

**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: February 18, 2020
PLACE: City Hall Council Chambers
TIME: 4:00 p.m.

K'OMOKS FIRST NATION ACKNOWLEDGEMENT

1.00 ADOPTION OF MINUTES

- 1 1. Adopt February 3rd, 2020 Regular Council meeting minutes

2.00 INTRODUCTION OF LATE ITEMS

3.00 DELEGATIONS

1. Twila Skinner, General Manager, Comox Valley Farmer's Market Association - History and Operation of the Farmer's Market
2. Lee Everson and Hereditary Chief Rob Everson, Kumugwe Cultural Society - Red Dress Legacy Totem Pole Project

4.00 STAFF REPORTS/PRESENTATIONS

(a) CAO and Legislative Services

- 9 1. Repeal and Replace "Officer's Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 2913, 2017"

(b) Development Services

- 13 2. Official Community Plan Presentation facilitated by Jennifer Fix and Lucas Ozols-Mongeau, DIALOG
- 35 3. Development Variance Permit No. 1905 - 515 - Menzies Avenue
- 53 4. Third Reading Report - Official Community Plan (OCP) Amendment Bylaw No. 2972 and Zoning Amendment Bylaw No. 2973 - Lannan Road

(c) Financial Services

- 131 5. 2020 - 2024 Municipal Solid Waste, Recyclables, and Yard Waste Budgets

5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

- 139 1. Letter of Appreciation - Comox Valley Community Arts Council

6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

- 141 1. Briefing Note - Official Community Plan (OCP) Interim Report (Phase 1)
- 143 2. Briefing Note - Single-Use Plastic Regulation
- 145 3. Briefing Note - Finance Select Committee Final Report to Council
- 161 4. Parks and Recreation Advisory Commission Meeting Minutes - December 5th, 2019
- 163 5. Finance Select Committee (Council Select Committee on Alternative Asset Management Funding Sources and Levels of Service Options) meeting minutes - November 15th, 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. Finance Select Committee - Mandate and Terms of Reference

Suggested motion:

That based on the February 10th, 2020 briefing note, “Finance Select Committee Final Report to Council” that Council support the proposal to extend the mandate of the Finance Select Committee to include the following subjects in an updated Terms of Reference:

- Land Strategy - Disposition: consider policy/process on designating surplus City property to support housing projects (i.e. Co-operative Housing, Habitat for Humanity, Supportive Housing, etc.) versus using proceeds of land sales to support strategic land acquisitions, and/or to fund other City projects (i.e. East Courtenay Fire Hall, new Operations Building, etc.)
- Review Business Cases for significant future capital projects (i.e. related to capital renewal and growth, etc.)
- Review and update financial policies on surpluses and reserves
- Other opportunities

That the mandate for the Finance Select Committee be extended to **January 31st, 2021.**

2. Councillor Frisch Resolution - Land Opportunities for Co-operative Housing

Whereas, affordable housing is a priority in every jurisdiction in the Comox Valley, and

Whereas, non-profit co-operative housing can provide long-term, sustainable, secure tenure, market and sub-market housing, and

Whereas, non-profit co-operative housing is known, in addition to reducing homelessness, to build social cohesion and community pride, and

Whereas, inter-jurisdictional co-operation could increase our communities ability to maximize the number of housing units funded, as well as project efficiencies, therefore

Be it resolved that, the City of Courtenay identify available lands on which to build co-operative housing, and

Furthermore that, the City of Courtenay partner with other willing Comox Valley jurisdictions and the Co-operative Housing Federation of BC to do a feasibility study, apply for funding, and build co-operative housing.

3. Rise and Report - Solid Waste Collection Contract Extension

From the February 3rd, 2020 Closed (In Camera) Meeting - Council Rises and Reports as follows:

Solid Waste Collection Contract Extension Emterra Environmental:

“that Council endorse a two and a half years (2.5) plus six (6) month optional extension of the existing Emterra Environmental Solid Waste Collection Contract for additional increases of 7.5% for 2020, 5% for 2021 and 4% for 2022 to March 31st, 2022;

That Council direct staff to increase user fees for 2020 and prepare an amendment to the user fees and charges bylaw; and,

That subject to the approval of the terms of the agreement with Emterra Environmental, the City rise and report at a future open meeting as deemed appropriate by staff.”

4. Councillor Morin - 3rd Annual Vancouver Island Symposium on Water Stewardship in a Changing Climate

Staff Note: *Per City of Courtenay Allowance and Expense Reimbursement Policy No. 1650.00.02; “attendance by a Council member to any proposed Corporate Business activity requires the prior authorization of Council unless otherwise stated in this policy.”*

Suggested motion: that Council support Councillor Morin’s attendance at the *3rd Annual Vancouver Island Symposium on Water Stewardship in a Changing Climate* April 22 - 24, 2020, hosted in Courtenay; and

That the registration fee for Councillor Morin’s participation at the symposium be dispersed as a 50/50 cost share with the Comox Valley Regional District in Councillor Morin’s role as a Director to the Comox Valley Water Committee; and,

That the balance of the registration fee payable by the City of Courtenay be funded from the regular Council travel expense budget.

5. In Camera Meeting

That notice is hereby given that a Special In-Camera meeting closed to the public will be held February 18th, 2020 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) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 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.

9.00 UNFINISHED BUSINESS

10.00 NOTICE OF MOTION

11.00 NEW BUSINESS

12.00 BYLAWS

For First, Second and Third Reading

- 167 1. “City of Courtenay Fees and Charges Amendment Bylaw No. 2982, 2020”
(A bylaw to amend the Schedule of Fees and Charges Section III, Appendix IV - Solid Waste Collection Fees)
- 171 2. “Officer’s Designation and Establishment of Powers, Duties, and Responsibilities Bylaw No. 3000, 2020”
(A bylaw to designate and establish the powers, duties, and responsibilities of Officers for the City of Courtenay)

For Third Reading

- 173 1. "Official Community Plan Amendment Bylaw No. 2972, 2020"
(A bylaw to change the land use designation to mixed use- Lannan Road)
- 175 2. "Zoning Amendment Bylaw No. 2973, 2020"
(A bylaw to create a new CD1-J subsection of the CD-1 Zone and rezone the area - Lannan Road)

For Final Adoption

- 179 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)

13.00 ADJOURNMENT