

Minutes of a Regular Council Meeting

Meeting #: R13/2020
Date: May 25, 2020
Time: 1:00 pm
Location: City Hall, Courtenay, BC, via video/audio conference

Attending:

Mayor: B. Wells, via video/audio conference
Councillors: W. Cole-Hamilton, via video/audio conference
D. Frisch, via video/audio conference
D. Hillian, via video/audio conference
M. McCollum, via video/audio conference
W. Morin, via video/audio conference
M. Theos, via video/audio conference

Staff:

D. Allen, CAO, via video/audio conference
J. Ward, Director of Legislative & Corporate Services/Deputy CAO, via video/audio conference
W. Sorichta, Manager of Legislative & Corporate Administrative Services, via video/audio conference
I. Buck, Director of Development Services, via video/audio conference
C. Davidson, Director of Engineering Services via video/audio conference
T. Kushner, Deputy CAO, via video/audio conference
D. Snider, Director of Recreation & Cultural Services, via video/audio conference
J. Nelson, Director of Financial Services, via video/audio conference
M. Fitzgerald, Manager of Development Planning, via video/audio conference
B. Guderjahn, Manager of Purchasing, via video/audio conference
E. Gavelin, Network Technician, via video/audio conference
N. Borecky, Manager of Information Systems, via video/audio conference
R. Matthews, Executive Assistant, via video/audio conference

Due to the Coronavirus COVID-19 emergency, the City of Courtenay with the authority of Ministerial Order No. M139 *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 and start at 1:00 p.m. during this period.

1. ADOPTION OF MINUTES

1.1 Adopt May 19th, 2020 Regular Council meeting minutes (0570-03)

Moved By McCollum

Seconded By Morin

That the May 19th, 2020 Regular Council meeting minutes be adopted.

Carried

Comments arising from the May 19th, 2020 Regular Council Minutes:

Mayor and Council congratulated Councillor Cole-Hamilton on his appointment to Vice-Chair of the Climate Caucus and expressed their appreciation and support for this new role.

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 Recreation and Cultural Services

4.1.1 Courtenay and District Historical Society Memorandum of Understanding (MOU) (2240-20-CDHS)

Moved By Hillian

Seconded By McCollum

That based on the May 25th, 2020 staff report, "Courtenay and District Historical Society Memorandum of Understanding (MOU)", Council adopt OPTION 1 and approve the attached MOU; and,

That the Mayor and Corporate Officer be authorized to execute the MOU on behalf of the City.

Carried

4.2 CAO and Legislative Services

4.2.1 Lease Agreement for Courtenay Airpark (2380-30 Lot 1)

Moved By Hillian

Seconded By McCollum

That based on the May 25th, 2020 staff report "Lease Agreement for Courtenay Airpark", Council approve OPTION 2 and refer this item back to staff for further consideration.

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

5.1 Letter of Response from Honourable Jonathan Wilkinson, Minister of Environment & Climate Change - Local Government Resources (0410-20)

Moved By Frisch

Seconded By Cole-Hamilton

That the letter dated March 12th, 2020 from the Honourable Jonathan Wilkinson, Minister of Environment & Climate Change, received in response to the City's letter sent September 10th, 2019 to the Federal government seeking recognition of the current climate crisis and requesting resources be allocated to equip local governments in their response to climate change, be received for information.

Carried

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

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

7.1 Councillor Frisch

Councillor Frisch participated in the following events:

National Association of City Transportation Officials (NACTO) - "Streeteries: Creating Space for Physical Distance at Restaurants" webinar

7.2 Councillor Hillian

Councillor Hillian participated in the following events:

- Comox Valley Coalition to End Homelessness meeting
- Comox Valley Economic Development Society meeting
- Comox Valley Water Committee meeting
- Comox Valley Sports Centre Commission meeting
- CVRD Committee of the Whole meeting
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer
- Comox Valley Accessibility Committee meeting
- Comox Valley Social Planning Society meeting
- CVRD Director briefings; COVID-19/Regional EOC information updates (2 Total)
- Comox Strathcona Regional Hospital Board leadership meeting
- Comox Valley Community Justice Centre Board meeting

7.3 Councillor Morin

Councillor Morin participated in the following events:

- Comox Valley Sewage Commission meeting
- Comox Valley Water Committee meeting
- Comox Valley Sports Centre Commission meeting
- CVRD Committee of the Whole meeting
- Food Supply Disruption sub-committee meeting - Comox Valley Food Policy Council meetings (2 Total)
- Comox Valley Food Policy Council meeting
- CVRD Director briefings; COVID-19/Regional EOC information updates (2 Total)
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer

7.3.1 Committee Report - Comox Valley Food Policy Council

The May 12th, 2020 committee report "Comox Valley Food Policy Council" submitted by Councillor Morin, was received for information.

8. RESOLUTIONS OF COUNCIL

8.1 In Camera Meeting

Moved By Hillian

Seconded By Morin

That a Special In-Camera meeting closed to the public will be held May 25th, 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) (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.

Carried

8.2 Rise and Report - COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations (1970-02)

Moved By Frisch

Seconded By Hillian

That the resolution passed at the May 11th, 2020 closed (In Camera) meeting to rise and report on the COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations, be received for information as follows:

COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations:

"That based on the May 11th, 2020 Staff Report "COVID 19 - 2020 Preliminary Financial Impact and Tax Cycle Considerations", Council not approve an Alternative Tax Collection Scheme bylaw in 2020 and default to the regular July 2nd due date with the 10% penalty for Class 1, 2, and 9 properties on July 3rd; and

That Council direct staff to draft an operating reserve fund bylaw to address current year cash flow short falls as a precaution; and

That Council direct staff to update the current Revenue Anticipation bylaw in place to allow for up to \$10 Million dollars to be borrowed to meet current year lawful expenditures as a precaution; and,

That Council rise and report on this resolution as deemed appropriate by staff."

Carried

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

12. BYLAWS

13. ADJOURNMENT

Moved By Hillian

Seconded By Cole-Hamilton

That the meeting now adjourn at 1:55 p.m.

CERTIFIED CORRECT

Corporate Officer

Adopted this 1st day of June, 2020

Mayor