

**Minutes of a Committee of the Whole Meeting**

**Meeting #:** CoW5/2020  
**Date:** October 26, 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, Interim 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. O'Connell, Director of Corporate Support Services, via video/audio conference  
J. Chan, Manager of Business Administration, 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. M192 Local Government Meetings & Bylaw Process (COVID-19) Order No. 3 implemented changes to its open Council meetings.**

**In the interest of public health and safety, and in accordance with section 3(1) of Ministerial Order No. 3 M192, in-person attendance by members of the public at Council meetings will not be permitted 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.**

**1. STAFF REPORTS/PRESENTATIONS**

**1.1 Boys and Girls Club - Request for Rent Relief (243 - 4<sup>th</sup> Street)  
(2380-20 (243 - 4<sup>th</sup> Street))**

**Moved By** Frisch

**Seconded By** Theos

That based on the October 26<sup>th</sup>, 2020 staff report "Boys and Girls Club Request for Rent Relief" Council approve OPTION 1 and provide a lease grant from the gaming fund of \$2,338.60 to the Boys and Girls Club to cover 75% of the rental costs for April, May and June 2020 to assist with rent shortfalls due to the impact of the COVID-19 pandemic with respect to the municipally owned property located at 243-4<sup>th</sup> Street on lands having a legal description of PID: 004863-682 Parcel A, Plan 472A, Section 61, Comox Land District, OF LOT 124 & 125 DD 80170N.

**Carried**

**1.2 City of Courtenay Signing Authority Amendment**

**Moved By** McCollum

**Seconded By** Hillian

That based on the October 26<sup>th</sup>, 2020 staff report "City of Courtenay Signing Authority Amendment", Council support OPTION 1 and approves the following individuals to be authorized as signing authorities for the City of Courtenay in regards to all banking, investment and financial transactions:

*Robert Wells - Mayor*

*William Cole-Hamilton - Councillor*

*David Frisch - Councillor*

*Douglas Hillian - Councillor*

*Melanie McCollum - Councillor*

*Wendy Morin - Councillor*

*Emmanuel Theos – Councillor*

*Trevor Kushner - Chief Administrative Officer (Interim)*

*Wendy Sorichta - Corporate Officer*

*Rayanne Matthews - Deputy Corporate Officer*

*Jennifer Nelson - Director of Financial Services*

*Renata Wyka - Manager of Finance*

*Annie Berard - Manager of Financial Planning, Payroll and Business Performance.*

**Carried**

**1.3 Consent Agreement for Financial Charges - Consent Agreement - Playtime Gaming Group (Chances Casino - 360 Hunt Road) (2240-20)**

**Moved By** Cole-Hamilton

**Seconded By** Morin

That based on the October 26<sup>th</sup>, 2020 staff report "Consent Agreement for Financial Charges - Playtime Gaming Group (Chances Casino - 360 Hunt Road)", Council authorizes the Mayor and Corporate Officer to sign the consent agreement attached as **Attachment No.1**.

**Carried**

**1.4 COVID 19 - 2020 Financial Impact Update and 2021 Grant-in-Aid Considerations (1970-02)**

**Moved By** Hillian

**Seconded By** McCollum

That based on the October 26<sup>th</sup>, 2020 staff report "COVID 19 - 2020 Financial Impact Update and 2021 Grant-in-Aid Considerations" that Council direct staff to cancel the 2021 Grant-in-Aid intake as a result of ongoing lost revenue in the gaming fund due to the COVID-19 pandemic.

**Carried**

**2. INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION**

**2.1 Briefing Note - Comox Valley Farmers' Market Association - Support for Fall/Winter Venue (0250-20 CVFMA)**

**Moved By** Hillian

**Seconded By** Frisch

That the October 26<sup>th</sup>, 2020 Briefing Note, "Comox Valley Farmers' Market Association - Support for Fall/Winter Venue", be received for information.

