

**Municipality of North Cowichan
Regular Council
MINUTES**

**June 17, 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) Sarah Nixon, Deputy Chief Administrative Officer (D/CAO) Mark Frame, General Manager, Financial and Protective Services Ernie Mansueti, General Manager, Community Services David Conway, Director of Engineering Rob Conway, Director of Planning and Building George Farkas, Acting Director of Human Resources Dave Preikshot, Senior Environmental Specialist Shaun Chadburn, Environmental Programs Coordinator 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 amended the agenda by removing Item 7.1 and by adding two late items to be closed under Sections 90(2)(b) and 90(1)(i) of the *Community Charter*.

IT WAS MOVED AND SECONDED:

That Council adopt the agenda, as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council meeting held June 3, 2020

IT WAS MOVED AND SECONDED:

That Council adopt the minutes of the Regular Council meeting held June 3, 2020.

CARRIED

4. MAYOR'S REPORT

Mayor Siebring provided a verbal update on the COVID-19 Cowichan task force for vulnerable populations, the status of resuming in-person Council meetings, and the pending retirement of Ernie Mansueti.

5. PUBLIC INPUT

Council received two submissions via email prior to the meeting regarding agenda items 7.3 and 7.4. A summary of those submissions was read out in the meeting.

6. BYLAWS

6.1 Fees and Charges Amendment Bylaw No. 3793, 2020

IT WAS MOVED AND SECONDED:

That Council give first, second and third readings to the Fees and Charges Amendment Bylaw No. 3793, 2020. **CARRIED**

IT WAS MOVED AND SECONDED:

That Council adopt the Fees and Charges Amendment Bylaw No. 3793, 2020. **CARRIED**

Councillor Manhas declared a conflict of interest on the next item on the agenda, stating that his employer has submitted a competing Zoning Amendment application, and left the meeting at 1:46 p.m.

6.2 Zoning Bylaw Amendment Application No. ZB000124 (9568 Chemainus Road) - Cannabis Retail Sales

IT WAS MOVED AND SECONDED:

That Council give first and second Reading to "Zoning Amendment Bylaw (Cannabis Sales – 9568 Chemainus Road), 2020" No. 3782 to permit cannabis retail sales; and,

That Council require the Applicant to conduct an Information Meeting prior to scheduling of a Public Hearing as required by the *Local Government Act* and Council's consideration of third reading. **CARRIED**

Councillor Manhas returned to the meeting at 1:57 p.m.

7. REPORTS

7.1 Crofton Commons Covenant Amendment

This item was removed from the agenda.

7.2 Regulation of Cannabis Production Facilities in the Agricultural Land Reserve

IT WAS MOVED AND SECONDED:

That Council direct staff to draft zoning regulations to limit cannabis production to soil-based production only in accordance with the Agricultural Land Reserve use regulation;

Further that Council direct staff to draft a Non-Soil-Based Agricultural Land Reserve Cannabis Production Facility Council Policy for Council's consideration. **CARRIED**

7.3 "Clean BC Better Homes" Program Overview

Councillor Douglas left the meeting at 2:21 p.m. and returned at 2:23 p.m.

IT WAS MOVED AND SECONDED:

That Council direct staff to enroll North Cowichan in the Clean BC Better Homes Program, allocate up to \$30,000 from the Climate Action Reserve Fund to support additional municipal incentives as outlined in the staff report from the Environmental Programs Coordinator dated June 17, 2020, and to provide the rebates on a first-come first-served basis until the allocated funds are exhausted. (Opposed: Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

That further to participating in the Clean BC Better Homes Program, that Council authorize staff to participate in the rebate program for fitting windows and doors.

CARRIED

7.4 Climate Action Plan Update and Digital Engagement

Jeremy Murphy from Sustainability Solutions Group provided Council with an update on the Climate Action and Energy Plan.

IT WAS MOVED AND SECONDED:

That Council direct staff to proceed with a digital engagement session with the proposed list of organizations and stakeholders, staff, and the consultants for participation in the Climate Action Energy Plan digital information and engagement session.

(Opposed: Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

That the meeting be extended until 8:00 p.m.

CARRIED

The meeting recessed at 4:33 p.m. and reconvened at 4:40 p.m.

7.5 Chemainus Road Corridor Improvements Stage 2 Tender - Contract Reference No. 2020-14

IT WAS MOVED AND SECONDED:

That Council authorize:

1. the award of the Chemainus Road Corridor Improvements Stage 2 Tender which closes on June 23, 2020 to the lowest qualified bidder provided that the total tendered price (not including GST) is within the available budget of \$2,955,732; and
2. the Mayor and Corporate Officer to execute the Construction Contract for the works as set out in the Tender.

CARRIED

7.6 Council Strategic Plan Quarter 2 Update (April to June 30, 2020)

IT WAS MOVED AND SECONDED:

That Council accept the 2020 Quarter 2 Update on the 2019-2022 Council Strategic Plan as presented by the A/Director, Human Resources. **CARRIED**

IT WAS MOVED AND SECONDED:

That staff be directed to bring forward to an upcoming Committee of the Whole meeting a discussion about clarifying the RCMP service review and if possible engage a consultant for this process as soon as practical. **CARRIED**

7.7 2021 Budget Direction

IT WAS MOVED AND SECONDED:

1. That staff be directed to prepare the 2021-2025 budget based on the 'Recovery Budget' option outlined in the General Manager, Financial and Protective Services' 2020 - 2025 Budget Direction PowerPoint Presentation dated June 9, 2020.
2. That staff, in preparing the 2021 Capital and Operating Budget, will include consideration of a recovery plan that is oriented to:
 1. Developing projects, and finding resources to work on, improving our natural assets and green infrastructure and achieving our climate related mitigation, adaptation resiliency goals; and which
 2. Provide both short and longer term employment opportunities for those sectors of society that have been particularly impacted by the pandemic shut down to support the local Cowichan economy; and
 3. That is "agile" in the sense of anticipating possible second waves of infection and economic shutdown, and which recognizes the uncertainty of the immediate future. **CARRIED**

7.8 2021 Budget Schedule

IT WAS MOVED AND SECONDED:

That Council approve a 2021 Budget Meeting schedule based on evening meetings in November and December on off Council weeks. **CARRIED**

7.9 2020 Committee of the Whole Meeting Schedule

IT WAS MOVED AND SECONDED:

That Council endorse the 2020 Committee of the Whole meeting schedule, as outlined in the Deputy Corporate Officer's report titled 2020 Committee of the Whole Meeting Schedule, dated June 17, 2020, and that public notice be provided in accordance with the Council Procedure Bylaw and section 94 of the *Community Charter*. **CARRIED**

8. NOTICES OF MOTIONS

No items.

9. NEW BUSINESS

No items.

10. QUESTION PERIOD

Mayor Siebring called for a recess at 5:30 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. Two submissions were received and read out when the meeting reconvened at 5:40 p.m.

11. CLOSED SESSION

IT WAS MOVED AND SECONDED:

That Council close the June 17, 2020 Regular Council meeting at 5:42 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;
- 90(1)(c) - labour relations or other employee relations;
- 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;
- 90(1)(m) - a matter that, under another enactment, being section 16(1)(a)(iii) of the *Freedom of Information and Protection of Privacy Act*, is such that the public may be excluded from the meeting; and
- 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

12. RISE AND REPORT

Council rose without report from the closed meeting at 8:45 p.m.

13. ADJOURNMENT

Council adjourned the meeting at 8:45 p.m.

Certified by Corporate Officer

Signed by Mayor