

Municipality of North Cowichan

Regular Council

MINUTES

December 2, 2020, 1:30 p.m.
Electronically

Members Present

Mayor Al Siebring
Councillor Rob Douglas
Councillor Christopher Justice
Councillor Tek Manhas
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)
Mark Frame, General Manager, Financial and Protective Services
David Conway, Director, Engineering
Clay Reitsma, Senior Manager, Engineering
Don Stewart, Director, Parks and Recreation
Rob Conway, Director, Planning and Building
Shawn Cator, Director, Operations
George Farkas, Director, Human Resources and Corporate Planning
Jason Birch, Chief Information Officer
Alyssa Meiner, Information Management Officer
Megan Jordan, 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 1:30 p.m.

2. APPROVAL OF AGENDA

2.1 Approval of Consent Agenda

Item 2.3 [November 16, 2020 email from the Canadian Federation of Independent Business regarding the internal review of the development application for 3137 Henry Road] was removed from the Consent Agenda and added to the Regular Agenda under New Business, Item 11.2.

IT WAS MOVED AND SECONDED

That the Consent Agenda be approved:

1. That the following minutes be received for information purposes only:
 - October 28, 2020 OCP Advisory Group Minutes
 - October 22, 2020 OCP Community Ambassador Team Minutes

- October 20, 2020 OCP Community Ambassador Team Minutes

ADOPTED ON CONSENT

2. That the following correspondence is received for information purposes only:
 - 2.1. November 14, 2020 email from a resident regarding the use of municipal flag poles
 - 2.2. November 14, 2020 email from a resident regarding a request to purchase a building for the Neighborhood House in Chemainus
 - 2.4. November 16, 2020 email from a resident regarding signage and bylaw compliance officers hours to enforce parking on Kaspas Road near Mount Tzouhalem on weekends
 - 2.5. November 18, 2020 email from the Office of the Lieutenant Governor announcing the British Columbia Reconciliation Award (Note: Nominations Close - January 15, 2021)
 - 2.6. November 19, 2020 email from a Sooke resident asking why people continue to follow the restrictions put in place in relation to COVID-19
 - 2.7. November 19, 2020 email from a resident regarding the use of the alternative approval process for Crofton Fire Hall
 - 2.8. November 20, 2020 email from a resident regarding Council's decision to appeal the court decision in relation to the race track
 - 2.9. November 22, 2020 email from a resident regarding Council's decision to deny the Motorsport Track's request for expansion 9
 - 2.10. November 23, 2020 email from a resident inquiring why North Cowichan was not included in the Capital Regional District's Speculation Tax Plan.

ADOPTED ON CONSENT

2.2 Approval of Regular Agenda

Item 2.3 under the Consent Agenda was added to New Business as Item 11.2.

IT WAS MOVED AND SECONDED:

That Council adopt the agenda, as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council meeting held November 18, 2020 for adoption

An error was noted in the November 18, 2020 Regular Council minutes and the words 'arrived at' was removed following Councillor Rob Douglas' name in the Members Present list.

IT WAS MOVED AND SECONDED:

That Council adopt the minutes of the Regular Council meeting held November 18, 2020, as amended.

CARRIED

4. MAYOR'S REPORT

Mayor Siebring had nothing to report.

5. DELEGATIONS AND PRESENTATIONS

5.1 Cowichan Green Community

Judy Stafford and Sandy Munns from the Cowichan Green Community provided a presentation in relation to the property they lease from North Cowichan located at 2431 Beverly Street that included a site history, related local municipal policies and plans, 2020 initiatives, the Garden Education Centre, and their goals looking forward. They asked that Council consider entering into a longer-term lease and that the lease be amended to include the installation of a commercial kitchen, warehouse space, and connection to municipal water and sewer. A copy of the presentation was included in the agenda.

6. PUBLIC INPUT

Council received no submissions via email prior to the meeting.

7. BYLAWS

7.1 Housing Agreement Bylaw and Leases for Willow Street and Sherman Road Affordable Housing Projects

IT WAS MOVED AND SECONDED:

That Council adopt Housing Agreement Bylaw 2020, No. 3805. (Opposed: Manhas)
CARRIED

IT WAS MOVED AND SECONDED:

That Council approve the lease with CLT0003 Community Society (Inc. No. SS0070806) for the affordable housing 3191 Sherman Rd site for a term of 99 years at a lease rate of \$10 and authorize the Corporate Officer to sign the lease and forms to register the lease on title. (Opposed: Manhas)
CARRIED

IT WAS MOVED AND SECONDED:

That Council approve the lease with CLT0003 Community Society (Inc. No. SS0070806) for the affordable housing site at 9800 Willow St for a term of 99 years at a lease rate of \$10 and authorize the Corporate Officer to sign the lease and forms to register the lease on title. (Opposed: Manhas)
CARRIED

