

**Municipality of North Cowichan  
Special Council  
MINUTES**

**April 15, 2020, 1:30 p.m.  
Electronically**

Members Present            Mayor Al Siebring  
                                 Councillor Rob Douglas  
                                 Councillor Christopher Justice  
                                 Councillor Tek Manhas  
                                 Councillor Rosalie Sawrie  
                                 Councillor Debra Toporowski

Members Absent            Councillor Kate Marsh

Staff Present                Ted Swabey, Chief Administrative Officer (CAO)  
                                 Mark Frame, General Manager, Financial and Protective Services  
                                 Ernie Mansueti, General Manager, Community Services  
                                 Sarah Nixon, General Manager, Corporate Services  
                                 David Conway, Director of Engineering  
                                 Rob Conway, Director of Planning and Building  
                                 George Farkas, Manager, Corporate Planning and Projects  
                                 Martin Drakeley, Manager, Fire and Bylaw Services  
                                 Megan Jordan, Acting, Manager, Communications and Public Engagement  
                                 Michelle Martineau, Corporate Officer  
                                 Tricia Mayea, Deputy Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, Mayor Siebring called the meeting to order at 1:36 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That Council approve the agenda, as amended, to include a Mayor’s Report prior to Public Input.

**CARRIED**

**MAYOR'S REPORT**

Mayor Siebring provided a verbal report and update on operational and policy changes that have been implemented in response to the COVID-19 pandemic.

**3. PUBLIC INPUT**

Council received seven submissions regarding agenda item 4.2 which were read out.

**4. BYLAWS**

**4.1 Revenue Anticipation Borrowing Bylaw No. 3783, 2020**

IT WAS MOVED AND SECONDED:

That Council give first, second and third readings to Revenue Anticipation Borrowing Bylaw No. 3783, 2020.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council adopts Revenue Anticipation Borrowing Bylaw No. 3783, 2020.

**CARRIED**

**4.2 2020 - 2024 Financial Plan and Tax Rates Bylaws**

IT WAS MOVED AND SECONDED:

That Council direct staff to eliminate hiring the three new positions slated for the fourth quarter in 2020 and to reconsider the matter in 2021.

(Opposed: Sawrie)

**CARRIED**

IT WAS MOVED AND SECONDED:

That the budgeted compensation for Mayor and Council be reduced by 25% for the Mayor and 10% for Council from May 1, 2020 – October 31, 2020;  
And That the Council Remuneration Bylaw be amended to include the reduced compensation.

IT WAS MOVED AND SECONDED:

That the main motion be amended to change the Mayor's amount from 25% to 10%.

(Opposed: Siebring)

**CARRIED**

The main motion, as amended, was voted on as follows:

IT WAS MOVED AND SECONDED:

That the budgeted compensation for Mayor and Council be reduced by 10% from May 1, 2020 – October 31, 2020;

And That the Council Remuneration Bylaw be amended to include the reduction in compensation.

(Opposed: Siebring)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council's travel budget be reduced by \$30,000 in 2020.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council defer the CAEP Fund 0.5% surtax for the 2020 tax year on the understanding that the surtax will continue in 2021.

(Opposed: Douglas; Justice; Sawrie; Toporowski)

**DEFEATED**

IT WAS MOVED AND SECONDED:

That Council authorize the Forestry Department to resume logging at 2019 levels for 2020.

(Opposed: Siebring; Douglas; Justice; Sawrie; Toporowski)

**DEFEATED**

IT WAS MOVED AND SECONDED:

That Council give first reading to Five-Year Financial Plan Bylaw, No. 3785, 2020.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council amend Schedule 1 in Five-Year Financial Plan Bylaw, No. 3785, 2020 by reducing column 2, row 2 'Property Taxes' revenues by \$115,000 and reducing column 2, row 8 'General Operating' expenses by \$115,000.

