

# **Municipality of North Cowichan Regular Council MINUTES**

**March 4, 2020, 1:30 p.m.  
Municipal Hall - Council Chambers**

Members Present            Mayor Al Siebring  
                                  Councillor Rob Douglas  
                                  Councillor Christopher Justice  
                                  Councillor Tek Manhas  
                                  Councillor Kate Marsh (attended electronically)  
                                  Councillor Rosalie Sawrie  
                                  Councillor Debra Toporowski

Staff Present                Ted Swabey, Chief Administrative Officer (CAO)  
                                  Mark Frame, General Manager, Financial and Protective Services  
                                  Ernie Mansueti, General Manager, Community Services  
                                  Rob Conway, Director of Planning and Building  
                                  Clay Reitsma, Senior Manager, Engineering  
                                  Jason Birch, Chief Information Officer  
                                  Michelle Martineau, Corporate Officer  
                                  Nelda Richardson, Deputy Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, Mayor Siebring called the meeting to order at 1:30 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That Council remove item 5.1 and adopt the agenda as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

IT WAS MOVED AND SECONDED:

That Council adopt the minutes of the meeting held February 19, 2020.

**CARRIED**

**4. MAYOR'S REPORT**

The Mayor gave a verbal report on meetings and activities he recently attended.

**5. DELEGATIONS AND PRESENTATIONS**

**5.1 Cowichan Housing Society**

This item was removed from the agenda.

**5.2 Cowichan Green Community**

Council heard from Judy Stafford of the Cowichan Green Community, she presented a video which highlighted the Cowichan Green Community's projects and achievements for 2019 and responded to questions of Council.

**5.3 Broombusters Invasive Plant Society**

Council heard from Joanne Sales of Broombusters regarding scotch broom removal, she provided a presentation which highlighted the damage caused by scotch broom, and what steps can be taken to control or eliminate the proliferation of scotch broom, and responded to questions of Council.

**6. PUBLIC INPUT**

Council received brief public input regarding agenda item 11.3 from one registered speaker.

**7. BYLAWS**

**7.1 Bylaw 3777 - "Street Name Change Bylaw, 2020"**

IT WAS MOVED AND SECONDED:

That Council adopt "Street Name Change Bylaw, 2020", No. 3777".

**CARRIED**

**7.2 Bylaw 3778 - "Fees Amendment Bylaw, 2020"**

IT WAS MOVED AND SECONDED:

That Council adopt "Fees Amendment Bylaw, 2020", No. 3778.

**CARRIED**

**7.3 Bylaw 3779 - "Commercial Vehicle Licensing Repeal Bylaw, 2020"**

IT WAS MOVED AND SECONDED:

That Council adopt "Commercial Vehicle Licensing Repeal Bylaw, 2020", No. 3779.

**CARRIED**

**7.4 Bylaw 3781 - "MTI System Amendment Bylaw, 2020"**

IT WAS MOVED AND SECONDED:

That Council read a first, second and third time "Municipal Ticket Information System Amendment Bylaw, 2020", No. 3781.

**CARRIED**

**8. REPORTS**

**8.1 Council Strategic Plan Administration Policy**

IT WAS MOVED AND SECONDED:

That Council approve the Council Strategic Plan Administration Policy, as attached to the March 4, 2020 staff report.

**CARRIED**

**9. NOTICE OF MOTIONS**

None.

**10. UNFINISHED AND POSTPONED BUSINESS**

**10.1 Attendance at the Vancouver Island Symposium on Water Stewardship**

IT WAS MOVED AND SECONDED:

That Council ratify their February 27, 2020 decision to amend their February 19, 2020 resolution to "authorize Councillors Justice, Manhas and Sawrie to attend the April 24, 2020 session on Natural Assets as Ecological Systems and Services at the 3rd Annual Vancouver Island Symposium on Water Stewardship in a Changing Climate at the Florence Filberg Centre in Courtenay BC" by striking out "Manhas" and "April 24, 2020 Session on Natural Assets as Ecological Systems and Services at the" and inserting "from April 22, 2020 to April 24, 2020" at the end.

**CARRIED**

**10.2 Reconsideration of Senior Social and Housing Planner Position**

IT WAS MOVED AND SECONDED:

That Council defer consideration of the motion "to include a full-time Social and Housing Planner in the 2020 Operating Budget" until after a presentation from John Horn, Executive Director of the Cowichan Housing Society, and a Council workshop to discuss priorities for such a position has occurred.

**CARRIED**

**11. NEW BUSINESS**

**11.1 Letter from Leadership Group**

IT WAS MOVED AND SECONDED:

That Council direct the Mayor to write follow-up letters to the list of Ministers contacted in the February 16<sup>th</sup> letter from the Cowichan Leadership Group with respect to the specific and ongoing social, financial, and staff capacity impacts the Mental Health/Opioid/Homelessness Crisis is having on the Municipality of North Cowichan.

**CARRIED**

**11.2 Respectful Spaces Bylaw**

IT WAS MOVED AND SECONDED:

That Council direct staff to draft a Respectful Spaces Bylaw as discussed at the February 19, 2020 Committee of the Whole meeting.

**CARRIED**

**11.3 BC Energy Step Code**

IT WAS MOVED AND SECONDED:

That Council:

1. Endorse the implementation strategy for the BC Energy Step Code outlined in the February 19, 2020 staff report;

2. Allocate up to \$30,000 a year from the Climate Action and Energy Plan Reserve Fund for the provision of BC Energy Step Code rebates;
3. Direct staff to draft an amendment to Building Bylaw No. 3172 to require that all new construction meet Step 2 of the BC Energy Step Code as of January 1, 2021 for consideration of first and second reading.

(Opposed: Justice)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council Direct staff to draft a BC Energy Step Code rebate policy for Council's review and consideration at a future meeting.

(Opposed: Douglas)

**CARRIED**

Following a discussion on how energy saving retrofit incentives could be extended to existing homes, Council adopted the following motion:

IT WAS MOVED AND SECONDED:

That Council direct staff to prepare a report on a rebate policy focused on renovations to existing dwellings.

**CARRIED**

## **12. QUESTION PERIOD**

Council received one question from the public regarding business considered at this meeting.

## **13. ADJOURNMENT**

The Mayor adjourned the meeting at 3:05 p.m.

---

Certified by Corporate Officer

---

Signed by Mayor