

Municipality of North Cowichan

Committee of the Whole

AGENDA

Tuesday, September 10, 2024, 3:00 p.m.
Municipal Hall - Council Chambers & Electronically

This meeting will be conducted by video conference using the Cisco Webex platform. This meeting, though electronic, is open to the public and will be streamed live and archived for viewing on demand at www.northcowichan.ca.

Members of the public may attend the Municipal Hall [7030 Trans-Canada Highway] in person, or join the meeting electronically to participate during the 'Public Input' and 'Question Period' portions of the agenda. Please visit northcowichan.ca/virtualmeeting for instructions on how you can connect online or you may dial 1.844.426.4405, enter 1# for English, enter the meeting ID 2771 709 7384, and then enter the meeting password 1111.

1. CALL TO ORDER

As soon as there is a quorum present after the time specified for the Council meeting, the Mayor shall call the meeting to order. If there is no quorum of Council present within 15 minutes of the scheduled time for the meeting, the meeting is adjourned until the next scheduled meeting.

2. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC [3:00 PM]

A resolution of Council must be passed during the open portion of the meeting stating the basis under the *Community Charter* in which the public shall be excluded.

Recommendation:

THAT Council close the meeting at ____ p.m. to the public on the basis of the following sections of the *Community Charter*:

- 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)(i) - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 90(1)(k) - negotiations & related discussions re 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 held in public.

3. CLOSED SESSION

3.1 Approval of in-camera meeting agenda

3.2 Adoption of in-camera meeting minutes

3.3 In-camera meeting items

3.3.1 Closed under section 90(1)(i) Legal Advice

3.3.2 Closed under section 90(1)(e) Land + Harm, and 90(1)(k) Preliminary Municipal Service

3.4 Rise and Report

4. RECESS UNTIL 5:00 P.M.

5. APPROVAL OF AGENDA

To consider any items of business not included in the Agenda that are of an urgent nature they must be introduced and approved at the time the agenda is adopted. Matters must be taken up in the order that they are listed unless changed at this time.

Recommendation:

THAT the agenda be adopted as circulated [or as amended].

6. ADOPTION OF MINUTES

Purpose: To consider if there were any errors or omissions prior to adopting the minutes of previous meetings of Council.

6.1 Minutes from the July 9, 2024 meeting for adoption

Recommendation:

THAT the minutes of the meeting held July 9, 2024 be adopted, as circulated.

7. PUBLIC INPUT ON AGENDA ITEMS

Members of the public shall be provided an opportunity to address Council regarding matters to be considered at the meeting during Public Input. The maximum number of speakers to be heard during the public input period is limited to five, with a maximum of three minutes allotted to each speaker.

Members of the public attending the meeting in person must register at least 10 minutes prior to the meeting by signing the sheet posted outside of Council Chambers. Members of the public attending electronically must raise their hand once the meeting has been called to order. Please visit northcowichan.ca/virtualmeeting for instructions on how to raise your hand. Speakers are asked to state their name and residential address when commencing their address to Council.

8. PRESENTERS AND PETITIONS

8.1 Presenters

A Presenter [person or organization] is invited to appear before Council and is not subject to the 10-minute speaking limit.

8.1.1 BC Ferries - Crofton Terminal Berth Update

Purpose: Morningstar Pinto, from BC Ferries to provide a verbal update and progress report on the berth rebuild repair options for the Crofton Terminal Berth.

9. STAFF REPORTS

This section includes reports from staff requiring a decision of Council and/or staff presentations.

9.1 North Cowichan Cemetery Master Plan Summary

Purpose: To consider the Mountain View Cemetery Services Plan, a plan to guide the development, use, and provision of a full range of cemetery services in a fiscally and environmentally progressive manner. Tenille Thompson, Urban Systems, to provide a presentation.

Recommendation:

THAT the Committee of the Whole recommends that Council:

1. Adopts the Mountain View Cemetery Services Plan as attached to the September 10, 2024, report from the Director of Parks and Recreation;
2. Refers the short, mid, and long-term priorities in the Mountain View Cemetery Services Plan to the annual budget planning process;
3. Directs staff to begin infill construction for 2025 as part of the approved capital plan and build future phases into the five-year capital planning process;
4. Selects preferred capital expansion plan (Option 1) and directs staff to incorporate expansion funding as part of the municipalities long-term capital financial program; and,
5. Directs staff to create a cemetery capital reserve fund and make annual contributions of \$184,047 beginning in 2025 until 2034.

