

**CORPORATION OF THE CITY OF COURTENAY  
COUNCIL MEETING AGENDA**

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

**DATE:** March 04, 2019  
**PLACE:** City Hall Council Chambers  
**TIME:** 4:00 p.m.

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**K'OMOKS FIRST NATION ACKNOWLEDGEMENT**

**1.00 ADOPTION OF MINUTES**

- 1 1. Adopt February 11<sup>th</sup>, 2019 Special Council meeting minutes
- 3 2. Adopt February 19<sup>th</sup>, 2019 Regular Council meeting minutes
- 9 3. Adopt February 25<sup>th</sup>, 2019 Committee of the Whole meeting minutes

**2.00 INTRODUCTION OF LATE ITEMS**

**3.00 DELEGATIONS**

- 1. Jody Macdonald and Matt Beckett, Comox Valley Community Foundation, 2018 Vital Signs Report

**4.00 STAFF REPORTS/PRESENTATIONS**

**(a) Development Services**

- 11 1. Zoning Amendment Bylaw No. 2888 - 2310 - 20<sup>th</sup> Street
- 31 2. Revitalization Tax Exemption for 344 and 356 - 12<sup>th</sup> Street
- 47 3. Zoning Amendment Bylaw No. 2949 - 143 - 5<sup>th</sup> Street
- 71 4. Zoning Amendment Bylaw No. 2951 to allow for a secondary suite at 2031 Tamarack Drive

**5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

- 91 1. Briefing Note - Elasmosaur Provincial Fossil Designation
- 95 2. Heritage Advisory Commission Meeting Minutes January 23, 2019

**7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES**

- Councillor Cole-Hamilton
- Councillor Frisch
- Councillor Hillian
- Councillor McCollum
- Councillor Morin
- Councillor Theos
- Mayor Wells

**8.00 RESOLUTIONS OF COUNCIL**

**1. Councillor Cole-Hamilton - Asset Management Life-cycle Considerations**

Whereas the City of Courtenay practices Asset Management in order to ensure that it provides services in a financially sustainable manner; and

Whereas a Bylaw which requires consideration of the full life-cycle costs of all asset renewals, upgrades and acquisitions would serve to consolidate and strengthen the City's Asset Management policy and practice;

Therefore be it resolved that Council direct staff to draft an Asset Management Bylaw which incorporates the existing Asset Management Policy and which would require taking into account full life-cycle costs when making decisions regarding renewal, upgrade and acquisition of Tangible Capital Assets.

AND that, full life-cycle costs are considered to include the planning, procurement, creation, operation, maintenance, renewal and decommissioning of Tangible Capital Assets.

**2. Councillor Cole-Hamilton - CleanBC Community Fund Grant - Electric Vehicle Chargers**

That staff engage with their regional counterparts and report back to Council on options for a joint application to the CleanBC Community Fund for a grant toward acquiring multiple Level 2 Electric Vehicle chargers; and,

That staff also explore and report back on prospective locations that would provide the widest benefit to our residents and visitors to the City and region.

### **3. Councillor Hillian - Climate Change**

*Staff Note: Reference Unfinished Business - Agenda Item 9.2 - Delegation West Coast Environmental Law*

Whereas the City of Courtenay has a legislated responsibility to respond to climate change by including greenhouse gas reduction targets, actions and polices in our Official Community Plan (OCP); and

Whereas the City Council has a responsibility to explore funding options to address the impacts of climate change to mitigate the anticipated burden on our municipal taxpayers;

Therefore be it resolved that the City send the following letter to twenty of the world's largest fossil fuel companies to initiate dialogue on our common response to climate change including financial accountability.

Dear \_\_\_\_\_

We are writing in response to a delegation from the West Coast Environmental Law organization which has requested that we contact you as part of a climate change accountability campaign.

In considering this request, we are mindful of our community's legislated responsibility to respond to climate change by including greenhouse gas reduction targets, actions and polices in our Official Community Plan (OCP). Our OCP focusses those reduction efforts on the transportation sector as "Courtenay's greatest source of community-wide emissions as determined by the provincial Community Energy and Emissions Inventory" (*City of Courtenay OCP*). You will also appreciate our concern about the costs related to the impacts of climate change, impacts that are acknowledged by federal and provincial governments across the political spectrum to include a significant increase in more severe climate events that damage municipal infrastructure.

We are therefore contacting you with the intent to begin a discussion about the impacts of climate change and accountability for the related costs. We recognize that adaptation, mitigation and the repair of damages related to climate change will be a major expense for communities like ours. While taxpayers are currently paying the full cost of such impacts, we believe that we owe it to our citizens to explore other long-term funding options.