7.2 Parks and Public Places Regulation Amendment Bylaw, 2020 No. 3806 for adoption

IT WAS MOVED AND SECONDED:

That Council adopt Parks and Public Places Regulation Amendment Bylaw, 2020, No. 3806. CARRIED

7.3 Municipal Ticket Information System Amendment Bylaw, 2020 No. 3807 for adoption

IT WAS MOVED AND SECONDED:

That Council adopt Municipal Ticket Information System Amendment Bylaw, 2020, No. 3807. CARRIED

7.4 Controlled Substance Bylaw No. 3803, 2020 for first three readings

IT WAS MOVED AND SECONDED:

That Council give first, second and third readings to Controlled Substance Bylaw No. 3803, 2020. CARRIED

7.5 Nuisance Abatement and Cost Recovery Bylaw No. 3804, 2020 for first three readings

IT WAS MOVED AND SECONDED:

That Council give first, second and third readings to Nuisance Abatement and Cost Recovery Bylaw No. 3804, 2020. CARRIED

7.6 Zoning Amendment Application No. ZB000132 (Lot 7 Wellburn Place) for first two readings

IT WAS MOVED AND SECONDED:

That Council give first and second readings to Zoning Amendment Bylaw No. 3809, 2020 to permit a second residential dwelling building on Lot 7 of Wellburn Place; And that a public hearing be scheduled for Bylaw No. 3809 in accordance with the *Local Government Act*. CARRIED

8. REPORTS

8.1 Temporary Mobile Home Permit Application for 5855 Menzies Road

IT WAS MOVED AND SECONDED:

That Temporary Mobile Home Application No. TTP00079 be approved and a permit be issued for a temporary mobile home located at 5855 Menzies Road, and that Council authorizes that the maximum width of the mobile home not to exceed 8.54 metres. CARRIED

8.2 2021 Schedule for Council and Committee of the Whole Meetings

IT WAS MOVED AND SECONDED:

1. That Council schedule regular Committee of the Whole meetings on the second Tuesday of each month in 2021, commencing at 6:00 p.m., with the exception of the September 2021 meeting, which shall be held on the first Tuesday (September 7, 2021) at 6:00 p.m.
2. That Council reschedule the following regular Council meetings:
 - first meeting in January from 1:30 p.m. on Wednesday, January 6, 2021, to 4:00 p.m. on Wednesday, January 13, 2021;
 - the first meeting in February from 1:30 p.m. on Wednesday, February 3, 2021, to 1:30 p.m. on Tuesday, February 2, 2021; and
 - the second meeting in September from 1:30 p.m. on Wednesday, September 15, 2021, to 1:30 p.m. on Tuesday, September 21, 2021
3. That Council cancel the July 7, 2021, and August 4, 2021, Regular Council meetings.

4. That Council approve the "2021 North Cowichan Council, Public Hearing and COW Schedule" as presented, and that public notice be provided in accordance with section 5 of the Council Procedure Bylaw. CARRIED

8.3 RCMP Office Supervisor/Police Support Services position

IT WAS MOVED AND SECONDED:

That Council direct staff to include a RCMP Office Supervisor/Police Support Services position in the 2021 Budget effective January 1, 2021. CARRIED

9. NOTICES OF MOTIONS

None.

10. UNFINISHED AND POSTPONED BUSINESS

None.

11. NEW BUSINESS

11.1 Affordable Housing

IT WAS MOVED AND SECONDED:

That Council postpone consideration of the motion "*That Council direct staff to work with the Cowichan Housing Association to develop an affordable housing policy and implementation strategy*" for two weeks. CARRIED

11.2 November 16, 2020 email from the Canadian Federation of Independent Business regarding the internal review of the development application for 3137 Henry Road [Consent Agenda Item 2.3]

The letter from the Canadian Federation of Independent Business regarding the property located at 3137 was discussed and a brief history and overview of the property was provided.

12. QUESTION PERIOD

Mayor Siebring called for a recess at 3:42 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. One email was received when the meeting reconvened at 3:52 p.m. but it was not a question related to any items on the agenda so it was not read out.

13. CLOSED SESSION

IT WAS MOVED AND SECONDED:

That Council close the December 2, 2020 Regular Council meeting at 3:53 p.m. to the public on the basis of the following sections of the *Community Charter*:

- (90)(1)(c) - labour relations or other employee relations;
- (90)(1)(e) - disposition or expropriation of land or improvements, which the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

- 90(1)(m) - a matter that, under another enactment, that being section 16(1)(a)(iii) of the Freedom of Information and Protection of Privacy Act related to intergovernmental relations or negotiations with an aboriginal government, 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

14. RISE AND REPORT

None.

15. ADJOURNMENT

Council adjourned the meeting at 5:56 PM to reconvene at the conclusion of the Committee of the Whole meeting. The meeting reconvened at 6:54 p.m.

Council adjourned the meeting at 7:57 p.m.

Certified by Corporate Officer

Signed by Mayor