**Carried**

**2.2 Briefing Note - LUSH Valley Food Action Society - Request for Use of Lawn Bowling Facility - Bill Moore Memorial Park (0250-20-LUSH)**

**Moved By** Frisch

**Seconded By** Theos

That the October 26<sup>th</sup>, 2020 Briefing Note, "LUSH Valley Food Action Society - Request for Use of Lawn Bowling Facility - Bill Moore Memorial Park", be received for information.

**Carried**

**3. RESOLUTIONS OF COUNCIL**

**3.1 Councillor Cole-Hamilton - Resolution - United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) - Indigenous Peoples Reconciliation**

**Moved By** Cole-Hamilton

**Seconded By** Hillian

Whereas, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was adopted by the United Nations General Assembly in 2007;

Whereas, the Truth and Reconciliation Commission listed in 2015 as the first principle for reconciliation that the UNDRIP, "is the framework for reconciliation at all levels and across all sectors of Canadian Society" and UNDRIP was officially adopted by the Government of Canada in 2016;

Whereas, the Government of British Columbia passed the Declaration on the Rights of Indigenous Peoples Act unanimously in November 2019;

And whereas, the City of Courtenay has identified "Build[ing] on our good relations with K'ómoks First Nation and practic[ing] Reconciliation" as a strategic priority for 2019-2022;

Be it resolved that the City of Courtenay adopt the United Nations Declaration on the Rights of Indigenous Peoples as its framework for indigenous reconciliation.

**Carried**

**3.2 Councillor Cole-Hamilton - Resolution - United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) Official Community Plan (OCP)**

**Moved By** Cole-Hamilton

**Seconded By** Hillian

Be it resolved that the City of Courtenay will incorporate the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) into the development of its Official Community Plan (OCP);

That the City will work with the K'ómoks First Nation (KFN) to incorporate UNDRIP into its planning and decision making; and further,

That the City will work with the KFN to develop a program to educate City staff about UNDRIP and the history and culture of the KFN.

**Carried**

**3.3 In Camera Meeting**

**Moved By** Frisch

**Seconded By** Morin

That a Special In-Camera meeting closed to the public will be held October 26<sup>th</sup>, 2020 at the conclusion of the Committee of the Whole meeting pursuant to the following sub-section(s) 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.

**Carried**

**4. NEW BUSINESS**

**4.1 Comox Valley Regional District (CVRD) - Request for Approval - Regional Transportation Planning Memorandum of Understanding**

**Moved By** Frisch

**Seconded By** McCollum

That the correspondence dated October 8<sup>th</sup>, 2020 from the Comox Valley Regional District (CVRD) requesting Council's consideration of approval of the Regional Transportation Planning Memorandum of Understanding (MOU)

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regarding regional transportation planning and advocacy within the Comox Valley, be received for information;

That the City of Courtenay approve the Regional Transportation Planning MOU; and,

That the Mayor and Corporate Officer be authorized to sign and execute all documentation relating to the MOU.

**(POSTPONED)**

**New motion:**

**Moved By** Hillian

**Seconded By** Frisch

That Council postpone a decision of the main motion to a future Council meeting pending receipt of staff report exploring options and implications related to the proposed Regional Transportation Planning Memorandum of Understanding (MOU) agreement received from the Comox Valley Regional District October 8<sup>th</sup>, 2020.

**Carried**

### **4.2 Courtenay and District Museum - Letter of Support - Community Economic Recovery Infrastructure Program (CERIP) Funding Application - City Owned Facility (207 - 4<sup>th</sup> Street)**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

That in response to the correspondence dated October 21<sup>st</sup>, 2020 from the Courtenay and District Museum (CDM) requesting Council's support for their application to the Community Economic Recovery Infrastructure Program (CERIP) to undertake an expansion on the northeast corner of the City owned building at 207 - 4<sup>th</sup> Street;

That the City of Courtenay provide a letter of support in principle for CDM's funding application to CERIP for their proposed renovation and building expansion.

**Carried**

**5. ADJOURNMENT**

**Moved By** Hillian  
**Seconded By** Frisch

That the meeting now adjourn at 5:08 p.m.

**Carried**

**CERTIFIED CORRECT**

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**Corporate Officer**

**Adopted this 2<sup>nd</sup> day of November, 2020**

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**Mayor**

