

# **Municipality of North Cowichan**

## **Council - Regular and Public Hearings**

### **AGENDA**

Wednesday, February 17, 2021, 1:30 p.m.  
Electronically

**Pages**

#### **1. CALL TO ORDER**

This meeting, though electronic, is open to the public. All representations to Council will form part of the public record. Proceedings will be streamed live and archived at [www.northcowichan.ca](http://www.northcowichan.ca). Members of the public may join this online meeting and participate virtually during the Public Input and Question Period portions of the agenda.

- To join by computer, smartphone, or tablet, visit [northcowichan.ca/virtualmeeting](http://northcowichan.ca/virtualmeeting) for instructions.
- To join by telephone, dial 1.844.426.4405, enter the meeting ID 177 494 4065, and then press # to join the meeting.

#### **2. APPROVAL OF AGENDA**

##### **2.1. Approval of Consent Agenda**

10 - 64

Purpose: To adopt all recommendations appearing on the Consent Agenda in one motion. Any item may be moved out at the request of any Council member for discussion or debate, before the agenda is approved. Items removed from the Consent Agenda will be placed under New Business.

Recommendation:

That the Consent Agenda be approved.

##### **2.2. Approval of Regular Agenda**

Purpose: To consider any late items prior to adopting the agenda.

Recommendation:

That Council adopt the agenda, as circulated [or as amended].

#### **3. ADOPTION OF MINUTES**

##### **3.1. Regular Council meeting held February 2, 2021 for adoption**

65 - 74

Purpose: To consider if there were any errors or omissions prior to adopting the minutes.

Recommendation:

That Council adopt the minutes of the Regular Council meeting held February 2, 2021.

**4. MAYOR'S REPORT**

**5. DELEGATIONS AND PRESENTATIONS**

**5.1. 4th Quarter Report for RCMP Activities**

75 - 92

Purpose: Inspector Chris Bear to present the North Cowichan/Duncan RCMP quarterly report [October - December 2020].

**5.2. Update on Quamichan Lake Water Quality Monitoring and Management**

Purpose: To provide Council with a presentation about the activities conducted by environment staff in the monitoring and management of water quality in Quamichan Lake.

**6. PUBLIC INPUT**

Public Input is an opportunity for the public to provide their feedback on matters included on the agenda. The maximum number of speakers to be heard during the public input period is limited to five, with a maximum of three minutes allotted to each speaker. To be added to the speakers list, please:

- click on the 'raise your hand' button, if participating by computer, smartphone, or tablet, or
- dial \*3 on your phone

**7. BYLAWS**

**7.1. Zoning Amendment Bylaw (Cannabis Sales - 2763 Beverly Street), 2020 No. 3794 for adoption**

93 - 93

Purpose: To consider adoption of Zoning Amendment Bylaw (Cannabis Sales - 2763 Beverly Street), 2020 Bylaw No. 3794 which received Ministry of Transportation and Infrastructure approval on January 28, 2021.

Recommendation:

That Council adopt Zoning Amendment Bylaw (Cannabis Sales - 2763 Beverly Street), 2020 Bylaw No. 3794.

**7.2. Establishment of a Reserve Fund for the COVID-19 Safe Restart Grant**

94 - 97

Purpose: To establish a COVID-19 Safe Restart Grant Reserve.

Recommendation:

That Council give first, second and third readings to the Reserve Funds Establishment Amendment Bylaw No. 3817, 2021.

**8. REPORTS**

**8.1. REPORTS FOR DECISION**

### 8.1.1. COVID-19 Safe Restart Grant Budget Amounts for 2020 to 2023

Purpose: To consider the recommendations from the February 9, 2021 Committee of the Whole meeting regarding the 2020 to 2023 budget amounts to be claimed under the COVID-19 Safe Restart Grant.

Recommendation:

That Council allocate:

1. the following amounts for 2020 under the COVID-19 Safe Restart Grant:
  - the actual revenue shortfalls at the Cowichan Aquatic Centre and Fuller Lake Arena of approximately \$610,00
  - the additional operating expenses incurred in 2020 as a result of the pandemic of approximately \$681,000.
2. the following 2021 budget amounts to be claimed under the COVID-19 Safe Restart Grant:
  - \$1,128,000 be used to off set decreases in Recreation Revenue in 2021
  - Up to \$1,308,600 of 2021 expenditures which includes:
    - Additional COVID expenses \$143,300
    - Parks And Recreation \$416,000
    - Two term Bylaw positions \$192,300
    - Information Management/IT \$498,000
    - Vehicle costs – social distancing \$29,000
    - Working from home – Ergo support \$30,000
3. the following 2022 budget amounts to be claimed under the COVID-19 Safe Restart Grant, up to \$463,700:
  - Two term Bylaw positions \$196,100
  - Information Management/IT \$228,000
  - Vehicle costs – social distancing \$29,600
  - Working from home – Ergo support \$10,000
4. any unspent COVID-19 grant funds as of December 31, 2020 be transferred into the COVID-19 Safe Restart Grant reserve fund; and that COVID-19 grant funds be recognized to offset actual expenditures to a maximum of budget in 2021 and 2022; and further that the remaining funds in the COVID-19 Restart Reserve as of December 31, 2022 be reallocated for 2023 and future years' budgets.

### 8.1.2. Temporary Mobile Home Permit Application for 9023 Crofton Road

98 - 111

Purpose: To consider authorizing issuance of a Temporary Mobile Home Permit (TMHP) for 9023 Crofton Road in order to provide accommodation for the owner's child and her family, and to relax of the mobile home width requirement from 4.3 metres to 8.2 metres.

Recommendation:

That Temporary Mobile Home Permit Application No. TTP00080 be approved and a permit be issued to James and Karen Lust for a temporary mobile home at 9023 Crofton Road with a maximum width of 8.2 metres, to be sited as per the site plan prepared by Turner & Associates, September 9, 2020.

**8.1.3. Smiley Road Water Main Replacement Project - Contract Reference No. 2020-30** 112 - 116

Purpose: To request pre-budget approval to proceed with the Smiley Road Water Main Replacement Project.

Recommendation:

That Council:

1. provide pre-budget approval for the Smiley Road Water Main Replacement Project in the amount of \$890,000 for 2021; and
2. award the contract for the Smiley Road Water Main Replacement Project to IWC Excavation Ltd., for \$589,940 (excluding GST).

**8.1.4. Automated Trucks for Residential Curbside Collection of Solid Waste**

Purpose: To consider the recommendation from the February 9, 2021 Committee of the Whole meeting regarding the public communications and engagement plan for the automation of residential curbside collection of garbage, organics and recyclable materials.

Recommendation:

That Council direct staff to prepare a public engagement plan and more detailed cost scenarios to assess public interest in pursuing a solid waste collection automation program for Council approval prior to proceeding with any public engagement.

**8.1.5. 2021 Garbage Rate Increase** 117 - 118

Purpose: To consider including the 2021 garbage rate increase in the 2021-2025 financial plan.

Recommendation:

That Council direct staff to prepare an amendment to Fees and Charges Bylaw No. 3784 to increase the rate for the annual waste collection service from \$102 to \$111.

**8.1.6. 2021 Association of Vancouver Island and Coastal Communities (AVICC) Call for Resolutions** 119 - 122

Purpose: To consider the recommendations from the February 9, 2021 Committee of the Whole meeting regarding Association of Vancouver Island Coastal Communities (AVICC) Executive for consideration at the 2021 virtual convention.



Recommendation:

That Council refer the following resolution to the Association of Vancouver Island Coastal Communities for consideration at the 2021 Virtual AGM and Convention:

WHEREAS the forest sector in British Columbia has been on a steady decline in recent decades, with dozens of mill closures, thousands of middle class jobs lost, and once-thriving rural communities experiencing severe economic decline, due in large part to corporate mismanagement, misguided forestry policies, and lack of public oversight;

AND WHEREAS many communities across British Columbia and globally have demonstrated that when local people are empowered to manage public forests and other resources through community forest licenses, regional trusts and other community-based governance models, they can enhance environmental sustainability and climate change resilience, provide stable and fulfilling employment, improve equity and fairness, and advance meaningful reconciliation with Indigenous peoples;

AND WHEREAS the region of Vancouver Island, Sunshine Coast, Powell River, the North Coast and the Central Coast ("Vancouver Island and the Coast") would be well-suited for a pilot for a de-centralized forestry management model because of its strong record of success in community-based forestry management, exceptional local interest in forest practices, and history in land use planning at a macro-regional level;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) call on the Province of British Columbia move to establish a de-centralized forest management model for Vancouver Island and the Coast that will empower local people in decision-making, and, as a first step, appoint a Forester General for the region who will undertake the following actions:

- Consult with First Nations, local communities, labour unions, industry, small business, and the broader public on current challenges with the Vancouver Island and Coast forest sector;
- Carry out region-specific analyses of the opportunities to increase employment and value-added manufacturing, restrict raw log exports, improve environmental sustainability, enhance climate change resilience, expand recreation and tourism, and advance meaningful reconciliation with First Nations;
- Develop a regional land use plan for Vancouver Island and the Coast based on broad consultations; and
- Recommend next steps for empowering Vancouver Island and the Coast in the management of forestry and related resources.

## 8.2. REPORTS FOR INFORMATION

No items.

## 9. NOTICES OF MOTIONS

### 9.1. Advice from Key Stakeholders in relation to the Official Community Plan

Purpose: So that Councillor Justice may introduce the following motion which he intends to move at the March 3, 2021 regular Council meeting:

*"That Council seek the advice and recommendations from the following key stakeholders in relation to the land use policy development to be included in the revised Official Community Plan for North Cowichan, and ask that they provide their opinions on what they believe is necessary to achieve Council's goals of restoration and regeneration of the municipality's lakes streams and rivers:*

- *Cowichan Land Trust*
- *Somenos Marsh Wildlife Society*
- *Cowichan Watershed Board*
- *Quamichan Watershed Stewardship Society"*

### 9.2. Help Cities Lead Campaign

Purpose: So that Councillor Marsh may introduce the following motion which she intends to move at the March 3, 2021 regular Council meeting:

*"WHEREAS emissions by buildings account for 40-60% of a community's greenhouse gas (GHG) emissions;*

*WHEREAS climate policy modelling completed for Help Cities Lead shows current actions to reduce greenhouse gas (GHG) emissions from buildings are insufficient to achieve the province's GHG targets for 2030 and 2050;*

*WHEREAS the November 2020 mandate letters to ministers include direction to provincial ministries to move forward with three of the five policy measures included in the Help Cities Lead climate policy modelling: GHG requirements for new buildings, Property Assessed Clean Energy (PACE) financing, and home energy labelling.*

*THEREFORE, BE IT RESOLVED THAT Council for the District of North Cowichan write a letter to the Minister of Environment and Climate Change Strategy, the Minister of Energy, Mines and Low Carbon Innovation, the Minister of Municipal Affairs, the Attorney-General and Minister responsible for Housing, and the Minister of Finance, expressing its endorsement of the Help Cities Lead campaign; support for the directions set out in the November 2020 ministerial mandate letters regarding GHG requirements for new buildings, PACE financing, and home energy labelling; and also requesting that the province empower local governments to opt to take action, if they so choose, on the two remaining items of the Help Cities Lead's campaign, namely GHG requirements for existing buildings and building energy benchmarking."*

### 9.3. Property Assessed Clean Energy (PACE)

Purpose: So that Councillor Marsh may introduce the following motion which she intends to move at the March 3, 2021 regular Council meeting:

*"WHEREAS the District of North Cowichan has shown itself to be a climate leader by [Council to identify the steps that have been taken or are being taken];*

*WHEREAS retrofitting buildings across B.C. is crucial to reducing green-house gas (GHG) emissions and meeting our provincial climate targets;*

*WHEREAS upfront costs of retrofitting homes and businesses for climate resilience are cost prohibitive to many of our property owners, and Property Tax Assisted Clean Energy (PACE) lowers barriers to implementing GHG reductions, adding value to buildings and making them more desirable places to live or work;*

*WHEREAS PACE BC is working with interested municipalities across B.C. to assist in the establishment of a successful province-wide PACE program that meets the needs of residents and that local governments of all sizes can participate in with minimal start up costs or staff time;*

*WHEREAS PACE and the resulting ecosystem of retrofitting programs would create well-paying green jobs during a just recovery from the COVID-19 pandemic and a just transition away from fossil fuel infrastructure-related jobs;*

*THEREFORE, BE IT RESOLVED THAT Council for the District of North Cowichan write a letter to the Ministry of Environment, the Minister of Energy, Mines and Low Carbon Innovation, the Minister of Municipal Affairs, Minister of Housing and PACE BC expressing support for B.C. Legislation enabling PACE by third-party administration and confirming North Cowichan's interest in having a PACE program when it becomes available in B.C."*

### 10. UNFINISHED AND POSTPONED BUSINESS

### 11. NEW BUSINESS

### 12. QUESTION PERIOD

Question Period is an opportunity for the public to ask brief questions regarding the business discussed during the meeting. To be added to the speakers list, please:

- click on the 'raise your hand' button, if participating by computer, smartphone, or tablet, or
- dial \*3 on your phone

### 13. ADJOURN COUNCIL MEETING TO RECONVENE AT 6:00 P.M.

Purpose: To recess the Council meeting until the start time of the public hearing/meeting.

Recommendation:

That the meeting be adjourned at \_\_\_\_ p.m. to reconvene at 6:00 p.m. this evening.

#### 14. PUBLIC HEARING 6:00 P.M.

Mayor Siebring to provide an explanation of the public hearing process and to advise members of the public that no further verbal or written presentations can be received by any member of Council following the closure of the public hearings. Written submissions received between 1:00 p.m. on Friday, February 12, 2021 and the holding of the public hearing will be provided to Council when they are received and are available for review by the public on the municipal website. Following the close of the public hearings, Council may give the bylaws further consideration.

##### 14.1. Public Hearing for Zoning Amendment Bylaw, 2021, No. 3815

123 - 156

Purpose: The purpose of the Public Hearing is to allow the applicant and the public to make representations to Council respecting matters contained in Zoning Amendment Bylaw No. 3815, which proposes a site specific zoning amendment to permit the construction and use of a detached second dwelling at 9376 Cottonwood Road.

The order of the Public Hearing, following the Call to Order and explanation of the Public Hearing process, shall be as follows:

- Acceptance of petitions and late correspondence
- Introduction of the proposal
- Summary of correspondence received and published in the Digital Information Package available on the Public Hearings webpage
- Presentation by proponent
- Comments from the public

(Note: The Public Hearing webpage where the Digital Information Packages are published is [www.northcowichan.ca/PublicHearings](http://www.northcowichan.ca/PublicHearings) which is updated as submissions are received. Members of Council and the public are encouraged to check the webpage frequently to view all public input.)

#### 15. RESUME COUNCIL MEETING TO CONSIDER THE BYLAW

##### 15.1. Zoning Amendment Bylaw, 2021, No. 3815 for third reading

157 - 157

Purpose: To consider third reading of Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815, following the close of the public hearing. Prior to consideration of adoption of Bylaw No. 3815, the Bylaw will be forwarded to the Ministry of Transportation and Infrastructure for approval and registration of a Section 219 Covenant.

Recommendation:

That Council give third reading to Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815.

**16. CLOSED SESSION**

Recommendation:

That Council close the February 17, 2021 Regular Council and Public Hearings meeting at \_\_\_\_ p.m. to the public on the basis of the following sections of the Community Charter:

- 90(1)(e) - the acquisition, disposition or expropriation of land or improvements, which the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and
- 90(1)(i) - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 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.

**16.1. Minutes from the February 2, 2021 Council Closed meeting for adoption**

**16.2. Closed under section 90(1)(i) legal advice**

**16.3. Closed under section 90(1)(e) land**

**16.4. Closed under section 90(1)(e) land 90(1)(i) legal advice and 90(1)(m) FOIPPA s. 16 - relations with an aboriginal government**

**17. RISE AND REPORT**

**18. ADJOURNMENT**

Recommendation:

That Council adjourn the meeting at \_\_\_\_ p.m.

# Municipality of North Cowichan

## Consent Agenda

February 17, 2021

CONSENT AGENDA groups correspondence received by Council, which may require a response or action, into one agenda item called the consent agenda (Roberts Rules of Order calls it a "consent calendar"). This allows

Council to publicly acknowledge receipt of those items in a unanimously agreed to vote instead of filing multiple motions. Any item may be moved out of the consent agenda at the request of any Council member, before approval of the agenda. Items removed from the Consent Agenda will be placed under New Business.

Pages

### 1. Draft Committee Minutes

#### Recommendation:

That the following draft minutes be received for information purposes only:

- |      |                                               |   |
|------|-----------------------------------------------|---|
| 1.1. | September 3, 2020 Public Engagement Committee | 1 |
| 1.2. | January 28, 2021 Public Engagement Committee  | 3 |

### 2. Correspondence

#### Recommendation:

That the following correspondence is received for information purposes only:

- |      |                                                                                                                                                        |    |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 2.1. | January 28, 2021 email from Island GM regarding sponsorship of a public park in North Cowichan                                                         | 5  |
| 2.2. | January 28, 2021 email from Cowichan Historical Society regarding additional information pertaining to their January 21, 2021 presentation to Council  | 6  |
| 2.3. | January 30, 2021 email from resident regarding Environmental Advisory Committee public process                                                         | 19 |
| 2.4. | January 31, 2021 email from resident regarding the Official Community Plan update                                                                      | 20 |
| 2.5. | February 1, 2021 letter from Office of the Attorney General regarding Duncan / Cowichan Valley 2020 Homeless Count                                     | 22 |
| 2.6. | February 2, 2021 email from BC Economic Development Association regarding 2021 Virtual BC Economic Summit - March 8 to 11, 2021                        | 26 |
| 2.7. | February 5, 2021 email from resident regarding Council matters for February 2, 2021 BC Hydro and Power Authority 2020 street lighting rate application | 32 |

2.8.	February 9, 2021 email from Vancouver Island Economic Alliance regarding the Small and Medium Business Grant Program	37
2.9.	Kaspa Road Parking	40
	5 emails were received from residents in relation to the Kaspa Road parking lot issue.	
2.10.	Proposed Cell Towers	48
	3 emails were received from residents in relation to the proposed cell towers.	

# **Municipality of North Cowichan Public Engagement Committee MINUTES**

**September 3, 2020, 6:00 p.m.  
Electronically**

Members Present            Mayor Al Siebring, Chair  
                                 Councillor Rob Douglas  
                                 Councillor Rosalie Sawrie

Staff Present                Ted Swabey, Chief Administrative Officer (CAO)  
                                 Megan Jordan, Manager, Communications and Public Engagement  
                                 Terri Brennan, Executive Assistant

## **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**

A discussion re: in-person consultations was added to the agenda under New Business as item 6.1

IT WAS MOVED AND SECONDED:

That the Committee approve the agenda, as amended.

CARRIED

## **3. ADOPTION OF MINUTES**

IT WAS MOVED AND SECONDED:

That the Committee adopt the minutes of the Public Engagement Committee meeting held September 3, 2020.

CARRIED

## **4. DELEGATIONS AND PRESENTATIONS**

None.

## **5. BUSINESS**

### **5.1. Draft Communications and Engagement Plan**

Jessica Delany, Delaney and Associates, discussed with the Committee the current draft communications and community/stakeholder engagement plan. A few minor edits will be made based on input received from the Committee.

IT WAS MOVED AND SECONDED:

That the Committee approve the final draft Communications and Engagement Plan for collection of community and stakeholder input under the draft engagement framework and policy.

CARRIED



## **5.2. Feedback on Survey**

IT WAS MOVED AND SECONDED:

That the Committee approve the draft engagement survey as presented with the minor amendments as suggested by the Committee.

CARRIED

## **5.3 Sample Graphics**

The Committee reviewed the sample graphic and determined that staff are to decide on the final product.

## **6. NEW BUSINESS**

### **6.1. In-person Consultation**

The Committee determined there were a sufficient number of questions already included in the draft survey to elicit feedback on in-person engagement. Public feedback on in-person engagement will help inform the community engagement and framework policy. Responses specifically from the survey may assist Council with determining the need for in-person consultation in 2021 and 2022, especially when staff bring forward suggestions for Budget 2022 engagement.

## **7. ADJOURNMENT**

The meeting ended at 6:33 p.m.

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Certified by Recording Secretary

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Signed by Chair

# **Municipality of North Cowichan Public Engagement Committee MINUTES**

**January 28, 2021, 6:00 p.m.  
Electronically**

Members Present      Mayor Al Siebring, Chair  
                                 Councillor Rob Douglas  
                                 Councillor Rosalie Sawrie

Staff Present            Ted Swabey, Chief Administrative Officer (CAO)  
                                 Megan Jordan, Manager, Communications and Public Engagement  
                                 Terri Brennan, Executive Assistant

## **1. CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 6:10 p.m. (There were technical issues and livestreaming started at 6:32 pm)

## **2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That the Committee approve the agenda as circulated.

CARRIED

## **3. ADOPTION OF MINUTES**

None.

## **4. DELEGATIONS AND PRESENTATIONS**

### **4.1 Presentation of Consultant's Engagement Report**

Ms. Delaney presented the key engagement findings, the key elements of policy development direction, and asked for feedback and comments from the committee members.

- We heard from approximately 1,500 stakeholders and community members
- 3 key themes emerged in feedback – seeking inclusive and transparent engagement, hearing community voice, and community engagement is a community effort
- “We’re Listening” survey was open for a month and had 560 respondents, survey engagement through the OCP had 900 responses
- Reviewed the key engagement findings of the “We’re Listening” survey and the key elements of policy development based out of the stakeholder interviews

**5. BUSINESS**

**5.1 Key Elements of Policy**

Ms. Delaney reviewed the key elements of the policy as part of her presentation.

- Clear alignment between decision making and engagement objectives
- Transparent and timely information sharing
- Inclusive and meaningful engagement process
- Clear communication on how stakeholder engagement is reflected in decision making (and if not why)
- Measuring and evaluating the engagement process

Next steps are to provide an executive summary, draft the policy, and once approved create a framework to support the policy.

**5.2 Closing the Engagement Loop**

Delaney and Associates will create an executive summary (with a link to the complete document) that will be provided to the community on what we heard, and advise that we are working on a draft policy, and request feedback from the public on the draft policy once drafted. The draft policy will come back to the Public Engagement Committee after public has reviewed, and then be provided to Council during the summer of 2021.

**5.3 Project Timeline and Cost Update**

The CAO shared the project timeline and advised of the updated projected cost estimate.

**6. NEW BUSINESS**

None.

**7. ADJOURNMENT**

The meeting ended at 7:19 p.m.

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Certified by Recording Secretary

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Signed by Chair;

## Ginny Gemmell

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**From:** Sabrena Rowbotham <[srowbotham@islandgm.com](mailto:srowbotham@islandgm.com)>  
**Sent:** Thursday, January 28, 2021 12:35 PM  
**To:** Council  
**Cc:** Don Stewart  
**Subject:** Island GM Park Sponserhip

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** In Laserfiche

Good Afternoon,

This is Sabrena contacting you on behalf of Island GM.

I am reaching out to see if Island GM is able to work with North Cowichan Parks and Recreation Department to sponsor a park in the area by volunteering ground work hours to help it clean up.

Island GM's goal is to give back to the local community. We want to be more involved with a local area/park and have the opportunity to help out the Cowichan area. We are new to this process and love to hear if you may have any other ideas for us to help the community.

Please let me know if there is anything that you need from me to make this happen.

Thank you very much,  
Sabrena

--

**Sabrena Rowbotham,**  
**Marketing / Online Influencer**  
**Island GM**

6300 Trans Canada Hwy

Duncan, BC V9L 6C7

Phone: 1(250) 746-7131

Toll Free: 1(888) 792-9335

Fax: 1(250)746-7137

Email: [srowbotham@islandgm.com](mailto:srowbotham@islandgm.com)

*Superb service, provided by friendly, knowledgeable people, who care."*



## Ginny Gemmell

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Thursday, January 28, 2021 1:01 PM  
**To:** Council  
**Cc:** [REDACTED] FIPPA s. 22(1)  
**Subject:** FW: Cowichan Historical Societ8  
**Attachments:** Database of residence locations of Researchers at CVM Archives.24 December 2019.pdf; November 2020.Final.pdf; December 2020 FINAL.pdf; Follow-up.29 January 2021.FINAL.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** In Laserfiche

Good afternoon Mayor Siebring and Council members, some assorted information as a result of the Cowichan Historical Society's attendance at the joint meeting of North Cowichan and the City of Duncan Councils held on January 21<sup>st</sup>.  
Regards,  
Sheila (Kitson)

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**Cowichan Historical Society**  
**Database showing locations of residences (or offices) of researchers who signed in at the Archives**  
**10 November 2005 – 3 October 2019**

Year	Duncan	Cowichan Tribes	North Cowichan	CVRD	Somewhere in Cowichan Valley	Elsewhere in BC	Elsewhere in Canada	Elsewhere in the world
2005	■■■■■	■	■■■■■■■	■■	■	■■■■	■	■
2006	■■■■■■■■■ ■■■■		■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■	■■■■■■■■■ ■■■■■■■■■	■■■■■■■	■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■	■■■■■■■	■
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2010	■■■■■■■■■		■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■	■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■	■■■■■■■■■	■■■■■■■■■ ■■■■■■■■■	■■■■■■■	■■■
2011	■■■■■■■■■ ■■■■■	■■	■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■ ■■■■■■■■■	■■■■■■■■■ ■■■■■■■■■	■■■■■■■■■ ■■■■■	■■■■■■■■■ ■■■■■	■■	





## PRESIDENT'S NEWSLETTER, NOVEMBER 2020

### Can (Did) a Train Station a City Make?

By Sheila Kitson, President

WW1 continued, but that did not prevent life and progress in the Cowichan Valley continuing. Soldiers enlisted and departed on the beginning of their journey to Europe from the Duncan Train Station.

Logging was becoming as important as agriculture in the valley. The demand for lumber was becoming international although it did meet difficulties during the war years due to weapons and men taking priority on the ocean-going ships.

How to get the logs from the logging operations to the tidewater where most of the mills were located was critical. First, "river drives" were used when there was enough water in the rivers to get the logs to the ocean or lake. This proved hazardous for both the drivers and the fish population, the latter relied on by the First Nations people for food.

The alternative was rail. This meant clearing land laying miles of track and crossing ravines. Construction on the now well known and restored Kinsol trestle had begun in 1911. It is just one example of the skill of the local farmers and loggers who built such a structure.

To add to the challenges and hardships of the ongoing war, the weather in 1916 turned against everyone. In January, the Chemainus River completely froze over for the first time in the memory of the oldest residents. Then between the 5th and 9th of February, over 10 feet of snow fell, paralyzing the Cowichan region.

Snow ploughs were fitted to the front of locomotives to endeavor to keep the tracks open as weaponry was being moved at this time by rail. The army billeted in Duncan were called upon to assist with helping cope with the climatic disaster.

Sleighs pulled by teams of horses appeared with passengers bundled under many blankets. Train service was erratic but eventually the E & N line was cleared.



CVMA Collection

Somehow those living in the Valley survived the unbelievably difficult weather only to face another two years of war in various parts of the world.

### Items of Interest

**Welcome** to new and returning members. Your support is most appreciated

**Fundraising** is an ongoing occupation of the CHS through Thrifty's Smile Cards, Country Grocer and 49<sup>th</sup> Parallel grocery receipts and Return It bottle depot.

Tax-filing time is looming. **CRA receipts** are available for donations over \$25 to the CHS.

The **BC Forest Discovery Centre** has closed till the spring. See their website for details.

**Remembrance Day** – The CHS purchased a wreath from Branch 53, Royal Canadian Legion and placed it at the Duncan Cenotaph on November 10<sup>th</sup> in preparation for the Remembrance service the next day.

**CHS Board Director Keith Price** was piloting one of the planes in the ceremonial fly past over both Duncan and Cobble Hill cenotaphs on November 11.



**1916 on the Homefront**  
By CHS Director Carolyn Prellwitz

A letter writing competition was held for school children with all letters entered to be sent on to Canadian soldiers at the front. The winning letter for Cowichan Valley was written by Winona Compton. Here it is, just as it was published in the Cowichan Leader:

*Westholme, BC*  
*October 28<sup>th</sup>, 1916*

*Dear Soldier Friend –*

*I hope this will reach you by Christmas, for I know it takes a long time to travel from Canada to France and that many of our soldiers do not get a letter from home at all, when they ought to get one every week at least.*

*There is scarcely a man left in Westholme, the little village where I live – I know them all – and think every one of our soldiers very brave for answering the call so willingly. My brother left three weeks ago for Vancouver and is training there; he has joined the Canadian Engineers, but we do not know when he will leave for England.*

*At the Cowichan Fall Fair, which was held in Duncan, eight miles away, our school won ten prizes, and we have only twenty odd pupils on the roll, not too bad, was it? Two other girls and myself live about three and a half miles from school, and we bicycle there and back every day; we enjoy it very much, but now that the rainy weather has come, it won't be much fun.*

*This is a farming district, principally roots and hay are grown – very little grain. It is the land of the Douglas Fir, grand scenery, and an ideal climate. Westholme is almost surrounded by mountains, one of which my friends and I frequently climb as it is near my home. On the top there was a mining town, and it is deserted now. We have great fun exploring the mines, and in the summer, we often picnic up there.*

*In the spring our rocks and hillsides are covered with the most beautiful wildflowers imaginable; and in the rivers on Vancouver Island the most*

*delicious fish are caught. I wonder if you soldier boys ever get any BC salmon.*

*This is the finest country for game you ever heard of. I can look out of our windows any time of the day and see the pheasants running over the fields; and on moonlight nights we can see the deer in the cabbage patch, but we never seem to be able to get any. The hunting season is now on and we can hear rifle shots everywhere. If you are fond of sports and gardening, when the war is over you had better come to BC and buy a farm.*

*This winter at our school we intend knitting and sewing for the soldiers, and we are planning to give a little concert at Christmas. The proceeds will go to the Red Cross. I am one of six girls who are trying for the entrance next June, and so, of course, we are studying hard.*

*The Cowichan Leader, published in Duncan, is giving a prize for the best letter in the district, even if I don't get one, I hope that one soldier will be brightened by this letter.*

*Now I want to thank you for all that your comrades and you are doing for King and Country and be sure that we will "Keep the Home Fires Burning."*

*Your sincere friend,*  
*Winona Compton, age 14,*  
*Westholme, Vancouver Island, BC*

**Note:** Winona's brother was Harry Neville Compton. Prior to his WWI service Harry lived in Westholme and worked at the Bank of North America (later called the Bank of Montreal) across the street from the Duncan Train Station. He first served as a Sapper in the Canadian Engineers, in which he was later promoted to the rank of Sergeant. In December 1916 he transferred to the Royal Flying Corps in which he was given his commission as Lieutenant, and in March 1918, he arrived in France where he served as an Acting Flight Commander. For his general good service and for his conspicuous bravery and initiation in bringing down five enemy aeroplanes in combat, he was awarded the Distinguished Flying Cross. Harry returned to Canada after the war, married, and later moved to California where he died in 1951.

The November 16, 1916 issue of the *Cowichan Leader* noted that Private Benjamin Bonsall, 67<sup>th</sup> Battalion, CEF, had sent home a beautiful hand-painted picture of the Cloth Hall at Ypres, Belgium, edged in Flemish lace, as it was before the bombardment. Maybe it was like the embroidery and lace featured below:



Ben, as he was known, did not return to his home in Westholme. He was killed in action on the 28th January 1918 at Lens, France. His is one of the names remembered on the Duncan Cenotaph.

Two years ago, Priscilla Lowe, the former Curator of the Cowichan Valley Museum, and I joined a tour together to Belgium and France in remembrance of the 1918 Armistice ending World War I. We spent a couple of days in and around Ypres, including a visit to the Cloth Hall. It is definitely a must-see place.



The original building was completed in 1304 and served as the main market and warehouse for Ypres' prosperous cloth industry. After WWI ended, the Cloth Hall and the city were in ruins. Between 1933 and 1967 the Cloth Hall was meticulously reconstructed to its pre-war condition. Today it is the home of the Flanders Fields Museum.



Around the corner from the Cloth Hall is the Menin Gate Memorial to the Missing, dedicated to those Commonwealth soldiers who were killed in the Ypres Salient during the Great War. Five major battles occurred around the town during the war. Ypres eventually became the last major Belgian town that never fell under German control. Some 300,000 Commonwealth soldiers were killed in the Ypres Salient, 90,000 of whom have no known grave.

The following Cowichan Valley men are remembered at the Menin Gate Memorial in Ypres –

Geoffrey Launcelot Watson, died 21 April 1915  
 Harry Hardy, died 22 April 1915  
 Howard Edward Southern, died 22 April 1915  
 Thomas James Young, died 22 April 1915  
 James Scott E. Gillon-Fergusson, died 23 April 1915  
 \*Albert Schloesser, died 23 April 1915  
 Kenneth Donald Brodie, died 24 April 1915  
 James Arthur Childs, died 24 April 1915  
 Edgar Norton Ford, died 24 April 1915  
 Harry Pearson Greaves, died 24 April 1915  
 Francis Charles Hill, died 24 April 1915  
 William Harrison Ingram, died 24 April 1915  
 Beauvoir Nelson, died 24 April 1915  
 Horace Leslie Ravenhill, died 24 April 1915  
 George Milne Atkinson, died 3 June 1916  
 Lionel Richard Fawkes, died 3 June 1916  
 Thomas Neill MacKinnon, died 4 June 1916  
 Hubert William Dickinson, died 13 June 1916  
 Walter Richard Riggs, died 13 June 1916  
 Alexander Daniel Reid, died 31 July 1917  
 William Bell, died 30 October 1917  
 John Cowie, died 30 October 1917  
 Ernest Pike, died 30 October 1917  
 \*James Osmond Slade Young, died 30 October 1917  
 Ernest Robert Bailey, died 10 November 1917

All men above, except the two with asterisks, are also listed on the Duncan Cenotaph.



We Will Remember Them



## The Museum IS Open Again!

Tuesdays & Thursdays  
11 am – 3 pm

**COVID19 protocols are in place for all visitors**

For complete details go to the CHS/CVMS  
website at:

<https://www.cowichanvalleymuseum.bc.ca/about/cowichan-valley-museum.html>

### Harvest Time

#### What to do with all those Apples - How about Applesauce Cake?

From the *Cowichan Leader*, November 16, 1916

Take 1 breakfast cupful of apple sauce, sweeten it to taste, let it be quite cold. Cream together 2 ounces of shortening, 4 ounces of sugar. Take the cup in which the apple sauce has been measured, fill once with flour then again to within one inch of brim, add 1 heaping teaspoonful of mixed spice, and sift. Stir 1 small teaspoonful of baking soda into the apple sauce and add to the sugar, etc., then stir in quickly the flour, 1 cupful of raisins, with a little finely shredded candied peel. Pour into a paper-lined tin. Bake until firm to the touch.

### WHO ARE THE PEOPLE FEATURED ON THE NEW PERSONALIZED CHS MEMBERSHIP CARD?



The 1932 photo on the front of the card features members of the Cowichan Historical Society in the Pioneer Cemetery off Herd Road. L to R: Frank Price, Kate Robertson, Mary Dwyer and her husband, William Dwyer, John Newell Evans, Agnes Duncan and her daughter Dorothy Duncan and husband, Kenneth Duncan.



**OH NO!  
I FORGOT ...  
SOMETHING ...  
... BUT WHAT ?**

Most 2020 CHS members have now renewed their memberships for 2021 and have received their new personalized CHS membership cards.

If you are one who has yet to renew, don't let your membership lapse. Just mail in your renewal form and cheque payment to:

Membership Chairperson  
Cowichan Historical Society,  
PO Box 1014, Duncan, BC V9L 3Y2.

**Or** drop it off in a sealed envelope addressed to the Membership Chairperson at the reception desk inside the front door of the Museum on a Tuesday or Thursday between 11 am and 3 pm.