(Opposed: Manhas)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council give second and third readings, as amended, to Five-Year Financial Plan Bylaw, No. 3785, 2020.

(Opposed: Manhas)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council adopts Five-Year Financial Plan Bylaw, No. 3785, 2020.

(Opposed: Manhas)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council give first reading to Tax Rates Bylaw, No. 3786, 2020.

(Opposed: Manhas)

**CARRIED**

The meeting recessed at 3:28 p.m. and reconvened at 3:40 p.m.

IT WAS MOVED AND SECONDED:

That Council amend Schedule A in Tax Rates Bylaw No.3786, 2020 by striking out the amounts in Column A and replacing them with:

- 3.4945 for Residential
- 28.3690 for Utility
- 30.2969 for Major Industry
- 13.2646 for Light Industry
- 8.9967 for Business
- 14.3032 for Managed Forests
- 3.4945 for Recreational/Non-Profit
- 3.4945 for Farm

(Opposed: Manhas)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council give second and third readings, as amended, to Tax Rates Bylaw, No. 3786, 2020.

(Opposed: Manhas)

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council adopts Tax Rates Bylaw, No. 3786, 2020.

(Opposed: Manhas)

**CARRIED**

#### **4.3 Fees and Charges Bylaw No. 3784, 2020**

IT WAS MOVED AND SECONDED:

That Council give first, second and third readings to Fees and Charges Bylaw No. 3784, 2020.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council adopts Fees and Charges Bylaw No. 3784, 2020.

**CARRIED**

### **5. REPORTS**

#### **5.1 Update on the Alternate Approval Process (AAP) Communication Plan for the RCMP Facility**

IT WAS MOVED AND SECONDED:

That Council approve the revised Communication Plan for the new North Cowichan/Duncan RCMP detachment and, notwithstanding the 90-day postponement of all public engagement made by Council on March 18, 2020, that staff be directed to proceed with the alternative approval process at this time.

**CARRIED**

#### **5.2 Council Strategic Plan: Quarter 1 Update (January – March 31, 2020)**

IT WAS MOVED AND SECONDED:

That Council accept the 2020 Quarter 1 Update on the 2019-2022 Council Strategic Plan as presented by the Manager, Corporate Planning and Projects.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council direct staff to engage with the consultants to evaluate ways to continue the Forestry and Official Community Plan public engagement processes virtually or otherwise, and report back to Council.

**CARRIED**

#### **5.3 Electronic Meetings and Related Ministerial Orders**

Council received, for information, the Manager of Legislative Services report dated April 15, 2020 regarding electronic meetings and related Ministerial Orders.

**5.4 Bylaw Enforcement Role Regarding Social Distancing and Related Ministerial Orders**

Council received, for information, the General Manager of Financial and Protective Services, report dated April 15, 2020 regarding Bylaw Enforcement's role regarding social distancing and related Ministerial Orders.

IT WAS MOVED AND SECONDED:

That Council suspend the rules to allow the addition of an agenda item under New Business – Item 6.1 How can the Municipality of North Cowichan help restart the Local Economy.

**CARRIED**

**6. NEW BUSINESS**

**6.1 How can the Municipality of North Cowichan help restart the Local Economy**

Council discussed possible ways that the Municipality could help facilitate the local economy over the coming months. It was determined that this topic will be revisited at a future date.

**7. CLOSED SESSION**

IT WAS MOVED AND SECONDED:

That the meeting be closed to the public at 4:34 p.m. in order that the items, the subjects of which falls under sections 90(1)(c), (e) and (j) of the *Community Charter* which pertains to labour relations, acquisition, disposition or expropriation of land or improvements and information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* be discussed.

**CARRIED**

IT WAS MOVED AND SECONDED:

That Council extend the meeting past three hours.

**CARRIED**

**8. ADJOURNMENT**

Council adjourned the meeting at 5:00 p.m.

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Certified by Corporate Officer

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Signed by Mayor