

Minutes of a Regular Council Meeting

Meeting #: R14/2020
Date: June 1, 2020
Time: 4:00 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, Corporate Officer, 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
J. Nelson, Director of Financial Services, via video/audio conference
M. Fitzgerald, Manager of Development Planning, via video/audio conference
R. Matthews, Executive Assistant/Deputy Corporate Officer, 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 4:00 p.m. during this period.

1. ADOPTION OF MINUTES

1.1 Adopt May 25th, 2020 Regular Council meeting minutes (0570-03)

Moved By Theos

Seconded By Frisch

That the May 25th, 2020 Regular Council meeting minutes be adopted.

Carried

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 CAO and Legislative Services

4.1.1 Temporary COVID-19 Omnibus Policy Amendment - All Inspection and Maintenance Policies (7130-20)

Moved By Hillian

Seconded By McCollum

That based on the June 1st, 2020 staff report "Temporary COVID-19 Omnibus Policy Amendment - All Inspection and Maintenance Policies" Council approve OPTION 1 that due to the unprecedented burden that COVID-19 has placed on staff and resources, effective immediately, all inspection and maintenance policies that involve a proactive approach are converted to a reactive approach.

That inspections of assets such as sidewalks, roads, sanitary sewers, drainage systems and other capital assets and the services they provide for which a proactive inspection and maintenance policy exists, until further notice, will be initiated solely in response to complaints or in response to reports from staff who happen to become aware of an issue in the course of their other duties.

That timelines for response to a complaint mandated by any policy are no longer in effect; and,

That except for essential services and health and safety issues, any inspection or maintenance activities that cannot be performed while practicing safe physical distancing will be suspended until arrangements can be made to accommodate the orders and guidelines issued by the Province and the Provincial Health Officer.

Carried

4.2 Development Services

4.2.1 Short-term Rental Accommodations Background Report (6480-01)

Moved By Morin

Seconded By Hillian

That based on the March 16th, 2020 staff report "Short-term Rental Accommodations Background Report", Council determine the preferred regulatory approach for short-term rentals and direct staff to begin the process of developing regulations.

Carried

4.2.2 Permanent Change to Liquor Licence Application (Crown Isle Golf Club) - 399 Clubhouse Drive (4320-20)

Moved By Theos

Seconded By Cole-Hamilton

That based on the June 1st, 2020 staff report "Permanent Change to Liquor Licence Application (Crown Isle Golf Club) - 399 Clubhouse Drive", Council approve OPTION 1 and direct staff to publish notice on the City's website requesting public input on Crown Isle Golf Club's proposed permanent change to a liquor primary licence application.

Carried

4.2.3 Development Permit with Variances No. 1906 - 925 Braidwood Road (3060-20-1906)

Moved By McCollum

Seconded By Hillian

That based on the June 1st, 2020 staff report "Development Permit with Variances No. 1906 - 925 Braidwood Road" Council approve OPTION 1 and proceed with issuing Development Permit with Variances No. 1906.

Subsidiary motion:

Moved By Hillian

Seconded By Morin

That Council postpones consideration of the main motion for a period of one month to allow time for receipt of additional information through the public consultation process.

Carried with Councillors Frisch and McCollum opposed

4.2.4 Temporary Patio Program (3030-00-01)

Moved By Frisch

Seconded By Morin

1. That based on the June 1st, 2020 staff report "Temporary Patio Program and Temporary Expanded Service Area Authorization", Council authorizes staff to suspend enforcement of Zoning Bylaw 2500 parking requirements until November 1, 2020 for Restaurants, Fast Food Restaurants, and Neighbourhood Pubs who need to erect a temporary outdoor seating and dining areas on existing parking areas provided that:
 - a. The combined indoor and outdoor seating does not exceed pre-COVID-19 maximum seating capacities;
 - b. The patio occupies a maximum of 50% of the business' required parking stalls;
 - c. The only structures permitted are fencing/translucent shields and ramps;
 - d. The patio must not be located over any landscaped area;
 - e. The patio must not be located within a yard adjacent to any residential use; and,
 - f. The patio can only be used between 7:00 am and 10:00 pm daily.
2. That the City of Courtenay provides the Liquor and Cannabis Regulation Branch pre-approval for all food primary, liquor primary and manufacturing licensees within the City who may apply for an expanded service area.

Carried

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.1 Briefing Note - Update on 6th Street Multi-Use Active Transportation Bridge Project (5335-20/5400-02)

Moved By Frisch

Seconded By Cole-Hamilton

That the June 1st, 2020 Briefing Note, "Update on 6th Street Multi-Use Active Transportation Bridge Project", be received for information.