**Then you will be a remember!**





## PRESIDENTS'S REPORT, DECEMBER 2020

### **Can (Did) a Train Station a City make?**

By Sheila Kitson, President  
(with help from my cat, Bonaparte)

The days are fast advancing towards Christmas 2020 and the end of the year. As many have said it will be a different Christmas this year and to most it will be as it was for the people of the Cowichan valley during the years of WWI.

Of the volunteers who left by train from the Duncan Train Station in August 1914, many thought they would be back home by Christmas, Perhaps you have heard the story of the 1914 Christmas Truce when British, Belgian, and French soldiers mingled with their German enemies. There was reputed to be a soccer game played between members of the opposing sides, and later in the darkness of the trenches there was heard the singing of carols. These Yuletide activities were verified in letters home from soldiers at the front.

While the war continued, life went on at home in the City of Duncan and in the buildings in the vicinity of the Duncan Train Station: the Bank of British North America, later to become the Bank of Montreal on the corner of Station Street and Front Street (now named Canada Avenue); further along Station Street was the Bank of Commerce (later named the Canadian Imperial Bank of Commerce) built in 1914 on the former site of Keast's Livery Stable; and Ventress' Drugstore, for many years the only drugstore between Nanaimo and Victoria.

The Cowichan Creamery (where the Caprice movie theatre is located) dominated the skyline, as did the clock tower of the brick-built post office (now the home of City Hall and the Cowichan Valley Archives on the third floor). There were butcher and barber shops, retail stores and bakeries.

Homes and businesses now had electricity and telephone service and a volunteer fire department was nearby - all part of a small City in British Columbia.

The railway continued to be used for passengers, goods, armaments and of course, bags of mail from the post office - letters to loved ones at the front mingled with business correspondence, post cards and Christmas greetings. Plus, the Station telegraph continued to be much in demand.

Eventually the war ended. Soldiers returned, some wounded mentally and physically, only to be faced with the Spanish 'flu epidemic of 1918 and 1919 – a new war right on every citizen's doorstep. Dr. Watson Dykes kept his horse and buggy in a barn on Kenneth Street so he could visit his patients in their homes. He worked night and day sometimes mixing medicines himself as the pharmacist could not keep up. He also implemented many measures to contain the contagion, such as limiting social gatherings, and is credited for saving many Cowichan lives during this two-year period.

To be continued in the New Year . . . . .

On behalf of CHS Board, Merry Christmas to all CHS members and their families - Sheila & Bonaparte



## CHRISTMAS IN COWICHAN, 100 YEARS AGO

By Carolyn Prellwitz, Director



The beginning of December 1920 saw a contagion of measles – not Spanish ‘flu – throughout the Valley. Over 210 children had been absent from school in the Duncan Consolidated School District alone. Not all the children were ill, but one in a family prevented other children from attending class. It was a tough start to the Christmas season.

That was probably why Santa’s visit to Duncan on Friday, December 17, 1920 was such a memorable event. Soon after lunch, buggies, cars, bicycles, and horses could be seen coming into downtown Duncan along every thoroughfare. Excitement was in the air as children arrived from every part of the Cowichan district to see Santa.

Arriving in his new hydroplane, Santa splashed down in Cowichan Bay near the mouth of the Cowichan River. Then he donned big gum boots to get from the plane to dry land where he was met by Mr. W. L. B. Young who assisted him to shore and into his big motor car. They arrived sharply at 3 o’clock at the Cowichan Merchants’ Store where about 750 children and their parents awaited him and his big bag of toys.

Santa made himself comfortable in the big chair provided him in the Cowichan Merchants’ store window. Alongside the chair was a large bundle of letters, all addressed to him from Cowichan children.

Next Santa examined his big book where the names of all the boys and girls were entered. He remarked that he was pleased to see that nearly every child had good marks. Then he began distributing Christmas stockings. He was most sorrowful at the end, for he did not know there were so many children now living

in the Valley! 600 gifts had been given out, and 150 more were still needed. Santa promised that he would get these to the store for distribution as soon as possible.

Afterwards he shook hands and spoke kind words to a lot of the little folk and then went upstairs for tea with the Mayor of Duncan, the Chairman of the School Board, and the local Member of the Legislature. To them he expressed his pleasure at returning to Cowichan after such a long absence.

Meanwhile in Cobble Hill, residents were commenting on the excellent window displays in the stores there during Yuletide. The growth of that community was exemplified by the fact that a new baker’s shop was now located in the hotel block and that a new druggist’s store would be in operation in the New Year.

On Christmas Eve, Cowichan Bay residents were treated to one of the curious eccentricities of Santa Claus. He was seen careering wildly along the Bay road, accompanied by two very odd-looking characters, with some curious white placards in his car.

On Christmas morning residents discovered a new signpost, placed at the Four Cross Roads, giving the distance to all the important places on the Island, together with the elevation at that point. Locals felt this “gift” would prove a great boon to tourists and others who lose their way.

The conclusion of 1920 left many in the Cowichan Valley with optimism for the New Year. The Cobble Hill war memorial had been dedicated with eyes now to getting the Duncan cenotaph completed. Red Cross work had not halted in peace time, and a new Health Centre had been established in Duncan. The steel of the Canadian National Railway had crept over the Koksilah and Cowichan Rivers. Amateur theatre had been revived and cricket, baseball, golf, basketball, tennis and rowing had reappeared. It was to be a new era.

(Source: December 1920 issues of *The Cowichan Leader*)





**More from the December 1920 issues of  
*The Cowichan Leader***

**Oatmeal Macaroons (GF)**

Cream one half cupful of butter with one half cupful each of white and brown sugar. Add two eggs, one teaspoonful of molasses, two of baking powder, and two of vanilla, also a half teaspoonful of salt. Stir in two cupfuls of rolled oats, or enough to make a batter that can be dropped from a spoon. Drop teaspoonfuls onto a greased baking pan, leaving plenty of room for them to spread. Bake in a moderate oven.



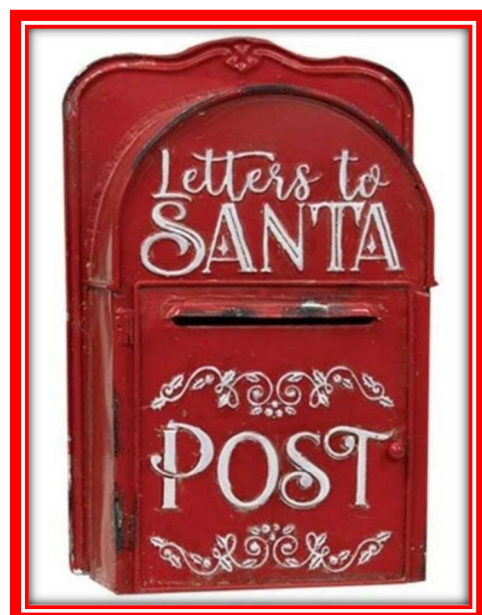
Note: A good cookie sheet can be made by purchasing a length of stove pipe, opening it up and cutting it to the size of your oven. Turn up one edge a little to enable you to lift it easily from the oven. Before using the sheet for the first time, grease it thoroughly and place it in the oven with the door ajar for a number of hours.

Christmas would hardly be complete without home-made red- and white-coloured candy! Here is a use for those preserved raspberries from last summer.

**Raspberry Balls (GF)**

Cook two cupfuls of sugar with one cupful of raspberry juice from preserved berries. After the candy test is reached, remove from the fire, and add the stiffly beaten white of an egg, half a cupful of berries and a half cupful of chopped nuts. Beat until creamy, and shape into balls, then roll each ball in grated coconut. Enjoy!

*Dear Santa,  
I am writing to tell you,  
You made a mistake last year,  
For you left us a baby brother  
That belonged somewhere else, I fear.  
You remember, I asked for a waggon  
Like Peter's, and painted red,  
But you only left us a baby  
That hadn't a hair on its head.  
Sis wanted a workbox and thimble,  
And a ribbon for her hair,  
Yet I fancy that it pleased her  
To find a stranger here.  
Of course, now he's here, dear Santa,  
Why I reckon he can stop,  
But, please, don't leave another!  
Bring a waggon - and a top!*



## The Value Study of GLAMS in Canada

In 2016 The Canadian Museums Association (CMA) in partnership with the Library and Archives Canada, held a summit on the value of galleries, libraries, archives and museums (GLAMs). Then in late 2018 the CMA commissioned Oxford Economics to undertake a national study looking at the value of GLAMs in Canada. What did the study find?

- Canadian GLAMs receive in the region of 150 million visits every year. Of these over 100 million were to public libraries and over 30 million to museums. This in turn has generated nearly \$8.6 billion a year in economic benefits for Canada, in addition to a myriad of social benefits. This is comparable to the Canadian wine and grape industry (\$9.04 billion) and general aviation industry (\$9.3 billion).
- For every dollar invested in Galleries, Libraries, Archives and Museums, Canadian society gets nearly four dollars in benefits – a return that is on par with government investments in transportation infrastructure projects.
- The value of online visits to GLAM official websites, catalogues and social media pages is \$1.6 billion per year, and this was before the COVID-19 pandemic, during which time more museums than ever before have been offering virtual options for the public to engage with their collections.
- GLAM visits are associated with a number of other important societal benefits including greater literacy, curiosity, innovation, knowledge and creativity, increased rates of volunteerism and a better sense of community.
- GLAMs contribute positively to overall health. In fact, GLAM users report overall health as 14% better than non-users.
- The GLAM sector feeds the economy and innovation while being an integral part of the fabric of our nation, benefiting Canadians of all ages, backgrounds, and regions. The annual value to an average GLAM user is equivalent to \$1,440 in improved well-being (as measured through health effects). In other words, visiting GLAMs has

the same well-being effect of receiving a monetary bonus of \$1,440 per year.

- GLAMs generate significant educational benefits for Canada, including through school visits which provide children across the country with important learning opportunities. The value of these visits is estimated at \$3.1 billion.
- The economic and social benefits are immense, and now, more than ever, is a critical time to ensure that galleries, libraries, archives, and museums are adequately funded and supported to ensure their financial health and community viability.

### From the CHS Membership Committee

A total of 77 persons have taken out memberships in the Cowichan Historical Society for 2021.

Did you know that **Gift Memberships** can easily be purchased for family and friends for Christmas? Each gift membership includes a personalized CHS membership card tucked inside a CHS gift card listing membership benefits and sites of historic interest in the Cowichan Valley and an envelope. (Note: Family memberships include a personalized CHS membership card for each member of the family!)

Simply go to the website,  
<https://www.cowichanvalleymuseum.bc.ca/>

Click on the Membership Application tab on the left side of the home page, print off the form, check GIFT or NEW or RENEWAL at the top of the form, complete the form, and then mail it, along with a cheque payable to the Cowichan Historical Society re the cost of the membership(s), to:

Membership Chairperson  
Cowichan Historical Society  
PO Box 1014  
Duncan, BC V9L 3Y2

To current members who have yet to renew – there is still time to do so. Otherwise, we are advised by the Grinch that this will be your last newsletter. Please follow the steps above to get your membership renewal done and beat the Grinch at his game!



To: Municipality of North Cowichan and City of Duncan Councils  
From: Sheila Kitson, President  
Date: 29 January 2021  
Re: Further information, post 21 January 2021 Joint meeting of North Cowichan and City of Duncan Councils

## **HOW WOULD ADDED FUNDS FROM LOCAL GOVERNMENTS BE SPENT?**

### **1. UPDATING OF CHS/CVMA WEBSITE**

Websites can be a powerful marketing tool to draw both new members to the Society but also new visitors to both our museum and archives. Our website was developed many years ago using technology that is now outdated, difficult to upgrade and not particularly user friendly. Experts say that the maximum lifetime of a website is 2-3 years, and our current website is much past that.

We need new funds to change the website to a new platform, one which can be easily refreshed weekly by our Curator/Manager, and one which our volunteer archivists can easily upload digitized archival photographs and materials for online viewing by community members and researchers alike. At the same time, we also need to be mindful that the platform chosen will also ensure safety of our data.

### **2. OPERATIONAL PROJECTS**

Operating a museum has costs beyond the usual fixed costs of maintenance, pest control, insurance, electricity, telephone, internet, and salary. These items tend to take the bulk – if not all - of our limited operational funds.

To stay current and marketable, our museum and archives also require funding for community programming (including guest speakers), school programming, advertising, promotions, and marketing. We also need monies for professional development costs for our paid and volunteer staff members so they can stay current *and* increase their personal skills and knowledge in museum/archive know-how.

### **3. CAPITAL PROJECTS**

Many small museums like ours are moving towards installation of added technologies in their permanent galleries – televisions, holograms, and interactive computers for visitors. Increased



technology is needed in our museum to provide more information to visitors about specific artifacts and provide interactive programming to involve child visitors.

Similarly, regular replacement every five years of photocopiers, digitizers, scanner and computers is need in the archives.

On the building side, a renovated unisex wheelchair and family accessible washroom in the museum is long overdue.

A new facility for our archives four times its current floor space and four times its current volume of storage space is also sorely needed.

#### **4. STAFFING**

The current four archivists are all long-time volunteers and all retirees over the age of 65 years! A full-time professional archivist with digitizing skills would be another bonus, providing, of course, that we also had a larger facility and the equipment to utilize the skills and knowledge of such an employee.

Two part-time assistant curators would be a bonus – one to assist with the delivery of school and public programming, and the second to assist with accessioning and deaccessioning of artifacts and the care of the museum galleries.

#### **WILL INCREASED LOCAL GOVERNMENT FUNDING RISK A LOSS OR REDUCTION IN GAMING GRANT REVENUE?**

I have noted that the 2019 financial reports of both Kaatza Station Museum and Shawnigan Lake Museum include funding from both the CVRD and Community Grant. However, I am unaware how the amount received from the CVRD affects the amount received from Community Gaming and vice versa.

#### **HOW WOULD YOU CHANGE YOUR OPERATION WITH INCREASED LOCAL GOVERNMENT FUNDING?**

There would be opportunities to provide:

- Increased community programming
- Increased school programming
- Bi-weekly refreshing of both our website and Facebook
- Professional development for both paid and volunteer staff

**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Saturday, January 30, 2021 6:38 PM  
**To:** Council  
**Cc:** Ted Swabey ; Tricia Mayea ; David Conway  
**Subject:** EAC public process

Hello Mayor and Council,

I have been giving a lot of thought to the possible process for increasing public awareness of the reinstated Environment Advisory Committee. The fact there was sufficient interest in the EAC that so many people submitted applications tells us there has been a shift.

Let's capture that interest in a couple of ways; maintain a relationship with the applicants who didn't gain an EAC seat plus livestream and archive the EAC meetings. The benefits of these suggestions are many and I'll highlight a few. The EAC, with 12 members, has the potential to form task groups as we did in the past with a smaller EAC. There is a LOT of material to cover and this could be a way to do that more efficiently, in a shorter time, with the task groups reporting to the whole EAC on a set time-frame. It may be that some of the "unsuccessful" applicants could be tasked to contribute in whatever is their particular area of expertise. Also, they form a strong resource for future membership so staying in touch is important.

As to live-streaming and recording I have two points. Firstly, it is a way for the public to keep informed on the many crucial issues the EAC will be discussing. It may also encourage more concise discussion. The archived meetings could be available for all to review, given that committee minutes capture recommendations but not the discussion. I realize that recording/archiving would require the full support of EAC members and staff. In the past, MNC committees have been open to public attendance.

As always, huge gratitude for the time and energy you devote to our community,

~ [REDACTED] FIPPA s. 22(1)

## Ginny Gemmell

---

**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Sunday, January 31, 2021 10:33 AM  
**To:** Council  
**Subject:** OCP Review  
**Attachments:** OCP Review.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** In Laserfiche

Please accept this input on the current OCP review.

[REDACTED] FIPPA s. 22(1)

[REDACTED], Duncan, B.C. V9L6Y6

Cell: [REDACTED]

email: [REDACTED]

\*\*\*\*\*

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\*\*\*\*\*

## OCP Review

Mayor and Council:

Currently there is a review process being conducted to update the OCP within the Municipality of North Cowichan.

I wish to comment on the M5 designation for the area from Paddy Milestone to Octopus Point, which has numerous residences on small acreages.

Your draft review for this area suggests wharfs, docks and piers will only be allowed for community access. This is completely inconsistent with past municipal staff recommendations, and flies in the face of what has occurred in this area previously. There are many docks and wharfs that already exist on this residential strip. Looking across at the area along Arbutus Avenue (M1 zoning) these amenities will continue to be approved under the draft plan. Can you explain what makes the Stoney Hill area different?

I request you rewrite the draft plan to include the Stoney Hill area from M5 to M1 to provide consistency of existing uses within our area.

Please pass this along to your Planning department for inclusion in the OCP review.

Thank you.

[REDACTED]

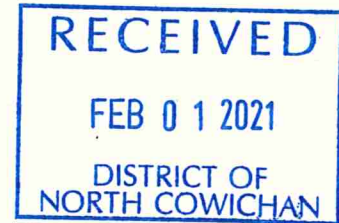
FIPPA s. 22(1)

[REDACTED]

[REDACTED]



BRITISH  
COLUMBIA



January 26, 2021

His Worship Al Siebring  
Mayor of the District of North Cowichan  
7030 Trans-Canada Highway  
Duncan BC V9L 6A1

Dear Mayor Siebring:

I am writing to provide you with final data from the homeless count conducted in Duncan and the Cowichan Valley in March 2020. This follows the preliminary data that was sent to you in July 2020. The count was conducted by United Way in collaboration with the Homelessness Services Association of BC (HSABC). HSABC organized counts on behalf of BC Housing and the Ministry of Social Development and Poverty Reduction and is reviewing all of the data from the Duncan/Cowichan Valley count, which will be shared later this year. Due to the COVID-19 pandemic, not all communities that scheduled homeless counts were able to complete them. Once all the counts have been completed across BC, the goal will be to create a provincial summary in 2021.

The preliminary data showed the number of people identified as experiencing homelessness, including those identified as sheltered and unsheltered. Key limitations and methodological considerations are also provided. The final data shows additional information including age breakdown, gender, Indigenous and racial identity, health concerns, reasons for housing loss, and use of social services. These results will be posted publicly on BC Housing's website at: [www.bchousing.org/research-centre/housing-data/homeless-counts](http://www.bchousing.org/research-centre/housing-data/homeless-counts).

If you have any questions about the count, you can contact Signy Madden at: [signy@uwcncvi.ca](mailto:signy@uwcncvi.ca). We hope this data will assist you with the work you are doing in your community.

Yours truly,

David Eby, QC  
Attorney General and  
Minister Responsible for Housing

Enclosures

Ministry of  
Attorney General

Office of the  
Attorney General

Mailing Address:  
PO Box 9044 Stn Prov Govt  
Victoria BC V8W 9E2  
Email: [AG.Minister@gov.bc.ca](mailto:AG.Minister@gov.bc.ca)  
website: [www.gov.bc.ca/ag](http://www.gov.bc.ca/ag)

Telephone: 250-387-1866  
Facsimile: 250-387-6411



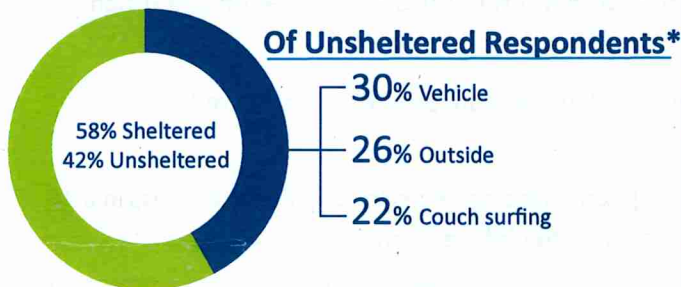
# Duncan/ Cowichan Valley - 2020 Homeless Count

The 2020 Point in Time homeless count occurred in the Duncan/ Cowichan Valley on the evening of March 11 and the day of March 12 to help provide an overall snapshot of homelessness in the community.

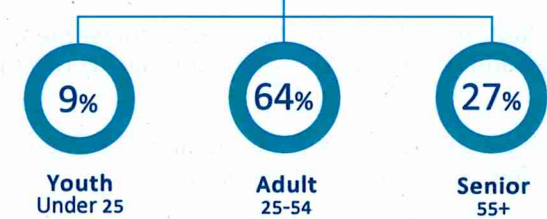
**129**

People were identified as experiencing homelessness compared to 150 in 2017.

Where did individuals stay the night of the count?



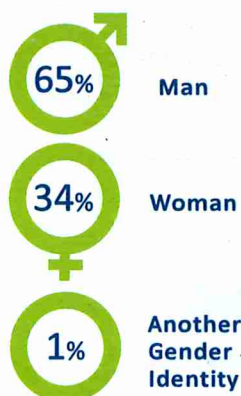
## AGE BREAKDOWN



**38%** Experienced homelessness for the first time as a youth

**32%** Had been in foster care, a youth group home, or under a youth agreement

## GENDER



## SEXUAL ORIENTATION

**8%** of respondents identified as 2SLGBTQIA+

## TRANS EXPERIENCE

**5%** of respondents identified as having trans experience

## RACIAL IDENTITY



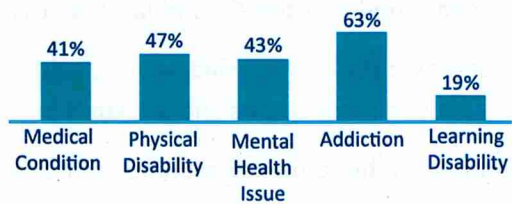
Not listed includes respondents who selected 'Not listed' and may have provided a write-in answer, e.g. nationality, ethnicity or religious group.

## INDIGENOUS IDENTITY

**34%** of respondents identified as Indigenous

Compared to 13% of the general population (2016 Census)

## HEALTH CONCERNS



**35%** Reported an acquired brain injury

**63%** Reported two or more health concerns

## LENGTH OF TIME HOMELESS

**23%** Under 6 months **69%** 1 year or more

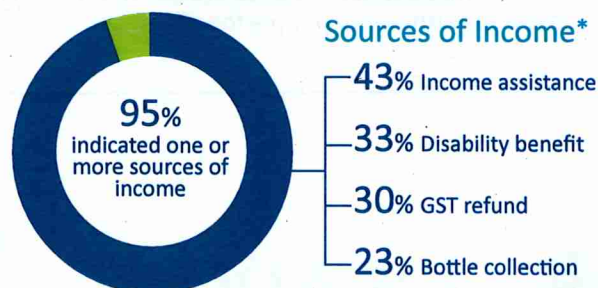
**88%** of respondents had been in the community for at least 1 year

**47%** of respondents had been in the community 10 years or more

## REASONS FOR HOUSING LOSS\*



## INCOME



## SERVICES ACCESSED\*



\* Top responses highlighted

## Limitations and Methodological Considerations

Please note the following considerations in reviewing this data.

In the spring of 2020, the Province of British Columbia provided funding to conduct homeless counts in 16 B.C. communities. Due to the COVID-19 pandemic, only 8 of the 16 communities were able to conduct their counts. They completed their counts before March 17, 2020, when British Columbia's Provincial Health Officer declared a public health emergency under British Columbia's *Public Health Act*.

The Homelessness Services Association of BC, with support from BC Non-Profit Housing Association and Urban Matters coordinated these counts and prepared this report.

Data from counts in the count communities constitutes a benchmark to measure progress made to reduce homelessness over time.

- › Point-in-Time (PiT) homeless counts provide a snapshot of people who are experiencing homelessness in a 24 hour period, their demographic characteristics, service use and other information.
- › For the purpose of counts conducted in the provincially funded B.C. communities, an individual was defined as experiencing homelessness if they did not have a place of their own where they paid rent and could expect to stay for at least 30 days. This included people who:
  - › Stayed overnight on the night of the count in homeless shelters, including transition houses for women fleeing violence and youth safe houses, people with no fixed address (NFA) staying temporarily in hospitals, jails or detox facilities (defined as “sheltered”); and,
  - › Stayed outside in alleys, doorways, parkades, parks and vehicles or were staying temporarily at someone else's place (couch surfing) and/or using homelessness services (defined as “unsheltered”).
- › During the count, we conduct surveys with people who identify as experiencing homelessness. In areas where surveys are not possible, and to support the PiT count, we collect additional information from shelter operators, hospitals, jails and BC Housing.
- › PiT counts are an undercount and represent only those individuals identified during a 24-hour period.
  - › This is because not everyone experiencing homelessness can be found and not everyone who is found consents to be surveyed.
  - › While PiT Counts are an accepted methodological tool, the numbers are understood to be the minimum number of people who are experiencing homeless on a given day in that community.
  - › Please note the percentages are based on the number of people who responded to survey questions and not the total number of people identified as experiencing homelessness.





# **ATTACHMENT 1** **2020 HOMELESS COUNT SUMMARY**

	2020 count <sup>1</sup>	Previous count	% change <sup>2</sup>
<b>Provincially funded</b>			
Comox Valley	132	117 (2018)	+13%
Cranbrook	63	29 (2018)	+117%
Duncan/Cowichan Valley	129	150 (2017)	-14%
Fort St. John	76	61 (2018)	+25%
Merritt	43	11 (2018)	+291%
Quesnel	121	N/A	
Sechelt/Gibsons	84	57 (2018)	+47%
Williams Lake	51	43 (2018)	+19%
<b>Federally funded<sup>3</sup></b>			
Greater Victoria <sup>4</sup>	978	931 (2018)	+5%
Kelowna	297	286 (2018)	+4%
Metro Vancouver	3,634	3,605 (2017)	+1%
Nanaimo <sup>4</sup>	421	301 (2018)	+29%
<b>Independently funded<sup>3</sup></b>			
Fraser Valley	895	606 (2017)	+48%
<b>TOTAL</b>	<b>6,924</b>	<b>6,197</b>	<b>+10%<sup>5</sup></b>

<sup>1</sup> 2020 counts occurred in March, before the start of the COVID 19 pandemic.

<sup>2</sup> Changes in percentage may be due to variety of factors, including increase/decrease of people experiencing homelessness, as well as methodological differences such as weather and volunteers.

<sup>3</sup> Some of the numbers that will be used in the provincial summary may vary from the numbers provided here by the local count organizers. Adjustments may be made based on analysis of the raw data in order to maintain consistency of counting across the province.

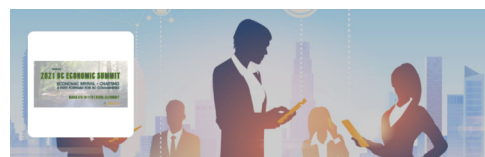
<sup>4</sup> The totals for the Victoria and Nanaimo counts in this table are lower than the totals reported by the count organizers. Their totals include people living in transitional housing, which are not included in the provincial and other counts. Transitional housing residents have been deducted from the total counts in their reports. The totals reported by Victoria were 1,523 (2020) and 1,525 (2018). The Nanaimo totals were 433 (2020) and 335 (2018).

As well, the Nanaimo count identified 17 hidden homeless (couch surfers) who completed surveys but were not included in the total. All the other counts include couch surfers, so they have been included in the above total for Nanaimo. There was no data on couch surfers in the 2018 count report, so the above 2018 and 2020 totals are not comparable. To calculate the percentage change between these years, the report totals of 335 and 433 were used.

Further adjustments may be made for the provincial summary based on analysis of the raw data.

<sup>5</sup> The percentage change excludes Quesnel, which had no previous count.





## 2021 BC Economic Summit - Economic Revival: Charting a Path Forward for BC Communities

Virtual  
Mar 8 - 11, 2021

### Exhibitor Hub



Collect Leads/Contacts

### Additional Resources

Leaderboard

Photos

Exhibitors

Polls

Session Q&A

Speakers

Sponsors

Twitter

Videos

[Diamond](#)



Home



Agenda



Attendees



Community



Messages

## Summit App Launching Feb 8th!

Exciting news! We will be launching our BC Economic Summit App on Feb 8th - one full month before #BCEDA21! That's a lot of pre-event networking, interaction & exposure.

Work your way up the leaderboard to earn top prize:

- Update your individual profile
- Check the discussion topics on the Community Wall
- Post an Ice Breaker to introduce yourself
- See who else is attending
- Answer speaker polls
- Visit the virtual exhibitors

Summit delegates have been using the App for the past 5 years. We have a download rate of 85%!

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[Register Now](#)



## NEW FUNDING OPPORTUNITIES

### NEW Funding Opportunities

#### Registration Subsidy for Indigenous Economic Developers & Local Leaders

This complimentary invitation is limited to Indigenous leaders and managers who are responsible, full-time, for economic or business development programs in their communities. Only 30 spaces available. The deadline for submitting your application is February 11, 2021. Funding provided by Indigenous Services Canada.

[Download the Application](#)

#### Registration Subsidy for Communities with a Populations of Less than 5,000

With the support of **BC Hydro**, BCEDA is pleased to offer a Small Community Subsidy for communities with a population of less than 5,000 to attend the BC Economic Summit.

Use code **SUBSIDY50** to save \$50 off your individual registration, or Use code **SUBSIDY250** to save \$250 off your group registration.

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## Sessions include:

- **Carol Anne Hilton** Indigenomics and Indigenous Economic Design
- Economic Development in Times of Crisis
- Engaging with Your Business Community during COVID
- Celebrating Women in Economic Development
- Economic Development on a Shoestring Budget
- Marketing Your Community Virtually
- **Peter Kageyama** For the Love of Cities
- Building a Human Legacy: Local Economic Recovery with BC's Community Benefits Agreement
- Catalyzing Brownfield and Waterfront Revitalization for Economic Recovery
- New Ways to Finance Projects
- **Stan Phelps & David Rendall** Goldfish Tank: Learning, Innovation and Team-Building Workshop
- Northern BC Resilient Economy
- Indoor Farming: The First Step Towards Food Sovereignty
- In a Time of COVID: Partnerships for Housing Solutions & Economic Recovery
- **Deb Brown** SaveYour.Town
- Energy in BC
- Indigenous Tourism Recovery
- Fraser Valley Alliance: Regional Sector Strategy Collaboration
- Hometown Advantage: Making Local Solutions Part of your Regional Development Strategy
- Working Effectively with Site Selectors
- Benefits of Municipal Development Corporations
- **Ross Bernstein** The Champion's Code

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[View the Agenda](#)

# 2021 BC Economic

# Development Awards

Recognizing BC's best economic development programs, partnerships, economic resiliency and marketing initiatives.



## 2021 BC Economic Development Awards - Deadline Extended

The BC Economic Development Association's BC Economic Development Awards recognizes the Province's best economic development marketing materials; programs and partnerships.

These prestigious awards honor organizations and/or individuals for their efforts in creating positive change in urban, suburban, and rural communities. Two awards will be given in each category – based on population. One award for population under 20,000 and one award for population over 20,000.

[Online Application - BCEDA Members](#)

[Online Application - Non-Members](#)

[View the Nomination Guidelines](#)

### Timeline & Entry Fees

Call for Entries Begins: November 9, 2020

**Final Deadline: February 5, 2021**

Awards Presented: March 8-11th, 2021

### Fees (per entry):

BCEDA Members \$30.00 + GST

Non Members \$100 + GST

### Categories:

#### *Marketing Innovation*

These awards recognize innovative and effective marketing materials used for attracting, retaining and fostering business as well as communication vehicles used by economic development organizations.

#### *Community Project*

This award recognizes a community or regional partnership that works together in on-going economic development work and activities.

#### *Economic Recovery & Resiliency*

This category includes submissions for programs, activities, and projects that represent a successful recovery initiative from natural and man-made disasters, including COVID-19, as well as submissions that represent replicable measures undertaken to promote long term resiliency and/or sustainability from future disasters.

[Apply Now](#)

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## Items Needed for Online Auction

2020 has been a busy year for BCEDA's Economic Disaster Recovery and Resiliency Program (EDRRP). Proceeds from the annual auction are what allows us to implement various initiatives related to Economic Disaster Recovery.

This year's action will be held online! Please take the time to arrange an auction item to help support the EDRRP.

[Find out more](#)

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## Notice of BCEDA Annual AGM

NOTICE OF ANNUAL GENERAL MEETING

TO: THE MEMBERS OF THE BRITISH COLUMBIA ECONOMIC DEVELOPMENT ASSOCIATION (the "Society")

NOTICE IS HEREBY GIVEN, pursuant to the Society Act of British Columbia (the "Act") and the Bylaws of the Society, that the Annual General Meeting of the Society will be held on Thursday, March 11th at 4:45PM

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[www.bceda.ca/summit](http://www.bceda.ca/summit)



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Message sent by The BCEDA Team, [info@bceda.ca](mailto:info@bceda.ca)

British Columbia Economic Development Association | 5428 Highroad Crescent | Chilliwack, BC V2R 3Y1



## Ginny Gemmell

---

**From:** Info  
**Sent:** Friday, February 5, 2021 9:52 AM  
**To:** [REDACTED] FIPPA s. 22(1)  
**Cc:** Info; Council  
**Subject:** RE: Council Matters for February 2, 2021

FIPPA s. 22(1)

Hello [REDACTED], this email is to confirm that Mayor & Council have received your correspondence. Thank you for taking the time to write to us.

Regards,

---

Tammy Isaachsen  
Communications and Engagement Coordinator  
Office of the Mayor and CAO, Municipality of North Cowichan  
[tammy.isaachsen@northcowichan.ca](mailto:tammy.isaachsen@northcowichan.ca)  
T 250.746.3206

**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Wednesday, February 3, 2021 9:52 PM  
**To:** Info  
**Subject:** Re: Council Matters for February 2, 2021

Why would North Cowichan object to BC Hydro raising its rates for street lights when the muni raises its taxes without regard to resident opposition? If you have to raise muni taxes, should not BCH be allowed the same rights?

[REDACTED] FIPPA s. 22(1)

On Wed, Feb 3, 2021 at 4:45 PM Municipality of North Cowichan <[info@northcowichan.ca](mailto:info@northcowichan.ca)> wrote:

Trouble viewing this email? [Read it online](#)



Council met for about **six and a half hours** during our **Regular Council on February 2, 2021**.

I opened the meeting with my **Mayor's Report** and took the opportunity to share that on January



22, Council attended a full-day training, entitled Working Effectively with Indigenous Peoples. This valuable session offered new perspectives and insights I had never considered. The facilitator was extremely knowledgeable and engaging, and I am grateful to Councillor Toporowski for being a proponent of this training. In other news, last week, I along with other Island Mayors and Regional District Chairs virtually met with the Municipal Affairs Minister, Josie Osborne. I used the opportunity to advocate for expedited vaccine access for our front line municipal employees, particularly first responders and our employees who engage in specialized services such as the maintenance of our essential infrastructure such as water and sewer. As I told the minister, it's not like we can just plug other employees into some of those specialized positions if some of those essential workers fall ill. I also had the opportunity to ask whether the province would again extend the payment deadline for commercial and industrial taxpayers, as they did last year. We are currently waiting to hear back on both of these requests.

On October 2, 2019 Council authorized the Cowichan Valley Regional District (CVRD) to apply for and administer grant funding from the Union of BC Municipalities (UBCM) to prepare a **regional housing needs report**, including a component that is specific to North Cowichan. MODUS Planning, Engagement, and Design was awarded the contract by the CVRD to complete the assessments, and the Cowichan Housing Association was sub-contracted to undertake engagement with hard to reach communities. The project has now concluded, resulting in a Regional Housing Needs Assessment Report applicable to the entire Cowichan Valley Regional District and individual sub-regional reports applicable to individual Municipalities and Electoral Areas within the CVRD. As such, Council received a presentation from George Parker of G.P. Rollo and Associates (a sub-consultant of MODUS), and John Horn of the Cowichan Housing Association. Overall, the assessment determined that the supply of housing in the Cowichan Valley is not keeping pace with demand, especially in rental housing. There is also a misalignment in housing costs and regional wages. For a more detailed look at the full report, visit pages 99-193 of the [agenda](#).

