Would like more recognition of the accessibility of the community I.e. walkability does not necessarily mean accessibility for those experiencing difficulties with mobility.
TIM ENNIS	<p>Tim Ennis discussed the following items:</p> <ul style="list-style-type: none"> ➤ Noted that there is plenty of language regarding the mitigation side of climate change I.e. reducing Greenhouse Gas Emissions (GHG); very little on adaptation. Adaptation will be about water, floodplain and could inform strategic acquisitions the City wishes to make.
.02 PRESENTATION - NEXT PHASE - NANCY GOTHARD, POLICY PLANNER, CITY OF COURTENAY 8000-01	<p>Moved by Ferguson and seconded by Campbell that the presentation “Next Phase” from Nancy Gothard, Policy Planner, be received for information.</p> <p>Carried</p> <p>The presentation provided details on the OCP project timeline, role of the Advisory Committee, requests for profile/situational information for each represented Advisory Committee theme, details of the public launch event,</p>

	<p>consultation process and provided a number of question proposals for the public launch consultation. The Advisory Committee is asked to provide feedback on the types of questions proposed and how to communicate to the wider public about the OCP project. The questions proposed were as follows:</p> <ul style="list-style-type: none"> ➤ General Visioning: Cast your mind forward 10-20 years in the future. Imagine a Courtenay that is beautiful, prosperous, healthy, and carbon neutral. What does your life look like there? In what kind of housing do you live? How do you move around the city? What kind of destinations, services, and amenities do you use? How do you connect with your neighbours and social networks? Where do you work? Where do you play or relax? How do you connect with the natural world? ➤ Managing Growth and Change: Thousands of new residents will arrive or be born in Courtenay by 2030. How should we manage this growth? Where should new residents live? Where should current residents (some of whom will have changing needs in the next decade and beyond) live? What should new growth look like? Please think about: Housing, shops and businesses, public spaces including sidewalks, streets, parks, and other outdoor open spaces, ecological spaces, spaces and systems for moving people around. Which aspects of Courtenay should remain the same? What do you cherish that must be protected? Which aspects of Courtenay should change? What must be improved? Which global or local changes will impact Courtenay? How do we prepare for and adapt to them? ➤ Climate Crisis: What actions can we take to reduce our emissions? What are the easy actions? What are the harder actions that will require more creativity and effort? Please think about: our homes, our industry, our transportation, our energy sources, our waste. What are your ideas for how we can adapt to a changing climate? How can we make Courtenay more resilient to the changes that are coming?
--	---

**The committee meeting recessed at 6:40 p.m.
The meeting reconvened at 7:00 p.m.**

	<p>An Advisory Committee discussion followed in which the following were highlighted:</p> <ul style="list-style-type: none"> ➤ Advisory Committee will schedule themselves to ensure coverage throughout the day of the public launch. ➤ Need to define terms for the public (I.e.. land use, density, walkability). ➤ Discussion followed around how to frame the ‘Climate Crisis’ aspect. The pros and cons of framing as emergency vs. hopeful were debated. Other words emerged such as: adaptation, resilience, transition, preparedness, fragility, mobilization, action,
--	--

	<p>and crossroads. The Advisory Committee decided on having a panel at the event that allows this type of language to be explored.</p> <ul style="list-style-type: none">➤ Discussion on public education: hosting short film nights, panel discussions.➤ Questions raised about how to work more with SD71/youth?
--	---

3.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

4.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.00 ESTABLISH DATE OF NEXT MEETING

.01 ESTABLISH DATE OF NEXT MEETING Moved by McGinn and seconded by Campbell that a motion to establish a date for the next meeting be postponed, and that staff liaise with the Advisory Committee to establish the next meeting via email.
Carried

6.00 NEW BUSINESS

8.00 ADJOURNMENT

.01 Moved by McDonnell and seconded by Ferguson that the meeting now adjourn at 8:00 p.m.
Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 9th day of October, 2020

Mayor