Carried

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

7.1 Councillor Morin

Councillor Morin participated in the following events:

- Comox Valley Water Committee - Water Treatment Plant and Raw Water Pump Station tour
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer
- CVRD Board Meeting
- CVRD Director briefing; COVID-19/Regional EOC information update
- Comox Valley Food Policy Council meeting

7.2 Councillor Theos

Councillor Theos reviewed his attendance at the following event:

- Vancouver Island Regional Library (VIRL) Board meeting and provided an update regarding:
 - VIRL COVID-19 Recovery plan and guided the public to visit the VIRL website for information and updates.
 - Courtenay Library Renovation - anticipated to proceed in 2020

8. RESOLUTIONS OF COUNCIL

8.1 Councillor Morin - Urban Agricultural Opportunities - Food Security (0360-20/4020-20)

Moved By Morin

Seconded By Cole-Hamilton

Whereas the onset of COVID-19 has significantly impacted food security for local residents; and

Whereas there has been an upsurge and interest in urban food production, and efforts to enhance local food security; and

Whereas food security policy aligns with Council's strategic priorities of climate change mitigation and sustainability goals;

Therefore be it resolved that Council support urban agricultural opportunities and improved food security by directing staff to prepare a draft bylaw for Council's consideration that considers past research done by LUSH Valley Food Action Society and North Island College, and current input from the Planning department, the Comox Valley Food Policy Council, and residents, to allow small-scale commercial urban food production, including but not limited to chickens (not roosters), bees, and urban farm stands on all residential property within the City of Courtenay; and

Furthermore, that staff consults with the Town of Comox's planning department in the interest of alignment with their proposed urban agriculture policy.

Carried

8.2 Councillor Hillian - Kus-kus-sum Tax Exemption (1960-20)

Moved By Hillian

Seconded By McCollum

Whereas on June 12th, 2017, Courtenay City Council unanimously approved support in principle for a land partnership with K'omoks First Nations and Project Watershed to facilitate the restoration of the Kus-kus-sum lands, based on indigenous reconciliation and the significant aesthetic, recreational, environmental and economic benefit to the City in the form of flood mitigation, green space and restored fish habitat; and

Whereas Courtenay City Council also agreed to support the fund raising drive towards purchase of the lands by approving grant funding to cover municipal taxation during the period of the Project Watershed lease, starting in fiscal year 2018; and

Whereas Project Watershed's fundraising campaign is nearing completion, with the expectation that the Kus-kus-sum lands will soon be co-owned by K'omoks First Nation and the City of Courtenay, facilitating exemption from municipal taxation effective in 2021;

Therefore be it resolved that Council approve payment of a grant to Project Watershed from current gaming funds in the amount of \$58,580.17, said amount to be applied to the 2020 property taxes on the Kus-kus-sum lands, located at 1901 Comox Road.

Carried with Councillor Theos opposed

8.3 In Camera Meeting

Moved By Frisch

Seconded By McCollum

That a Special In-Camera meeting closed to the public will be held June 1st, 2020 at the conclusion of the Regular Council Meeting pursuant to the following subsections 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

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

11.1 Comox Valley Regional District (CVRD) - UBCM Poverty Reduction Assessment & Strategy Funding Grant Resolution (Regional Poverty Action Plan) (0470-20)

Moved By McCollum

Seconded By Hillian

That the May 19th, 2020 Council resolution be amended to the following:

"That the correspondence dated March 6th, 2020 from the Comox Valley Regional District (CVRD) to create a regional poverty reduction action plan in support of the Province's "TogetherBC" poverty reduction strategy, be received for information; and,

That the City of Courtenay support the CVRD's application to the Union of BC Municipalities (UBCM) Poverty Reduction Action and Planning Program for grant funding on behalf of Comox Valley local governments to develop a Regional Poverty Action Plan focused on affordable housing, transportation, children and youth, and food security; *and,*

That the City of Courtenay provides its support for the Comox Valley Regional District to apply for, receive, and manage the grant funding on the City of Courtenay's behalf."

Carried

11.2 Correspondence - Millard-Piercy Watershed Stewards (MPWS) - Request for Council Support of Proposed Piercy Creek Assessment Project (0400-20)

Moved By Frisch

Seconded By McCollum

That the correspondence received on March 2nd and May 22nd, 2020 from the Millard-Piercy Watershed Stewards (MPWS) requesting the City's support for their proposed Piercy Creek fish habitat assessment project be received for information.

Carried

Moved By Hillian

Seconded By Frisch

That Council supports the Millard-Piercy Watershed Stewards (MPWS) request for \$5,000 in funding towards the MPWS Piercy Creek fish habitat assessment project and utilizes the 2020 Public Works Asset Management Storm Sewer Assessment operating budget as a funding source.

Carried

11.3 Comox Valley Regional District (CVRD) Regional Active Transportation Plan Grant Funding Application Support Request (0470-20)

Moved By Frisch

Seconded By McCollum

That the correspondence dated March 9th, 2020 from the Comox Valley Regional District (CVRD) requesting the City of Courtenay's support for their application for funding to the BC Active Transportation Infrastructure Grants Program to undertake a gap analysis review and regional active transportation planning exercise, be received for information; and,

That Council provides a letter to the CVRD in support of their grant application to the BC Active Transportation Infrastructure Grants Program for funding towards a regional active transportation plan; and,

That the City of Courtenay provides its support for the CVRD to apply for, receive, and manage the grant funding on the City of Courtenay's behalf.

Carried

12. BYLAWS

13. ADJOURNMENT

Moved By Cole-Hamilton

Seconded By McCollum

That the meeting now adjourn at 6:21 p.m.

Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 8th day of June, 2020

Mayor