Next, Council received an update from Jeremy Murphy, of Sustainability Solutions Group (SSG), on the **Climate Action Energy Plan (CAEP) Update**. He also presented a list of potential actions, opportunities, and measures to meet Council's emissions reductions targets (80% by 2050), along with the associated costs and benefits of each action. In summer 2020, municipal staff and SSG completed the first round of community and stakeholder engagement on assumptions, parameters, and emissions forecasts of the CAEP model. Now, SSG has completed the economic modelling and low carbon scenario measures and is preparing to carry out a second round of community and stakeholder engagement to inform the implementation strategy for the updated CAEP. Council directed staff and SSG to carry out this further engagement, and once complete, to present a final engagement summary and recommendations for the CAEP Update to Council. More information can be found on pages 194-205 of the [agenda](#).

Council received a proposal and presentation from SitePath Consulting Ltd., on behalf of **Rogers Communications Inc.**, to increase their cell service coverage by installing two new cell towers in North Cowichan; one in Evans Park, and one on Mount Tzouhalem. Rogers is looking to enter into a license agreement with North Cowichan to enable the tower installations. In order to move forward, Rogers needs Council's support and would proceed with community engagement before beginning



installation. Council directed staff to negotiate the License of Occupation. Once the terms are agreed upon, Rogers will conduct community engagement at their own expense for the proposed towers. More information can be found on pages 202-206 of the [agenda](#).

At the December 16, 2020 regular meeting, Council directed staff to provide a report to review options for short and long-term solutions to address concerns stemming from growing use of the **Kaspa Road parking lot**. The following traffic mitigation solutions have already been actioned:

- Traffic flagging services have been implemented on weekends and statutory holidays when weather is conducive to high usage;
- Restricting commercial and user group from accessing the Kaspa Road parking between 10 am to 3:00 pm on weekends and statutory holidays. These times may be adjusted by the Parks and Recreation Department, based on actual usage; and
- Engineering staff completed traffic studies in 2020 for Kaspa, Chippewa and Sansum. The studies found traffic volumes to be below the traffic calming thresholds, and, as a result, a more thorough traffic study was not recommended. Council and residents received the study in December 2020.

Parks and Recreation staff put forward some proposed solutions, as well as some community ideas, to address the high volume of use, and congestion challenges at the Kaspa Road parking lot. Actions planned for 2021 include a new parking lot by the Kingsview/Nevilane roundabout, expanding the Nevilane parking lot, sanctioning and wayfinding of the trails near the Maple Bay Fire Hall, and sanctioning the Mount Prevost downhill biking trail network. Additional items presented for discussion included resident only on-street parking, paid parking, a shuttle, booking time slots, and others.

To provide short-term relief, Council directed staff to **install signage to remind users that they cannot park within two-metres of residential driveways** (per the Parking Bylaw) and for Bylaw staff to periodically enforce these rules. Council accepted the Director of Parks and Recreation's report with the caveat that any long-term solutions (2021 and beyond), as recommended in the report, are subject to the ongoing review of the Municipal Forest Reserve.

Council awarded one of the final two tenders from the **RCMP Tender Package 1 for the C-007 Rock Foundation Anchors to Western Grater Contracting Ltd.** for \$749,000 plus GST.

Also in connection with the construction of the new RCMP station, Council decided not to accept a staff recommendation to allow – during the construction phase – heavy truck traffic along Drinkwater Road from Ford Road west to the municipal gravel pit adjacent to Duncan Paving. That road is a “No Heavy Truck Traffic” route, but there would have been some financial savings in using that most direct access route to transport soils and gravel that have to be moved as part of the construction project. However, in recognition of community concerns about the increased heavy truck traffic along that very narrow and scenic road, Council voted to maintain the status quo, which means trucks will have to use the more conventional (and slightly longer) route to access the gravel pit, traveling via Highway 1, Highway 18, and North Road. The extra costs amount to about \$20,000 over

the life of the construction project, which is less than .05% of the total project budget (and the tenders for the construction thus far have come in at about a million dollars under budget).

In order to increase **public participation in regular Council meetings**, Council directed staff to utilize a different meeting platform that would allow for public input and questions directly, as opposed to providing written submissions via email. The limit of 5 speakers during the Public Input portion of each meeting will be implemented once again, and we will no longer need to take a 10-minute recess to allow for email submissions during Question Period. Stay tuned for more details, and visit our [website](#) to learn how to join a virtual meeting.

Next, Council endorsed a recommendation from the January 26, 2021 Committee of the Whole meeting to support the **CVRD's application for Emergency Support Services funding under the UBCM Community Emergency Preparedness Fund**.

Then, **Council adopted the 2021 Water and Sewer rates**, per the January 20 Committee of the Whole recommendation. Council increased the following:

- Chemainus water metered minimum and parcel tax by 5%
- Crofton water metered minimum and parcel tax by 5%
- South End water metered minimum and parcel tax by 3%
- Metered water rates by 3%
- Chemainus sewer parcel tax and user fees by 2%
- Crofton sewer parcel tax and user fee by 3%
- South End sewer parcel tax and user fee by 3%
- Maple Bay sewer treatment plant user fee by 3%

Finally, **Council authorized me to write three letters:**

1. To provide support for the BC Hockey League which seeks to apply for funding under British Columbia's COVID-19 Recovery Fund, describing the importance of amateur hockey in our communities
2. To provide support to John M Wilson of The Wilson Group's request to Transportation Minister Rob Fleming for a short-term emergency COVID-19 recovery contract to continue this essential service until ridership is restored.
3. A letter to BC Hydro and the BC Utilities Commission not supporting BC Hydro's request to the BC Utilities Commission to increase the costs of street lights for municipalities who upgrade HPS fixtures to LED luminaires.

Our next meeting will take place electronically on **Wednesday, February 17, 2021 at 1:30 pm**.

Thank you for reading and staying informed!

Al Siebring, Mayor  
Municipality of North Cowichan

T 250.746.3117

E [mayor@northcowichan.ca](mailto:mayor@northcowichan.ca)

Municipality of North Cowichan  
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Canada

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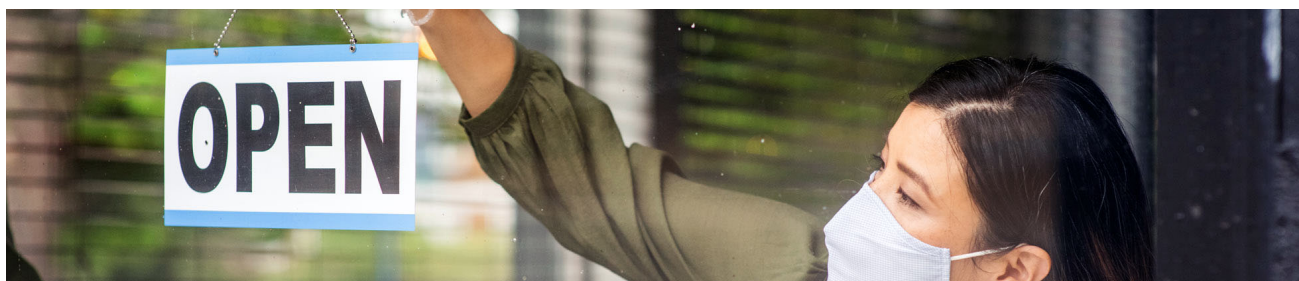
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THE LATEST FROM VIEA...

## Small and Medium Business Grant Program

The Small and Medium Sized Business Grant Program was first launched in October 2020 by the Province of BC. After listening to businesses, business leaders, and many others, they have made it available for more small and medium sized businesses.

Grants of \$10,000 to \$30,000 are available to small and medium sized B.C. businesses impacted by COVID-19. An additional \$5,000 to \$15,000 grant is available to eligible tourism-related businesses.

The program runs until March 31, 2021 or until the funds are fully allocated, whichever comes first.

The first step is to apply for funding online on the [program website](#). Included in the website is a subscription button so everyone can easily stay up to date, and program information is now in Simplified Chinese, Traditional Chinese, Punjabi, French, Spanish, Tagalog, Farsi, Korean and Vietnamese.

The following Youtube video provides a summary of the Grant Program: <https://www.youtube.com/watch?v=uEwR9hkbGP4>

### Update on Island Good



Island Good is gaining momentum with the support of partnerships with Island communities. The City of Langford, City of Campbell River Economic Development and Sidney Business Improvement Area Society are offering local producers a free Island Good licence for 2021. (Economic Development Cowichan and Community Futures Cowichan sponsored a similar program in 2020).

Local licensees are eager to share how proud they are to be associated with a brand that's as passionate about promoting their products as they are.

*"Being part of the Island Good Program has created opportunities for me to collaborate with other businesses all over Vancouver Island," says Christine Lilyholm, owner of Stonehouse Teas. "This strong Island Good brand is something I am proud to be part of!"*

*"Island Good has been a great advocate that has greatly heightened consumer awareness of all of the local talent that exists right here in our own communities," stated Jason Owens, Owner of Tilly's Galley specialty foods. "Tilly's Galley being one of the founding members of the Island Good brand provided an opportunity for our company to show our commitment to supporting local initiatives."*

It isn't just the licensees who benefit from the promotional opportunities Island Good offers. Boosting local sales also helps to boost the local economy. According to BC Buy Local, for every \$100 spent at a local business, \$63 is re-circulated back into British Columbia's economy. According to VIEA, every one per cent increase in sales of local products equals 50 jobs.

*"The Island Good program allows people to easily identify local products. Look for the Island Good logo and support our local businesses and producers here in Campbell River and on Vancouver Island to help strengthen island-grown supply chains and our local economy," says Campbell River Mayor Andy Adams.*

For more information on the Island Good program and to order your very own Island Good Gift Box go to [www.islandgood.ca](http://www.islandgood.ca)

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**Our mailing address:** Vancouver Island Economic Alliance, P.O. Box 76, Station A, Nanaimo, BC V9R 5K4 Canada

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**cvent**

## Ginny Gemmell

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Saturday, January 30, 2021 10:41 AM  
**To:** Council  
**Subject:** Kasper parking over crowding/Businesses

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** In Laserfiche

It's not just lessons for the children, it's lessons for adults too. The bike teachers are bringing too many people at once. Please ask them to go to anywhere else on weekends. They use the lot during the week and that's fine. The weekends have become horrible and not nice to live here any more. That's why some have moved away. There are many places to ride that is not in someone's subdivision.

We need that other lot built so we can encourage the bike teachers to add that one as one of their options. The fellow from NEXT level riding is from Europe and perhaps doesn't know there are other places to teach people to mountain bike ride. There is Mt Provost, Maple Mt, access Mt Tzouhalem from the firehall, Cobble Hill with a skills park etc.

Also there are no other parking lots for huge parks in someone's neighbourhood. That's the problem, there is a tourist destination right in our small neighborhood, there isn't at other tourist destinations. They were all designed with people thinking about what would happen if it got populated.

I know a couple wise older mountain bike locals that spoke with Don Stewart about how they saw that this very problem would happen if they continued to advertise this neighborhood as a tourist destination.

Well here we are and now with the bike teachers, and they are hating the residents of Kasper Rd and surrounding areas. We residents are being bombarded as if we are living on the side of the road and parking lot of Whistler chair lift.

By the way, there are NO houses by the chair lift in Whistler because of course that would be a poor design. Please build that other parking lot at the top of Kingsview as soon as possible and ask the many bike teachers to conduct their businesses not in our small neighborhood.

Thank you.

[REDACTED] FIPPA s. 22(1)



## Ginny Gemmell

---

**From:** Next Level Riding Ltd. <info@nextlevelriding.ca>  
**Sent:** Monday, February 1, 2021 9:10 AM  
**To:** Council  
**Subject:** Support our Mountain Bike Schools

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** In Laserfiche

Dear Mayor and Council

I am writing to show support for our local mountain bike schools and to encourage our council to support our mountain biking community.

In light of recent complaints from Kasper Road residents in relation to traffic issues and parking, I am willing to support any traffic calming or parking restrictions on Kasper Road that will improve safety in the area. However, I do not feel that the mountain bike schools in the area should be discriminated against by being told that they can not use the Kasper Road parking lot. They provide an excellent service for locals and are ambassadors for the sport and should not be singled out as the cause of this increased traffic at this multi-use location.

Parking should be on a first come first served basis, which will obviously favour the locals, and no one group should be discriminated against.

I agree that we should, as a community, work to open up more sanctioned trail networks to relieve any burden on Mount Tzouhalem. Mountain Biking is here to stay and it is going to continue to grow as a sport and an industry. By restricting the ambassadors of the sport and those offering tuition and coaching; the council is doing a disservice to the community of North Cowichan and it's positioning as a mountain bike destination.

Thank you for your time and consideration on this matter. I look forward to hearing how you will be supporting our local mountain bike schools that are working so hard to improve the lives of our children and mountain bike enthusiasts during these unprecedented and already restricted times.

-- [REDACTED] FIPPA s. 22(1)  
[REDACTED]  
[REDACTED] cobblehill



**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Tuesday, February 2, 2021 12:39 PM  
**To:** Council  
**Subject:** Mt Tzouhalem mountain bike class relegation from Kaspas Road Parking lot to Nevilane.

Good afternoon.

I am writing to voice my concern over the Council's arbitrary decision to ban mountain bike classes from the Kaspas Road parking lot on weekends.

There are two areas of concern within this decision: the traffic impact assessment of the class participants, and the equal access from the Kaspas lot for all rider levels (abilities).

First, I want to stress that the impact of mountain bike classes is minimal, especially when you look at traffic numbers.

The traffic volume recorded in 2017 was approximately 40,000 vehicles in the Kaspas Road Location. (I am aware that this number has likely increased substantially since the bike industry boom of 2020, but as there is no recorded statistic, I will use this number).

The number of students attending Next Level Riding Classes at the Kaspas Road parking lot in 2020 was 89. [REDACTED] (the owner of Next Level Riding) provided me with this data.

FIPPA s. 22(1)

5 companies are operating out of the Kaspas Road lot. Assuming each company did 3x the volume of students that attended Next Level Riding (89 students x 4 companies x 3 additional volume) = 1068 students plus Next Level's 89 students = 1157 students over the entirety of 2020.

Total traffic in 2017 was 40,000 to Kaspas, and when you put it against the 1157 students from 2020, mountain bike traffic was only 2.8% of all recorded traffic.

If overall traffic has increased since 2017, the number of students against the number of recorded vehicles would be less than 2%.

Which begs the question; why did the Council acquiesce to 29 residents and ban a user group that has impacted less than 1-3% of all traffic based on the 2017 traffic data?

My other concern is about the Kaspas Road lot access for newer riders. Banning classes from taking place at the Kaspas lot and relegating them to the Nevilane Drive lot prevents beginner and intermediate riders from accessing the trail network. Here's why:

1) Fitness. Not all riders are physically able to ride the more steep and technical terrain (including exposed cliffs) from the Neville Lane access. This creates a dangerous situation.

2) Adequate time for lessons on accessible terrain. Riding from the Nevilane Drive lot takes away teaching time from the students. A 2-hour lesson is reduced to 60 minutes because it takes 30 minutes for students to reach teachable terrain, then another 30 minutes to return to the lot.

My son began mountain biking at the age of 8 (which was 3 years ago, in 2018) and took lessons with Dirt Groms. His experience was awesome BECAUSE he was able to access terrain that was suitable to his abilities. My daughter, who is now 8, would not be able to ride up from Neville Lane and will not take lessons from that location. It is my firm belief that many parents will not allow their children to take lessons from Nevilane Drive, which in turn negatively impacts the stability of multiple businesses in our community.

In summary, the Nevilane Drive lot is a barrier for new riders, young and old.

Please reconsider your your position on this matter and allow youth sport development to continue on weekends from the Kaspa Road lot.

Sincerely,

[REDACTED] FIPPA s. 22(1)

[REDACTED] FIPPA s. 22(1)

Cobblehill, BC  
V0R 1L4

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[REDACTED] FIPPA s. 22(1)

**Work that matters for people who care.**



## Ginny Gemmell

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Tuesday, February 9, 2021 9:12 AM  
**To:** Council  
**Subject:** Kaspá Parking Lot Policy  
**Attachments:** To the Municipality of North Cowichan.docx

Please find attached my deep concern regarding current policy around Kaspá access for the mountain bike community business.

[REDACTED] FIPPA s. 22(1)

To the Municipality of North Cowichan,

I am writing to express my concern at what I perceive to be a knee jerk reaction in prohibiting clubs, small business and schools to use the Kasper parking lot due to concern around traffic, parking and safety.

To be clear, I respect the distress and frustration of residents and agree there is a problem. However, I find banning certain groups arbitrary and lacking in evidence about what the variables are that have created the problem. It is my suspicion that with a more evidence based approach the Municipality will discover a variety of contributing factors to the problems and this evidence can help inform creative and not punitive solutions.

I write this letter from a number of different perspectives. To begin with, I write as a parent who has children who have enormously benefitted physically and emotionally from 2 local businesses, the Dirt Groms and Next Level Riding as well as the Quamichan school club. I write as an avid mountain biker turned mountain bike instructor to children and I write as a mental health clinician.

To begin with my perspective as a parent. My son joined the Dirt Groms in his grade 2 year. It was during a time that saw him failing in the school system. He had high anxiety and his days were characterised by despair, anxiety and sadness about his perceived failings and limitations. I reached out to the Dirt Groms in an effort to address his mental health through the skills, community and time in nature that a group can provide. The results exceeded my expectations. As my sons skills developed so did his perception of himself. The regular exercise saw him returning from a ride exuberant and enthusiastic no doubt benefitting from endorphin loads. The opportunity to connect and belong to a group of peers had him meeting psychosocial needs that further affected his mental health. Within a year, he was excelling at something, shifting his entire view of his own abilities in other areas. It was clear that we needed to provide this opportunity to my other children. My five year old joined the Groms as did my preteen.

The skill development of my children has brought us closer together as a family. The weekends have us in nature riding and being together deepening our connection. I suspect we can all agree that healthy families create healthy communities.

The excitement I saw developing in my children spoke to me as a mental health clinician and I saw the opportunity to contribute to other children in this unique way. I took my training and became a certified PMBI level one mountain bike instructor. From this vantage point, I had the opportunity to understand the environment that allows children to be successful. Trail selection for a child or a beginner rider is critical. Children in particular have smaller bodies, smaller bikes and smaller tolerance for physical discomfort. They must learn on a trail system that gently develops their physical ability until they can start to progress. The Kasper parking lot has trails that perfectly suites the needs of these children. It is my experience that Cobble Hill, Maple Mountain and even AGT are inappropriate for beginners in terms of difficulty for climbing. Having coached beginner adults as well, again, my preferred system for establishing success is by far, the Kasper trail system.

These developing riders of all ages join community, take care of their health and set examples for those around them. This in turns dominos into our community at large

As a mental health clinician, I am puzzled that the Municipality would target 2 local businesses that focus mostly on children and youth. It is an indiscriminate action that has effectively dictated those who deserve to use the mountain from those who don't. It is bizarre in that cuts off community members from their community resources. Furthermore, because of the ability and capacity of children it effectively eliminates many from being able to learn. While I believe the policy had safety and community at the forefront, it plays out as ageist and discriminatory.

We are in a time where our children's mental health has been compromised. Fear, anxiety and overwhelm characterize the experience of many youth. Almost all sport has been affected negatively, clubs have been banned, social opportunities limited. While we can assure ourselves we have done our part to keep our children's physical health safe, we have cut them off from the psycho-social aspects to health that create the whole person. The outdoors remains a safe place to be, to learn, to even connect. This is quite frankly, the most disastrous time to start limiting access to anyone.

I am also baffled that the municipality would target small business. Financially this is a time of struggle for many. To limit a business' ability to deliver to their community is perplexing given the way these small businesses contribute to the community through creating wellness.

The pandemic has the outdoors flooded and this in turns has created a domino effect for the Kaspa neighbourhood which I am empathetic too. Additionally, the mountain has been promoted, developed and advertised as a tourist destination both formally and informally. Post pandemic, this resource will continue to contribute to the general economy of Cowichan. The answer does not lie with creating policy that decides the worthy from the unworthy but with creative solutions that acknowledge the incredible benefit from learning to ride on the individual, the family and the community. I suspect there are alternatives that can be created that bring people together instead of pitting groups against one another through punitive policy and it is my hope that the Municipality can represent the needs and rights of everyone.

For my part, I will continue to advocate in formal and informal ways for equal access of our resources to all people without discrimination.

Sincerely,

[REDACTED]

[REDACTED]

FIPPA s. 22(1)

## Ginny Gemmell

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Saturday, January 30, 2021 11:23 AM  
**To:** Council  
**Subject:** About the new Cell phone tower

Can u put that NOT in our neighborhood??? Seems North Cowichan wants to make Kaspas Road parking lot an industry area in our neighborhood. Cell phone towers and bike school businesses.

What a nightmare.

Cancer rates more than tripled among people living within 400 meters of cell phone towers or antennas, a German study found. Those within 100 meters were exposed to radiation at 100 times normal levels. An Israeli study found risk of cancer quadrupled among people living within 350 meters (1,148 feet) of a cell phone transmitter—and seven out of eight cancer victims were women. Both studies focused only on people who had lived at the same address for many years.

Other studies have found that levels of radiation emitted from cell phone towers can damage cell tissues and DNA, causing miscarriage, suppressing immune function, and causing other health problems.

Thank you.

[REDACTED] FIPPA s. 22(1)

**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Tuesday, February 2, 2021 12:03 PM  
**To:** Council Support <CouncilSupport@northcowichan.ca>  
**Subject:** RE: 2 proposed cell towers

Hello Terri,  
Thanks for the prompt reply. Would you be so kind as to pass this on?  
Important ps to my earlier letter re the 2 towers:

Dear Mayor and Councillors,  
This important postscript:  
with regards to Safety Code 6; with all due respect, Safety Code 6 was never designed to protect from microwave radiation. It was a safety code designed to protect lineman from burning tissue while they are working on the equipment. This is an important fact to consider.

Sincerely,  
[REDACTED] FIPPA s. 22(1)  
Cowichan Citizens for Safe Technology

Sent with [ProtonMail](#) Secure Email.

----- Original Message -----  
On Tuesday, February 2, 2021 11:50 AM, Council Support wrote:

FIPPA s. 22(1) [REDACTED], this email is to confirm that Mayor & Council have received your correspondence. Thank you for taking the time to write to us.

Kind regards,

Terri Brennan

Council Support & Executive Assistant  
Office of the Mayor & CAO  
Municipality of North Cowichan  
[terri.brennan@northcowichan.ca](mailto:terri.brennan@northcowichan.ca)  
T 250.746.3117  
7030 Trans-Canada Highway  
Duncan, BC V9L 6A1 | Canada  
[www.northcowichan.ca](http://www.northcowichan.ca)

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Tuesday, February 2, 2021 11:44 AM



**To:** Council  
**Subject:** Fw: 2 proposed cell towers

Sent with [ProtonMail](#) Secure Email.

----- Original Message -----

On Tuesday, February 2, 2021 11:37 AM, [REDACTED] [FIPPA s. 22\(1\)](#)  
wrote:

Dear Respected Mayor Al Siebring and assembled councillors of North Cowichan,

Re: towers proposed for Evans Park and near the Tzouhalem parking lot

Wishing all of you a safe 2021. Today is an auspicious day; yesterday I read that WHO has labelled the current virus with a 1.3 fatality index, so on the same level as a seasonal flu.

So today we move forward with more hope than before.

Cowichan Citizens for Safe Technology received notification this morning of your 1:30 meeting. Our last big event before 2020, was a 2019 meeting in Duncan United Church where a vote of 120 attendees was unanimous that our local councils hold off on 5G type infrastructures until there is clear evidence of no harm. Cell towers would fall into such a category. 4GLTE emits more radiation than 5G and so on. There is much to be discussed in the area of microwave radiation. Please read the following with respect to towers.

What does published research say about cell tower radiation and health? There was a study done many moons ago in San Francisco which demonstrated that the closer you are to a tower (within 5 km) the higher the incidence of childhood leukemia. I will look for link.

**As of October 15, 2019, 252 scientists from 43 nations had signed this Appeal:**

Numerous recent scientific publications have shown that **EMF affects living organisms at levels well below most international and national guidelines**. Effects include increased cancer risk, cellular stress, increase in harmful free radicals, genetic damages, structural and functional changes of the reproductive system, learning and memory deficits, neurological disorders, and negative impacts on general well-being in humans. Damage goes well beyond the human race, as there is growing evidence of harmful effects to both plant and animal life.

***— International Appeal Scientists call for Protection from Non-ionizing Electromagnetic Field Exposure***

A new study from Brazil reports that the higher the EMF exposure level, the higher the rate of cancer mortality. In cities where there were many cell transmitters close to residences the mortality rate was the highest for all types of cancers but especially for breast, cervix, lung, and esophagus cancers. The rates were highest within 500 meters of the towers. Due to the years of the study, it is safe to assume the transmitters were 2G, 3G and 4G. Microcells with 4G and 5G transmitters will be within a few meters of our homes, schools and workplaces.

### **The Effect of Continuous Low-Intensity Exposure to Electromagnetic Fields from Radio Base Stations to Cancer Mortality in Brazil**

#### **"Conclusions**

The balance of our results indicates that the exposure to radiofrequency electromagnetic fields from an RBS increases the rate of mortality by all cancers and specifically by breast, cervix, lung, and esophageal cancers. These conclusions are based on the fact that the findings of this study indicate that, the higher the RBS radiofrequency exposure, the higher the cancer mortality rate, especially for cervix cancer... The spatial analysis showed that the highest RBS radiofrequency exposure was observed in a city located in the southern region of Brazil, which also showed the highest mortality rate for all types of cancer and specifically for lung and breast cancers.

Environmental pollution caused by nonionizing electromagnetic fields increases continuously. The location of RBSs is still a controversial field with regard to their regulation. There are numerous RBSs installed in residential areas, including on their roofs. Some epidemiological studies indicate an increased risk of cancer close to RBSs."

<https://www.avaate.org/spip.php?article2899>

The following link, please take a quick look. With respect to studies completed re cell towers and health, the Environmental Health Trust has compiled research see the link here:

<https://ehtrust.org/cell-towers-and-cell-antennae/compilation-of-research-studies-on-cell-tower-radiation-and-health/>

In May 2011 the WHO classified microwave radiation (that emitted from towers, phones, l-pads and so on) as a 2B carcinogen in the same category as DDT and lead. Recently in light of the Ramazzini Institute finding of 2018 and the NTP study in the United States where scientists labelled microwaves as "strongly carcinogenic". Of course cancer can take decades to develop, but it is a disease we would not wish on anyone.

Fibre optic cable has been installed all the way down our coast and communities could tap into it. This would be safer, more secure and FASTER service. In any case, a newer presentation from the many concerned citizens re cell tower exposure which also would include recent studies, is what we are asking you for today. If we do not tap into it, all that infrastructure will also go to waste.

## From one of our affiliated members Oona McQuat of Saltspring Island:

As you well know, any wireless Internet is going to be slower than what fiber optic cables connected to the premises can provide. Wireless Internet consumes more energy, will be plagued with security issues and will not offer the speed or symmetrical upload and download speeds that fiber will.

Cell towers transmit cellular signals. Cell service is not a replacement for broadband Internet, and with a minimum of 80% of wireless traffic being generated indoors, your community does not need cell towers placed by your homes for the 20% or less of the time your usage is mobile.

Because there are 1,000's of peer reviewed studies citing harm with proximity to cell towers, we recommend Option 3, that you postpone these proposals for now. As Dr. Belpoggi said in 2018 re the Ramazzini Institute Study, "We recommend that no new infrastructure be installed, given what we now know."

Please provide Cowichan citizens with an opportunity to speak to this in the near future. Thanking you in advance for your time.

██████████ FIPPA s. 22(1)

speaking for Cowichan Citizens for Safe Technology

██████████ FIPPA s. 22(1)  
ps my husband ██████████

could speak to the deleterious effects of such radiation on rare species of plants in the ecological preserve on Mount Tzouhalem

Sent with [ProtonMail](#) Secure Email.

## Ginny Gemmell

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**From:** [REDACTED] FIPPA s. 22(1)  
**Sent:** Tuesday, February 9, 2021 1:15 PM  
**To:** Council  
**Subject:** NO CELL TOWERS On Mt. Tzouhalem

Dear North Cowichan Council Members,

I am writing in regards to the proposed cell tower for the location of Mt. Tzouhalem, near Kaspa Road.  
I am a homeowner on Salish Road.

Contrary to some opinions, we cannot put 100% trust and faith in the national cell tower safety standards. This is a high density neighborhood, in a very sensitive ecological region.  
Cell phone towers increase wildfire risk, as we have seen multiple times in other areas. We cannot afford to take that chance in a highly populated area, with limited fire resources.

Furthermore, there are known health risks to living close to cell phone towers, including cancer clusters and neurological disorders.

I would suggest that the money that North Cowichan might make, from Rogers, would barely be a dent in the cost of paying for fire response, or hospital admissions due to EMF radiation.

It would not be appropriate to put a cell tower immediately behind such a vastly populated neighborhood.

Please vote "no" on this issue, and put our health and safety over revenue from cell towers.

Sincerely,

[REDACTED]  
Duncan, B.C. FIPPA s. 22(1)

# **Municipality of North Cowichan Regular Council MINUTES**

**February 2, 2021, 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  
Martin Drakeley, Manager, Fire and Bylaw Services  
Michele Gill, Manager, Development  
Megan Jordan, Manager, Communications and Public Engagement  
Dave Preikshot, Senior Environmental Specialist  
Shaun Chadburn, Environmental Programs Coordinator  
Shaun Mason, Municipal Forester  
Chris Hutton, Community Planning Coordinator  
Glenn Morris, Development Planning Coordinator  
Anthony Price, Planning Technician  
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 1:31 p.m.

## **2. APPROVAL OF AGENDA**

### **2.1 Approval of Consent Agenda**

The following items were pulled from the Consent Agenda and added to New Business:

- 1.9 [January 19, 2021 email from resident requesting that Council waive the non-North Cowichan resident plot fees at Mountain View Cemetery]

February 2, 2021 - Regular Council Minutes

- 1.11 [January 19, 2021 letter to UBCM from the City of Vernon regarding BC Hydro and Power Authority (BC Hydro) 2020 Street Lighting Rate Application]
- 1.12 [January 22, 2021 email from resident regarding lack of face masks being worn in Chemainus]
- 1.13 [January 25, 2021 email from resident regarding the OCP Growth Scenarios being discussed at the January 26, 2021 Committee of the Whole meeting]
- 1.15 [January 25, 2021 email from Victoria & Vancouver Island Greek Community Society regarding the 200th Anniversary of Greek Independence Initiative, and request to raise the Greek flag and illuminate the exterior of Municipal Hall]
- 1.17 [January 26, 2021 email from Island Coastal Economic Trust regarding a regional marketing initiative to help attract tech companies to Vancouver Island]

IT WAS MOVED AND SECONDED:

That the remaining items in the Consent Agenda be approved.

CARRIED

That the following correspondence is received for information purposes only:

- 1.1 January 13, 2021 email regarding concerns with Fentanyl use in BC and the RCMP
- 1.2 January 14, 2021 email from resident thanking Council for the live video meetings
- 1.3 January 14, 2021 email from business owner regarding the status of Development Permit (DP000207) - 9744 Willow Street
- 1.4 January 14, 2021 email from resident regarding Municipal Forest Reserve public consultation
- 1.5 January 14, 2021 email from Vancouver Island Economic Alliance regarding An Island Good Introduction
- 1.6 January 18, 2021 email from BC Honours and Awards regarding Order of BC - 2021 Call for Nominations
- 1.7 January 18, 2021 email from resident regarding mass timber construction in public buildings
- 1.8 January 18, 2021 email from resident regarding COVID and vitamin D3
- 1.10 January 19, 2021 email from resident requesting adding/converting tennis courts to pickleball courts
- 1.14 January 25, 2021 email from resident regarding Holland's eco-sustainable village
- 1.16 January 26, 2021 email from resident regarding trash collection by hardworking North Cowichan Public Works employees
- 1.18 Kaspas Road Parking  
7 emails were received from residents in relation to the Kaspas Road parking lot issue.
- 1.19 BC Economic Development Association (BCEDA)
  - 1.19.1 January 20, 2021 email from BCEDA regarding the 2021 Virtual BC Economic Summit - March 8 to 10, 2021
  - 1.19.2 January 25, 2021 email from BCEDA regarding supporting your own - Business Retention and Expansion Training

1.19.3 January 26, 2021 email from BCEDA regarding Economic Restart and Resiliency Bulletin  
ADOPTED ON CONSENT

## **2.2 Approval of Regular Agenda**

The following items were added as late items to the agenda:

- (1) A Committee appointment related matter added under the Closed Session
- (2) A land related matter added under the Closed Session

IT WAS MOVED AND SECONDED:

That Council adopt the agenda, as amended.

CARRIED

## **3. ADOPTION OF MINUTES**

### **3.1 Minutes of the Special Council meeting held January 20, 2021**

### **3.2 Minutes of the Regular Council and Public Hearings meeting held January 20, 2021**

IT WAS MOVED AND SECONDED:

That Council adopt the minutes of the Special Council meeting held January 20, 2021 and the Regular Council and Public Hearings meeting held January 20, 2021. CARRIED

## **4. MAYOR'S REPORT**

Mayor Siebring provided a verbal update on meetings and activities he recently attended.

## **5. DELEGATIONS AND PRESENTATIONS**

None.

## **6. PUBLIC INPUT**

Council received 12 submissions via email prior to the meeting regarding agenda items 8.2 [Finalizing the Climate Action and Energy Plan Model Update Report and Presentation], 8.3 [Rogers Communications Inc. Cell Tower Proposal Report and Presentation], 8.9 [Temporary Relaxation of No Heavy Truck Route on Drinkwater Road], 8.10 [Public Participation During Electronic Council Meetings, and consent agenda item 1.18 [Kaspa Road Parking].

## **7. BYLAWS**

### **7.1 Reserve Funds Establishment Amendment Bylaw No. 3816 for adoption**

IT WAS MOVED AND SECONDED:

That Council adopt Reserve Funds Establishment Amendment Bylaw No. 3816, 2021.

CARRIED

## **8. REPORTS**

### **8.1 North Cowichan Housing Needs Assessment Report and Presentation**

John Horn, Cowichan Housing Society, and George Parker, G.P. Rollo & Associates provided a presentation on the results of the North Cowichan Housing Needs

Assessment which included qualitative findings of community engagement, data, methodology and projections, and answered questions of Council. A copy of the presentation was appended to the agenda.

IT WAS MOVED AND SECONDED:

That Council accepts the North Cowichan Housing Needs Assessment Report. CARRIED

## **8.2 Finalizing the Climate Action and Energy Plan (CAEP) Model Update Report and Presentation**

Jeremy Murphy, Sustainability Solutions Group provided a presentation on the Climate Action and Energy Plan Update that included a project status update, economic modelling, a recap of emissions forecasts, actions, opportunities and measures, and answered questions of Council. A copy of the presentation was appended to the agenda.

IT WAS MOVED AND SECONDED:

That Council direct staff to proceed with public engagement and the timeline described in the Senior Environmental Specialist's report dated February 2, 2021 for presenting the Climate Action and Energy Plan (CAEP) modelling of costs and benefits of carbon emissions reduction policies to the climate change engagement group, the public at large, and the Environmental Advisory Committee; and that staff be directed to report back to Council before finalization of the CAEP model update by March 31, 2021.

CARRIED

Council, by unanimous consent, recessed the meeting at 4:02 p.m. and reconvened at 4:15 p.m.

IT WAS MOVED AND SECONDED:

That the meeting be extended until 7:00 p.m.

