

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

Date: July 20, 2020
Time: 4:00 p.m.
Location: City Hall Council Chambers

AMENDED 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. MO192 *Local Government Meetings & Bylaw Process COVID-19* implemented changes to its open Council meetings.

In the interest of public health and safety, in-person attendance by members of the public at Council meetings is prohibited until further notice. Council meetings are presided over by the Mayor or Acting Mayor with electronic participation by Council and staff via live web streaming during this period.

K'OMOKS FIRST NATION ACKNOWLEDGEMENT

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1. ADOPTION OF MINUTES	
1.1 Adopt July 6th, 2020 Regular Council meeting minutes	9
1.2 Adopt July 13th, 2020 Special Council meeting minutes.	19
2. INTRODUCTION OF LATE ITEMS	
3. DELEGATIONS	
3.1 Habitat for Humanity Vancouver Island North - Community Project Updates - 1330 Lake Trail Road and 1375 Piercy Avenue	
Presentation Facilitated By:	
• Pat McKenna, Executive Director, Habitat for Humanity Vancouver Island North	
• Tom Dishlevoy, Architect and Designer	
• Greg Merchant, Wedler Engineering	

4. STAFF REPORTS/PRESENTATIONS

4.1 Development Services

- | | | |
|-------|---|-----|
| 4.1.1 | Official Community Plan (OCP) Amendment Bylaw No. 3014 and Zoning Amendment Bylaw No. 3005 - 1375 Piercy Avenue | 21 |
| 4.1.2 | Development Variance Permit No. 2011 - 1375 Piercy Avenue | 89 |
| 4.1.3 | Development Variance Permit No. 2002 - 3200 Majestic Drive | 135 |
| 4.1.4 | 11th Street Road End Land Exchange | 151 |

4.2 Financial Services

- | | | |
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| 4.2.1 | COVID 19 - 2020 Financial Impact Update and Tax Sale Considerations | 155 |
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4.3 Public Works Services

- | | | |
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| 4.3.1 | Reallocation of Roadway Space for Physical Distancing in Downtown Courtenay | 173 |
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5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

- | | | |
|-----|---|--|
| 5.1 | 2020 Union of BC Municipalities (UBCM) Virtual Convention September 22 - 24, 2020 | |
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Staff Note: Ministerial Meetings will be scheduled via conference call the week prior to the 2020 UBCM Virtual Convention; meeting registration deadlines are as follows:

John Horgan, Premier and Provincial Cabinet Minister Meetings

(Conference Calls September 14 - 18, 2020)

Deadline for Submission: Tuesday, August 4th, 2020

Selina Robinson, Minister of Municipal Affairs and Housing Meetings

(Conference Calls September 14 - 18, 2020)

Deadline for Submission: Tuesday, August 4th, 2020

Provincial Ministries, Agencies, Commissions & Corporations
(MACC) Staff Meetings

(Conference Calls September 15 – 17, 2020)

Deadline for Submission: Monday, August 31st, 2020

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

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

7.1 Councillor Cole-Hamilton

7.2 Councillor Frisch

7.3 Councillor Hillian

7.4 Councillor McCollum

7.5 Councillor Morin

7.6 Councillor Theos

7.7 Mayor Wells

8. RESOLUTIONS OF COUNCIL

8.1 In Camera Meeting

That notice is hereby given that a Special In-Camera meeting closed to the public will be held July 20th, 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) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90 (1) (g) litigation or potential litigation affecting the municipality;
- 90 (1) (I) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

8.2 Rise and Report - Interim Chief Administrative Officer

From the July 13th, 2020 Closed (Restricted In Camera) Meeting - Council Rises and Reports as follows:

"That Trevor Kushner, Deputy CAO, be appointed Interim Chief Administrative Officer (CAO) while the City completes a formal recruitment process for a permanent CAO;

That Mr. Kushner's appointment be effective July 21st, 2020; and,

That Council rise and report at a future open meeting as deemed appropriate by staff."

