

# Municipality of North Cowichan

## Regular Council

### MINUTES

June 3, 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 Jason Birch, Chief Information Officer Megan Jordan, Acting, Manager, Communications and Public Engagement Dave Preikshot, Senior Environmental Specialist Mairi Bosomworth, Community Planner 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 1:30 p.m.

#### 2. APPROVAL OF AGENDA

Council added a late item (2020 Pride Flag Raising Request) to the meeting under Item 9.3.

IT WAS MOVED AND SECONDED:

That Council adopt the agenda, as amended.

**CARRIED**

#### 3. MAYOR'S REPORT

Mayor Siebring provided a verbal update on the District of North Cowichan's phase 2 COVID recovery plans.

#### 4. ADOPTION OF MINUTES

##### 4.1 Regular Council meeting held May 20, 2020

IT WAS MOVED AND SECONDED:

That Council adopt the minutes of the Regular Council meeting held May 20, 2020.

**CARRIED**

**5. PUBLIC INPUT**

Council received two submissions via email prior to the meeting regarding agenda items 7.3 and 7.6. A summary of those submissions was read out in the meeting.

**6. BYLAWS**

**6.1 Adoption of Zoning Amendment Bylaw No. 3774 (2755 Crozier Road), 2020**

IT WAS MOVED AND SECONDED:

That Council adopt "Zoning Amendment Bylaw (2755 Crozier Road), 2020", No. 3774.

**CARRIED**

**7. REPORTS**

**7.1 Development Variance Permit Application No. DVP00054 for lots 13 - 16 Farleigh Way and lot 17 Adams Road**

IT WAS MOVED AND SECONDED:

That the application for DVP00054 be referred back to staff to ensure that the lots fronting Ernest Lane and Farleigh Way are developed in a pedestrian friendly design.

(Opposed: Siebring, Sawrie, Toporowski, Manhas)

**DEFEATED**

IT WAS MOVED AND SECONDED:

That Council authorize the issuance of a development variance permit to vary Section 80.12(13)(e) of Zoning Bylaw 2950, 1997 by eliminating the requirement that all site parking must be accessed by a lane rather than a street for Lots 13-17 on Plan EPP91256.

(Opposed: Douglas and Justice)

**CARRIED**

**7.2 2020-01 Hydro Excavating Service Agreement Approval**

IT WAS MOVED AND SECONDED:

That Council authorize the Mayor and Corporate Officer to execute the agreement between the District of North Cowichan and GFL Environmental Limited for hydro excavation services, at a rate of \$145 per hour, for a term of 3 years commencing June 4, 2020.

**CARRIED**

**7.3 Commencement of the Alternative Approval Process (AAP) for the RCMP Facility**

IT WAS MOVED AND SECONDED:

That Council direct the Corporate Officer to undertake an alternative approval process to determine the opinion of the electors with regard to the "North Cowichan / Duncan Integrated RCMP Facility Loan Authorization Bylaw No. 3787, 2020" which proposes to bring together the North Cowichan/Duncan Detachment, Forensic Identification Services, South Island Traffic Services, and Indigenous Policing and a debenture not to exceed \$48,000,000 be obtained to finance the new facility; and that the 30-day notice period, commencing on June 12, 2020 and ending on July 14, 2020, for submitting and receiving elector response forms, is established;

And That Council has determined that the total number of eligible electors for the alternative approval process for the Bylaw No. 3787 is 26,916, and that approval of the electors is obtained if elector responses received are less than ten (10) percent (2,692) of the total number of eligible electors;

And Further That Council establish that the Elector Response Form, as attached to the Manager of Legislative Services report dated June 3, 2020, be available at the Municipal Hall and online from June 4, 2020 to July 14, 2020. **CARRIED**

**7.4 Update on the Riparian Areas Protection Regulation**

The Senior Environmental Specialist provided a presentation to Council that outlined changes to the Provincial Riparian Areas Protection Regulations and the Federal Fisheries Act.

Councillor Douglas left the meeting at 3:03 p.m. and returned at 3:05 p.m.