CARRIED

## **8.3 Rogers Communications Inc. Cell Tower Proposal Report and Presentation**

Brian Gregg, SitePath Consulting Ltd. provided a presentation on Rogers Communications Inc.'s Proposed Communication Sites on municipal lands [Evans Park and Mount Tzouhalem], that included their objective, their two proposed sites, rationale and design, and the next steps, and answered questions of Council. A copy of the presentation was appended to the agenda.

IT WAS MOVED AND SECONDED:

That Council defer consideration of the 'Rogers Communications Inc. Cell Tower Proposal Report and Presentation' to the next Council meeting.

(Opposed: Douglas, Justice, Manhas, Sawrie, Siebring, Toporowski)

DEFEATED

IT WAS MOVED AND SECONDED:

That Council direct staff to negotiate the Licence of Occupation terms with Rogers Communications Inc. for tower installations at Evans Ball Park and Mount Tzouhalem and, subject to completion of the public consultation by Rogers Communication Inc., as outlined in the staff report on February 2, 2021, that Council direct staff to prepare a



report outlining the findings and provide recommendations for Council's consideration, including bringing forward the Licences of Occupation for Council's review and approval.

(Opposed: Marsh)

CARRIED

**8.4 Development Variance Permit Application No. DVP00057 for 2903 Cypress Street**

IT WAS MOVED AND SECONDED:

1. That Council authorize the issuance of Development Variance Permit DVP00057/20.05 3080-20.
2. That Council vary Section 20.1 of Zoning Bylaw No. 2950, 1997 to increase the percentage of permitted small car parking spaces from 25% to 85% at 2903 Cypress Street.
3. That Council vary Section 80.10 (12) of Zoning Bylaw No. 2950, 1997 to eliminate the requirement for ground floor residential units to have individual exterior entrances at 2903 Cypress Street.
4. That Council deny the request to vary Section 80.10 (8) of Zoning Bylaw No. 2950, 1997 to reduce the required number of parking spaces for four new dwelling units at 2903 Cypress Street from 5 to 4.

CARRIED

**8.5 Development Variance Permit Application No. DVP00064 for Lot 1 Drinkwater Road**

IT WAS MOVED AND SECONDED:

That Council authorize the issuance of Development Variance Permit DVP00064/20.12 and vary Section 52(5) of Zoning Bylaw 1997, No. 2950 to increase permitted lot coverage from 10% to 20%, in order to accommodate siting of a single family dwelling, shop and garage for Lot 1, Plan VIP24981, Drinkwater Road.

CARRIED

**8.6 Development Variance Application No. DVP00062/20.10 for 9802 Napier Place**

IT WAS MOVED AND SECONDED:

That Council authorize the issuance of Development Variance Permit DVP00062/20.10 and grant the variance to Section 80.6 (6)(a) of Zoning Bylaw No. 2950, 1997 to reduce the required rear yard setback for a single family dwelling from 4.0 metres to 2.0 metres at 9802 Napier Place.

CARRIED

Council, by unanimous consent, recessed the meeting at 5:27 p.m. and reconvened at 5:45 p.m.

**8.7 Kaspa Parking Lot Congestion: Planned or Considered Short and Long Term Solutions**

IT WAS MOVED AND SECONDED:

That signage be installed at the problem areas of Kaspa Road reminding people of parking rules and that those rules be periodically enforced.

(Opposed: Marsh)

CARRIED

IT WAS MOVED AND SECONDED:

That page 4 of the staff report be amended to insert "POTENTIAL" before the heading: FUTURE SOLUTIONS (2022-23).

(Opposed: Douglas, Justice Manhas, Sawrie, Siebring, Toporowski)  
DEFEATED

IT WAS MOVED AND SECONDED:

That Council accepts the Director of Parks and Recreation's February 2, 2021 report for information, and note that the recommendations in the report are subject to the ongoing review of the Municipal Forest operations.

CARRIED

#### **8.8 North Cowichan Civic Building - C-0007 Rock Foundation Anchors - Design Tender**

IT WAS MOVED AND SECONDED:

That Council award the contract for the C-007 Rock Foundation Anchors to Western Grater Contracting Ltd for \$749,000 plus GST.

CARRIED

#### **8.9 Temporary Relaxation of No Heavy Truck Route on Drinkwater Road**

IT WAS MOVED AND SECONDED:

That Council direct staff to maintain the status quo with the restriction on Drinkwater Road during the construction of the new RCMP facility.

(Opposed: Marsh)

CARRIED

IT WAS MOVED AND SECONDED:

That the meeting be extended to 10:00 p.m.

CARRIED

#### **8.10 Public Participation During Electronic Council Meetings**

IT WAS MOVED AND SECONDED:

THAT Council direct staff to use the Webex Events platform for Public Hearings and Council and Committee of the Whole meetings to provide members of the public with the opportunity to attend these meetings electronically and engage with Council on matters included in the agenda;

AND THAT Council reinstate the maximum of five speakers to be heard during the Public Input Period;

AND THAT Council rescind their prior decisions to allow members of the public to submit their comments by email to [Agenda@northcowichan.ca](mailto:Agenda@northcowichan.ca) and questions to [QP@northcowichan.ca](mailto:QP@northcowichan.ca) and instead provide members of the public the opportunity to speak to Council during the Public Input Period and Question Period through electronic participation;

AND THAT Council rescind their decision to take a 10-minute recess prior to Question Period;

AND FURTHER THAT Council committees and advisory bodies may continue to use Webex Meetings for their virtual meetings based upon the same rationale provided on July 15, 2020.

(Opposed: Douglas, Siebring)

CARRIED

**8.11 2021 Council Training Plan**

IT WAS MOVED AND SECONDED:

THAT Council authorize \$15,000 to be added to the operational budget for Council training beginning in 2021;

AND THAT Council direct staff to coordinate the training opportunities as included in the 2021 Council Training Plan as presented in the Manager of Legislative Services' report dated February 2, 2021. CARRIED

**8.12 Inter-Municipal Relationship Protocol Agreement (for endorsement)**

IT WAS MOVED AND SECONDED:

That Council approve the revised City of Duncan and Municipality of North Cowichan Inter-Municipal Relationship Protocol Agreement as amended on January 21, 2021.

CARRIED

**8.13 UBCM Community Emergency Preparedness Fund - Emergency Support Services Grant Application by the CVRD**

IT WAS MOVED AND SECONDED:

THAT Council resolves for the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Support Services grant funding on behalf of the Municipality of North Cowichan. CARRIED

**8.14 Utility Budget and Rates Review**

IT WAS MOVED AND SECONDED:

That it be recommended to Council to increase:

- Chemainus water metered minimum and parcel tax by 5%
- Crofton water metered minimum and parcel tax by 5%
- South End water metered minimum and parcel tax by 3%
- Metered water rates by 3%

CARRIED

IT WAS MOVED AND SECONDED:

That it be recommended to Council to increase:

- Chemainus sewer parcel tax and user fees by 2%
- Crofton sewer parcel tax and user fee by 3%
- South End sewer parcel tax and user fee by 3%
- Maple Bay sewer treatment plant user fee by 3%

CARRIED

**9. NOTICES OF MOTIONS**

None.

**10. UNFINISHED AND POSTPONED BUSINESS**

**11. NEW BUSINESS**

**11.1 Request for Letter of Support from the BC Hockey League**

IT WAS MOVED AND SECONDED:

That Council authorizes the Mayor to provide a letter of support for the BC Hockey League which seeks to apply for funding under British Columbia's COVID-19 Recovery Fund, describing the importance of amateur hockey in our communities;

And That a copy of the letter be forwarded to Sonia Furstenau, the Member of Legislative Assembly for the Cowichan Valley, and Doug Routley, the Member of Legislative Assembly for Nanaimo-North Cowichan to advocate for their request for funding and encourage Premier John Horgan, Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation and Melanie Mark, Minister of Tourism, Arts, Culture and Sport to advocate for the BC Hockey League's request. CARRIED

**11.2 Request for Support by the Island Bus Service Provider to the Province**

IT WAS MOVED AND SECONDED:

That the Mayor be authorized to write a letter of support for a short-term emergency COVID recovery contract between Tofino Bus and the Province of BC and its Ministry of Transportation to continue essential service until ridership is restored;

And that the letter be forwarded to Premier Horgan, Minister Fleming, Cowichan Valley MLA Sonia Furstenau and Nanaimo-North Cowichan MLA Doug Routley. CARRIED

**11.3 Consent Agenda Item 1.9 [January 19, 2021 email from resident requesting that Council waive the non-North Cowichan resident plot fees at Mountain View Cemetery]**

This item was discussed.

**11.4 Consent Agenda Item 1.11 [January 19, 2021 letter to UBCM from the City of Vernon regarding BC Hydro and Power Authority (BC Hydro) 2020 Street Lighting Rate Application]**

IT WAS MOVED AND SECONDED:

That Council authorize the Mayor to write a letter to BC Hydro and the BC Utilities Commission with respect to street lighting rate application. CARRIED

**11.5 Consent Agenda Item 1.12 [January 22, 2021 email from resident regarding lack of face masks being worn in Chemainus]**

This item was discussed.

**11.6 Consent Agenda Item 1.13 [January 25, 2021 email from resident regarding the OCP Growth Scenarios being discussed at the January 26, 2021 Committee of the Whole meeting]**

IT WAS MOVED AND SECONDED:

That Consent Agenda Item 1.13 be referred to Planning staff and the OCP consultant [MODUS] for their consideration. (Opposed: Siebring, Marsh and Manhas) CARRIED

**11.7 Consent Agenda Item 1.15 [January 25, 2021 email from Victoria & Vancouver Island Greek Community Society regarding the 200th Anniversary of Greek Independence Initiative, and request to raise the Greek flag and illuminate the exterior of Municipal Hall]**

This item was discussed.

**11.8 Consent Agenda Item 1.17 [January 26, 2021 email from Island Coastal Economic Trust regarding a regional marketing initiative to help attract tech companies to Vancouver Island]**

This item was not discussed.

**12. QUESTION PERIOD**

Mayor Siebring called for a recess at 7:56 p.m. to allow viewers to submit questions via email on the matters discussed during the meeting. Four questions had been submitted when the meeting reconvened at 8:15 p.m.

**13. CLOSED SESSION**

IT WAS MOVED AND SECONDED:

That Council close the February 2, 2021 Regular Council meeting at 8:20 p.m. to the public on the basis of the following sections 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)(e) - the acquisition, 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)(i) - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 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.

CARRIED

**13.1 Minutes from the January 20, 2021 Special Council and Council Closed meetings for adoption**

**13.2 Closed under section 90(1)(e) land, 90(1)(i) legal advice and 90(1)(m) FOIPPA s. 16 - relations with an aboriginal government**

**13.3 Closed under section 90(1)(e) land**

**13.4 Closed under section 90(1)(a) appointment**

**14. RISE AND REPORT**

**15. ADJOURNMENT**

February 2, 2021 - Regular Council Minutes

Council adjourned the meeting at 9:50 p.m.

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Certified by Corporate Officer

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Signed by Mayor

**RCMP·GRC**



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

## NORTH COWICHAN/DUNCAN DETACHMENT

# QUARTERLY REPORT

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*October through December 2020*

*Open Report*

## NCD QUARTERLY REPORT

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### October to December 2020 Open Report

#### Message from the Officer in Charge

This reporting period encompasses the fourth 3 month period of the calendar year 2020: October, November and December. The intent of this report is to provide a brief overview of policing to the Leadership of the Cowichan Valley to which the North Cowichan/Duncan RCMP Detachment serves.

During the Fall and Winter season, we saw increased restrictions and guidelines put in place as a result of increased Covid cases in British Columbia. While there were minimal confirmed cases here on the Island, we were affected by the recommended measures including travel guidelines. This directly affected the detachment as mandatory training and courses in the Lower Mainland were cancelled and to be rescheduled.

During the winter holiday season, the RCMP saw a number of serious files including two armed robberies (suspect identified and currently before the courts) and two separate fires that tragically resulted with fatalities. There has been numerous complaints of small fires and arsons over the past quarter. More recently, suspicious fires at Drinkwater Elementary and Ecole Mount Prevost in January – after extensive investigation, an individual has been arrested and the matter is before the Courts. Even though there is a number of Covid cases here in the valley, we continue to provide policing services. This has been thanks to the many other agencies working in collaboration in the Cowichan Valley.

It is great news that the vaccinations are being administered and hopefully soon, this pandemic will be in the past. There were twenty-seven (27) files under Covid related measures, seven (7) of which were unfounded with most reports being received in November and December.

#### Calls For Service:

During 2020, **20,203** calls for service were received. **22,720** calls for service in 2019.

This equates to a total file count reduction of **11%**

For the last Quarter of 2020, **4,758** calls for service were received. **5,182** calls in 2019 (**8% reduction**).

For the Quarter, we have again seen significant decreases in most areas, however we see some slight increases;

**Arsons** are up to 6 from 3 for the Quarter, however for the year, we are up significantly – 49 from 17.

**Mental Health** Related files are up.

**CVRD Jurisdiction; Theft From Motor Vehicles** up to 14 from 8.

Please see the next page for breakdown of Offences and Occurrence Types for each jurisdiction.



## Oct to Dec 3 Month Comparison (compared to same period in 2019)

Type of Offence & Occurrence	North Cowichan/Duncan Totals			Municipality of North Cowichan			City of Duncan			Cowichan Tribes			Cowichan Valley Regional District		
	Oct to Dec, 2020	Oct to Dec, 2019	% Change over prev year	Oct to Dec, 2020	Oct to Dec, 2019	% Change over prev year	Oct to Dec, 2020	Oct to Dec, 2019	% Change over prev year	Oct to Dec, 2020	Oct to Dec, 2019	% Change over prev year	Oct to Dec, 2020	Oct to Dec, 2019	% Change over prev year
<b>Crimes Against the Person</b>	242	360	-33%	128	176	-27%	48	64	-25%	32	73	-56%	29	40	-28%
Assaults	141	182	-23%	73	95	-23%	29	39	-26%	23	54	-57%	16	24	-33%
Robbery	6	6	0%	2	4	-50%	2	1	N.C.	1	1	N.C.	1	0	N.C.
Sex Offences	26	25	4%	13	12	8%	2	2	0%	3	4	-25%	4	4	0%
<b>Crimes Against Property</b>	590	1005	-41%	261	441	-41%	140	254	-45%	123	161	-24%	62	88	-30%
B&E - Business	39	54	-28%	22	22	0%	7	15	-53%	4	6	-33%	6	11	-45%
B&E - Residential	17	22	-23%	11	12	-8%	4	5	-20%	1	1	0%	1	4	-75%
B&E - Other	8	25	-68%	8	15	-47%	0	3	N.C.	0	3	N.C.	0	3	-100%
Theft of Motor Vehicle	14	20	-30%	6	5	20%	2	4	-50%	3	20	-85%	3	9	-67%
Theft from Vehicle	59	103	-43%	28	60	-53%	13	26	-50%	4	8	-50%	14	8	75%
Other Theft Over \$5000	1	1	0%	0	0	N.C.	0	0	N.C.	0	0	N.C.	1	1	0%
Other Theft Under \$5000	63	139	-55%	26	83	-69%	17	28	-39%	10	13	-23%	10	14	-29%
Shoplifting	60	122	-51%	10	36	-72%	9	16	-44%	40	70	-43%	1	0	N.C.
Arson	6	3	100%	1	3	-67%	2	0	N.C.	3	0	N.C.	0	0	N.C.
<b>Traffic Offences</b>															
Non fatal crashed Resulting in injury	47	57	-18%	21	32	-34%	7	10	-30%	9	6	50%	10	9	11%
Fatal crashes	0	3	N.C.	0	0	N.C.	0	1	N.C.	0	0	N.C.	0	2	N.C.
24 hr susp. *also present on impaired Op MV	21	19	11%	9	10	-10%	5	2	150%	3	3	0%	4	4	0%
Impaired Op MV/IRP	116	148	-22%	54	76	-29%	23	21	10%	22	25	-12%	17	26	-35%
All Impaired driving Complaints (incl unfounded)	137	176	-22%	62	85	-27%	29	28	4%	22	30	-27%	22	33	-33%
<b>Other Offences &amp; Occurrences</b>															
Cause a Disturbance	117	203	-42%	50	106	-53%	37	57	-35%	21	34	-38%	9	6	50%
<b>CDSA Offences</b>															
Drug Possession	127	130	-2%	39	52	-25%	70	63	11%	13	13	0%	3	1	200%
Drug Trafficking	16	31	-48%	5	15	-67%	7	11	-36%	4	3	33%	0	1	N.C.
Drug Production	0	0	N.C.	0	0	N.C.	0	0	N.C.	0	0	N.C.	0	0	N.C.
<b>Mental Health</b>															
Mental Health Related	393	387	2%	240	223	8%	77	93	-17%	33	37	-11%	33	26	27%
Sec 28 Apprehensions	108	88	23%	61	48	27%	20	17	18%	12	7	71%	9	14	-36%

Data Caveats:

N.C. = not calculable

Unfounded, Assistance Only, Information, Prevention and Unsubstantiated events excluded (except Information file included in traffic and Mental Health Categories)

Data obtained Jan 4, 2021 and is subject to change

values in red indicate increase is greater or equal to 10% AND at least one comparison value &gt;= 10

Most serious offence only counting method (except for traffic offences &amp; Mental Health files)

## Year to Date Comparison

Type of Offence & Occurrence	North Cowichan/Duncan Totals			Municipality of North Cowichan			City of Duncan			Cowichan Tribes			Cowichan Valley Regional District		
	Jan to Dec, 2020	Jan to Dec, 2019	% Change over prev year	Jan to Dec, 2020	Jan to Dec, 2019	% Change over prev year	Jan to Dec, 2020	Jan to Dec, 2019	% Change over prev year	Jan to Dec, 2020	Jan to Dec, 2019	% Change over prev year	Jan to Dec, 2020	Jan to Dec, 2019	% Change over prev year
<b>Crimes Against the Person</b>	1236	1392	-11%	678	667	2%	208	274	-24%	194	267	-27%	130	152	-14%
Assaults	668	790	-15%	346	348	-1%	122	153	-20%	128	193	-34%	67	83	-19%
Robbery	19	16	19%	7	7	0%	7	6	17%	3	2	50%	2	1	100%
Sex Offences	97	88	10%	46	39	18%	12	8	50%	18	19	-5%	6	14	-57%
<b>Crimes Against Property</b>	3082	4072	-24%	1581	1978	-20%	692	1010	-31%	468	667	-30%	316	381	-17%
B&E - Business	173	204	-15%	77	85	-9%	44	58	-24%	14	16	-13%	38	44	-14%
B&E - Residential	106	122	-13%	59	60	-2%	23	33	-30%	8	13	-38%	16	16	0%
B&E - Other	68	100	-32%	46	57	-19%	11	19	-42%	2	7	-71%	9	15	-40%
Theft of Motor Vehicle	94	106	-11%	50	59	-15%	13	14	-7%	10	5	100%	20	27	-26%
Theft from Vehicle	354	503	-30%	184	286	-36%	88	111	-21%	25	29	-14%	53	68	-22%
Other Theft Over \$5000	13	9	44%	7	4	75%	0	0	0%	1	2	-50%	4	3	33%
Other Theft Under \$5000	347	515	-33%	195	296	-34%	73	111	-34%	33	45	-27%	42	58	-28%
Shoplifting	252	516	-51%	72	123	-41%	23	71	-68%	153	318	-52%	4	4	0%
Arson	49	17	188%	22	9	144%	13	4	225%	5	1	400%	9	3	200%
<b>Traffic Offences</b>															
Non fatal crashed Resulting in injury	174	209	-17%	91	120	-24%	21	35	-40%	27	25	8%	34	29	17%
Fatal crashes	1	3	-67%	0	0	N.C.	0	1	N.C.	1	0	N.C.	0	2	N.C.
24 hr susp. *also present on impaired Op MV	97	63	54%	47	32	47%	21	14	50%	14	10	40%	13	7	86%
Impaired Op MV/IRP	557	504	11%	272	244	11%	100	105	-5%	83	78	6%	97	70	39%
All Impaired driving Complaints (incl unfounded)	663	594	12%	323	287	13%	118	116	2%	98	92	7%	119	90	32%
<b>Other Offences &amp; Occurrences</b>															
Cause a Disturbance	709	840	-16%	352	427	-18%	211	250	-16%	108	129	-16%	38	33	15%
<b>CDSA Offences</b>															
Drug possession	692	532	30%	340	223	52%	286	244	17%	42	46	-9%	20	13	54%
Drug Trafficking	123	174	-29%	67	96	-30%	32	47	-32%	15	14	7%	4	11	-64%
Drug Production	1	0	N.C.	1	0	N.C.	0	0	N.C.	0	0	N.C.	0	0	N.C.
<b>Mental Health</b>															
Mental Health Related	1455	1610	-10%	860	910	-5%	302	394	-23%	128	138	-7%	120	125	-4%
Sec 28 Apprehensions	345	321	7%	187	186	1%	77	59	31%	40	28	43%	31	40	-23%

**Data Caveats:**

N.C. = not calculable

Unfounded, Assistance Only, Information, Prevention and Unsubstantiated events excluded (except Information file included in traffic and Mental Health Categories)

Data obtained Jan 4, 2021 and is subject to change

values in red indicate increase is greater or equal to 10% AND at least one comparison value &gt;= 10

Most serious offence only counting method (except for traffic offences &amp; Mental Health files)

### Quarters Top File's For Each Jurisdiction

Entire NCD Top 10 CFS		City of Duncan Top 10 CFS	
Call Type	Count	Call Type	Count
CHECK WELLBEING	364	UNWANTED PERSON	152
UNWANTED PERSON	353	CHECK WELLBEING	100
TRAFFIC INCIDENT	318	DRUGS	62
PROPERTY	204	SUSPICIOUS PERSON	58
ASSIST POLICE / FIRE / AMBULANCE	186	TRAFFIC INCIDENT	44
SUSPICIOUS PERSON	163	ASSIST OTHER AGENCY	42
IMPAIRED	162	ASSIST POLICE / FIRE / AMBULANCE	37
ASSIST OTHER AGENCY	155	ABANDONED 911	31
DOMESTIC IN PROGRESS	147	SUSPICIOUS CIRCUMSTANCES	30
THEFT	144	DOMESTIC IN PROGRESS	29

Muni of North Cowichan Top 10 CFS		Cowichan Tribes Top 10 CFS	
Call Type	Count	Call Type	Count
CHECK WELLBEING	191	UNWANTED PERSON	42
UNWANTED PERSON	150	CHECK WELLBEING	40
TRAFFIC INCIDENT	147	TRAFFIC INCIDENT	37
PROPERTY	115	THEFT	32
ASSIST POLICE / FIRE / AMBULANCE	85	ASSIST POLICE / FIRE / AMBULANCE	30
IMPAIRED	73	DOMESTIC IN PROGRESS	29
SUSPICIOUS PERSON	70	IMPAIRED	24
DOMESTIC IN PROGRESS	68	ALARM FALSE	22
SUSPICIOUS CIRCUMSTANCES	68	THEFT IN PROGRESS	22
DISTURBANCE	65	PROPERTY	22

CVRD Top 10 CFS	
Call Type	Count
TRAFFIC INCIDENT	54
IMPAIRED	41
CHECK WELLBEING	24
ALARM FALSE	22
THEFT	22
DOMESTIC IN PROGRESS	20
MVI	20
SUSPICIOUS CIRCUMSTANCES	18
PROPERTY	18
SUSPICIOUS PERSON	18

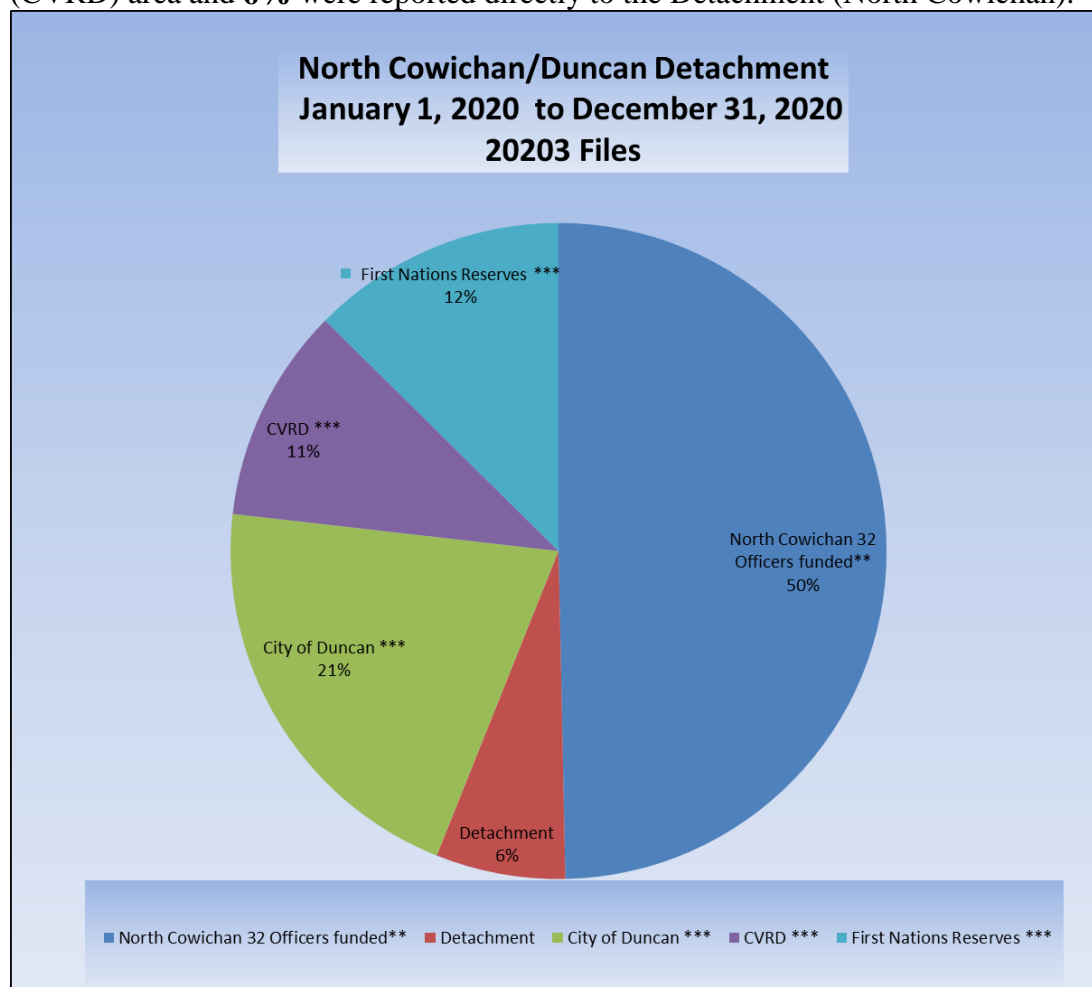
## Mental Health:

Mental Health files are defined as files with a UCR code under the Mental Health Act OR files that contained the study flag “Mental Health Related”. Unfounded and unsubstantiated events were not included in these numbers. Sec 28 Apprehensions were up 23% for the quarter, 108 from 88.

For Quarter 4 the average hospital wait time for Section 28 Mental Health Apprehensions from “Time of Arrival at Hospital” to “Time of Transfer from Police Custody to Hospital” was sixty-five (65) minutes. For the 108 Mental Health Apprehension calls for service calls, an average three (3) members were required to attend the scene and subject admitted 83% of the time.

## Distribution of Calls For Service:

The chart below illustrates where our calls for service have come from within our Detachment area. We have a total of 62 RCMP Officers working when we are at full strength. You can see below that from January 1<sup>st</sup> to December 31<sup>st</sup>, 2020, approximately **50%** of the calls we responded to were from within the Municipality of North Cowichan Policing jurisdiction. That **21%** came from the City of Duncan, **12%** came from the Cowichan Tribes/Indigenous Lands, **11%** came from the Provincial (CVRD) area and **6%** were reported directly to the Detachment (North Cowichan).



## **Detachment Performance Plan Initiatives**

The North Cowichan/Duncan R.C.M.P. Detachment is guided by an Annual Performance Plan that addresses identified local policing priorities. These priorities are identified through consultation with elected officials, senior staff officers, the Community Policing Advisory Committee, Town Hall meetings and other groups. As such, our 2020/21 draft plan is focused on the following local issues that were consistently identified as priorities throughout the valley:

- 1) Police/Community Relations – Visibility of Police  
*Ensuring the community trusts the police and understands the work they do*
- 2) Crimes Against Persons  
*Prevent and Reduce Crimes Against Persons*
- 3) Reduce Substance Abuse
- 4) Reduce Property Crime
- 5) Increase Traffic Enforcement and Road Safety
- 6) Enhancing Indigenous Relations, Cultural Awareness and Crime Reduction
- 7) Contribute to Employee Wellness

## **Police Community Relations**

Alongside Frontline Policing officers, all support units will be working hard to increase Police visibility throughout the Cowichan Valley. By doing so, our hopes are to prevent crime from happening and restoring the trust of the community in Police.

Members will continue to focus on the following and the results for the Quarter are as follows;

1. Foot Patrols.....3,283
2. Face to Face Youth Contact.....1,238
3. Media and Social Media Releases.....55
4. Social Media .....18
5. Bike Patrols.....0

Given the Covid-19 Pandemic, Police have had to find different ways to become involved with the Community. While still being available, the RCMP has had to adapt a great many protocols at the detachment while trying to not restrict services. We appreciate the public's patience throughout these times. The RCMP wish to assure everyone that we are taking many precautions to ensure everyone's safety.

To date, Covid has restricted the RCMP members from obtaining the mandatory Bike Training. As a result, bike patrols have been minimal. When Covid restrictions are lifted, we are hopeful to obtain this training.

Just recently, South Cowichan Community Policing was named as the successful bid to perform Community Policing duties. The group is well underway in establishing themselves here in the Cowichan Valley.

**2020-12-18**

**North Cowichan / Duncan RCMP Staff Sergeant Chris Swain recognized by the Cowichan Therapeutic Riding Association (CTRA) as their volunteer of the year.**

S/Sgt Swain received the recognition after volunteering 2 therapeutic riding lessons a week, working with both therapy horses and riders.

Chris brings an easy camaraderie and instills confidence in both therapy horses and riders making him a unique asset to our team the announcement on the CTRA's FaceBook website stated He has also been instrumental in working with CTRA to create equine-assisted programming for first-responders to engage in team building, personal wellness, and create volunteer opportunities. Always an ambassador for our cause and a boost to staff morale, it is our pleasure to honor him in this small way.

Chris is a leader not only in the Detachment, but in the community as well says Inspector Chris Bear, North Cowichan / Duncan RCMP Detachment Commander He goes above and beyond every day, and this shows how much he cares for those in the community

## **Prevent and Reduce Crimes Against Persons**

The Crimes Against Persons Unit will continue to focus on ensuring compliance on investigations including Domestic Violence, Sexual related occurrences and Mental Health related occurrences.

An Interagency Case Assessment Team (ICAT) is a partnership of local agencies (Police, child welfare, health, social service, victim support and other anti-violence agencies) to create a risk management plan to enhance interventions for victims, as well as monitoring, management and support for offenders in high-risk Domestic Violence cases.

The Unit will continue with the pilot project 'Car 60' program.

Initiatives include the following:

1. Conduct Inter-Agency Case Assessment (ICAT) Team Files
2. Mental Health initiatives
3. Unit Review of All Sexual Assault/Sexual Interference Occurrences
4. Improving Mental Health client needs – collaborative approach with Mental Health in working with clients with escalating calls for service

For the Quarter, we took part in three (3) new ICAT Team files.

The Detachment is continuing with establishing the Situation Tables here in the community. Support letters have been obtained from community leadership and supports and the initiative is progressing.

While very few patrols for the Car 60 Team took place over the quarter, the Detachment remains actively engaged with Island Health in addressing Mental Health issues.

Both the December 2019 and January 2020 homicide investigations (2019-14214 and 2020-667) remain active investigations currently investigated by Vancouver Island Integrated Major Crimes Unit (VIIMCU).

There was fifty-nine (59) mental health initiatives for the Quarter. External partners, including the Substance Use Integrated Team (SUIT) are utilizing police more with their clients. These joint collaborations have been very successful in building relationships within the community.

There were thirty-four (34) sexual assault investigations are being reviewed and assisted by the unit. Many investigations are being investigated in a timely manner and interviews are being monitored more closely. Despite a few exceptions, Viclas submissions are consistent and reflective on the monthly compliance report.

### **One man in custody after Duncan robberies**

#### **File # 2020-20109**

Police have a man in custody after two robberies at Duncan businesses.

On December 29, 2020, at around 3:35 pm, police learned that a male had entered a gas station at Burkey's Corner, presented a weapon to the staff, and demanded money. The male suspect left on foot, southbound on Cowichan Lake Road. Frontline officers and specialized units, including a police dog service team, attended the area immediately to make patrols. The suspect was not initially located.

On December 30, 2020, at around 7:35 am, police received a call of a similar event. A man entered a business on the Trans Canada Highway south of Duncan, showed a weapon to staff, and demanded money. Again, police attended the area immediately to ensure safety of the community and begin the investigation.

Thankfully, there were no injuries in either event. Victim services were offered as a resource to those involved. Witnesses were able to provide detailed descriptions and surveillance footage allowed police to see clothing and other details.

Within an hour of the second robbery, police arrested a man in relation to these incidents. Roy Spencer of Duncan made a first appearance at Duncan Provincial Court on December 31, 2020, and was held in custody. He is facing the following charges related to these two events:

- Two counts of robbery
- One count of assault with a weapon
- Two counts of disguise with intent

Police are still collecting evidence and information in order to strengthen the investigation. Anyone who witnessed either of these incidents is encouraged to contact North Cowichan Duncan RCMP. Police are also interested in reviewing dashcam / surveillance footage of the following areas:

- Cowichan Lake Road and surrounding area on December 29, 2020, between 3:30 pm and 4:00 pm
- the area around Trans Canada Highway and Allenby Road on December 30, 2020, between 7:20 am and 8:00 am



**Purple Lights Show Support for Survivors of Gender-Based Violence**  
**North Cowichan\Duncan, This Is What We Do**  
**2020-12-01**

North Cowichan Duncan RCMP is marking the 16 Days of Activism Against Gender-Based Violence, an international campaign that runs from November 25 to December 10, with purple lights displayed outside of the police detachment on Canada Avenue.

The 16 Days is an opportunity for the community to come together to call out and speak up on gender-based violence, and is marked around the world. It includes December 6, National Day of Remembrance and Action on Violence Against Women, and the goal is to demonstrate the continued commitment to eliminating violence against women, children and gender-diverse individuals. The detachment uses purple lights because the colour purple symbolizes courage, honour, and healing. This colour has a long history of being used as a symbol by those seeking justice.

Survivors of relationship and sexualized violence continues to be a concern in the community. At the North Cowichan Duncan RCMP detachment, frontline officers and support units like the Crimes Against Persons Unit continue to support survivors every day, and collaborate with other community agencies to assist survivors and give them their voice again. Police work in partnership with other agencies to show survivors that the community cares about their experience, there are ways to assist them, and they are not alone.

"We as a community all have an important role to play in creating a safe environment for survivors of gender-based violence, says Crimes Against Persons Unit coordinator Cpl. Kim Granneman. "We challenge every person in this community to show their support in a way that is safe and appropriate. This can mean speaking out when you hear derogatory language, donating to agencies that work with survivors, or talking with youth in your life about healthy relationships and understanding consent."

Gender-based violence (GBV) is any violence directed towards or against someone due to their gender expression, gender identity or perceived gender.

Status of Women Canada recommends that people who want to support ending gender-based violence can take the following actions:

- Listen: be open to learning from the experiences of others
- Believe: support survivors and those affected by violence
- Speak out: add your voice to call out violence
- Intervene: find a safe way to help when you see acts of gender-based violence
- Volunteer: give your time to organizations working to end violence

And North Cowichan Duncan RCMP encourages individuals and organizations to put up a string of purple lights as visible symbol to friends, neighbours, and the community of their support to end gender-based violence.