9.2 2025 Permissive Tax Exemption Applications

Purpose: To provide the Committee of the Whole with the Permissive Tax Exemption applications received for the 2025 assessment roll and to seek direction to prepare a Permissive Tax Exemption Bylaw .

Recommendation:

THAT the Committee of the Whole direct staff to draft a Permissive Tax Exemption Bylaw, which includes:

1. 100% exemption on all land and/or improvements for the following Places of Worship for 2025 to 2034:
 - a. Anglican Synod Diocese of BC (St. Michael's and All Angels Anglican Church);
 - b. Anglican Synod Diocese of BC (St. Peter's Anglican Church);
 - c. BC Corporation of the Seventh-Day Adventist Church;
 - d. Canadian Baptists of Western Canada (Calvary Baptist Church Society);
 - e. Cowichan Valley Church of God in Christ;
 - f. Cowichan Valley Church of the Nazarene;
 - g. New Life Community Baptist Church;
 - h. St. Peter's Crescent Society;
 - i. The Church of Jesus Christ of Latter-day Saints;
 - j. The Oasis Church Society;
 - k. The Pentecostal Assemblies of Canada (Chemainus Tabernacle);

- l. The Trustees of the Chemainus/Crofton Pastoral Charge of the United Church;
 - m. Trinity Evangelical Lutheran Church;
 - n. Vancouver Island Sikh Cultural Society; and,
 - o. Vancouver Island Vipassana Association.
2. 100% exemption on all land and/or improvements for the following environmental or greenspace organizations for 2025 to 2027:
- a. Cowichan Agricultural Society & Farmers Institute;
 - b. Cowichan Community Land Trust;
 - c. Cowichan Green Community;
 - d. Ducks Unlimited;
 - e. Freshwater Fisheries Society of B.C.;
 - f. Island Corridor Foundation;
 - g. Nature Conservancy of Canada;
 - h. Nature Trust of BC; and,
 - i. Vancouver Island Providence Community Association.
3. 100% exemption on all land and/or improvements for the following recreation and cultural organizations for 2025 to 2027, excluding Maple Bay Yacht Club and Mount Brenton Golf Course, who will receive a 50% exemption of Class 8:
- a. 744 (Cowichan) Squadron Admin Society – Air Cadets;
 - b. BC Forest Museum Society;
 - c. Camp Qwanoes;
 - d. Chemainus Rod & Gun Club;
 - e. Chemainus Theatre Festival Society;
 - f. Chemainus Valley Historical;
 - g. Chesterfield Sports Society;
 - h. Cowichan Exhibition;
 - i. Cowichan Rugby Club;
 - j. Cowichan Valley Arts Council;
 - k. Cowichan Valley Soccer Association;
 - l. Crofton Old School Museum Society;
 - m. Duncan Curling Club;
 - n. Duncan Dynamics Gymnastics Club;
 - o. Friends of Cowichan Cadets Society;
 - p. Maple Bay Rowing Club;
 - q. Maple Bay Yacht Club; and,
 - r. Mount Brenton Golf Course Ltd.

4. 100% exemption on all land and/or improvements for the following community organizations for 2025 to 2027:
 - a. Abbeyfield Houses Society of Duncan;
 - b. B.C. S.P.C.A.;
 - c. Canadian Red Cross;
 - d. The Royal Canadian Legion, Chemainus (Pacific No. 191);
 - e. Chemainus Health Care Auxiliary;
 - f. Chemainus Seniors Drop-In Centre Society;
 - g. Clements Centre Society;
 - h. Cowichan District Hospital Foundation;
 - i. Cowichan Valley Hospice Society;
 - j. Cowichan Neighbourhood House Association;
 - k. Cowichan Valley Basket Society;
 - l. Crofton Community Centre Society;
 - m. District of North Cowichan (RCMP Detachment);
 - n. Crofton Seniors Society;
 - o. Duncan Community Lodge Society;
 - p. Duncan-Cowichan Chamber of Commerce;
 - q. Harbour View Housing Society;
 - r. Chemainus Rotary Club;
 - s. Somenos Community Association;
 - t. Steeples Housing Society;
 - u. The Sword Ministries Society;
 - v. Vimy Community Club; and,
 - w. Westholme School Society.

10. QUESTION PERIOD

Members of the public shall be provided an opportunity to ask questions of Council regarding matters discussed at the meeting and shall be allotted up to 30 seconds each to ask their question. Question Period is limited to 15 minutes.

11. ADJOURNMENT

Once all the business is done and over with, the Mayor may declare the meeting adjourned without requiring a resolution of Council.