**7.5 Municipal Contract Policing Multi-Year Financial Plan (2021/2022)**

The meeting recessed at 3:27 p.m. and reconvened at 3:36 p.m.

IT WAS MOVED AND SECONDED:

That Council approve in principle the addition of one (1) member to the North Cowichan detachment to bring the total detachment strength to thirty-three (33) and approve in principle the budget estimate of \$6.98 million at 100% (90% of which the municipality is responsible for) for the 2021/22 fiscal year, including \$500,000 of capital equipment.

(Opposed: Douglas, Justice, Sawrie, Toporowski)

**DEFEATED**

IT WAS MOVED AND SECONDED:

That Council approve in principle the total North Cowichan RCMP detachment strength of thirty-two (32) and approve in principle the budget estimate of \$6.76 million at 100% (90% of which the municipality is responsible for) for the 2021/22 fiscal year, including \$500,000 of capital equipment.

(Opposed: Siebring, Manhas)

**CARRIED**

**7.6 Creation of a Public Engagement Framework and Policy**

IT WAS MOVED AND SECONDED:

That Council establish a select committee to work with staff and the consultant engaged to develop a Public Engagement Policy and Engagement Framework; and that Mayor Siebring and Councillors Sawrie and Douglas be appointed to the committee.

**CARRIED**

**7.7 2019 Statement of Financial Information**

IT WAS MOVED AND SECONDED:

That Council approve the 2019 Statement of Financial Information.

**CARRIED**

**7.8 COVID-19 Budget Implications: New Threats, New Opportunities**

The Chief Administrative Officer and the General Manager, Financial and Protective Services provided a presentation to Council regarding budget implications that outlined new threats and opportunities due to the COVID-19 pandemic.

**7.9 Resumption of Public Hearings and Board of Variance Business**

IT WAS MOVED AND SECONDED:

That Council remove their moratorium on public hearings to allow them to be held electronically as authorized under Ministerial Order M139/2020 and in accordance with Section 465(3) of the *Local Government Act*;

And that the public be permitted to make submission to Council in writing by email or via Canada Post, or by teleconference;

And further that Council direct staff to prepare an amendment to the *Fees and Charges Bylaw*, to reduce the fee for a Development Variance Permit to \$250 for a person who would be eligible to submit an application to the Board of Variance, while the provincial state of emergency in relation to the COVID-19 pandemic is in effect. **CARRIED**

**8. NOTICES OF MOTIONS**

None.

**9. NEW BUSINESS**

**9.1 CVRD Staff Report regarding 2020 UBCM Resolutions**

Council reviewed the CVRD report regarding 2020 UBCM resolutions.

**9.2 Request for Letter of Support - Duncan Train Station Rehabilitation Project**

IT WAS MOVED AND SECONDED:

That Council authorize the Mayor to provide a letter of support to the Cowichan Heritage Society for their rehabilitation of the Heritage Railway Station building. **CARRIED**

**9.3 2020 Pride Flag Raising Request**

IT WAS MOVED AND SECONDED:

That Council show its support for inclusion and diversity and the LGBTQ2S+ community by flying the pride flag during the month of June 2020 at the Cowichan Aquatic Centre in accordance with the Flag Protocol policy. **CARRIED**

**10. QUESTION PERIOD**

Mayor Siebring called for a recess at 5:00 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. Two questions were submitted when the meeting reconvened at 5:10 p.m.

**11. MOTION TO CLOSED MEETING**

IT WAS MOVED AND SECONDED:

That Council close the June 3, 2020 Regular Council meeting at 5:15 p.m. to the public on the basis of the following section(s) of the *Community Charter*:

- 90(1)(a) - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and
- 90(1)(c) - labour relations or other employee relations.

**CARRIED**

**12. RISE AND REPORT**

IT WAS MOVED AND SECONDED:

That Council rise without report and adjourn the Council Closed meeting at 6:45 p.m.

**CARRIED**

**13. ADJOURNMENT**

Council adjourned the meeting at 6:45 p.m.

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Certified by Corporate Officer

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Signed by Mayor