## **North Cowichan/Duncan RCMP investigating alleged sexual assaults outside of the Cowichan District Hospital**

**2020-11-19**

**File #2020-17925**

The RCMP is seeking the public's assistance in identifying a suspect after a reports of sexual assaults outside the Cowichan District Hospital over the preceding several weeks.

The North Cowichan/Duncan RCMP were made aware of these assault on November 17th and immediately began working in partnership with the Island Health on this investigation.

The assaults have allegedly taken place between November 2, 2020 to November 17, 2020 near the grounds of the Cowichan District Hospital.

Uniformed RCMP officers in marked police vehicles will increase their patrols of the property, and should anyone feel unsafe they can speak with one of the members who will offer assistance.

Update on sexual assault allegations outside of the Cowichan District Hospital.

The North Cowichan/Duncan RCMP have concluded their file after an extensive investigation with third party reports of sexual assaults. The assaults allegedly occurred outside of the Cowichan District Hospital between the dates of Nov 2- Nov 17th, 2020.

Despite a thorough investigation into the matter to date, further evidence has not been obtained to support the allegations of sexual assaults occurring outside of the Cowichan District Hospital.

Anyone with information is still encouraged to come forward, but barring any further evidence to support the allegations, the file will be concluded at this time.

## **Reduce Substance Abuse**

Substance abuse remains a priority for the detachment given its severity to affect all types of criminal activity.

The Detachment focus to reduce substance abuse is as follows:

1. Projects and Proactive Initiatives to reduce substance abuse
2. Frontline Members to Increase Patrols, Investigations & Enforcement of Controlled Drugs and Substances Act
3. Increased training provided to Frontline Officers in reducing substance abuse

While we were recording Hot Spot Patrols the previous year, Detachment personnel believed that this was not necessary. The officers will continue to be active out in the community patrolling. We are confident that the RCMP will be getting out to these areas and addressing community issues. This is evident by the higher numbers of Proactive Time as per the GDSA.

For the Quarter, there were:

- 1 Substance Abuse projects
- 70 Drug Seizures by the detachment – 12 of which were submitted to Crown for Charge Approval
- Given the pandemic, no training was completed this Quarter

There has been a great deal of time and effort spent working in the “corridor” area to help alleviate concerns from the area. This has been done in collaboration with By-Law officers and local security officers as well as the local community.

### **2020-18359**

On November 26<sup>th</sup>, 2020 the RCMP Bike Unit were conducting patrols on Ypres street and Coronation ave and observed a male on a bike who had outstanding warrants for his arrest. Police arrested the male and subsequent search revealed a significant amount of items believed to be Heroin, methamphetamines, drug trafficking paraphanaelia and,\$1462.90 in cash. The male was also found to be in breach of several Court Orders and given his considerable drug trafficking history, he was held in custody. The matter is currently before the courts (February 2021).

## **Reduce Property Crime**

One of our Crime Reduction Strategies is to identify Priority Offenders; persons who habitually and continually commit crime as a means of feeding their unlawful lifestyle. Our Detachment Criminal Analyst has been integral in this area. We work together with Crown, Probation, Corrections and other community partners to formally identify priority offenders and engage them with “pro-active” curfew and probation checks to encourage compliance with court conditions and curtail criminal activity.

The Detachment Priorities to Reduce Property Crime are as follows:

1. Criminal Intelligence sharing
2. Increased Court Order compliance (ie. Curfew Checks)
3. Priority Offender Designations

For the Quarter, there were:

- 19 Criminal Intelligence bulletins
- 109 Curfew Checks
- 6 Priority Offender Designations

## **Multi-Jurisdictional RCMP Response Leads to Arrest of Chronic Offender and Recovery of Stolen Car**

**2020-10-30**

**File #2020-16569**

A well-being check in Crofton, BC, on October 23, 2020, lead to the arrest of a chronic property offender in Ladysmith.

North Cowichan/Duncan RCMP officers responded to a report of a male and female acting suspiciously in the Crofton area near a vehicle. Front line officers and members of the Street Crime Unit attended and confirmed that both the licence plate and 2019 Chevrolet Impala associated to the suspects were stolen. Police attempted to stop the vehicle but it fled from the area towards Chemainus. Ladysmith RCMP spotted the vehicle on the Trans Canada Highway and followed it to the Oyster Sto’Lo Road area, north of town.

Shortly afterwards, Ladysmith RCMP attempted traffic stop a second time and the occupants fled on foot. Officers from the North Cowichan/Duncan RCMP, Ladysmith RCMP, and Nanaimo RCMP, including a Police Dog Service officer, set up an area perimeter. A couple from the Courtenay area was located hiding in a trailer on a nearby property and arrested with the assistance of Police Service Dog “Herc.”



Police Service Dog "Herc" helped police locate and arrest suspects related to a stolen vehicle.

Prolific offender Cameron Sebastian, age 26, was arrested and police confirmed that he had numerous outstanding warrants for his arrest. Sebastian was held in custody facing charges of possession of stolen property over \$5000, break and enter, flight from police and other charges. A 21-year-old female has been released on several charges and is scheduled to appear in Duncan court on January 12, 2021.

“This investigation required a high and constant risk assessment given that the suspect was in possession of a stolen vehicle and was very motivated to avoid arrest,” says Street Crimes Unit commander Cpl. Trevor March. “Having the ability to engage officers from three different jurisdictions allowed us to maintain public safety and apprehend this priority offender in the best way possible.”

### **Traffic Enforcement and Road Safety**

The North Cowichan/Duncan RCMP Detachment continues with its initiatives for Traffic Safety.

Our Detachment Officers strive to educate the users of Cowichan roadways by conducting enforcement and awareness campaigns, in addition to conducting criminal investigations and responding to other calls for service.

For the fiscal year 2020/21 Detachment Performance Plan, we have committed to work on the following:

1. General Traffic Violation Enforcement
2. Traffic Enforcement Campaigns and Projects – Distracted Driving
3. Impaired Driving Initiatives
4. Speed Related Initiatives

During the quarter, the Detachment issued 175 Violations Tickets.

There were fifty-three (53) Impaired Driving Campaigns

There were eighty-six (86) Impaired Driving Enforcement Orders (Criminal Code/IRP/215).

North Cowichan/Duncan Detachment Quarterly Traffic Statistics 4th Quarter 2020					
	Municipality of North Cowichan	City of Duncan	Other Areas	Total Detachment Area	Year to Date Detachment
24 hour Suspension by Alcohol	2	2	1	5	42
24 hour Suspension by Drug	7	3	6	16	74
Immediate Roadside Prohibition	27	14	32	73	236
Prohibited Drivers (Prov & CC)	12	2	14	28	194
Vehicle Impounds	39	19	31	89	344
Violation Tickets	62	28	76	166	787
Written Warnings	25	31	29	85	534

### **Traffic External Support:**

We enjoy the support of two Provincial Traffic units who work across the southern part of Vancouver Island; South Island Traffic Services, who are based in Chemainus, as well as, the Nanaimo Integrated Road Safety Unit (IRSU). Their enforcement and assistance is something we receive at no additional policing cost.

### **File # 2020-16035**

As we head into winter, North Cowichan Duncan RCMP urges drivers to be cognizant of road conditions during their travels this year.

On October 13, 2020, weather conditions caused several traffic delays and concerns around the North Cowichan Duncan area. At around 11:00 am, a tree fell on a vehicle on the Trans Canada Highway south of Duncan. Police attended to direct traffic and ensure the driver and passengers exited the vehicle safely. EMCOM Services cleared the debris from the roadway.

At around 1:00 pm, police from the Integrated Road Safety Unit, based in Chemainus, BC, attended downed power lines at the intersection of Chemainus Road and Oak St. Police, fire, and municipal staff ensured the road was closed until BC Hydro could attend.

Thankfully, there were no injuries at either of these incidents. Both are believed to be related to heavy winds, and police do not anticipate any charges to come from the calls. Assistance from partner agencies helped to keep the community safe and return traffic to normal as soon as possible.

Winter driving conditions can make for unsafe situations on the roads, even without snow or freezing temperatures, says acting road supervisor Cst. Warren Kongus. Please make sure that you're watching out for hazards on or around the roads and giving yourself lots of time to get to your destination.

Police also recommend the following tips for winter driving:

- Take extra care to pay attention to your surroundings;
- Avoid using cruise control in bad weather;
- In strong winds, be careful not to jerk the steering wheel or overcorrect, and keep both hands on the wheel;
- Drive for the conditions. This can include using headlights when there is poor light and leaving extra space between yourself and other vehicles on the road

### **Suspect Arrested in 2019 Road Rage Incident**

**2020-12-09**

**File #2019-18034**

The North Cowichan/Duncan RCMP have arrested and charged a man responsible for a violent incident of road rage that occurred on Oct 9th, 2019.

The incident occurred on Herd Rd in Duncan when an 85 year old man was tailgated and passed by a truck who then approached his vehicle, smashed out the windows and assaulted the elderly driver.

A description of the truck was released to the public and after an extensive investigation, the suspect has been identified.

55 year old Jeffrey Robert Pfeifer of Crofton, BC, has been arrested and charged with Assault Causing Bodily Harm and Mischief.

S/Sgt Kurt Bosnell stated "A random attack of an elderly person was a shock to our community. Our officers conducted a thorough and in depth investigation, identifying the man responsible and holding him accountable for his actions."

The matter is scheduled for court in February, 2021.

## **Enhancing Indigenous Relations, Cultural Awareness and Crime Reduction**

The North Cowichan/Duncan RCMP Detachment recognizes the need for a strong relationship with our diverse cultural community partners in the Cowichan Valley. The detachment is committed to working hard in strengthening this trust.

The Detachment focus for the RCMP to strengthen these relations is as follows:

1. Participation at Indigenous Events
2. Cultural awareness and interaction between RCMP and community groups
3. Liquor Control and Licencing Act Enforcement
4. Cowichan Tribes Foot Patrols

For the Quarter, the Detachment conducted the following:

- Attended four (4) Indigenous Events
- RCMP participated in five (5) Cultural awareness events
- There were six (6) Liquor Control and Licencing Act related files
- There were three hundred and forty one (341) Foot Patrols on Cowichan Tribes lands

The North Cowichan/Duncan First Nations Community Policing Unit is looking forward to working with Cowichan Tribes Opioid Crisis Response Working Group in the coming months.

### **Employee Wellness Initiative**

The Detachment is continuing with the Employee Wellness Initiative.

Covid-19 saw Leave Restrictions put into place, mandatory training sessions cancelled and a great deal of employees working remotely. We have worked hard to ensure that our community is served in a safe and respectful manner for everyone.

### **Human Resources Status Report:**

Established regular R.C.M.P. Officer Total: **62**

- **32** Municipality of North Cowichan- **26** Provincial- **4** First Nation's Community Policing

#### **Incoming Members:**

Corporal Ian Johnson from North Vancouver  
Constable Tara Alexander from North Vancouver

#### **Departing Members:**

S/Sgt Kurt Bosnell to Vancouver Island Integrated Major Crime Unit  
Constable Jill Woodley to Shawnigan Lake  
Constable Bryce Wilkinson to West Vancouver PD  
Constable Tom Peters to Tumbler Ridge  
PSE Office Manager Gerti Gundling to retirement

Presently we are anxiously awaiting for several positions to be filled here at the Detachment:

- Two Corporal Watch Supervisor positions
- One Corporal General Investigation Section supervisor
- One Staff Sergeant General Investigation Section commander
- One Municipal Employee Supervisor position
- One Public Service Office Manager position

### Prisoner Statistics:

Reflected in the chart below is the breakdown of prisoners incarcerated from the various Detachment areas for the quarter:

North Cowichan/Duncan Detachment Prisoner Statistics 4th Quarter									
2020					2019				
	Municipal	Provincial	Duncan	Qrter Total		Municipal	Provincial	Duncan	Total
October	31	21	26	78	October	61	45	32	138
November	35	29	26	90	November	43	42	42	127
December	34	29	20	83	December	50	39	27	116
<b>Quarter Total</b>	<b>100</b>	<b>79</b>	<b>72</b>	<b>251</b>	<b>Quarter Total</b>	<b>154</b>	<b>126</b>	<b>101</b>	<b>381</b>
<b>Year to Date Total</b>	<b>505</b>	<b>385</b>	<b>288</b>	<b>1178</b>	<b>Year to Date Total</b>	<b>599</b>	<b>606</b>	<b>438</b>	<b>1643</b>

Prisoner counts are down from 2019.

### Cowichan Valley Regional Victim Services:

Victim Services in the North Cowichan/Duncan Detachment responds to critical incidents/crisis intervention call outs from police on a 24 hour, 7 day a week basis. Victim Services provide initial defusing, stabilization and act as a liaison between victims and emergency personnel, providing an invaluable service to the public and police alike.

Cowichan Valley Regional Victim Services 4th Quarter 2020					
	October	November	December	Quarter Total	Year to Date Total
<b>New Clients</b>	66	73	76	215	918
<b>Females</b>	56	56	57	169	686
<b>Males</b>	10	17	19	46	231
<b>Calls For Service Attendance</b>	8	7	10	25	125
<b>Referrals By Area</b>					
<b>North Cowichan</b>	36	32	31	99	401
<b>Duncan</b>	7	12	11	30	105
<b>Cowichan Tribes/FNP</b>	6	4	4	14	94
<b>Provincial Areas</b>	6	6	7	19	98
<b>Total</b>	55	54	53	162	698
<b>Brief Service Files</b>	0	2	0	2	64

**Respectfully submitted,**

**Inspector Chris Bear**

**OIC North Cowichan/Duncan Detachment**





The Corporation of the District of North Cowichan

**Zoning Amendment Bylaw  
(Cannabis Sales – 2763 Beverly Street), 2020**

Bylaw 3794

The Council of The Corporation of The District of North Cowichan enacts as follows:

**Title**

1. This Bylaw may be cited as "Zoning Amendment Bylaw (Cannabis Sales – 2763 Beverly Street), 2020", No. 3794.

**Amendment**

2. Zoning Bylaw 1997, No. 2950, is amended by adding the following text as a new subsection after 40.7:

"40.8 Despite section 40.5, one cannabis retail store is permitted at 2763 Beverly Street (PID: 024-233-498)."

\_\_\_\_\_  
READ a first time on the 15 day of July, 2020

READ a second time on the 15 day of July, 2020

Information handout delivered to residents within 60 meter notification area on the 27 day of November, 2020

This bylaw was advertised in the Cowichan Valley Citizen on the 7 day of January, 2020 and the

14 day of January, 2020 and the municipality's website and notice board on the 18 day of December, 2020.

CONSIDERED at a Public Hearing on the 20 day of January, 2021

READ a third time on the 20 day of January, 2021


APPROVED by the Ministry of Transportation and Infrastructure on the 28 day of January, 2021.

ADOPTED on the \_\_\_\_ day of \_\_, 2021

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
PRESIDING MEMBER

# Report

Date	February 17, 2021	File:
To	Council	
From	M. Frame, General Manager, Financial and Protective Services	Endorsed: 
Subject	Establishment of a Reserve Fund for the COVID-19 Safe Restart Grant	

## Purpose

To establish a COVID-19 Safe Restart Grant Reserve.

## Background

Reserves are established by a bylaw documenting the purpose for which the funds can be used. In late 2020, the Province provided North Cowichan with a \$4.4 million grant to support the local government as it deals with increased operating costs and lower revenues due to the COVID-19 pandemic. The grant far exceeds the 2020 increased operating costs and lower revenues. The grant can be carried forward to 2021 and 2022. The mechanism to carry forward any unspent grant as of December 31, 2020, is a reserve fund. As of December 31, 2020, any unspent funds will be transferred into a reserve fund and will be brought back into the 2021 and 2022 budgets as required.

The Province requires an annual report on how the grant was spent, including unspent yearend balances. This information is required to be included in the District's audited financial statements.

## Discussion

This bylaw establishes the COVID-19 Safe Restart Grant Reserve, allowing grant funds to be transferred into and held in the reserve until needed.

## Options

1. **(Recommended)** That Council give first, second and third readings to the Reserve Funds Establishment Amendment Bylaw No. 3817, 2021.
2. That Council take no action.

## Implications

This bylaw formalizes the creation of a reserve that will provide transparency in accounting for the use of the COVID-19 Safe Restart Grant. As recommended by the Committee of the Whole to Council during the February 9, 2020 Committee of the Whole meeting: "That the Committee of the Whole recommends to Council that any unspent COVID-19 grant funds as of December 31, 2020, be transferred into the COVID-19 Safe Restart Grant reserve fund...."

## **Recommendation**

That Council give first, second and third readings to the Reserve Funds Establishment Amendment Bylaw No. 3817, 2021.

Attachments: Reserve Funds Establishment Amendment Bylaw No. 3817, 2021



The Corporation of the District of North Cowichan

**Reserve Funds Establishment Amendment Bylaw (COVID-19 Safe Restart Grant)**

**Bylaw 3817**

WHEREAS the District of North Cowichan is currently, and continues to be adversely impacted by the COVID-19 Global Pandemic;

AND WHEREAS the District of North Cowichan has recently been provided funding from the Province of BC under the "COVID-19 Safe Restart Grants for Local Governments" program to help address fiscal impacts that COVID-19 has placed on local service providers:

NOW THEREFORE BE IT RESOLVED that the Council of The Corporation of The District of North Cowichan, in open meeting assembled, enacts as follows:

**Title**

1. This bylaw may be cited as "Reserve Funds Establishment Amendment Bylaw No. 3817, 2021".

**Amendment**

2. That Reserve Funds Establishment Bylaw No. 3552, 2014 is hereby amended by adding a COVID-19 Safe Restart Grant reserve fund to the Schedule as follows:

Item	Column 1 Reserve Fund Name	Column 2 Reserve Fund Purpose
37	COVID-19 Safe Restart Grant Reserve	To provide for increased operating costs and lower revenues due to COVID-19. Eligible cost include; addressing revenue shortfalls, facility reopening and operational costs; emergency planning and response costs; bylaw enforcement and protective services; computer and other electronic technology costs to improve interconnectivity and virtual communications; and services for vulnerable persons.

3. Reserve Funds Establishment Bylaw No. 3552, 2014 is amended by deleting Item 37 (COVID-19 Safe Restart Grant Reserve) in the Schedule, as added by this bylaw.
4. Section 2 of this bylaw shall come into force and effect on March 15, 2021.
5. Section 3 of this bylaw shall come into force and effect on January 1, 2025.

READ a first time on  
READ a second time on  
READ a third time on  
ADOPTED on

---

CORPORATE OFFICER

---

PRESIDING MEMBER

# Report

Choose an item. Date February 17, 2021

File: TTP00080  
Folio No: 12282-000

To Council

From Anthony Price, Planning Technician

Endorsed:



Subject Temporary Mobile Home Permit Application for 9023 Crofton Road

## Purpose

To consider authorizing the issuance of a Temporary Mobile Home Permit (TMHP) for 9023 Crofton Road to provide accommodation for the owner's child and her family and relax the mobile home width requirement from 4.3 metres to 8.2 metres.

## Background

The subject property is 4.07 ha (10.07 acres) in area and is zoned Agricultural Zone (A1)(Attachments 1, 2, and 3). The property is within the Agricultural Land Reserve (ALR) and outside the Urban Containment Boundary (UCB).

ALR Use Regulation permits one manufactured home for family members in addition to a principal single-family dwelling, subject to specific criteria (ALR Use Regulation s. 32 (3)). Approval from the Agricultural Land Commission (ALC) to construct an additional residence that is a manufactured home is not required if:

- (a) *the manufactured home is 9 metres or less in width,*
- (b) *the manufactured home is used only by the owner or any of the following persons who are related within the meaning of subsection (4):*
  - (i) *a person who is the owner's*
    - (A) *parent, grandparent or great grandparent,*
    - (B) *sibling, or*
    - (C) *child, grandchild or great grandchild;*
  - (ii) *the owner's spouse, or a person who is a parent of the owner's spouse,*
- (c) *all required authorizations to locate the manufactured home on the agricultural land are granted before July 31, 2021, and*
- (d) *the size and siting of the manufactured home is not altered after July 31, 2021, unless permitted under section 25 or 45 of the Act.*

## Proposal

In addition to complying with ALC regulations, the property owner must also comply with the Municipality's Zoning Bylaw No. 2950 and Temporary Mobile Home Permit Bylaw (TMHP) No. 1685.

The applicants have stated that the mobile home is needed to provide accommodation for the child of the owner and her family on the property. The proposed location for the mobile home is adjacent to the existing driveway in a treed area. This location was chosen with the intention to minimize the impact to agricultural lands (Attachment 4).

## Discussion

This proposal is consistent with the TMHP Bylaw No. 1685 in terms of use (to provide accommodation for a child and her family) but is not compliant with the width limitation or siting requirements. The TMHP Bylaw No. 1685 sets a maximum mobile home width of 4.3 metres, whereas the requested width is 8.2 metres. Council has approved similar relaxations to the width limitation in the past. Furthermore, Section 10 (f) states that *the mobile home must be sited to the rear or side of the front line of the existing dwelling*. The mobile home's proposed location is approximately 60 metres from Crofton Road but is closer to the road than the principal single-family dwelling.

## Analysis

Siting of the mobile home substantially complies with the intent of TMHP Bylaw No. 1685 and is permitted through Zoning Bylaw No. 2950. In addition, this application complies with all ALC Use Regulations and the *ALC Act*.

A mobile home width of 8.2 metres is requested to allow enough space for the applicants growing family. The intent of Section 10(f) of TMHP Bylaw 1685 is to minimize potential impacts a mobile home may have on a neighbourhood's character. The proposed location is well set back from the road, screened from view by mature trees and unlikely to have any detrimental impact on the character of the neighbourhood (photo 1, Attachment 6).

Should Council authorize the issuance of the permit as requested, the proposed mobile home (Attachment 4) will allow the occupant (owner's child and family) to reside on the subject property and help tend to the farm (photo 2, Attachment 6). The proposed mobile home siting is intended to reduce potential impacts to farmland and maintain existing trees (photos 2 and 3, Attachment 6).

Should the TMHP be authorized by Council, a building permit confirming the following will be required:

- Sewage disposal in compliance with the Island Health requirements;
- A suitable potable water supply is in place and connected;
- The mobile home is a CSA Z240-MH series standard (Attachment 5) and is secured to an appropriate foundation (concrete pile; surface pier; or concrete slab); and,
- Other requirements of Building Bylaw No. 3172.

Approval of this TMHP application, including the relaxation to increase the mobile home width to 8.2 metres and the siting as proposed is recommended.

## Options

### *Option 1 (Recommended):*

That Temporary Mobile Home Application No. TTP00080 be approved, and a permit be issued to James and Karen Lust for a temporary mobile home at 9023 Crofton Road with a maximum width of 8.2 metres, to be sited as per the site plan prepared by Turner & Associates, September 9, 2020.

### *Option 2:*

That Temporary Mobile Home Application No. TTP00080 for a temporary mobile home at 9023 Crofton Road be denied.

## Implications

Authorizing the issuance of the permit would allow a second residential structure in the form of a mobile home on the subject property. The mobile home is intended to be temporary, but may remain on the property indefinitely if the permit is renewed annually. The ALC has set a limit to applications of this nature, and all permissions for manufactured homes for family members must be obtained by July 31, 2021.

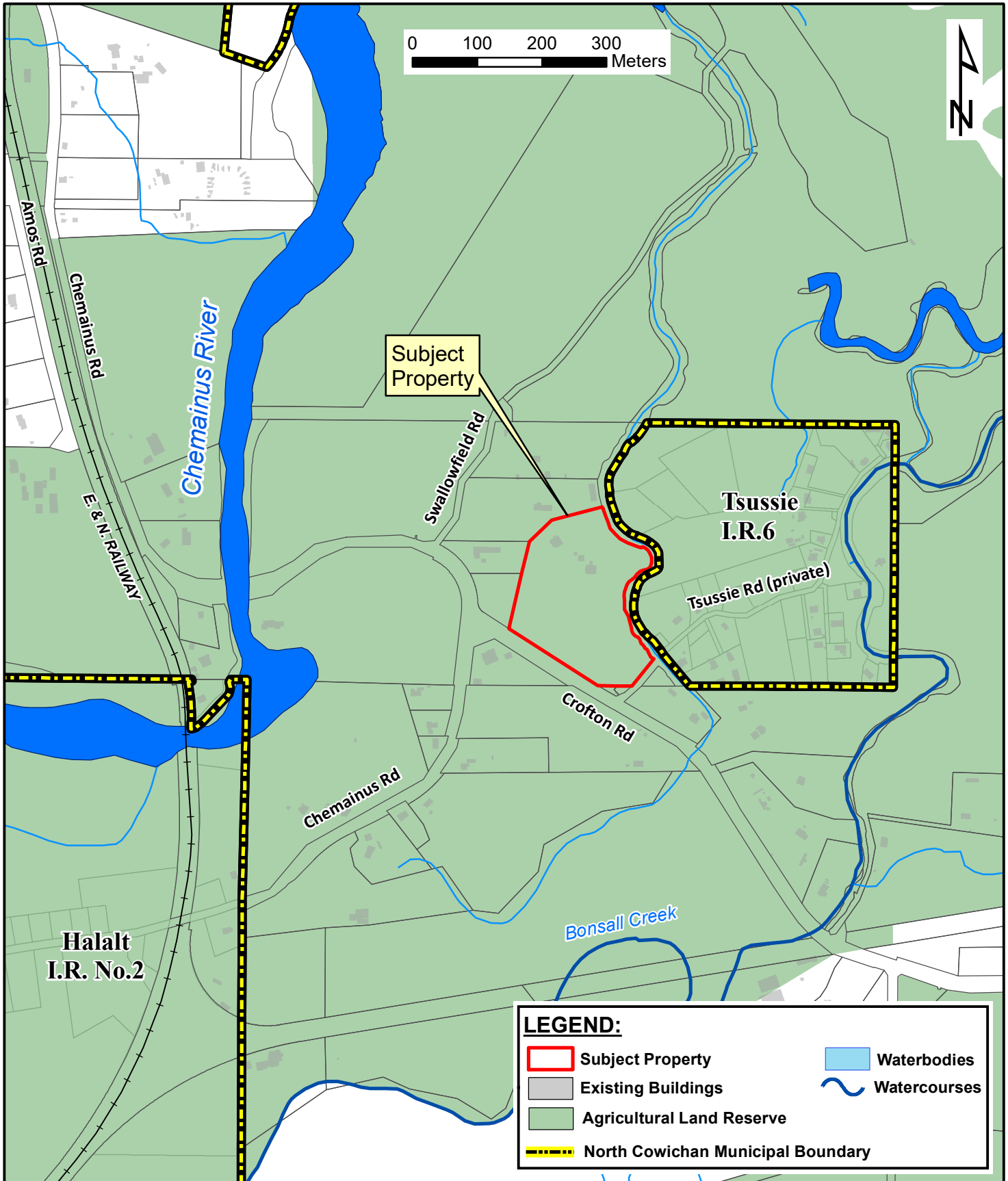
## Recommendation

That Temporary Mobile Home Application No. TTP00080 be approved, and a permit be issued to James and Karen Lust for a temporary mobile home at 9023 Crofton Road with a maximum width of 8.2 metres, to be sited as per the site plan prepared by Turner & Associates, September 9, 2020.

### Attachments:

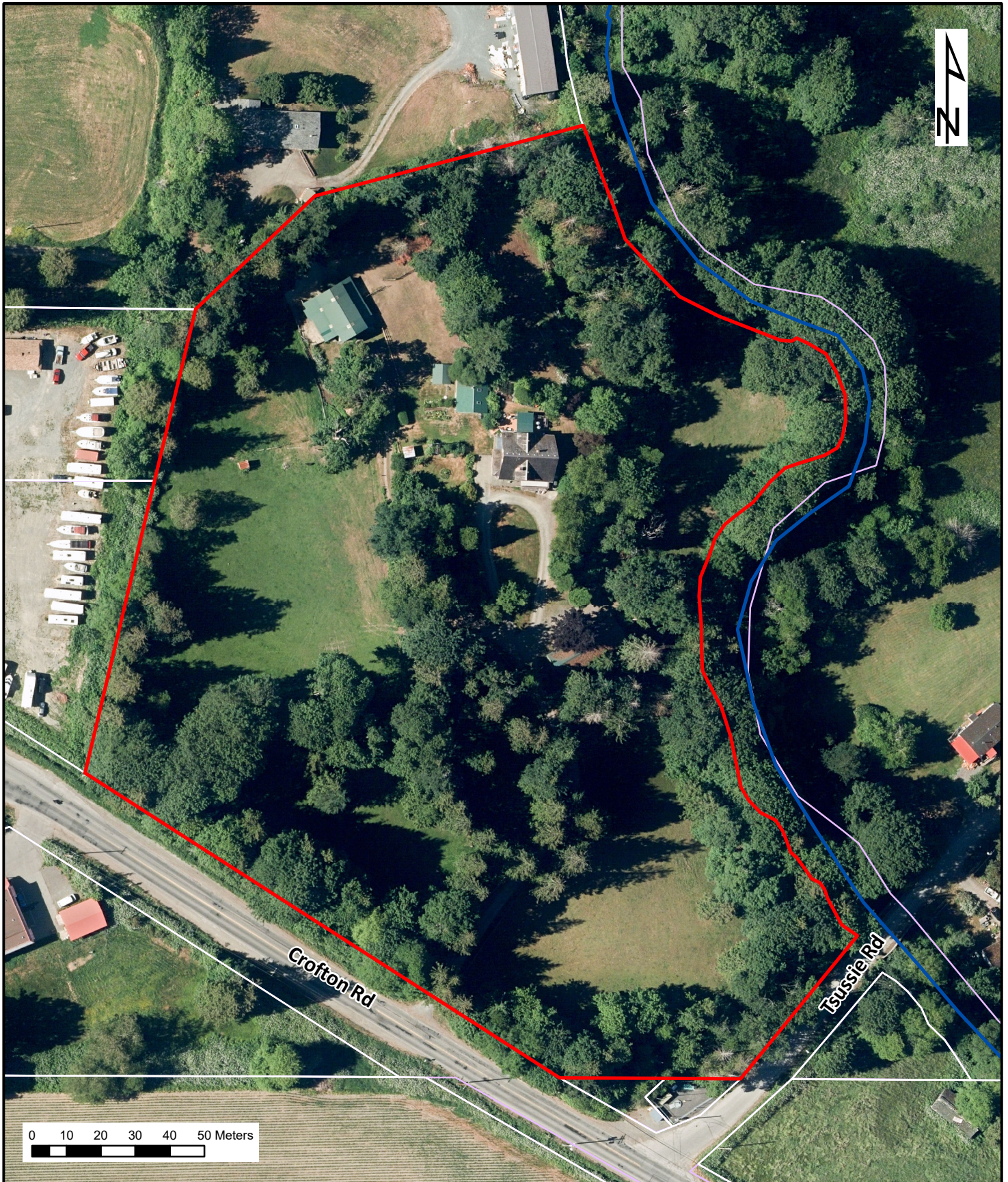
- Attachment 1 - Location Map
- Attachment 2 - Orthophoto
- Attachment 3 - Zoning Map
- Attachment 4 - Site Plan
- Attachment 5 - Z240-Mobile Home Specs 2020-06-03
- Attachment 6 - Site Photos
- Attachment 7 – Draft Permit





	<b>LOCATION MAP</b>		DATE:	January 14, 2021
	9030 Crofton Road		TYPE:	Temp. Mobile Home Permit
			FILE#:	TTP00080





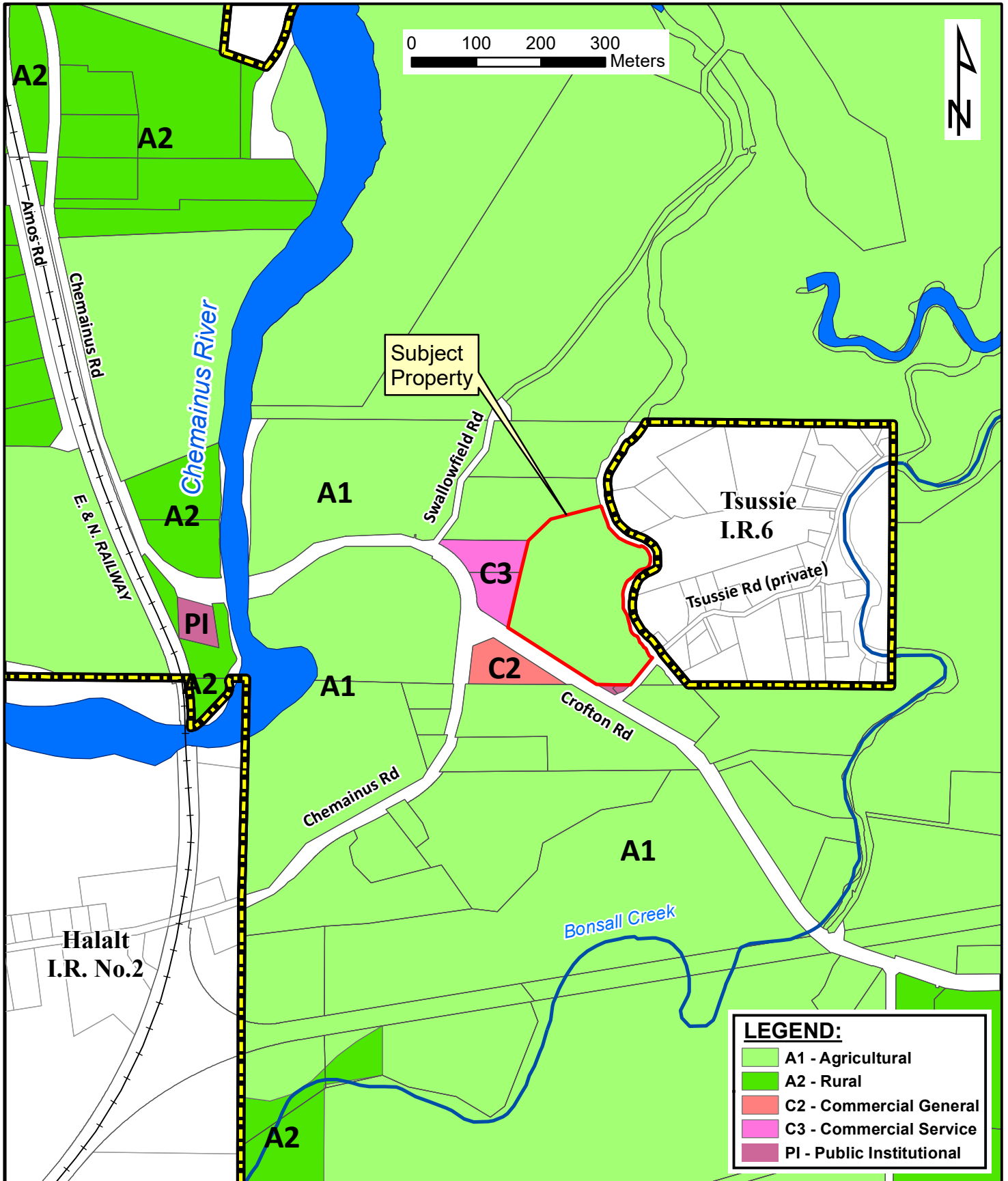
# ORTHOPHOTO MAP

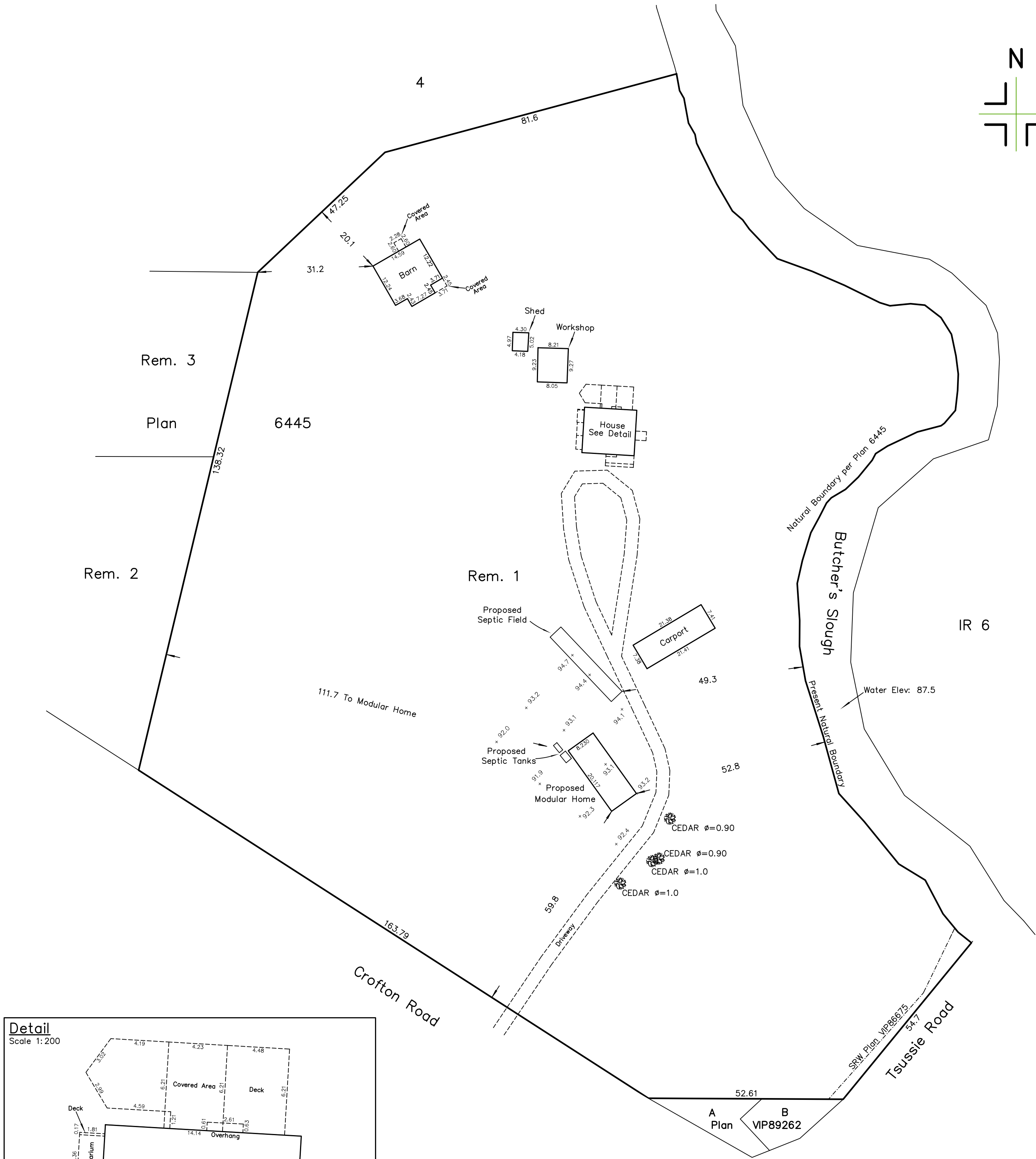
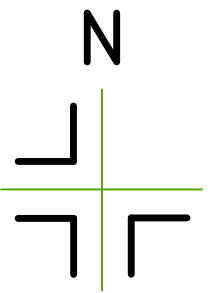
( Orthophoto is from 2019 aerial photography)

