Municipality of North Cowichan Committee of the Whole MINUTES

November 10, 2020, 6:00 p.m. Electronically

Members Present	Councillor Tek Manhas, Chair Mayor Al Siebring Councillor Rob Douglas Councillor Christopher Justice Councillor Kate Marsh Councillor Rosalie Sawrie Councillor Debra Toporowski
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) Sarah Nixon, Deputy Chief Administrative Officer (D/CAO) David Conway, Director Engineering George Farkas, Director, Human Resources and Corporate Planning Rob Conway, Director, Planning and Building Clay Reitsma, Senior Manager, Engineering Megan Jordan, Manager, Communications and Public Engagement Chris Hutton, Community Planning Coordinator Michelle Martineau, Corporate Officer Tricia Mayea, Deputy Corporate Officer

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

IT WAS MOVED AND SECONDED: That the Committee of the Whole agenda be adopted as circulated. CARRIED

3. ADOPTION OF MINUTES

3.1 Committee of the Whole meeting held October 13, 2020 for adoption

IT WAS MOVED AND SECONDED: That Council adopt the minutes of the Committee of the Whole meeting held October 13, 2020. CARRIED

4. PUBLIC INPUT

The Committee received no submissions via email prior to the meeting.

5. **BUSINESS**

5.1 Official Community Plan (OCP) Draft Principles, Goals and Vision Statement

Suzy Lunn, Senior Planner, and Rob Barrs, Principal, Senior Planner, from MODUS Planning, Design & Engagement provided a presentation regarding North Cowichan OCP Vision, Goals and Principles.

Council agreed by unanimous consent to submit the three additional OCP principles outlined by Councillor Justice to MODUS to receive for information and to consider incorporating it into the OCP.

Council agreed by unanimous consent to submit the additional OCP vision statements outlined by Councillor Justice to MODUS to receive for information and to consider incorporating it into the OCP.

IT WAS MOVED AND SECONDED: That the Committee of the Whole recommends to Council:

That Council accepts the Vision and Goals Survey Summary Report and receives the Draft Principles, Goals and Vision Statement Interim Report for information. CARRIED

The meeting recessed by unanimous consent at 7:43 p.m. and reconvened at 7:55 p.m.

5.2 Official Community Plan (OCP) Project Status Update

Chris Hutton, Community Planning Coordinator provided an OCP project status update that included timeline impacts, budget impacts, an updated timeline, dependent projects, and community character mapping.

Councillor Douglas left the meeting at 8:05 p.m.

IT WAS MOVED AND SECONDED: That the Committee of the Whole recommends to Council:

That Council accepts the Official Community Plan (OCP) Project Status Update report. CARRIED

5.3 Environmental Advisory Committee Terms of Reference

David Conway, Director, Engineering, workshopped with Council to determine the desired Environmental Advisory Committee Terms of Reference.

Councillor Douglas returned to the meeting at 8:38 p.m.

IT WAS MOVED AND SECONDED: That the meeting be extended until 10:00 p.m.

CARRIED

Council agreed by unanimous consent that the following be included in the Environmental Advisory Committee Terms of Reference:

• The Committee shall meet bi-monthly through the completion of the OCP and then re-evaluate the meeting frequency after that.

- There shall be one Council member appointed to the Committee who will be the Chair.
- The membership shall consist of members from the public who have expertise in the environmental field as a first priority, and sector representation shall be of secondary consideration.
- The roles and functions of the Committee shall include "other emerging issues referred to by Council" in addition to the ones noted in the draft Terms of Reference provided to Council.

5.4 Local Government and First Nations Relationships Training

IT WAS MOVED AND SECONDED:

That item 5.4 [Local Government and First Nations Relations Training] be deferred to the next Committee of the Whole meeting. CARRIED

5.5 Council Training Opportunities

Council by unanimous consent agreed to defer the discussion regarding Council Training Opportunities to the next Committee of the Whole meeting.

6. NEW BUSINESS

None.

7. QUESTION PERIOD

Chair Manhas called for a recess at 9:16 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. One question had been submitted when the meeting reconvened at 9:26 p.m.

8. ADJOURNMENT

IT WAS MOVED AND SECONDED: That the meeting be adjourned at 9:28 p.m.

CARRIED

Certified by Corporate Officer

Signed by Mayor