

Minutes of a Regular Council Meeting

Meeting #: R17/2020
Date: June 29, 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:

T. Kushner, Deputy CAO, via video/audio conference
W. Sorichta, Corporate Officer, via video/audio conference
I. Buck, Director of Development Services, via video/audio conference
J. Nelson, Director of Financial Services, via video/audio conference
K. Shaw, Director of Public Works Services
D. Snider, Director of Recreation & Cultural Services, via video/audio conference
M. Fitzgerald, Manager of Development Planning, via video/audio conference
N. Borecky, Manager of Information Systems, via video/audio conference
K. Collins, Manager of Recreation Programming, via video/audio conference
E. Gavelin, Network Technician, 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. 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 and start at 4:00 p.m. during this period.

1. ADOPTION OF MINUTES

1.1 Adopt June 15th, 2020 Regular Council meeting minutes (0570-03)

Moved By Cole-Hamilton

Seconded By Morin

That the June 15th, 2020 Regular Council meeting minutes be adopted.

Carried

2. INTRODUCTION OF LATE ITEMS

3. DELEGATIONS

4. STAFF REPORTS/PRESENTATIONS

4.1 Recreation and Cultural Services

4.1.1 COVID-19 Recovery Plan Policy: Lifting of Cultural Facility Closures (7900-00)

Moved By Hillian

Seconded By Frisch

That based on the June 29th, 2020, staff report “COVID-19 Recovery Plan Policy: Lifting of Cultural Facility Closures”, Council adopt OPTION 1 as follows:

That per orders and requirements of the provincial and federal authorities to maintain physical distancing and restrict public gatherings related to the spread of the Coronavirus COVID-19; and, as imposed by extraordinary powers adopted March 18th, 2020 under the BC provincial state of emergency; and,

Whereas, the provincial BC Restart Plan (COVID-19) has entered Phase 2 which, under enhanced protocols allows the return to provision of certain services;

Therefore be it resolved that effective immediately, Council authorizes the non-concurrent re-opening of the Centre for the Arts, Comox Valley Art Gallery, Courtenay and District Museum and Paleontology Centre and the Sid Williams Theatre, subject to the following conditions:

1. No changes to the phased industry specific re-openings permitted under the existing Province of BC’s Restart Plan;

2. City Staff receipt from each cultural facilities' respective COVID-19 Safety Plans;
3. That the tenants and cultural service operators comply with all applicable Orders and Guidelines; and,

That the City of Courtenay lifting of cultural facility closure policy during the COVID-19 pandemic be effective immediately and may be subject to change:

- a. as directed under the authority of the provincial or federal governments through the Emergency Program Act or Emergencies Act Canada
- b. until such time as the provincial state of emergency for the COVID-19 pandemic has been rescinded and local governments may resume regular operations, or
- c. by resolution of Council.

Carried

4.1.2 COVID-19 Recovery Plan Policy: Summer Programs (8000-20)

Moved By Morin

Seconded By Theos

That based on the June 29th, 2020 staff report "COVID-19 Recovery Plan Policy: Summer Programs", Council approves OPTION 1 as follows:

That per orders and requirements of the provincial and federal authorities to maintain physical distancing and restrict public gatherings related to the spread of the Coronavirus COVID-19; and, as imposed by extraordinary powers adopted March 18th, 2020 under the BC provincial state of emergency; and,

Whereas, the provincial BC Restart Plan (COVID-19) has entered Phase 2 which, under enhanced protocols allows the return to provision of certain services including summer recreational programs;

Therefore be it resolved that effective immediately, Council authorizes the City Staff to offer summer recreational programs with the following conditions:

- a. That in the interest of public health and safety, staff amend participant program forms to include COVID-19 language regarding provincial and federal guidelines.

- b. That Worksafe BC Employee Safety Plans for City Staff engaged in the provision of these summer recreational programs has been prepared under public health aligned industry guidelines and WorkSafe BC regulations.
- c. That COVID-19 Safety Plan is completed and readily available to program participants and has been prepared under public health aligned industry guidelines including orders issued by the public health officer, the Minister of Public Safety and Solicitor General and Worksafe BC regulations.
- d. That summer recreational programs comply with existing applicable City policies or bylaws.
- e. That City Staff will review operations on a regular basis to ensure summer recreational programs are in compliance with the COVID 19 Recovery Plan Policy - Summer Programs.