9030 Crofton Road

DATE:	January 14, 2021
TYPE:	Temp. Mobile Home Permit
FILE#:	TTP00080

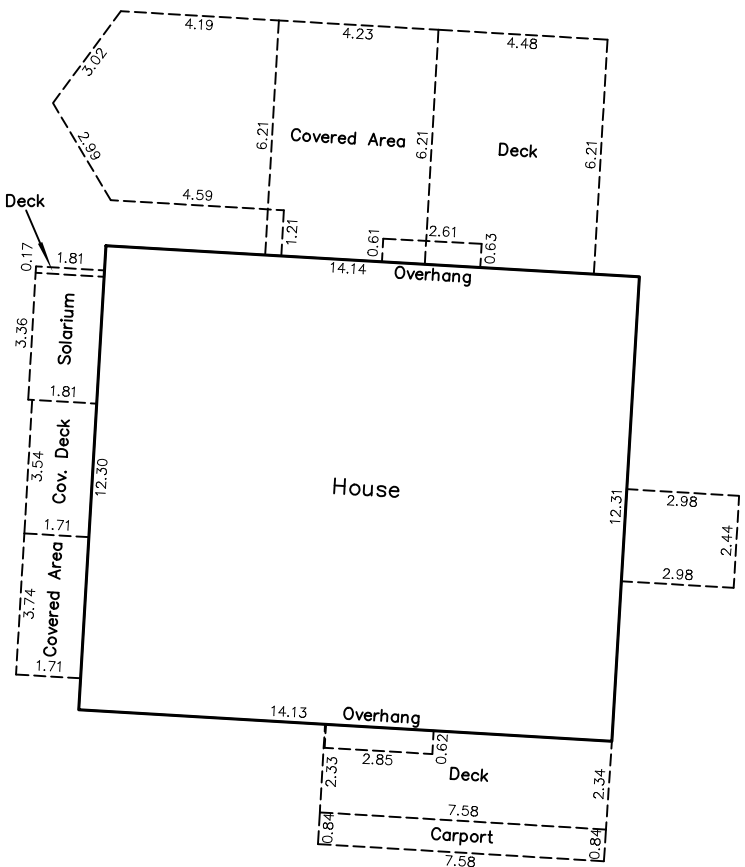






**Detail**

Scale 1:200

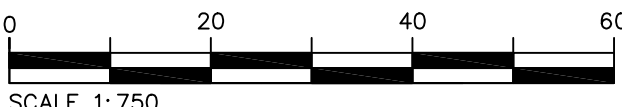


**NOTE:**  
THE REGISTERED TITLE OF THIS PROPERTY IS AFFECTED BY THE FOLLOWING LEGAL NOTATIONS AND REGISTERED CHARGES, LIENS AND INTERESTS:  
**FB303414.**  
THIS SITE PLAN DOES NOT VERIFY COMPLIANCE WITH THE ABOVE NOTED DOCUMENTS.

THIS SITE PLAN SHOWS THE RELATIVE LOCATION OF THE EXISTING AND PROPOSED STRUCTURES/IMPROVEMENTS WITH RESPECT TO THE BOUNDARIES OF THE DESCRIBED PARCEL ONLY.  
THIS SITE PLAN SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS.  
THE SIGNATORY ACCEPTS NO RESPONSIBILITY FOR AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE OR RELIANCE UPON THE SITE PLAN BEYOND ITS INTENDED USE.

**SITE PLAN SHOWING:**  
LOT 1, SECTION 6, RANGE 8, CHEMAINUS DISTRICT, PLAN 6445, EXCEPT PART IN PLAN VIP64810.

Client: DUNCAN KENYON	Civic Address: 9023 CROFTON ROAD
File: 20-104	Scale: 1:750
Drawn by: DRW	Property Zoning: A1



SCALE 1:750  
DISTANCES AND ELEVATIONS ARE IN METRES.  
ELEVATIONS ARE REFERENCED TO AN ASSUMED DATUM.

Certified correct this 9th day of September, 2020.

\_\_\_\_\_  
(This document is not valid unless originally signed and sealed.)

**Turner & Associates**  
land surveying™  
250.753.9778  
435 Terminal Avenue North  
Nanaimo, BC V9S 4J8  
www.turnersurveys.ca





## Attachment 6 Site Photos

Photo 1 – View from the Crofton Road (facing the subject property and the proposed)

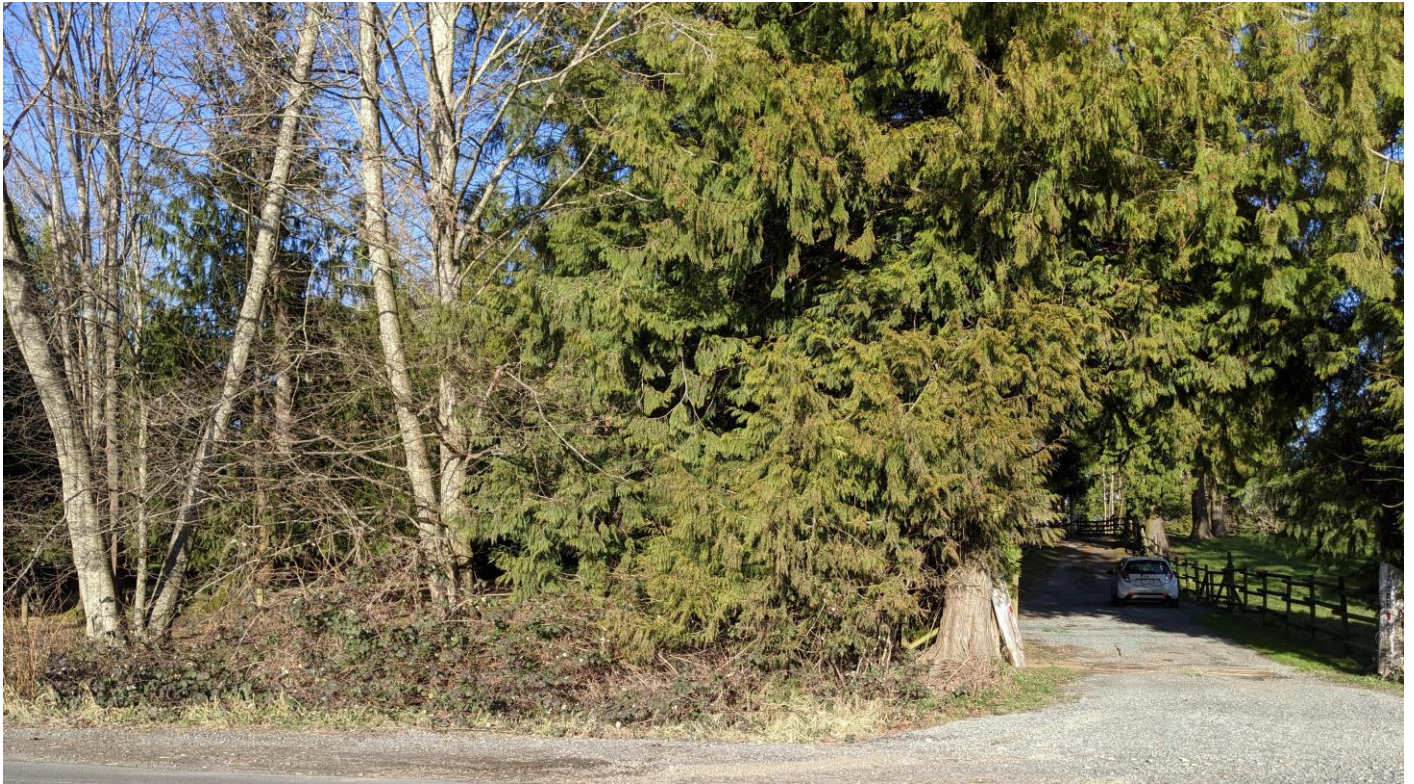


Photo 2 – Proposed location (minimal disturbance)





Photo 3 – View from the proposed mobile home location towards Crofton Rd



## TEMPORARY MOBILE HOME PERMIT

<b>Permit No.</b>	TTP00080/3070-20 20.02
<b>Registered Owner</b>	James Norman Lust and Karen Margart Lust
<b>Subject Property</b>	9023 Crofton Road
<b>Description of Land</b>	
• Parcel Identifier	005-839-319
• Folio	12282-000
• Legal Description	LOT 1, SECTION 6, RANGE 8, CHEMAINUS DISTRICT, PLAN 6445 EXCEPT PART IN PLAN VIP64810
<b>Name of Occupant</b>	Alysha Lust
<b>Relationship of Occupant</b>	Owner's daughter
<b>Source of Water</b>	Halalt First Nation
<b>Method of Sewage Disposal</b>	Septic
<b>Public Health Approval</b>	Yes
<b>Date of Council Approval</b>	Feburary XX, 2021
<b>Date of Permit Issuance</b>	Feburary XX, 2021
<b>Permit Expiry Date</b>	Feburary XX, 2022
<b>Permit Fee Paid</b>	\$600.00 - Paid October 16, 2020

1. This permit is issued subject to compliance with all relevant Municipality of North Cowichan bylaws including the Temporary Mobile Home Bylaw No. 1685 and Zoning Bylaw No. 2950.
2. This permit applies to the land described above and hereinafter called "the Land".
3. Pursuant to Section 2(b) of Temporary Mobile Home Permit Bylaw No. 1685, this permit is to allow for the accommodation of a child needing accommodation and/or for the child's family, and further that the maximum width of the mobile home is not to exceed 8.2 metres, and in accordance with:

Schedule 1 – Site Plan

Schedule 2 – Letter of Assurance

4. The Land is in the Agricultural Land Reserve. The use and development of the Land for a temporary mobile home must comply with all relevant policies and regulations of the Agricultural Land Commission.
5. The temporary mobile home must be constructed on one of the following foundation systems:
  - i) Concrete pile;
  - ii) Surface pier; or,
  - iii) Concrete slab.



6. This permit is not a building permit. A valid building permit must be obtained prior to placing a mobile home on the Land.
7. This permit is not transferable. If property ownership is transferred or the use for which the mobile home was assigned changes, you must notify the Municipal Office immediately. The temporary mobile home must then either be removed from the Land within 90 days of the expiry date or new permit application is to be submitted to Mayor and Council.
8. This permit issued by Council is for a one year period from the date of Approval unless otherwise specified, and may, but not necessarily, be approved for renewal for further periods by the Council upon written application.

**Date of Temporary Mobile Home Approval by Council or its Delegate:**

This permit was approved on **February XX, 2021**.

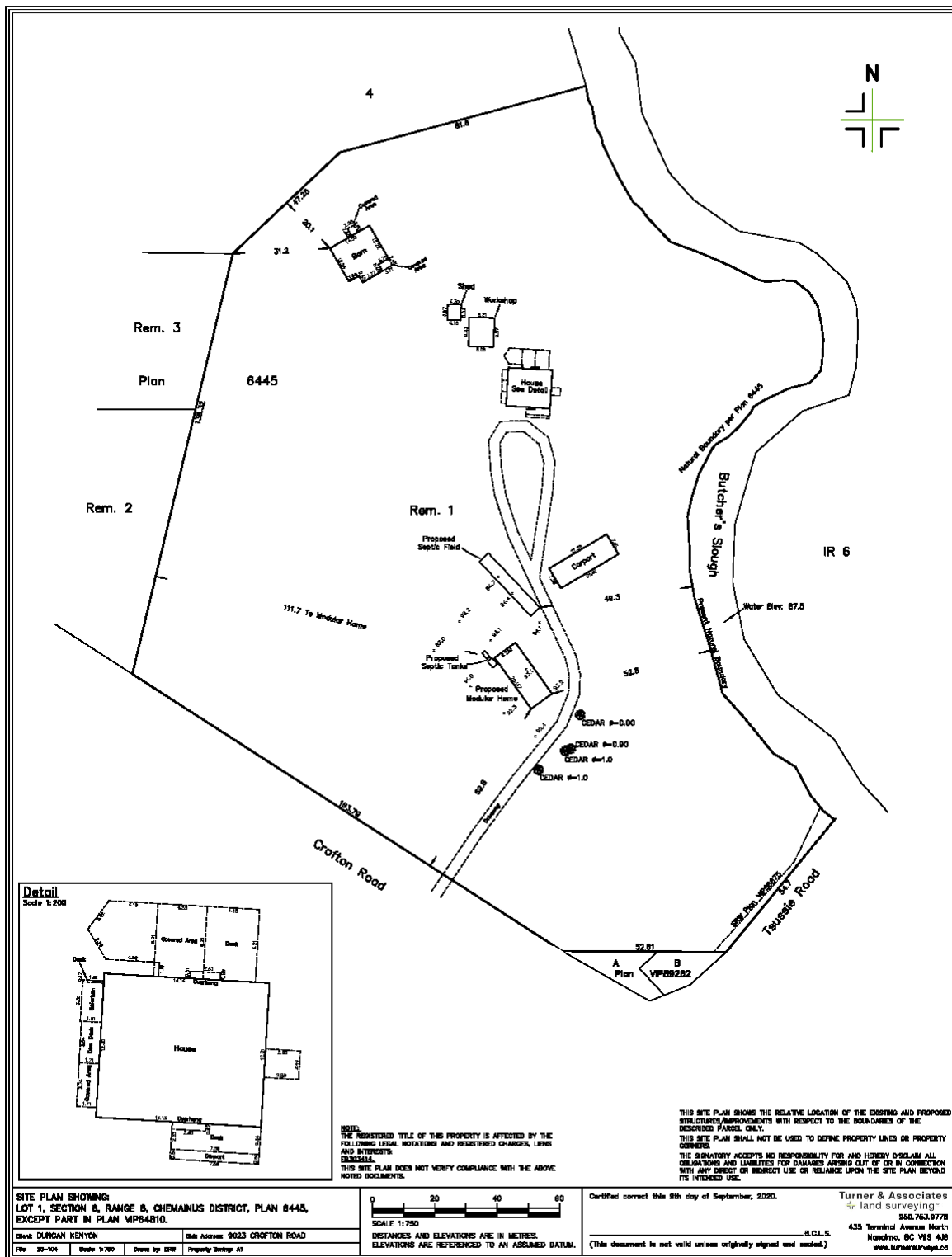
This permit expires on **February XX, 2022** and is renewable by **February XX, 2022**.

**The Corporation of the Municipality of North Cowichan**

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Designated Municipal Officer

# **SCHEDULE 1** **TTP00080 SITE PLAN**



**SCHEDULE 2**  
**TTP00080 LETTER OF ASSURANCE**  
**Owners Letter of Assurance – TTP00080**

As James and Karen Lust owners of the property described as LOT 1, SECTION 6, RANGE 8, CHEMAINUS DISTRICT, PLAN 6445 EXCEPT THAT PART IN PLAN VIP64810 (9023 Crofton Road), Parcel Identifier No. 005-839-319 (the "Property"), hereby agree, jointly and severally, to

1. This permit is for the sole purposes to accommodate a child (Alysha Lust) needing accommodation for the child's family,
2. This permit is not transferable, if property ownership is transferred or the use for which the mobile home was assigned changes, you must notify the Municipal Office immediately. The mobile home must either be removed from the property or a new permit application is to be submitted to Mayor and Council.

**X**

James Norman Lust

**X**

Witness

**X**

Karen Margart Lust

**X**

Witness

# Report

Date February 17, 2021

File: 5400-65 SMI

To Council

From John Dehoop, AScT, Manager, Infrastructure

Endorsed:



Subject Smiley Road Water Main Replacement Project– Contract Reference No. 2020-30

## Purpose

To request pre-budget approval to proceed with the Smiley Road Water Main Replacement Project.

## Background

The Smiley Road water main from River Road to the Trans-Canada highway is one of the two trunk water mains that distribute water to Chemainus (see **Figure 1** at the end of this report for a map showing the project location and size). This water main is at the end of its expected useful life and is in extremely poor condition. Utilities have to repeatedly repair leaks in this water main. In addition, this water main has several leaks that cannot be repaired. Customers experience frequent water service outages.

Initially, it was proposed that this project be undertaken in two phases. The Phase 1 budget was approved in 2020 for \$465,000. Staff were not able to undertake Phase 1 in 2020, so the said budget has been carried forward to 2021. The Phase 2 budget is \$425,000 and has been included in the 2021 budget, resulting in a total budget for both phases of \$890,000.

Both phases of the project were tendered in December of 2020.

## Discussion

As this water main continues to age, it is expected that the frequency of breaks will increase. Further, the pipe will become increasingly challenging to repair. The condition of this water main is such that staff are concerned that it could rupture causing damage to the road. As such, staff determines that this water main *must* be replaced.

Staff propose to undertake the project in early 2021. The tender closed December 11, 2020. The results of the tender are summarized in Table 1.

Table 1	
Bidder	Bid Amount
<b>IWC Excavation Ltd (Low Bid)</b>	<b>\$589,940.00</b>
<b>Milestone Equipment Contracting Inc</b>	\$618,687.00
<b>Hazelwood Construction</b>	\$640,353.58
<b>Leuco Construction Inc</b>	\$644,959.52

Table 1	
Bidder	Bid Amount
<b>Knappett Industries Ltd</b>	\$646,824.00
<b>Copcan Civil Limited</b>	\$662,178.99
<b>David Stalker Excavating Ltd</b>	\$689,228.50
<b>Locar Industries Ltd</b>	\$692,943.00
<b>Don Mann Excavating Ltd</b>	\$744,558.00
<b>All-Terrain Excavating Ltd</b>	\$843,999.00

The current status of the budget for the Smiley Road Project is provided in Table 2.

Table 2	
2020 Stage 1 Budget (carry over from 2020)	\$ 465,000
2021 Stage 2 Budget	\$ 425,000
2021 Total Project Budget	<b>\$ 890,000</b>

Staff recognize that the budget exceeds the price associated with the low bid. Staff recommends that the budget be left as is. The additional budget will be required to pay for construction administration and inspection services. Also, it is always advisable to budget a contingency amount to deal with unanticipated costs that can arise in a project such as this one.

## Options

### Option #1 (recommended)

Pre-approve the 2021 budget in the amount of \$890,000 and award the contract to IWC.

Advantages:

- Will ensure more reliable service to water users in the area.
- Will eliminate the leaks and the need to continually undertake repairs.
- Will eliminate the risk of damage to the road should the main rupture.

Disadvantages:

- None.

## Implication

By undertaking this project:

- The loss of water service to customers will be significantly reduced.
- The Municipality will no longer incur repair costs, which are likely to increase if this water main is not replaced.
- The risk of damage to the road should the water main rupture will no longer be a concern.

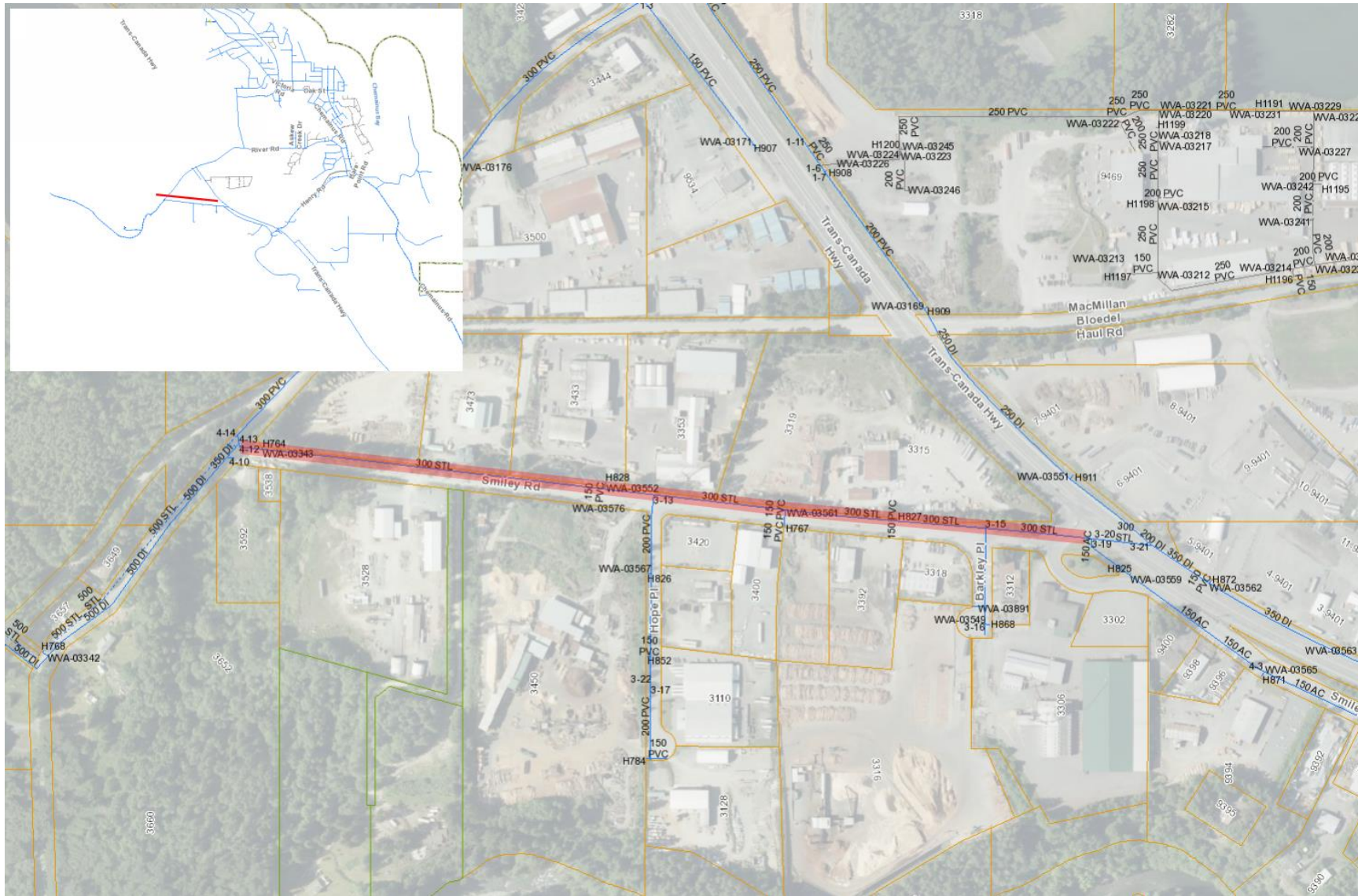
## **Recommendation**

That Council:

- (1) provide pre-budget approval for the Smiley Road Water Main Replacement Project in the amount of \$890,000 for 2021; and
- (2) award the contract for the Smiley Road Water Main Replacement Project to IWC Excavation Ltd., for \$589,940 (excluding GST).



# Report



**Figure 1** Project location and size.



# Report

Date February 9, 2021

File:

To Council

From Walter Wiebe, Senior Manager, Financial Services

Endorsed:



Subject 2021 Garbage Rate Increase

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## Purpose

To consider including the 2021 garbage rate increase in the 2021-2025 financial plan.

## Background

The 2021 business plans indicated that the garbage and recycling revenues and expenses would increase by 1% and 4%, respectively. Upon further investigation, it was discovered that an increase in the tipping fees was missed in this analysis. The increase in tipping fees has now been incorporated into the budget and has resulted in an additional increase of 9% to revenues and 7% to expenses. The overall increase needed in the 2021-2025 financial plan for garbage and recycling revenue is 10% and 11% for expenses.

The 2021-2025 financial plan includes a revenue budget of \$1,529,500 (2020 was \$1,389,900) and the same for the expense budget for garbage and recycling collection.

## Discussion

The increased revenues are needed to fund the increase of operating costs for the garbage and recycling program. The 2020 annual collection fee per dwelling was \$102 and requires an increase to \$111 for 2021.

The increased expenses of \$140,000 are related to an increase in tipping fees of \$90,000, a public awareness of the waste reduction program of \$10,000, a communications and engagement plan to research converting to automated garbage collection of \$20,000, and inflationary increases of \$10,000.

## Options

1. (Recommended) That Council direct staff to prepare an amendment to Fees and Charges Bylaw No. 3784 to increase the rate for the annual waste collection service from \$102 to \$111.
2. That Council direct staff to continue with the same waste collection fee of \$102 rate and have general taxation subsidize the waste collection service.

## Implications

The increase in Option 1 will allow for the garbage and recycling service to continue to be funded by user fees and a contribution from Recycling BC with no funding requirement from general taxation.

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Continuing with the same fee in Option 2 will contravene Council's Revenue Tax and Budget Policy. The policy states that it is generally preferable to charge a fee for services that are identifiable for specific users and recover 100% of the service cost.

**Recommendation**

That Council direct staff to prepare an amendment to Fees and Charges Bylaw No. 3784 to increase the rate for the annual waste collection service from \$102 to \$111.

## **AVICC Resolution – De-Centralizing Forest Management on Vancouver Island and Coastal BC**

WHEREAS the forest sector in British Columbia has been on a steady decline in recent decades, with dozens of mill closures, thousands of middle class jobs lost, and once-thriving rural communities experiencing severe economic decline, due in large part to corporate mismanagement, misguided forestry policies, and lack of public oversight;

AND WHEREAS many communities across British Columbia and globally have demonstrated that when local people are empowered to manage public forests and other resources through community forest licenses, regional trusts and other community-based governance models, they can enhance environmental sustainability and climate change resilience, provide stable and fulfilling employment, improve equity and fairness, and advance meaningful reconciliation with Indigenous peoples;

AND WHEREAS the region of Vancouver Island, Sunshine Coast, Powell River, the North Coast and the Central Coast (“Vancouver Island and the Coast”) would be well-suited for a pilot for a de-centralized forestry management model because of its strong record of success in community-based forestry management, exceptional local interest in forest practices, and history in land use planning at a macro-regional level;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) call on the Province of British Columbia move to establish a de-centralized forest management model for Vancouver Island and the Coast that will empower local people in decision-making, and, as a first step, appoint a Forester General for the region who will undertake the following actions:

- Consult with First Nations, local communities, labour unions, industry, small business, and the broader public on current challenges with the Vancouver Island and Coast forest sector;
- Carry out region-specific analyses of the opportunities to increase employment and value-added manufacturing, restrict raw log exports, improve environmental sustainability, enhance climate change resilience, expand recreation and tourism, and advance meaningful reconciliation with First Nations;
- Develop a regional land use plan for Vancouver Island and the Coast based on broad consultations; and
- Recommend next steps for empowering Vancouver Island and the Coast in the management of forestry and related resources.

# Backgrounder on De-Centralizing Forest Management on Vancouver Island and Coastal BC

## Decline of Forestry in Recent Years

The decline of the BC forest industry has been continuous, for at least the past generation. Between 1991 and 2018 the number of lumber mills contracted from 131 to 67, veneer and plywood mills from 20 to 12, pulp and paper mills from 36 to 20, and shake and shingle mills from 68 to 35, devastating rural communities across the province. During this same period, employment in forestry, including logging, manufacturing and support activities declined from roughly 97,000 to 50,000 workers.

As mills have closed their doors and thousands of middle class jobs have been lost, log exports mainly from Coastal BC have soared, from almost 800,000 cubic metres in 1991 to more than 5 million cubic metres in 2018 – with more than 3 million cubic metres to China, more than 1 million cubic metres to Japan, and more than 500,000 cubic metres to the USA. It is estimated that if these logs were processed in BC instead, more than 3,000 people in a given year could have been employed to manufacture those logs into lumber, pulp and paper, and value-added products.

At the same time, corporate ownership has become more and more concentrated. In BC, currently 10 corporations control more than two-thirds of the provincial timber supply. On Vancouver Island, two forest companies now hold approximately 5,800 hectares of private managed forest lands (nearly 20% of Vancouver Island's total land base). These lands were part of the E&N Railway Company land grants during the 1880s, which the Hul'qumi'num Treaty Group refer to as "[The Great Land Grab](#)."

## Our Governing Structure in British Columbia is the Problem

British Columbia is a province of great regions, very distinct regions. Our geography had made it so, and the people of the regions reconfirm it. There is a grandeur to it all, yet we have a dated colonial structure that fails to reflect our real strength and diversity. We come from early British colonies from the gold rush days, with a government located below the 49<sup>th</sup> parallel in beautiful, distant Victoria. Most of our civil servants and our Legislature are located in this southernmost outpost of Empire.

Is it not time to re-think all this?

Our regions... Vancouver Island, with its own environmental concerns, and insular nature; the South Central Interior with its grasslands, different culture and its own silence; the Kootenays, with their own deep history as part of an island empire; Prince George/Nechako and its own story; the Northwest, barely settled but with the diversity of Smithers, Terrace, Prince Rupert, Atlin and early cultures of the Nass and Haida Gwaii; the Peace River country, with its dry land farming and prairie links.

All of this magnificent land is governed from afar – be it absentee government or absentee corporations, and as a result we fail to achieve our full potential as the diverse society we are. Individuals far away, answering to people who have little to do with the region, accountable primarily to corporate or bureaucratic peers. These are the people in control of our regional destinies.

Step-by-step the people of the regions have been disempowered by absentee governments and corporations. A classic example of this decline in the regions is the decimation of the Forest Service in

recent decades; consolidating administration farther and farther away and giving more and more authority to a corporate elite and distant bureaucracy. The results have been devastating for both the industry and the people of the regions.

In contrast, when local people are empowered, the difference is downright exciting. The Mission Tree Farm License in the Fraser Valley is a magnificent success story in our midst. These local folks were the first on the West Coast to propagate yellow cedar while at the same time building new relationships with school kids and farmers while generating revenue and jobs at home. Other excellent examples of community forests include the City of Revelstoke, Town of Creston and Municipality of North Cowichan.

Today there are nearly 60 community forest licenses held across B.C. that create 85% more employment per cubic metre than the industry average, while managing to a high environmental standard, as they widely employ partial cutting to address social, ecological and Indigenous values. Nearly half of these community forests are held by First Nations or in partnership with Indigenous communities.

To date, the most advanced evolution of macro-regional management occurred with the development of the Columbia Basin Trust, which shared the revenue of water resources in the Columbia River Basin. It has been an enormous success. The Columbia River is not only an asset of a Province hungry for electric power, but also an asset of the people who live there.

Greater involvement and co-operation at the local level seem to be the key for both building a prosperous economy, creating jobs, and in turn creating a happier citizen. The challenge is to turn this knowledge into policy and move in this direction province-wide.

### **Shifting Power to the Regions**

The concept of regional empowerment is outlined in the paper [\*Restoring Forestry in BC: The Story of the Industry's Decline and the Case for Regional Management\*](#), authored by former B.C. Forests Minister Bob Williams, and published by the Canadian Centre for Policy Alternatives (CCPA) in January 2018.

Williams envisions a new planning process for forestry “coming up from the regions” which he suggests could initially be undertaken by creating new Regional Standing Committees of the B.C. Legislature, the members of whom would be MLAs elected from the respective regions. Each committee would fund the planning exercise in their region and then regional resource plans would be forwarded by the Regional Standing Committee for approval. It was, and is, a brilliant practical first step in reform.

Likely regions could include the Kootenays, Southern Interior, Northern Interior, Vancouver Island and the Coast. A finer-tuned pattern might identify the Okanagan and Lower Mainland as regions. These regions would have regional foresters, who, with local input, would report to the Regional Standing Committees of the Legislature and a Forester General (see below), providing a feedback loop that would empower people in the regions.

First Nations should play a central role in any new governance model with their non-Indigenous neighbours. “First Nations have borne the burden of decades of our misguided forest policies,” notes Williams. “Any credible change in direction must have First Nations at the forefront as we chart a new course.” As such, de-centralization of forestry governance could play an important role in furthering the principles of the *United Nations Declaration on the Rights of Indigenous Peoples*.

As part of the concept of regionalization, the CCPA paper recommends the creation of a Forest Charter passed by the B.C. Legislature that would include an overall vision, sustainability principles and standards for our forests. The concept of a Forest Charter dates back to England of 1217, when it was adopted as a companion document to *Magna Carta*, setting out principles for public access to Crown land and for common stewardship of shared resources, in response to previous practices of the monarchy that had enjoyed a monopoly over all governance and distribution of resources.

The goals and principles of this new Forest Charter could include:

- Enhance the environment, sustainability, and climate resilience;
- Involve communities at the local level in planning, management and stewardship;
- Raise real incomes, provide fulfilling jobs;
- Create acceptable level of economic growth; and
- Improve equity and fairness.