We certainly recognize that our community and residents have benefitted from the use of fossil fuels and that many of our citizens work in related industries. As such, we are responsible for part of the financial burden of the resulting climate changes. We also recognize that companies such as yours have profited from the sale of fossil fuels and continue to do so. It would therefore seem reasonable to expect that, in the coming years, all parties benefitting from the use of fossil fuels come to the table to discuss our common response to climate change including our financial accountability.

We hope that this letter may open a constructive dialogue with your company and look forward to hearing your response on how we address this shared challenge.

## **9.00 UNFINISHED BUSINESS**

### **97 1. Draft Courtenay Strategic Priorities 2019 - 2022**

That staff to finalize the Strategic Priorities 2019 - 2022 document based on Council's feedback from the February 25<sup>th</sup> Committee of the Whole meeting, and bring forward at the March 4<sup>th</sup>, 2019 regular Council meeting for final approval.

### **2. Delegation - Kelly Mathews, Dogwood Group and Andrew Gage, West Coast Environmental Law, WCEL**

Climate accountability for the fossil fuel industry's role in carbon outputs causing climate change. Council to consider sending a letter to the top 20 fossil fuel companies to pay their fair share towards the cost of local climate change as a result of their operations and products.

### **3. Delegation - Patrick McKenna, Executive Director, Habitat for Humanity Vancouver Island North**

That Council consider a land donation or a reduced price purchase of any City owned surplus lands between .25 and 1 acre (serviced, multi-family zoned) to allow Habitat to keep building affordable housing in the community.

### **4. Delegation - Judith Conway, H.O.P.E. - Awareness/Memorial Display Request**

That Council approve Ms. Conway's request to erect a memorial display at the Courtenay Airpark in order to bring awareness of the drug overdose crisis in Canada to Comox Valley residents.

### **5. Delegation - Carl Tessmann, Comox Valley Canoe Racing Club**

That Council consider exploring options, in partnership, to expand the club's space and secure storage compound at its existing location off 20<sup>th</sup> Street by the Courtenay Airpark Marina.

## **10.00 NOTICE OF MOTION**

### **1. In Camera Meeting**

That notice is hereby given that a Special In-Camera meeting closed to the public will be held March 4<sup>th</sup>, 2019 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;

**11.00 NEW BUSINESS**

**12.00 BYLAWS**

**For First and Second Reading**

- 101 1. “Zoning Amendment Bylaw No. 2888, 2019”  
(A bylaw to permit a two lot subdivision on the property - 2310 - 20<sup>th</sup> Street)
- 103 2. “Zoning Amendment Bylaw No. 2949, 2019”  
(A bylaw to allow storefront cannabis retailer as permitted use - 143 - 5<sup>th</sup> Street)
- 105 3. “Zoning Amendment Bylaw No. 2951, 2019”  
(A bylaw to allow for a secondary suite - 2031 Tamarack Drive)

**For First, Second and Third Reading**

- 107 1. “Housing Agreement, Bylaw No. 2956, 2019 (2310 20<sup>th</sup> Street)”  
(A bylaw to authorize a housing agreement - 2310 - 20<sup>th</sup> Street)
- 121 2. “City of Courtenay Fees and Charges Amendment Bylaw No. 2965, 2019”  
(A bylaw to amend the water and sewer utility user rates for 2019)

**For Third Reading**

- 133 1. “Zoning Amendment Bylaw No. 2938, 2018”  
(A bylaw to rezone property from Commercial Two A Zone (C-2A) to Residential Four A Zone (R-4A) to allow a care facility and associated services - 925 Braidwood Road)
- 135 2. “Zoning Amendment Bylaw No. 2944, 2019”  
(A bylaw to amending Section 8.18.11 by adding “(8) notwithstanding any provision of this bylaw, a storefront cannabis retailer is a permitted use - Unit #1400 - 2701 Cliffe Avenue)

**For Final Adoption**

- 137 1. “Zoning Amendment Bylaw No. 2931, 2018”  
(A bylaw to permit a 26 lot residential subdivision - 4100 Fraser Road)
- 133 2. “Zoning Amendment Bylaw No. 2938, 2018”  
(A bylaw to rezone property from Commercial Two A Zone (C-2A) to Residential Four A Zone (R-4A) to allow a care facility and associated services - 925 Braidwood Road)
- 135 3. “Zoning Amendment Bylaw No. 2944, 2019”  
(A bylaw to amending Section 8.18.11 by adding “(8) notwithstanding any provision of this bylaw, a storefront cannabis retailer is a permitted use - Unit #1400 - 2701 Cliffe Avenue)

**13.00      ADJOURNMENT**

**NOTE:** There is a Public Hearing scheduled for 5:00 p.m. in relation to:

Bylaw No. 2946 - Zoning Amendment to allow a storefront cannabis retailer in one of the commercial units in Washington Park Shopping Centre (#105-789 Ryan Road)