That the City of Courtenay Summer Recreation Program Policy during the COVID-19 pandemic be effective immediately and may be subject to change:

- a. as directed under the authority of the provincial or federal governments through the Emergency Program Act or Emergencies Act Canada,
- b. until such time as the provincial state of emergency for the COVID-19 pandemic has been rescinded and local governments may resume regular operations, or
- c. by resolution of Council.

Carried

4.2 Development Services

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

Moved By Frisch

Seconded By Cole-Hamilton

That based on the June 29th, 2020 staff report, “Permanent Change to Liquor Licence Application (Crown Isle Golf Club) - 399 Clubhouse Drive”, Council approves OPTION 1 as follows:

- 1) The Council of the City of Courtenay recommends the Liquor & Cannabis Regulation Branch (LCRB) approve the application for Crown Isle Golf Club's permanent change to a liquor licence.
- 2) Council's comments on the prescribed considerations are as follows:
 - a. If the amendment application is approved, it would not result in an increase of noise in the area;
 - b. If the application is approved, it would not negatively impact the community based on the submissions received from the public;
 - c. In order to gather the views of residents, the City of Courtenay posted a notice on the City's website outlining the application. Additionally, the RCMP was contacted for comment and indicated having no concerns.

Carried

4.2.2 Zoning Amendment Bylaw No. 2998 to allow for a secondary suite at 2466 Walbran Place (3360-20-2004)

Moved By McCollum

Seconded By Hillian

That based on the June 29th, 2020 staff report, "Zoning Amendment Bylaw No. 2998 to allow for a secondary suite at 2466 Walbran Place" Council approve OPTION 1 and proceed to First and Second Readings of Zoning Amendment Bylaw No. 2998, 2020; and,

That Council direct staff to schedule and advertise a statutory Public Hearing with respect to the above referenced bylaw following the resumption of regular Council meetings, or when an alternative process is developed.

Amending motion:

Moved By Frisch

Seconded By McCollum

That the main motion be amended to include:

That Council direct staff to prepare and execute a housing agreement bylaw, at the applicants expense, that requires the owner of the land to

occupy one of the dwelling units on the land as a condition of adoption of Zoning Bylaw No. 2998, 2020.

Carried

The main motion was carried as amended

5. EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.1 Briefing Note - Official Community Plan (OCP) - Stakeholder Consultation (6480-01)

Moved By Theos

Seconded By Morin

That the June 29th, 2020 Briefing Note, "Official Community Plan (OCP) - Stakeholder Consultation", be received for information.

Carried

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

7.1 Councillor Cole-Hamilton

Councillor Cole-Hamilton participated in the following events:

- Climate Caucus Steering Committee meeting
- Climate Caucus Board of Directors meeting
- PACE BC Steering Committee meeting
- PACE BC meeting with Honourable Bruce Ralston, Minister of Energy, Mines and Petroleum Resources
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer CVRD Board of Directors
- Comox Strathcona Waste Management Board meeting
- Overdose Prevention Community Action Team meeting
- Comox Valley Drug Strategy Committee's Community Drug Policy Dialogue sessions (3 Total) facilitated by project staff of the Canadian Drug Policy Coalition
- Comox Valley Community Health Network's 'What Just Happened? And Where Do We Go From Here? A Community Conversation about the COVID-19 Pandemic' via video/audio conference

7.2 Councillor Hillian

Councillor Hillian reviewed his attendance at the following event:

- Met with the Mayor and management staff of Chances Casino re: tentative casino facility reopening in summer of 2020

7.3 Councillor Morin

Councillor Morin participated in the following events:

- CVRD Director briefings; COVID-19/Regional EOC information updates (4 Total)
- CVRD Board meeting (3 Total)
- Comox Valley Food Policy Council meeting
- Comox Valley Food Policy Council Food Supply Disruption Subcommittee meetings (4 Total)
- We Are One: A Peaceful Protest in Solidarity with Black Lives Matter and Justice for Indigenous Peoples of Canada at Simms Millennium Park
- Comox Valley Elected Officials weekly teleconference briefing with Dr. Charmaine Enns, Medical Health Officer (3 Total)
- Downtown Courtenay Business Improvement Association (DCBIA) Virtual Annual General Meeting
- Comox Valley Drug Strategy Committee meetings (2 Total)
- Comox Valley Sewage Commission meeting
- Comox Valley Water Committee meeting
- Comox Valley Sports Centre Commission meeting
- Comox Valley Community Health Network's 'What Just Happened? And Where Do We Go From Here? A Community Conversation about the COVID-19 Pandemic' via video/audio conference
- Comox Valley Drug Strategy Committee's Community Drug Policy Dialogue sessions (3 Total) facilitated by project staff of the Canadian Drug Policy Coalition

Councillor Morin mentioned that the Comox Valley Food Policy Council will be bringing forward a resolution to the Union of BC Municipalities (UBCM) advocating for food security to be designated an essential service and that food security be included in future emergency response planning.

7.4 Councillor Theos

Councillor Theos provided an update regarding the Vancouver Island Regional Library (VIRL) Courtenay Library and facility re-opening, with a soft opening anticipated June 30th, 2020 and recommended the public visit the VIRL website for information and updates.

7.5 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- Met with Councillor Hillian and the management of Chances Casino re: tentative casino facility reopening in summer of 2020
- Island Coastal Economic Trust Regional Advisor Committee meeting (appointed Chair)
- Comox Valley Economic Task Force meetings (appointed Co-Chair with Chief Nicole Rempel, K'omoks First Nation)

8. RESOLUTIONS OF COUNCIL

8.1 In Camera Meeting

Moved By Cole-Hamilton

Seconded By Frisch

That a Special In-Camera meeting closed to the public will be held June 29th, 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) (d) the security of the property of the municipality;
- 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.

Carried

9. UNFINISHED BUSINESS

10. NOTICE OF MOTION

11. NEW BUSINESS

11.1 Comox Valley Coalition to End Homelessness - Connect Warming Centre COVID-19 Update and License to Occupy Extension Request - 685 Cliffe Avenue (0400-20/0810-20)

Moved By Hillian

Seconded By McCollum

That the correspondence dated June 11th, 2020 from the Comox Valley Coalition to End Homelessness (CVCEH), requesting a one-year lease renewal of the Connect Warming Centre with continued in-kind support from the City of Courtenay, be received for information;

That the terms and renewal of the Connect Warming Centre Licence to Occupy agreement between the Comox Valley Transition Society (Licensee) and the City of Courtenay (Licence), for use of the north side of the City owned premises located at 685 Cliffe Avenue (legal description PID: 006-102-930, Lot 3, Section 61 Comox District Plan VIP3817), expiring June 30th, 2020 be temporarily extended until the 30th day of September, 2020, pursuant to section 3 of the agreement; and,

That staff provide public notice to satisfy the statutory advertising requirements for the provision of assistance and disposition of City lands per Section 24 of the *Community Charter*;

That the Mayor and Corporate Officer be authorized to execute all documentation relating to the interim extended terms and renewal of the Licence to Occupy agreement; and,

That staff provide a report investigating options and implications to enter into a one-year lease agreement with the CVCEH and the City of Courtenay at a future Council meeting, on or before, September 30th, 2020.

Carried

12. BYLAWS

12.1 For First and Second Reading

12.1.1 Zoning Amendment Bylaw No. 2998, 2020 (2466 Walbran Place)

Moved By Theos

Seconded By Morin

That "Zoning Amendment Bylaw No. 2998, 2020" pass first and second reading.

Carried

13. ADJOURNMENT

Moved By Cole-Hamilton

Seconded By Frisch

That the meeting now adjourn at 5:15 p.m.

Carried

CERTIFIED CORRECT

Corporate Officer

Adopted this 6th day of July, 2020

Mayor