Finally, Williams suggests appointing a Forester General, who would serve as a non-partisan and independent officer that would report annually to the Legislature and work with the regions of our province on local planning processes. The Forester General would monitor overall performance and promote continuous improvement in the quality, productivity, biodiversity and value of our forests.

### **Vancouver Island and Coastal BC as a Pilot Project**

At the Union of BC Municipalities convention in 2019, delegates from across B.C. overwhelmingly [endorsed](#) a resolution calling on the Province to explore the feasibility of moving to a regional forest management model, creating a Forest Charter and appointing a Forester General ([Resolution B156](#)). North Cowichan has subsequently discussed the resolution with the Minister of Forests, Land and Natural Resources Operations, where there was clearly strong interest.

For AVICC 2021, the Municipality of North Cowichan is calling for the Province to pilot a regional governance model that would include AVICC members from the communities of Vancouver Island and the Coast, who are well-positioned to lay the groundwork for greater regionalization and local control.

AVICC members have shown leadership on forestry, and have previously endorsed resolutions from the Sunshine Coast Regional District on logging in the urban interface and coast forest revitalization, from the Cowichan Valley Regional District on regulating privately managed forest lands, from Powell River on amending the *Private Managed Forest Land Act*, and from the Alberni-Clayoquot Regional District on log exports. Local governments and citizens from AVICC communities have been vocal in recent provincial consultations on forestry, including the [Private Managed Forest Lands Program review](#) (2019).

Historically, Vancouver Island has been at the forefront of land use planning at a macro-regional level. In 2000 the Province adopted the [Vancouver Island Land Use Plan](#), representing the first time that comprehensive land use planning had been done on a regional scale in B.C. The planning concluded years of public debate on land use issues related to forestry, employment and the environment.

Today AVICC communities are home to some of the most [successful community forests in BC](#), with many led in partnership with First Nations, including Alberni Valley, Bamfield-Huu-ay-aht, Barkley (Ucluelet), Cortes Island, Khowutzen (Cowichan Valley), Huu-ay-aht First Nation (Port Alberni), North Cowichan, North Island (Port McNeil), Powell River, Qala:yit F (Cowichan Lake and Pacheedat), Sunshine Coast, and Tla'amin (Powell River).

## **PUBLIC HEARING INFORMATION PACKAGE**

### **Digital Version**

### **Zoning Amendment Bylaw 3815 (9376 Cottonwood Road)**

#### ***Public Hearing Notice & Draft Bylaw No. 3815***

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- 1 Notice of Public Hearing for **February 17, 2021** at **6:00 p.m.**
- 2 Public Hearing Ad – 1<sup>st</sup> Notification – February 4, 2021
- 3 Public Hearing Ad – 2<sup>nd</sup> Notification – February 11, 2021
- 4 Draft Bylaw No. 3815
- 5 Subject Property

#### ***Staff Reports & Presentations***

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- 1 Staff Report dated January 20, 2021 to Regular Council
- 2 Council Presentation – ***will be available by February 12, 2021***

#### ***Minutes***

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- 1 Excerpt from January 20, 2021 Regular Council Minutes (1<sup>st</sup> & 2<sup>nd</sup> Reading) – Not Adopted

#### ***Public Comments Received Prior to Statutory Notice***

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- 1 Email dated December 21, 2020 from Chemainus Residents Association – No Concerns

#### ***Public Comments Received after Statutory Notice and Prior to Public Hearing***

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- 1 Email dated February 11, 2021 from Chris Crowther - Comments

# PUBLIC HEARING NOTICE

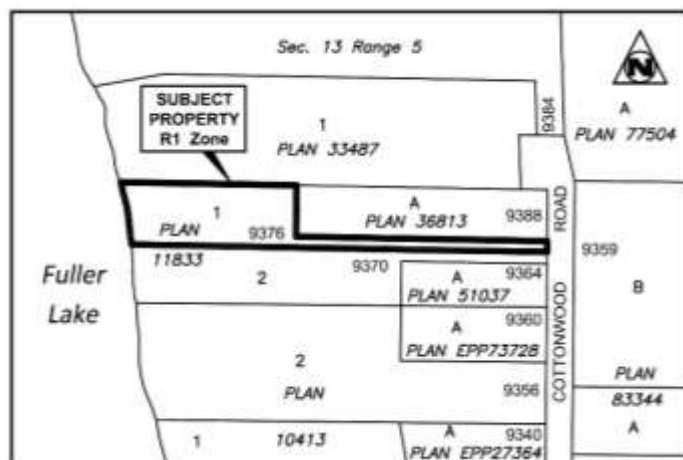
North Cowichan Council will hold a Public Hearing at 6:00 p.m. on Wednesday, February 17, 2021 to allow Council to receive public input on proposed Bylaw 3815 which proposes to amend "Zoning Bylaw 1997," No. 2950. Due to the COVID-19 Pandemic, this hearing will be held electronically in accordance with Ministerial Order M192 and members of the public will be provided an opportunity to be heard verbally or by submitting their comments in writing in advance of the hearing. To view the hearing as it is streamed live go to [www.northcowichan.ca/Agendas](http://www.northcowichan.ca/Agendas), and click on the 'Live Stream Viewer' link. A copy of the recording will be made available after the hearing on North Cowichan's website for on-demand viewing.

## **Bylaw 3815 - "Zoning Amendment Bylaw (9376**

**Cottonwood Road), 2021"** proposes to amend section 56 (4) density in the Residential Rural Zone (R1) of "Zoning Bylaw 1997," No. 2950 by adding the following paragraph as subsection (k):

**"(k) Despite section 56(4) (a), a maximum of 2 residential buildings with a total combined maximum of 2 dwelling units, is permitted on 9376 Cottonwood Road (PID: 004-156-676)."**

The purpose of the proposed bylaw is to allow for a detached second dwelling on the subject property as outlined in bold on the adjacent map.



## **Public Input**

If you believe your interests in land will be affected by the proposed bylaw, you are encouraged to submit your comments in writing to Mayor and Council by 1:00 p.m. on Monday, February 15, 2021, using any of the writing methods identified below. Comments may also be shared verbally following the instructions provided below.

### **1. In Writing:**

Written submissions will be accepted by:

- Email to [publicmeetings@northcowichan.ca](mailto:publicmeetings@northcowichan.ca)
- Mail to Mayor and Council, Municipality of North Cowichan, 7030 Trans-Canada Highway, Duncan BC, V9L 6A1
- Fax to 250-746-3133
- In-Person deposited through the mail slot at the Municipal Hall, Main Entrance

### **2. Verbally:**

Details and instructions on how to participate verbally will be available at least one week prior to the Hearing at [www.northcowichan.ca/PublicHearings](http://www.northcowichan.ca/PublicHearings) and at our automated Public Hearing Info Line: 250-746-3264.

Please Note: Submissions should reference the bylaw number and include your name and the civic address or legal description of the land affected by the proposal. Please be advised that all submissions, including the individual's name and address will form part of the public record and will be published on North Cowichan's website. Do not include any personal information in your submission that you do not wish to be disclosed, as submissions received are public documents and will not be redacted (with the exception of email addresses on electronic submissions, and phone numbers and signatures). Any submission after the conclusion of the Public Hearing will not be accepted.

A copy of the bylaw and related documents, including public comments received in writing, will be available to inspect online at [www.northcowichan.ca/PublicHearings](http://www.northcowichan.ca/PublicHearings) until the close of the Public Hearing.

Rob Conway, Director of Planning and Building

Personal information is collected by North Cowichan under the authority of s. 26 (c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of administering the Public Hearing.

Please direct any questions about personal information to North Cowichan's Privacy Officer by

Phone: 250-746-3116, Email: [privacy@northcowichan.ca](mailto:privacy@northcowichan.ca) or Regular Mail: 7030 Trans-Canada Highway, Duncan, BC, V9L 6A1

7030 Trans-Canada Highway, Duncan BC V9L 6A1  
T: 250-746-3100 F: 250-746-3133 [www.northcowichan.ca](http://www.northcowichan.ca)

MUNICIPALITY OF  
**NORTH**  
Cowichan



## PUBLIC HEARING NOTICE

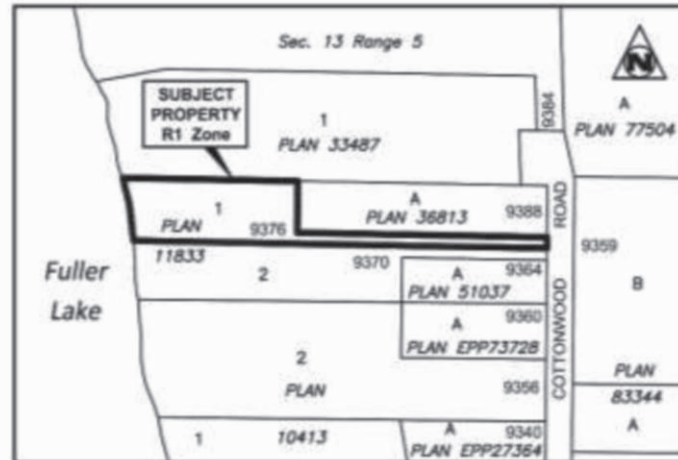
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Rob Conway, Director of Planning and Building

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MUNICIPALITY OF  
**NORTH**  
Cowichan

## RCMP looking for Duncan sexual assault suspect

BY ANDREA RONDEAU

North Cowichan/Duncan RCMP are looking for a help from the public to find and identify a young man following a sexual assault in Duncan on Sunday, Jan. 24.

At about 6:30 p.m., a woman was walking her dog in the area of Howard Avenue and Alexander Street when a young man walking past her touched her inappropriately. The woman reported the assault to police.

Officers headed to the area looking for the suspect, who is described at approximately 17 years old, with medium dark hair, wearing a blue medical mask, black skinny pants and a black sweater with the hood up. The sweater has white writing on the front. To date RCMP has not found him.

Investigators are looking for help from the public and are asking that anyone who has video surveillance, dash camera video or who many have seen a person matching the suspect's description in the area of Howard Avenue, Alexander Street or Chesterfield Avenue contact the RCMP at 250-746-5522.

## North Cowichan/Duncan RCMP seek public feedback with online questionnaire

CITIZEN

The North Cowichan/Duncan RCMP are looking for your feedback.

The detachment has created an online questionnaire that will be available to the public from Feb. 1 to Feb. 21, 2021. It will provide the community with a chance to provide input and suggestions that will shape the detachment's policing priorities in the year ahead.

The detachment typically hosts town hall forums each year, inviting the public to attend and discuss concerns with the detachment commander and senior management team, but the pandemic has forced them to change their plans this time.

"Due to COVID-19, a town hall forum cannot be held but we still value your input and suggestions," operations support NCO Sgt. Trevor Busch said. "We would like to hear from you about your concerns in the community, suggestions for improvement and ideas to improve safety in our community. Please take a few moments to answer the questions and leave feedback that will help our detachment plan for 2021."

The survey will be available online at <https://form.simplesurvey.com/f/s.aspx?s=626d-c73f-c6d2-46bd-afb5-5d51f40cf4b3> from Feb. 1 to 21.

Visit us online at [www.cowichanvalleycitizen.com](http://www.cowichanvalleycitizen.com)



# MP MacGregor named the NDP critic for Regional Development Agency

Federal NDP leader Jagmeet Singh has announced the appointment of Cowichan-Malahat-Langford MP Alistair MacGregor as the BC Regional Development Agency Critic in the NDP shadow cabinet.

MacGregor will continue to sit as the Critic for Agriculture, Rural Economic Development and as Deputy Critic for Justice.

“I am honoured to accept this appointment as our party’s critic for the yet to be implemented BC Regional Development Agency,” noted MacGregor. “I’m pleased that the federal government pledged to create a government agency to respond to the specific needs of B.C. businesses. I’m looking forward to the hard work of guiding NDP policy on issues relating to economic development and local innovation in our province, particularly in wake of the COVID-19 pandemic.”



North Cowichan/Duncan RCMP Insp. Chris Bear during last year’s session with the public at the Legion Hall in Chemainus. (File photo by Don Bodger)

## North Cowichan/Duncan RCMP want public input

### In-person forums not being held this year

North Cowichan/Duncan RCMP want to hear from the public and an online questionnaire is available now until Feb. 21.

This will give the community an opportunity to provide input and suggestions to shape the North Cowichan/Duncan RCMP’s annual policing priorities.

Each year, the detachment hosts open town hall forums in Chemainus and Duncan where the public can attend and discuss concerns and suggestions with the detachment commander and senior management team.

Due to COVID-19, town hall forums cannot be held, but input and suggestions are still being sought. The police would like to hear about concerns in the community, suggestions for improvement and ideas about safety.

It will just take a few moments to answer the questions and leave feedback to help the detachment plan for 2021.

The online questionnaire became available on Simple Survey as of Feb. 1.

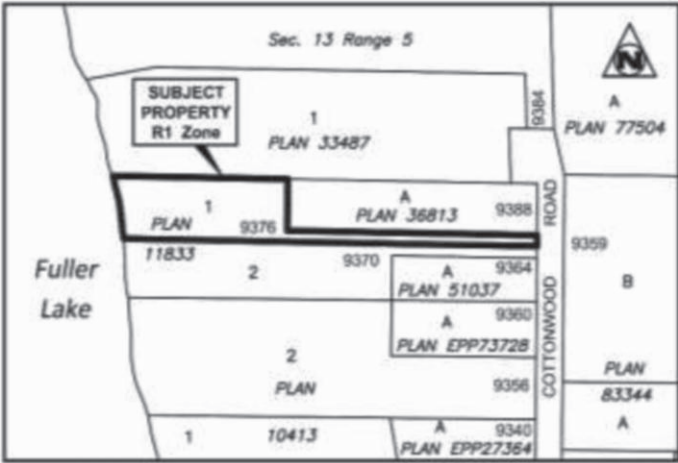
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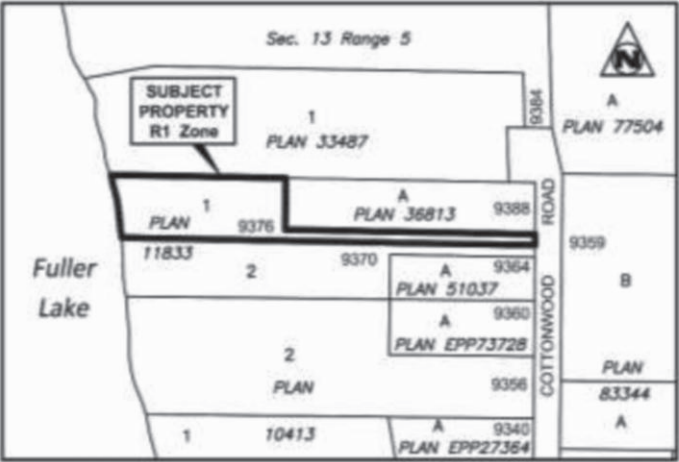
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# Suspicious male draws quick reaction from cops, Chemainus El.

BY DON BODGER

North Cowichan/Duncan RCMP and staff at Chemainus Elementary School acted quickly when a suspicious male was reported near the school grounds at lunchtime Friday.

"The man had allegedly exposed himself while urinating in a public place which could have been witnessed by occupants of a local school," noted Staff Sgt. Janelle Shoihet, the RCMP's senior media relations officer.

"A neighbour called the RCMP and also came over and alerted staff who were outside with our students," said Mike Russell, communications director for the Cowichan Valley School District.

The educational assistant told principal Fergus Horsburgh and a risk assessment was conducted.

"Police were there quickly as well," added Russell. "They were able to track this fellow down and arrest him."

"The kids are all safe. Staff handled it really well and we're really grateful the police were so quick. They had eyes on him and the kids weren't in any risk."

Marked and unmarked police vehicles were on the scene.

"The man was initially arrested, but has since been released without charge," Shoihet indicated.

# Feedback needed on 3-year public school calendar

BY SARAH SIMPSON

Now in the final year of the last three-year calendar, it's time for the Cowichan Valley School District's board of education to develop the calendar that will direct school operations for the next three years. To make it happen, though, they want community help.

In a release sent by the school district it states the board of education must make a proposed school calendar available for public feedback at least one month prior to submitting the calendar to the education ministry.

"School calendars guide our overall planning for each school year and are incredibly important documents," said board of education chair Candace Spilsbury. "We always appreciate community feedback into these processes and I encourage you to have your voice heard through our survey."

The new calendar will guide the operation of each school within the district for the 2021-2024 school years.

All of the proposed calendars, a summary of important dates, a community survey, and frequently asked questions can be found on the district's website at [www.sd79.bc.ca/calendar-survey](http://www.sd79.bc.ca/calendar-survey). The survey is open for feedback until 11:59 p.m. on Monday, March 1. The board will be finalizing the three-year calendar on March 2.



# The North Cowichan/Duncan RCMP receive fewer calls for service in 2020

**Robert Barron**  
Cowichan Valley Citizen

Police in the Cowichan Valley are reporting an 11 per cent reduction in calls for

service in 2020.

In a report to the City of Duncan, Insp. Chris Bear, head of the North Cowichan/Duncan RCMP detachment, said the detachment received 20,203 calls for service in 2020, down from the 22,720 it received in 2019.

Bear said that over the last quarter of the year, which includes October, November and December, the detachment saw an eight per cent reduction in calls from the same quarter in 2019.

He said that while the detachment has seen decreases in calls related to most offences in 2020, there were some increases, including arson which saw a jump from 17 in 2019 to 49 in 2020.

“During the winter holiday season, the RCMP saw a number of serious files, including two armed robberies (the suspect has been identified and is currently before the courts) and two separate fires that tragically resulted with fatalities,” Bear said.

“There has been numerous complaints of small fires and arson over the past quarter. More recently, there were suspicious fires at Drinkwater Elementary and École Mount Prevost in January. After an extensive investigation, an individual has been arrested and the matter is before the courts.”

Bear said that even though there are a number of COVID-19 cases in the Cowichan Valley, the RCMP continues to provide policing services.

“This has been thanks to the many other agencies working in collaboration in the Valley,” he said.

“It is great news that the vaccinations are being administered and hopefully soon, this pandemic will be in the past. There were 27 files under COVID-19 related measures, seven of which were unfounded, with most reports being received in November and December.”

Bear said crimes against people, including assaults, robbery and sex offences, saw an overall decrease of 11 per cent in the last quarter from 2019 to 2020, while crimes against property decreased overall by 24 per cent.

But cases of arson were way up, by 188 per cent, and drug possessions were up by 30 per cent.

Bear said that during 2020, approximately 50 per cent of the calls for service the RCMP responded to were from within the Municipality of North Cowichan, while 21 per cent came from the City of Duncan, 12 per cent came from Cowichan Tribes Indigenous lands, 11 per cent came from the Cowichan Valley Regional District and six per cent were reported directly to the detachment.



Insp. Chris Bear, head of the North Cowichan/Duncan RCMP detachment, said calls for service were down in 2020 compared to 2019. (File photo)

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MUNICIPALITY OF

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Cowichan

128



The Corporation of the District of North Cowichan

**Zoning Amendment Bylaw (9376 Cottonwood Road), 2021**

Bylaw No. 3815

The Council of The Corporation of The District of North Cowichan, in open meeting assembled, enacts as follows:

- 1 This Bylaw may be cited as "Zoning Amendment Bylaw (9376 Cottonwood Road), 2021", No. 3815.
- 2 Zoning Bylaw 1997, No. 2950, section 56 (4) [Density in the Residential Rural Zone (R1)] is amended by adding the following paragraph as subsection (k):  
    "(k) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 9376 Cottonwood Road (PID: 004-156-676)."

\_\_\_\_\_  
READ a first time on January 20, 2021

READ a second time on January 20, 2021

This bylaw as advertised in the Cowichan Valley Citizen on \_\_\_\_\_, and the municipality's website and notice board on \_\_\_\_\_.

CONSIDERED at a Public Hearing on

READ a third time on

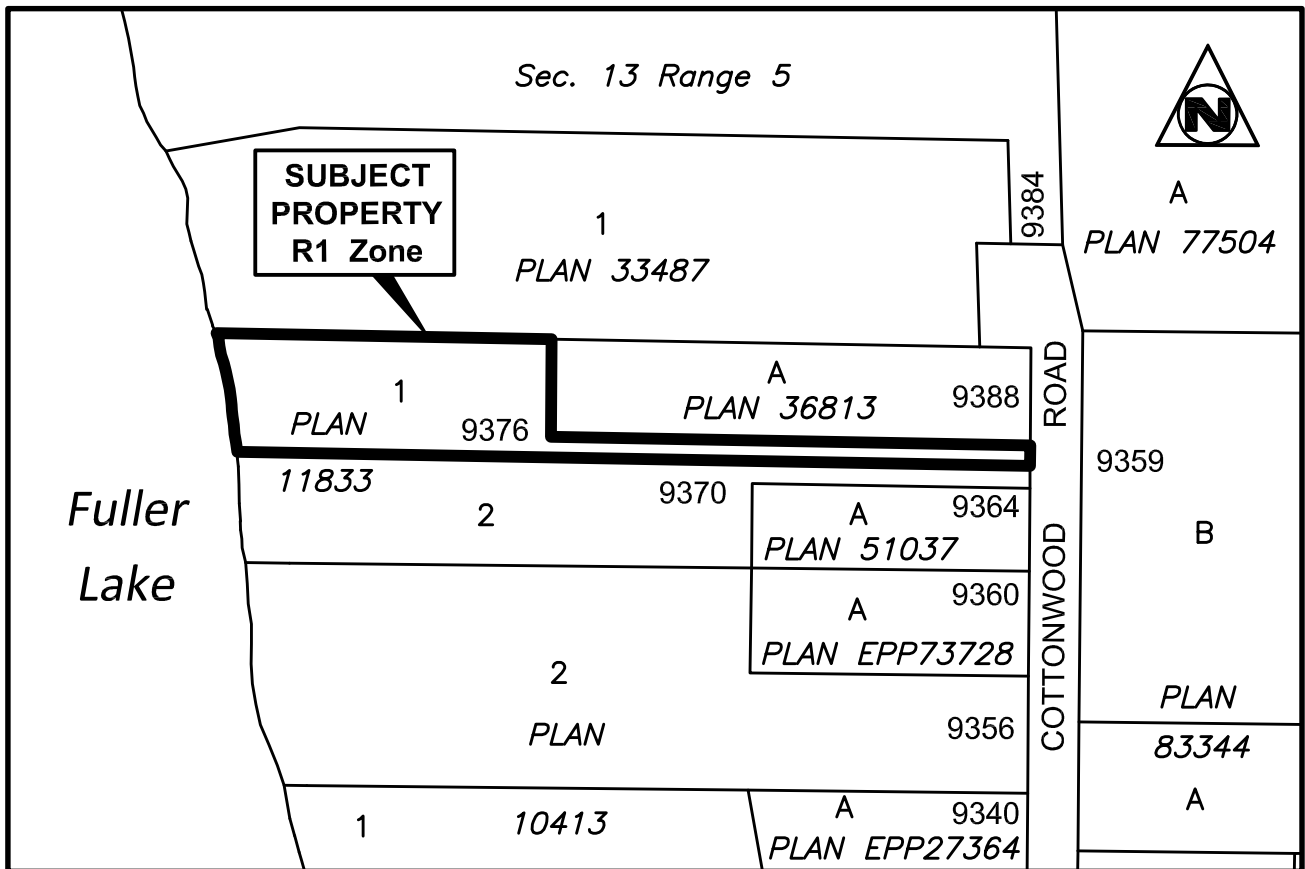
APPROVED by Ministry of Transportation and Infrastructure on

COVENANT registered on

ADOPTED on

\_\_\_\_\_  
CORPORATE OFFICER


\_\_\_\_\_  
PRESIDING MEMBER



# **STAFF REPORT & COUNCIL PRESENTATION**

**(Presentation will be available February 12, 2021)**

# Report

Date	January 20, 2020	File:	ZB000135
To	Council		
From	Caroline von Schilling, Development Planner	Endorsed:	
Subject	Zoning Bylaw Amendment Application No. ZB000135 (9376 Cottonwood Road) – Detached Second Dwelling		

## Purpose

To introduce Zoning Amendment Bylaw No. 3815, which proposes a site specific zoning amendment to permit the construction and use of a detached second dwelling at 9376 Cottonwood Road.

## Background

On December 4, 2019, Council adopted the Second Dwelling Rural Lands Policy, establishing the following criteria for site specific zoning amendment applications for second dwellings outside the Urban Containment Boundary (UCB):

- a. That size of the proposed second dwelling be restricted by covenant to 92 m<sup>2</sup> (990.28 ft<sup>2</sup>) or less;***
- b. That subdivision be restricted by covenant to prevent subdivision including strata subdivision;***
- c. That the size of the parcel be a minimum of... (ii) 0.4 ha (1 acre) where no Municipal sewer exists; ... and (iv) that siting of second dwellings on agricultural lands be established and restricted by covenant to preserve agricultural land.***

## Site Context

The subject property is a 0.43 ha (1.05 ac) lot located at 9376 Cottonwood Road (see Attachments 1 & 2). The subject property is located outside the UCB and is not located within the Agriculture Land Reserve (ALR). It is zoned Residential Rural (R1) (see Attachments 3 & 4) and has municipal water service. A single-family dwelling and accessory structures are currently located on the subject property.

## Land Use Context

North: Residential Rural (R1), residential properties; golf course use beyond  
 South: Residential Rural (R1), residential properties  
 East: Residential Rural (R1), residential properties; golf course use beyond  
 West: Fuller Lake

The surrounding neighbourhood generally consists of one and two-storey residential homes on lots of approximately 0.4 ha (1.0 acre) and larger.



### Proposal

The applicant is requesting a site specific amendment to the Residential Rural (R1) Zone to permit a detached, 53.9 m<sup>2</sup> (580 ft<sup>2</sup>) residential dwelling on the east side of the property with access from the existing driveway. This amendment is sought to accommodate their retirement plans as well as the future use of the principal dwelling for their family (see Attachment 5). The site plan and building elevations for the proposed second dwelling are shown in Attachment 6.

Under the current zoning, a maximum density of one residential building with two residential units is permitted. With this application, the applicant is requesting a reallocation of the permitted density to permit two detached residential buildings, with a maximum of two residential units.

Two existing sheds will be removed to accommodate the proposed second dwelling, which must meet the required 3.0m (10 ft) side yard setback under the R1 zoning. A replacement shed is proposed and will be constructed at the required 1.2 m (4 ft) eave-to-eave separation distance from the proposed second dwelling (*Zoning Bylaw*, sec. 16; Building Separations). Site photos are provided in Attachment 7.

In order to fulfill obligations under Council's Second Dwelling Rural Lands Policy (SDRL Policy), registration on the title of a Section 219 covenant agreement securing the policy requirements, as well as written approval from the Ministry of Transportation and Infrastructure, will be necessary prior to adoption of this bylaw. The applicant is aware of the SDRL Policy and agrees to register a covenant on the property title.

The applicant proposes to construct a 53.9 m<sup>2</sup> (580 ft<sup>2</sup>) residential dwelling under the maximum allowable size restriction of 92 m<sup>2</sup> (990.28 ft<sup>2</sup>) as stated in the SDRL Policy. Should the homeowner wish to increase the size of the dwelling in the future, a building permit and other permits as relevant would be required, and the SDRL covenant agreement would ensure a limitation of 92 m<sup>2</sup> (990.28 ft<sup>2</sup>) in area.

### **Discussion**

Policy considerations relevant to this application are:

#### Official Community Plan (OCP)

#### HOUSING & SERVICES in RURAL AREAS

Policy 2.1.5.1 *The Municipality will discourage any relaxation of subdivision and zoning standards that have the effect of increasing net density in rural areas ...*

Policy 2.1.5.5 *... All rezoning applications in rural areas are required to consider policy 2.1.5.6.*

Policy 2.1.5.6 *The Municipality may consider rezoning applications in rural areas to allow additional residential units if all the following provisions are met:*

- i) *The proposal demonstrates how the applicant will produce, complement or expand rural economic development activity ... and incorporate provision for the long-term security of the land (e.g., through an Agriculture Land Reserve (ALR) designation or a covenant on use); and*
- ii) *Rural views from public areas will be maintained*

- iii) *Any adjacent agricultural or other resource use (e.g., forestry, gravel removal) will be appropriately buffered from the residential units; and*
- iv) *The extension of municipal services is not anticipated or, should service extension be required, the proposed development will cover the full cost of installing, maintaining and operating the additional services; and ...*

Policy 2.1.5.9 *The Municipality generally discourages the development of accessory (second) residences on rural lands, except to address farm labour housing needs.*

Staff are satisfied that this zoning amendment proposal request:

- Does not increase the net density of this rural area;
- Does not unreasonably discourage future agricultural use of this property, i.e., siting of the proposal is on the east side of the property, which is already developed with accessory structures, which will be removed and replaced with the proposed (residential) structure and one replacement shed;
- Maintains the viewscape to and from Fuller Lake;
- Is sufficiently buffered from agricultural parcels within the ALR to the north and south by other residential properties; and,
- Does not require an extension of municipal water or sanitary services.

Finally, staff note that the residential (R1) zoning of the subject property permits a maximum density of one residential building, which incorporates two residential units in the form of a duplex or single family dwelling with a secondary suite. The requested zoning amendment would reallocate the density to permit two detached residential buildings, with a maximum of two residential units for the parcel. As this proposal does not result in a net increase in density (i.e. the number of permitted dwellings per parcel does not increase), it is staff's opinion that the proposal is generally consistent with the OCP policy around Housing & Services in rural lands.

## HOUSING

Policy 2.5.2.3 *The Municipality supports the development of new market forms of affordable housing, both for rent and purchase.*

The proposal supports affordable housing options within the Municipality by meeting the Municipality's commitment to:

- "... the importance of housing as a fundamental part of community health and livability
- ... housing [that] remains affordable for all residents
- ... [the] development of a variety of housing types" (OCP, p. 72).

Note, policy 2.5.2.3 is not limited to growth centers.

Policy 2.5.2.5 *The Municipality will ensure that new residential development respects and complements the character of the surrounding neighbourhood.*

While this proposal does not increase the number of permitted dwelling units in this neighbourhood, the proposal could impact the character of this neighbourhood. It is mainly comprised of mixed one and two-storey single family residences. However, the proposal will not be located in the immediate

proximity of the neighbour's residence to the east. This single-storey residential proposal is modest in scale and is not incompatible with the surrounding neighbourhood.

This proposal demonstrates sensitive and appropriate scaled design/siting as it is:

- Single storey residence with loft & modest in scale, i.e. 53.9 m<sup>2</sup> (580 ft<sup>2</sup>); and,
- Located on the east side of the subject property and not in close proximity to the neighbouring residence to the east.

It is staff's opinion that the proposal is generally consistent with the OCP's Housing policies.

#### Agricultural Potential

This rural, residential neighbourhood is not located within the ALR. Agriculture is a permitted use in the R1 zone, but the property is not located within an agricultural designation. This proposal does not significantly detract from this R1 zoned parcel's agriculture potential because the proposed structure will be located in the same approximate location where the existing two accessory structures will be removed.

#### Servicing and Infrastructure

Adequate siting and soil conditions for expanded septic service for two residences have been confirmed through a Registered Onsite Wastewater Practitioner (see Attachment 8).

Municipal water servicing is available with connection required through application for a building permit.

#### Ministry of Transportation and Infrastructure

The subject property is located within 800 m of a Controlled Access Highway (Trans-Canada Highway). Ministry of Transportation and Infrastructure approval of this proposed zoning amendment bylaw prior to adoption is required.

### **Analysis & Conclusion**

This proposal is consistent with the policies of the OCP for housing in rural areas, the development of new market forms of affordable housing, and considers sensitive and appropriate building siting.

This proposal complies with the size and siting criteria of the Second Dwelling Rural Lands Policy adopted by Council on December 4, 2019. Should Council give Third Reading to this bylaw, registration of a Section 219 covenant will be required prior to Council's consideration of adoption in order to restrict building size and siting and to prohibit subdivision.

### **Communications and Engagement**

Should Council give First and Second Reading to this bylaw and move the application forward, owners and occupants of neighbouring properties will be provided an opportunity to provide input on the proposed Zoning Bylaw amendment at a public hearing. Neighbouring properties within a 60 m radius of the subject property will be notified of this application, and advertisements will be placed in the local

newspaper, as required by the *Local Government Act*.

## Options

The following options are presented for Council's consideration:

- 1) **(Recommended):** That Council give first and second reading of "Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and;  
That a Public Hearing be scheduled for Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and notification be issued in accordance with the *Local Government Act*.
- 2) (Alternate): That Zoning Amendment Application ZB000135 to permit a detached second dwelling unit at 9376 Cottonwood Road (PID 004-156-676), be denied.

## Implications

If Council denies the application, the applicant would not be permitted to construct a second detached dwelling unit on the subject property.

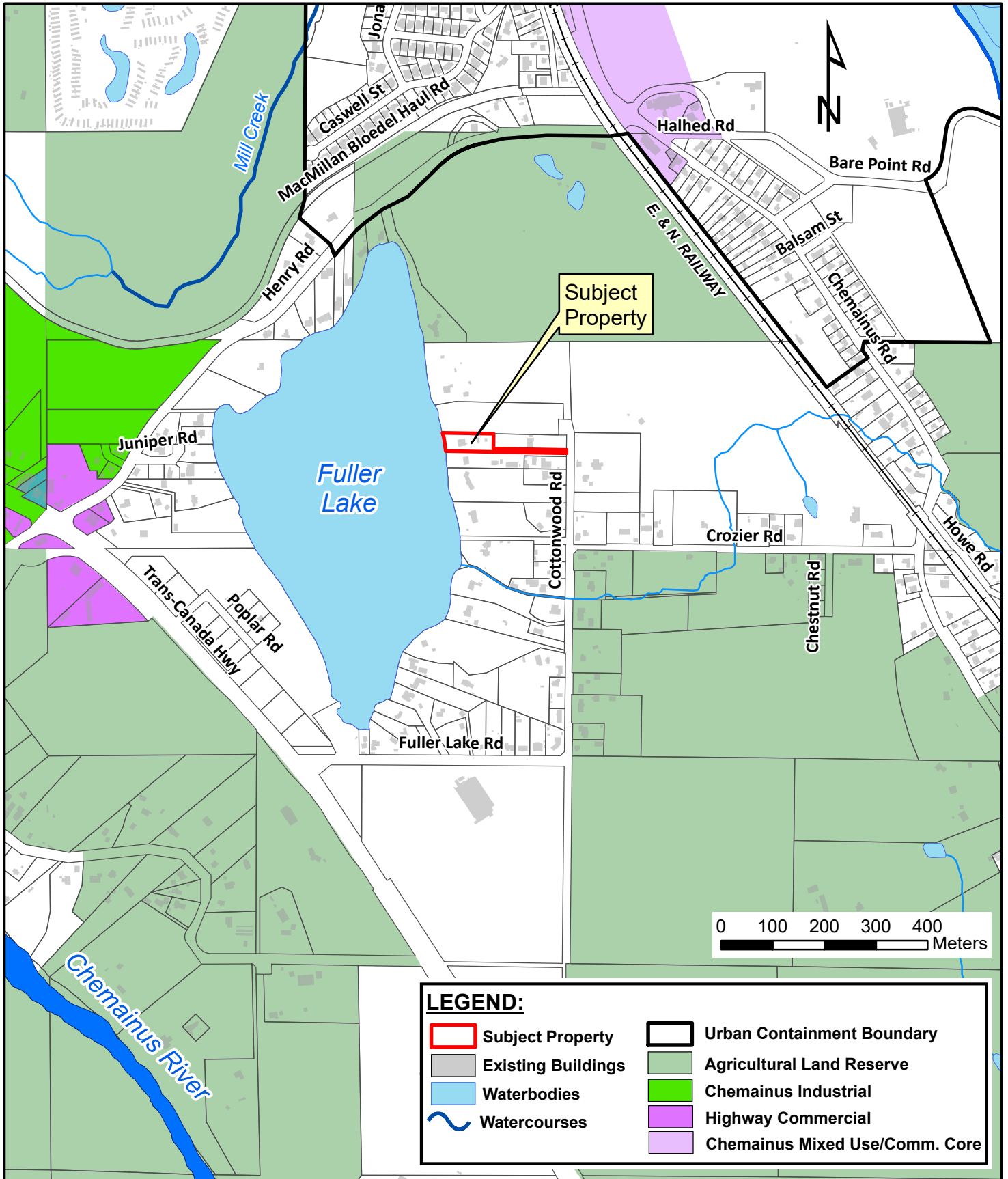
## Recommendation

That Council give first and second reading to Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and;

That a Public Hearing be scheduled for Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and notification be issued in accordance with the *Local Government Act*.

