

# Municipality of North Cowichan Committee of the Whole MINUTES

June 24, 2020, 6:00 p.m.  
Electronically

Members Present	Mayor Al Siebring Councillor Rob Douglas Councillor Christopher Justice Councillor Tek Manhas Councillor Rosalie Sawrie
Members Absent	Councillor Debra Toporowski Councillor Kate Marsh
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) Sarah Nixon, Deputy Chief Administrative Officer (D/CAO) David Conway, Director of Engineering Rob Conway, Director of Planning and Building Michelle Martineau, Corporate Officer Chris Hutton, Community Planning Coordinator

## 1. CALL TO ORDER

There being a quorum present, Councillor Justice called the meeting to order at 6:01 p.m.

IT WAS MOVED AND SECONDED:

That pursuant to Ministerial Order No. M192 and the procedures established by the Municipality of North Cowichan to protect the health and safety of the public and municipal staff while they perform work within the Municipal Hall, the attendance of the public at today's Committee of the Whole meeting cannot be accommodated because of the limitations placed on mass gatherings by the Provincial Health Officer; our inability to provide for adequate physical distancing between members of Council, staff, and the public or to create separate entrance and exits with one-way walkways for the public in Council Chambers; and further that to ensure openness, transparency, accessibility and accountability for this meeting, the Municipality of North Cowichan:

- is livestreaming the meeting to enable the public to hear and see the proceedings;
- is allowing the public to submit input on agenda items by email;
- is allowing the public to submit questions during the Question Period portion of the meeting, in real time;
- has provided notice of today's meeting, including how the public may view and participate in the meeting;
- has made the meeting agenda, as well as all other relevant documents, available on the municipal website prior to today's meeting; and
- will be archiving the meeting video for future viewing by members of the public. **CARRIED**

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That the Committee of the Whole agenda be approved.

**CARRIED**

**3. ADOPTION OF MINUTES**

IT WAS MOVED AND SECONDED:

That the minutes of the Committee of the Whole held June 9, 2020 be adopted.

**CARRIED**

**4. PUBLIC INPUT**

No public submissions were received.

**5. WORKSHOP**

**5.1 Presentation from MODUS Planning Design & Engagement**

The OCP consultants from MODUS, Rob Barrs and Suzy Lunn, facilitated the workshop with the Committee of the Whole and responded to questions and comments regarding their gap analysis and engagement plan which was the focus of their presentation. A copy of the presentation and supplemental documents was included in the agenda.

The consultants and staff responded to questions of Council in relation to the impact of COVID-19, form and character guidelines for single family developments to improve walkability, using a climate lens that does not just focus on greenhouse gases but growth and strengthening the environment, being intentional about who we are planning for and what kind of community we want to be by balancing the needs of current and future residents, demographic projections, local area plans, economic growth, environment and culture, high tech, attracting new business and supporting local entrepreneurs and artisans, technical and business training, sustainability, density, growth centres and where growth should be focused, public engagement platforms and how the public will be directed to the website, public engagement during the summer months, use of OCP Ambassadors, participating in other organizations meetings, and increasing the diversity of the Ambassador volunteers.

Councillor Manhas had technical difficulties and lost his connection at 6:59 p.m. and was able to rejoin the meeting at 7:01 p.m.

**5.2 Official Community Plan (OCP) Update - Gap Analysis**

IT WAS MOVED AND SECONDED:

That the Committee of the Whole accept the OCP Policy Gap Analysis report for review and comment.

**CARRIED**

**5.3 OCP Volunteers Membership Appointment**

IT WAS MOVED AND SECONDED:

That it be recommended to Council:

That staff initiate call for replacement volunteers to participate on the OCP Advisory Committee or as an OCP Ambassador on either of the Quamichan, Berkey's Corner, and

South End Centre teams.

**CARRIED**

**5.4 OCP Update – Engagement Plan**

IT WAS MOVED AND SECONDED:

That the Committee of the Whole receive the draft OCP Engagement Plan for its review and comment.

**CARRIED**

**6. NEW BUSINESS**

No items.

**7. QUESTION PERIOD**

Councillor Justice called for a recess at 8:11 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. No questions submitted when the meeting reconvened at 8:22 p.m.

**8. ADJOURNMENT**

IT WAS MOVED AND SECONDED:

That the meeting be adjourned at 8:23 p.m.

**CARRIED**

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Certified by Corporate Officer

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Signed by Mayor