9. UNFINISHED BUSINESS

9.1 Councillor Frisch Resolution - 17th Street Bike Lane Design

That Council direct staff to reallocate the \$30,000 approved in the 2020 General Capital Budget for the buffered bike lane painting on 17th Street, Fitzgerald Avenue to McPhee Avenue, to be used to fund design work for a protected bike lane for that section of 17th Street; and furthermore,

That staff also include in that work, the design for a protected bike lane on 17th Street, McPhee Avenue to Willemar Avenue.

Staff Note: At its July 6th, 2020 Regular Council meeting Council agreed to postpone consideration of the above resolution until the July 20th, 2020 Regular Council meeting.

10. NOTICE OF MOTION

11. NEW BUSINESS

11.1 2020 UBCM Community Excellence Awards

11.1.1 2020 UBCM Program & Application Guide 215

11.1.2 Courtenay 2020 UBCM Community Excellence Awards Application 219

Suggested Resolution:

Whereas the annual Union of British Columbia Municipalities (UBCM) Community Excellence Awards recognizes and celebrates UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC;

Whereas the awards are designed to profile promising practices and to encourage local governments to learn from the success of other members in order to implement changes in their own communities; and,

Whereas Council considers the City's ongoing Asset Management Program worthy of this form of recognition;

Therefore be it resolved that Council supports and encourages staff to submit the Asset Management Program for consideration of the 2020 UBCM Community Excellence Awards.

11.2 Comox Valley Art Gallery Letter of Request - Re: proposal for additional facility space - Comox Valley Centre for the Arts (580 Duncan Avenue) in partnership with CVAG 225

11.3 Comox Valley Arts Council - Letter of Request - Re: proposal for additional facility space - Comox Valley Centre for the Arts (580 Duncan Avenue) and licencing agreement consideration 227

11.4 Comox Valley Affordable Housing Society - Request for Letter of Support 229

12. BYLAWS

12.1 For First and Second Reading

- 12.1.1 Official Community Plan Amendment Bylaw No. 3014, 2020 (1375 Piercy Avenue) 231

(A bylaw to amend Official Community Plan Bylaw No. 2387, 2005 to change the land use designation to Multi-Residential and amend Map #2 Land Use Plan -1375 Piercy Avenue)

- 12.1.2 Zoning Amendment Bylaw No. 3005, 2020 (1375 Piercy Avenue) 233

(A bylaw to amend Zoning Bylaw No. 2500, 2007 to rezone property from Residential Two (R-2) to Comprehensive Development Zone Twenty Nine (CD-29) and amend Schedule No. 8 Zoning Map accordingly - 1375 Piercy Avenue)

12.2 For First, Second and Third Reading

- 12.2.1 2020 Annual Tax Sale Deferral Bylaw No. 3013, 2020 239

(A bylaw to defer tax sale for the year 2020)

12.3 For Third Reading

- 12.3.1 Zoning Amendment Bylaw No. 2993, 2020 (1028 Arrowsmith Avenue) 241

(A bylaw to rezone property from Residential One Zone (R-1) to Residential One S Zone (R-1S) to allow for a secondary suite - 1028 Arrowsmith Avenue)

Staff Note: At its July 6th, 2020 Regular Council meeting, Council agreed to postpone third reading of Bylaw No. 2993, 2020 until the July 20th, 2020 Regular Council meeting.

12.4 For Final Adoption

- 12.4.1 Zoning Amendment Bylaw No. 2999, 2020 (820 Urquhart Avenue) 243

(A bylaw to amend Zoning Bylaw No. 2500, 2007 to rezone property from Residential Two Zone (R-2) to Residential Two B Zone (R-2B) to facilitate subdivision into two lots - 820 Urquhart Avenue)

12.4.2 2020 Annual Tax Sale Deferral Bylaw No. 3013, 2020

(A bylaw to defer tax sale for the year 2020)

See Page 239

12.4.3 Zoning Amendment Bylaw No. 2993, 2020 (1028 Arrowsmith Avenue)

(A bylaw to rezone property from Residential One Zone (R-1) to Residential One S Zone (R-1S) to allow for a secondary suite - 1028 Arrowsmith Avenue)

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13. ADJOURNMENT