### Attachments:

1. Location Map
2. Air Photo
3. Zoning Map
4. Residential Rural (R1) Zone
5. Letter of Rationale
6. Site Plan & Building Elevations
7. Site Photos
8. Letter from Registered Onsite Wastewater Practitioner
9. Bylaw No. 3815



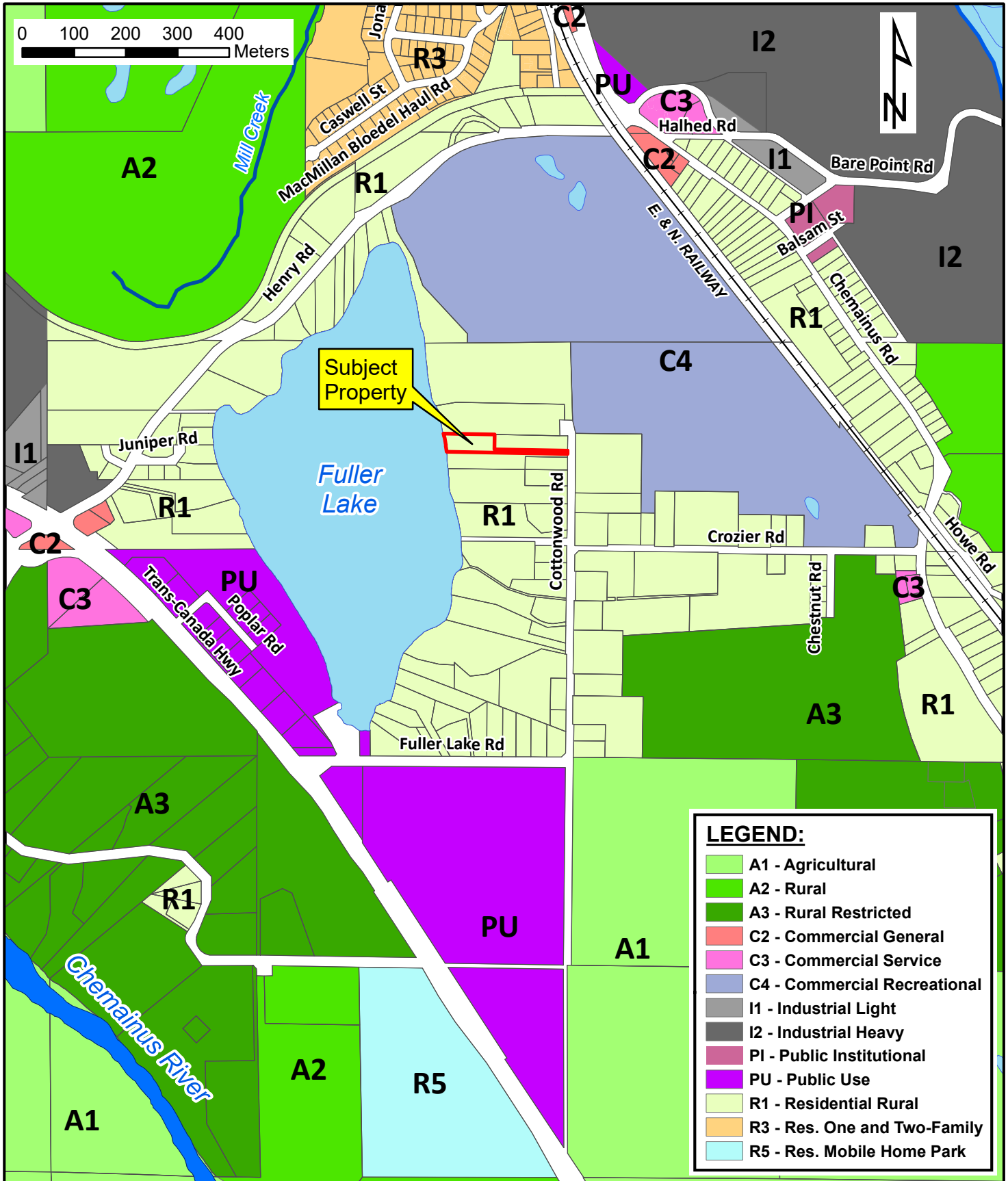
	<b>LOCATION MAP</b>		DATE:	January 3, 2021
	9376 Cottonwood Road		TYPE:	Zoning Amendment
			FILE#:	ZB000135





	<b>ORTHOPHOTO MAP</b>		DATE:	January 3, 2021
	( Orthophoto is from 2019 aerial photography)		TYPE:	Zoning Amendment
	9376 Cottonwood Road		FILE#:	ZB000135





**Permitted Uses**

- 56 (1) The permitted uses for the R1 zone are as follows:
- Agriculture
  - Assisted Living
  - Bed and Breakfast
  - Community Care Facility
  - Home-based Business
  - Modular Home
  - Single-Family Dwelling
  - Supportive Housing
  - Temporary Mobile Home (subject to the Temporary Mobile Home Permit Bylaw)
  - Two-Family Dwelling [BL3302, BL3367, BL3754]

**Minimum Lot Size**

- (2) The minimum permitted lot size for the R1 zone is 1,675 m<sup>2</sup> (18,029 sq. ft.).

**Minimum Frontage**

- (3) The minimum permitted frontage for the R1 zone is 30.0 m (98.43').

**Density**

- (4) The maximum permitted density for the R1 zone is as follows:
- (a) The number of residential buildings shall not exceed one.
  - (b) Despite the foregoing, the placement of a Temporary Mobile Home may also be permitted on lots 0.81 ha (two acres), or larger, subject to the Temporary Mobile Home Permit Bylaw. [BL3754]
  - (c) The maximum permitted floor space ratio for the R1 zone is 0.5:1. [BL3383]
  - (d) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 9272 Cottonwood Road (PID: 006-038-000). [BL3642]
  - (e) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 1217 Barnes Road (PID: 003-134-814). [BL3666]
  - (f) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 6343 Wicks Road (PID: 003-145-603). [BL3731]
  - (g) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 10097 Chemainus Road (PID: 018-858-651). [BL3732]
  - (h) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 2372 Regina Drive (PID 000-368-393). [BL3760]
  - (i) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 1038 Herd Road (PID: 023-168-501). [BL3766]

**Maximum Lot Coverage**

- (5) The maximum permitted lot coverage of the R1 zone is 30% of the lot area.

**Minimum Setbacks**

- (6) The minimum permitted setbacks for the R1 zone are as follows:
- (a) Principal Buildings



Yard, Front, 6.0 m (19.68')

Yard, Side, 3.0 m (9.84')

Yard, Rear, 8.0 m (26.25')

(b) Accessory Buildings and Structures (Excluding Fences)

Yard, Front, 6.0 m (19.68')

Yard, Side, 3.0 m (9.84')

Yard, Rear, 3.0 m (9.84')

- (6.1) The minimum permitted setback from the vehicle entrance of a principal or accessory building to a public road other than a lane is 5.8 m (19.03'). [BL3150]

### Maximum Building Height

(7) The maximum permitted building heights for the R1 zone are as follows:

(a) Principal Buildings, 9.0 m (29.53')

(b) Accessory Buildings, 5.0 m (16.40')

### Conditions of Use

(8) The conditions of use for the R1 zone are as follows:

(a) No fences over 1.2 m (4.00') in height are permitted in the required yards, front.

(b) No fences over 2.0 m (6.56') in height are permitted in the required yards, side or rear.

(c) In no situation shall a fence be greater than 2.0 m (6.56') in height.

(d) Bed and breakfast uses may have no more than six sleeping units.

(e) Repealed [3758]

(f) Assisted Living, Supportive Housing, and Community Care Facilities may be permitted provided that the number of residents does not exceed ten, including resident staff,

(ii) the use is within a single-family dwelling unit only,

(iii) valid health permits for septic systems or on-site wastewater treatment systems are obtained, where no municipal sewer is available. [BL3302]

(g) Limited farm sale of agricultural products may be sold directly to the public provided that:

(i) a minimum of 50% of the agricultural products offered for sale are produced on the land;

(ii) the covered retail sales area does not exceed 100 m<sup>2</sup> (1076.4 sq. ft.); and

(iii) the retail sales are clearly ancillary to the farm use. [BL3083]

(h) [Repealed. BL3367]

Monday July 6th, 2020

**APPLICATION for ZONING/BYLAW TEXT AMENDMENT**

We are Scott and Debbie Hess of 9376 Cottonwood Rd. in Chemainus, we have just over one acre of property on the east side of Fuller Lake (just outside the Chemainus catchment area). We have lived here since 1983, raised our family here and now wish to retire here. Our home is too large for us in our retirement years so we have designed a small cottage that will meet our ongoing needs for some years to come. Our plan is to build this small retirement cottage and our son will take over the family home to raise his family and maybe he too can retire into this cottage.

We are removing existing structures to make room for the new detached dwelling so there will be minimal disturbance to the property and with no changes to our landscaping. We are building back on the property and away from the lake so we will be close to our vegetable garden and have easy access in and out of our single ground level entry home.

Sewer and water have been addressed. We have a 1" water line servicing the main house with 3/4" line already in place for the new 2nd dwelling. Sewer is pumped up back and away from the Lake now and has been checked to be working fine and tank has also been pumped out. This was checked by a "Registered Onsite Waste Water Practitioner" and states there is ample room to accommodate expansion for new dwelling and has also done soil test and test holes to confirm this.

Storm water catchment tanks will also to be installed so we can use rain water in our gardens with overflow going into a rock pit for excess storm water. I have provided a drawing.

Thank You

Scott & Debbie Hess

Monday Nov. 30th, 2020

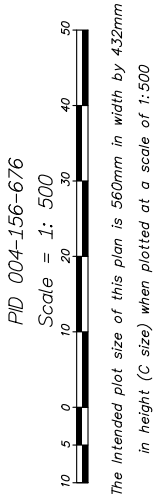
APPLICATION for ZONING/BYLAW TEXT AMENDMENT (ZB000135)

Further to our letter of July 6th, 2020 it has been brought to our attention that we will need to maintain a 1.22-meter distance from our existing shed and the propose suite. So, we will be adjusting the suite over to maintain this. We also made a small change to the size of proposed suite from 504 sq. ft. to 580 sq. ft. but will still maintain 1.22 meters from existing shed and 3.05 meters from property line. We have also been asked about parking, that is about 4000 sq. ft now and will not be changed so we believe that not to be a problem. It is our intention in the future after the suite is complete and lived in that we replace the shed and attach it to the suite so it will be upgraded and be set matching the new suite reoriented to the property and look pleasing with matching siding and roof.

Thanks

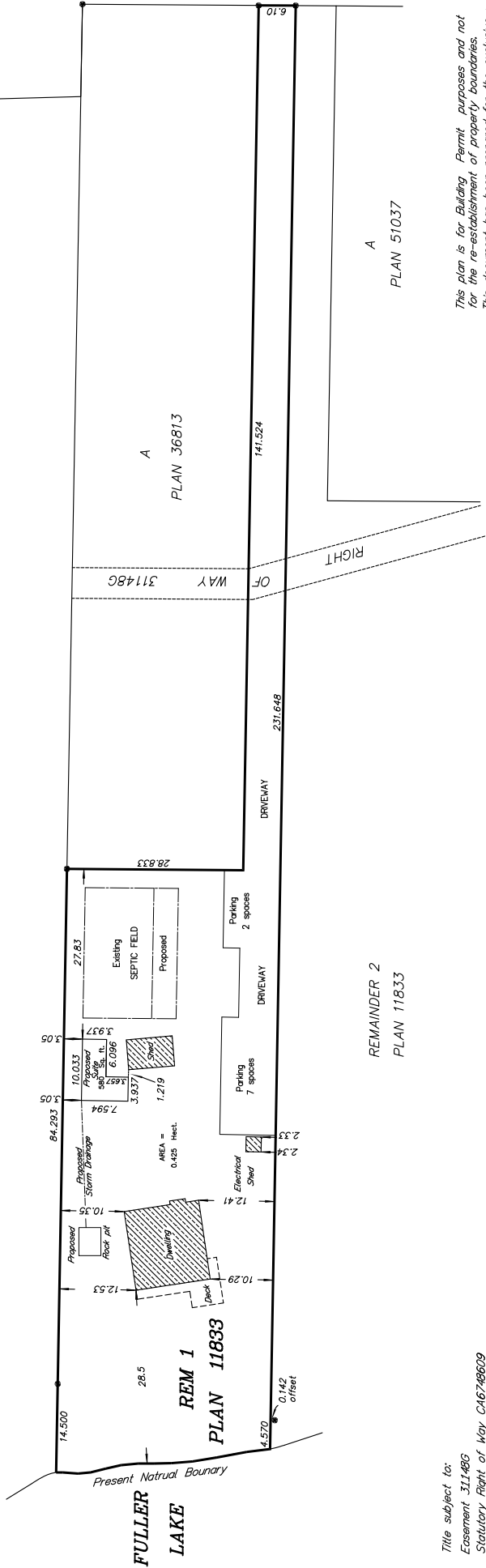
Scott and Debbie Hess

B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION OF BUILDINGS ON LOT 1,  
SECTION 13, RANGE 5, CHEMAINUS DISTRICT, PLAN 11833, EXCEPT THAT PART IN PLAN 36813



**LEGEND**  
Lot dimensions derived from Plan 36813  
All distances are in metres and decimals thereof.  
Offsets shown to outside finished surface of building unless noted as foundations  
• denotes standard iron post found.  
Civic Address :9376 Cottonwood Road Chemainus BC  
Date of Field Survey: Location survey March 23, 2020  
Proposed Suite AREA = 53.9 m<sup>2</sup> (580 Sq.ft.)

1  
PLAN 33487



Title subject to:  
Easement 311486  
Statutory Right of Way C467486/9  
Statutory Right of Way C467486/10

All rights reserved. No person may copy, reproduce, transmit or after this document in whole or in part without the consent of the signatory.  
This Plan was prepared for a Building Permit purposes and is for the exclusive use of Scott & Deborah Hess  
GW Lindberg Land Surveying Inc. accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction or alteration to this documents without the consent of the signatory.

G.W. LINDBERG LAND SURVEYING INC.  
Professional Land Surveyor  
Surveying & Geomatics Services  
2361 Chemainus Road  
Chemainus, B.C.  
Tel. (250) 246-9393

This plan is for Building Permit purposes and not for the re-establishment of property boundaries.  
This document has been prepared for the exclusive use of Scott & Deborah Hess and Gerald W. Lindberg, B.C.L.S. not be responsible for the unauthorized distribution or any use a third party makes of this document.  
Certified correct this 2 day of April, 2020

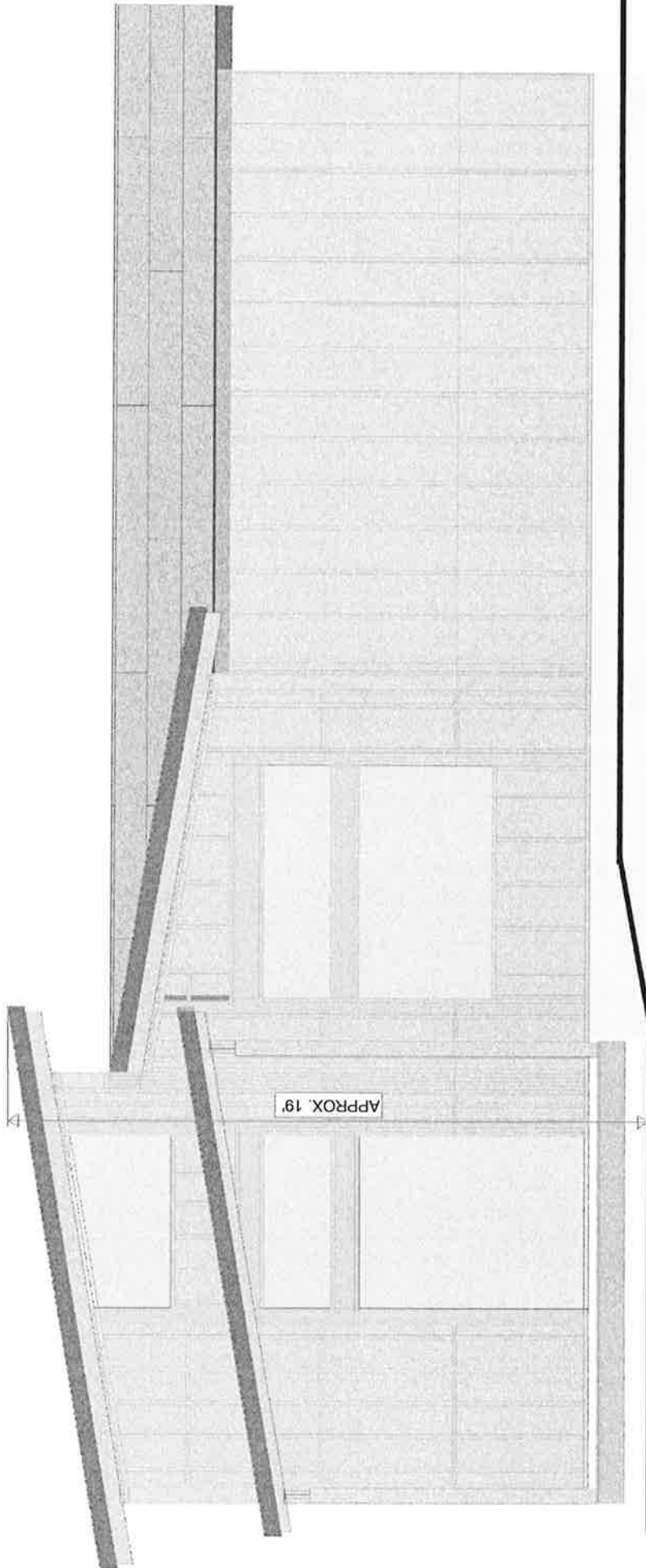
Gerald W. Lindberg  
B.C.L.S.  
© G.W. Lindberg 2020

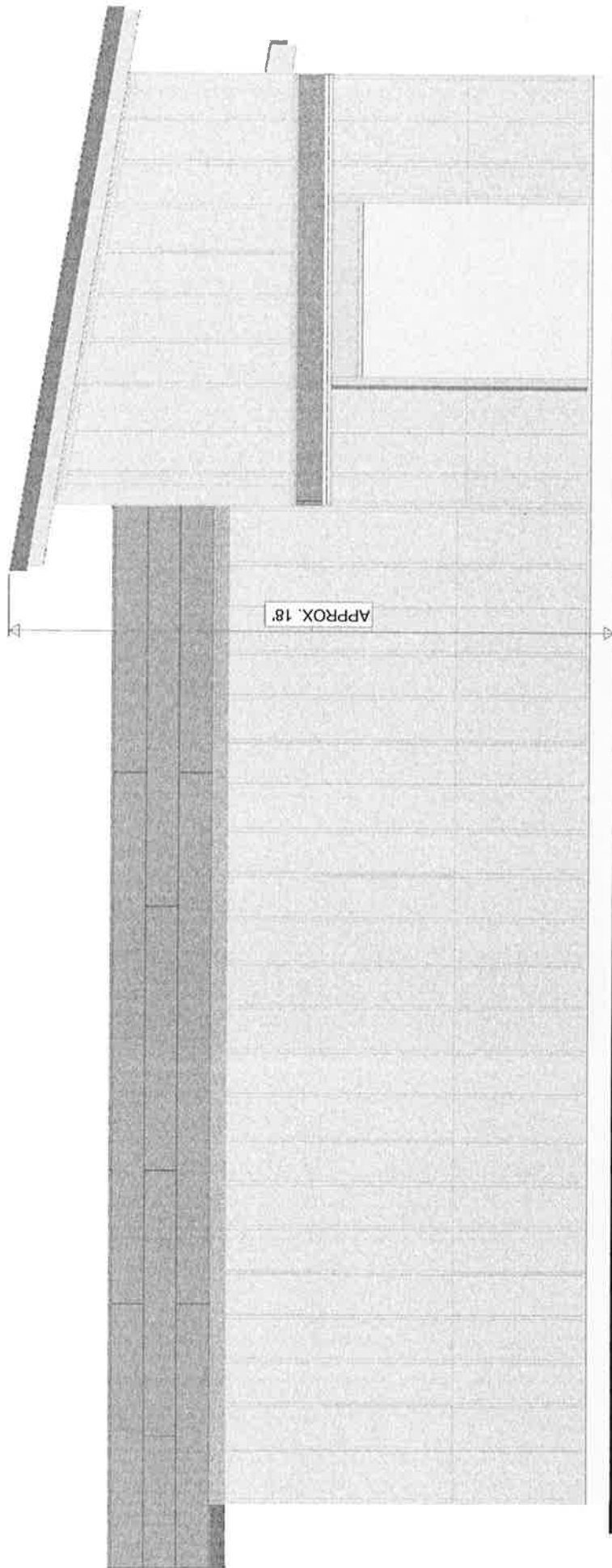
PROJECT: PROPOSED BUILDING ADDITION

CLIENT: Scott & Deborah Hess

REVISED Dec. 9 2020  
REVISED Dec. 1 2020  
Date: April 2, 2020  
Drawing Number: GWL020-1117-S

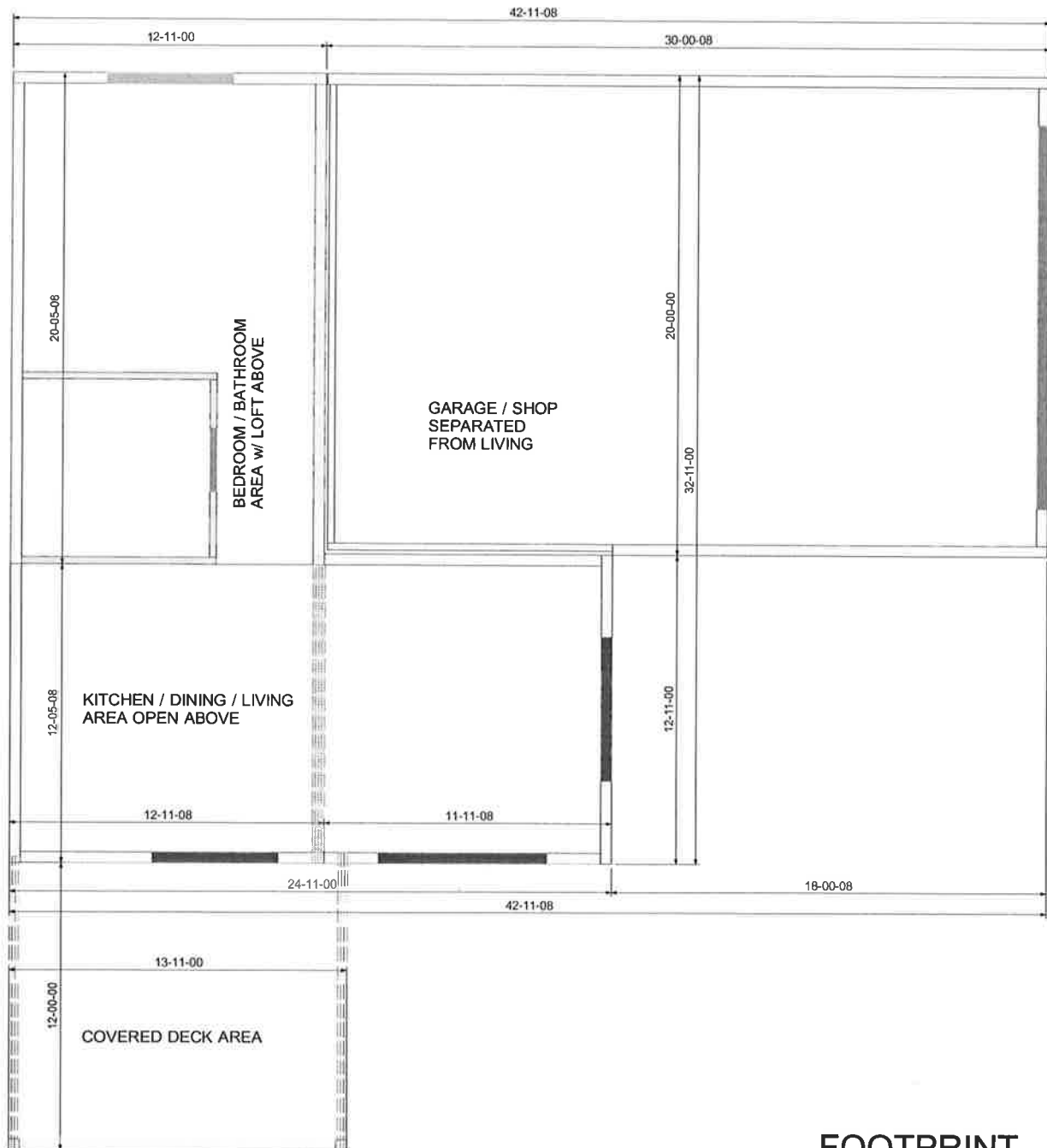
Calcs, GWL  
Drawn by:





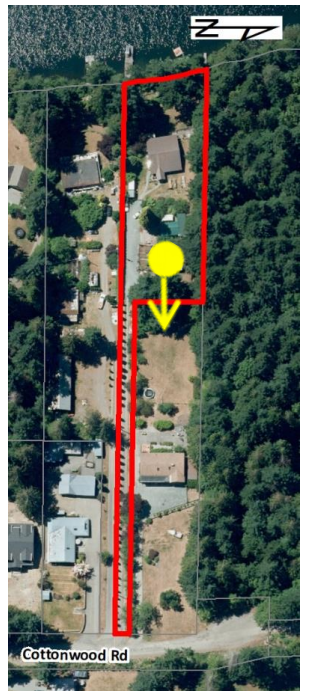
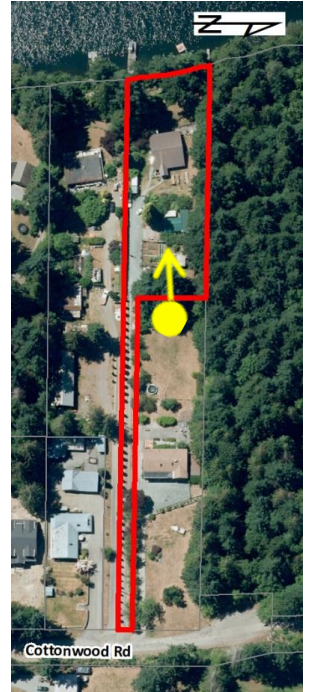
REAR ELEVATION





FOOTPRINT

## ATTACHMENT 7








John Beggs Contracting Ltd.,  
10355 Lot B. Trans Canada Hwy.,  
Chemainus, B.C.,  
V0R 1K4  
250-246-9535

Re: Septic system for in law suite at 9376 Cottonwood Rd., Chemainus


To Whom It May Concern;

Test pits were machine dug and a soil analysis done which confirmed there is ample soil and area to install a Type 1 septic system to service a 1 or 2 bedroom suite above the existing house.

Yours Truly,

  
John W. Beggs





Fri 1/1/2021 9:17 AM

Kathleen Beggs <jkbeggscontracting@gmail.com>

Re: 9375 Cottonwood Road - question

To  Caroline von Schilling

**c - Filed**

 You replied to this message on 1/4/2021 8:46 AM.

Hi Caroline and Happy New Year, and the answer is yes. A small Cottage would require about the same size system as an inlaw suite.



The Corporation of the District of North Cowichan

**Zoning Amendment Bylaw (9376 Cottonwood Road), 2021**

Bylaw No. 3815

The Council of The Corporation of The District of North Cowichan, in open meeting assembled, enacts as follows:

- 1 This Bylaw may be cited as "Zoning Amendment Bylaw (9376 Cottonwood Road), 2021", No. 3815.
- 2 Zoning Bylaw 1997, No. 2950, section 56 (4) [Density in the Residential Rural Zone (R1)] is amended by adding the following paragraph as subsection (k):
 

"(k) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 9376 Cottonwood Road (PID: 004-156-676)."

\_\_\_\_\_  
 READ a first time on

READ a second time on

This bylaw as advertised in the Cowichan Valley Citizen on the \_\_\_\_ day of \_\_\_\_\_ and the \_\_\_\_ day of \_\_\_\_\_, and the municipality's website and notice board on the \_\_\_\_ day of \_\_\_\_\_.

CONSIDERED at a Public Hearing on

READ a third time on

APPROVED by Ministry of Transportation and Infrastructure on

COVENANT registered on

ADOPTED on

\_\_\_\_\_  
 CORPORATE OFFICER

\_\_\_\_\_  
 PRESIDING MEMBER

# **COUNCIL MINUTES**



**7.3 Zoning Bylaw Amendment Application No. ZB000135 (9376 Cottonwood Road) – Detached Second Dwelling**

IT WAS MOVED AND SECONDED:

That Council give first and second reading to Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and;

That a Public Hearing be scheduled for Zoning Amendment Bylaw (9376 Cottonwood Road), 2021, No. 3815 and notification be issued in accordance with the *Local Government Act*.

CARRIED

**8. REPORTS**

**8.1 Development Variance Permit Application No. DVP00061 for 3191 Sherman Road.**

IT WAS MOVED AND SECONDED:

That Council authorize the issuance of a development variance permit for 3191 Sherman Road and grant the variance to section 79(2)(a) of Zoning Bylaw 2950 by reducing the minimum permitted rear yard setback for an institutional building abutting a residential parcel from 8.0 metres to 3.08 metres.

(Opposed: Manhas)

CARRIED

**8.2 North Cowichan Civic Building – Tender Package 1**

IT WAS MOVED AND SECONDED:

1. That Council award the contract for the C-0001 Cast in Place Concrete to Scansa Construction Ltd. for \$1,499,400 plus GST.
2. That Council award the contract for the C-0002 Concrete Unit Masonry to Mid Island Masonry Contracting Ltd. For \$512,500 plus GST.
3. That Council award the contract for the C-0003 Structural Steel and Decking to Holdfast Metalworks Ltd. - \$2,256,832 plus GST.
4. That Council award the contract for the C-0008 Modified Bituminous Membrane Roof to G & G Roofing Ltd. for \$614,825 plus GST.

CARRIED

**8.3 Cowichan Aquatic Centre Re-Roofing Project CVRIS ICIP Grant Application**

IT WAS MOVED AND SECONDED:

That Council direct staff to submit a grant application to the COVID-19 Resilience Infrastructure Stream under the Investing in Canada Infrastructure Program for the Cowichan Aquatic Centre Re-Roofing Project in the amount of \$1,653,744 + GST; and

That Council support the project and commit to financing any associated ineligible costs and cost overruns.

CARRIED

**8.4 Request for Reimbursement of Mural Maintenance and Restoration**

IT WAS MOVED AND SECONDED:

That Council authorize payment to the Chemainus Festival of Murals Society in the amount of \$29,637 from the Mural Reserve Fund as reimbursement for their expenditures incurred in 2015 and 2016 for mural maintenance and restoration.

CARRIED

# **PUBLIC COMMENTS**

**Fiona Baker**

---

**From:** Bernie Jones [REDACTED] **FIPPA s. 22(1)**  
**Sent:** Thursday, January 21, 2021 3:02 PM  
**To:** Caroline von Schilling  
**Subject:** Re: Zoning Amendment ZB000135 Information Notification - 9376 Cottonwood Road

Caroline,

If it's not too late...Chemainus Residents Association has no objection to the proposed rezoning at 9376 Cottonwood Rd.

Bernie

On 12/21/2020 4:06 PM, Caroline von Schilling wrote:

Dear Chemainus Residents Association,

We have received a new zoning amendment application for **9376 Cottonwood Road** to amend the zoning **for a site specific zoning amendment to permit 2 residential buildings for a maximum of 2 residential dwelling units** under the Second Dwelling Rural Lands Policy adopted by Council on December 4, 2019 (attached; see section 8.2).

Please see details of the application  
at: <https://egov.northcowichan.ca/APPS/OURCITY/Prospero/Details.aspx?folderNumber=ZB000135>

For general information, applications received may undergo revisions by the Applicant. We do our best to post revisions on Building North Cowichan in a timely manner.

Feedback from community groups are provided to Council as public input.

We value this opportunity to hear from your area community group, as well as the general public, on land use amendment applications.

Sincerely,

Caroline

---

Caroline von Schilling, MSc, MCIP, RPP  
Development Planner, Planning Department  
DEVELOPMENT AND ENGINEERING SERVICES

Municipality of North Cowichan  
7030 Trans-Canada Highway  
Duncan, BC V9L 6A1 | Canada  
[www.northcowichan.ca](http://www.northcowichan.ca)  
[caroline.vonschilling@northcowichan.ca](mailto:caroline.vonschilling@northcowichan.ca)  
T 250.746.3261

**Fiona Baker**

---

**From:** Christopher Crowther [REDACTED] **FIPPA s. 22(1)**  
**Sent:** Thursday, February 11, 2021 5:53 AM  
**To:** Public Meetings  
**Subject:** Bylaw 3815 9376 Cottonwood Road

Hello, I am writing regarding the proposal to add a second dwelling unit at this location on waterfront lot at Fuller Lake.

I am a regular user of the Fuller Lake park to fish and swim. I regularly stop there after work and on weekends and find the place to be a wonderful location that offers relative peace and tranquility in the midst of a ever more bustling town. Any approval for alteration to the lake front properties must be done very careful and judiciously so that the current character and peaceful enjoyment can be maintained at that park. It is one of MNCs crown jewels. The fishing is also excellent and it is a very ecologically productive lake that produces thousands of trout per year.

I was very surprised to see that the staff report does not reference that the Parks and Trails Master Plan recommends that Fuller Lake Park be upgraded to a destination type park. I think that any consideration of changing dwelling configurations along waterfront lots needs to be made with this community vision in mind.

I am neutral on this particular application, and I will leave it to council to decide what they see is best for the long term interests of our community. My intent with this letter is to raise awareness of the very high recreational value that Fuller Lake offers, and the community's vision for further development of the park.

Sincerely,  
Chris Crowther  
5917 Highland Ave  
Duncan, BC



The Corporation of the District of North Cowichan

**Zoning Amendment Bylaw (9376 Cottonwood Road), 2021**

Bylaw No. 3815

The Council of The Corporation of The District of North Cowichan, in open meeting assembled, enacts as follows:

- 1 This Bylaw may be cited as "Zoning Amendment Bylaw (9376 Cottonwood Road), 2021", No. 3815.
- 2 Zoning Bylaw 1997, No. 2950, section 56 (4) [Density in the Residential Rural Zone (R1)] is amended by adding the following paragraph as subsection (k):  
    "(k) Despite section 56 (4) (a), a maximum of 2 residential buildings, with a total combined maximum of 2 dwelling units, is permitted on 9376 Cottonwood Road (PID: 004-156-676)."

---

READ a first time on January 20, 2021

READ a second time on January 20, 2021

This bylaw as advertised in the Cowichan Valley Citizen on February 4, 2021 and February 11, 2021 and the municipality's website and notice board on February 2, 2021

CONSIDERED at a Public Hearing on

READ a third time on

APPROVED by Ministry of Transportation and Infrastructure on

COVENANT registered on

ADOPTED on

---

CORPORATE OFFICER

---

PRESIDING MEMBER