

Municipality of North Cowichan

Regular Council

AGENDA

Wednesday, March 3, 2021, 1:30 p.m.
Electronically

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. 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 for instructions.
- To join by telephone, dial 1.844.426.4405, enter the meeting ID 133 108 2710, and then press # to join the meeting.

2. APPROVAL OF AGENDA

2.1. Approval of Consent Agenda

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

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

3. ADOPTION OF MINUTES

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

3.1. Minutes of the Regular Council and Public Hearings meeting held February 17, 2021 for adoption

3.2. Minutes of the Special Council meeting held February 22, 2021 for adoption

Recommendation:
That Council adopt the minutes of the Regular Council and Public Hearings meeting held February 17, 2021 and the Special Council meeting held February 22, 2021 as circulated.

4. **MAYOR'S REPORT**

5. **DELEGATIONS AND PRESENTATIONS**

5.1. **Cowichan Green Community**

Purpose: To present their year in review video for 2020 to Council.

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. **Reserve Funds Establishment Amendment Bylaw No. 3817, 2021 for adoption**

Purpose: To consider adoption of Reserve Funds Establishment Amendment Bylaw No. 3817, 2021 which will establish a COVID-19 Safe Restart Grant Reserve. The bylaw received first three readings at the February 17, 2021 Regular Council and Public Hearings meeting.

Recommendation:

That Council adopt Reserve Funds Establishment Amendment Bylaw No. 3817, 2021.

7.2. **Fees and Charges Amendment Bylaw No. 3818, 2021 for three readings and adoption**

Purpose: To consider amending the water, sewer and garbage rates in the Fees and Charges Bylaw and to remove the reduced development variance permit application fee and include some minor housekeeping edits.

Recommendation:

That Council give first, second and third readings to the Fees and Charges Amendment Bylaw No. 3818, 2021;

And that Council adopt the Fees and Charges Amendment Bylaw No. 3818, 2021.

7.3. **Revisions to MTI and Fees & Charges Bylaw Amendments**

Purpose: To consider removing references to Controlled Substance Bylaw No. 3803 in Fees and Charges Amendment Bylaw No. 3813 and Municipal Ticket Information System Amendment Bylaw No. 3812, 2020 to enable Bylaw Compliance Officers to enforce offences under Nuisance Abatement and Cost Recovery Bylaw No. 3804.

Recommendation:

1. That Council rescind third reading of Fees and Charges Amendment Bylaw No. 3813, 2020 and Municipal Ticket Information System Amendment Bylaw No. 3812, 2020.
2. That Fees and Charges Amendment Bylaw No. 3813 be amended by striking out:
 - a. Sections 2.b. and 3 in their entirety;
 - b. *"or Section 12.1 of Controlled Substances Bylaw No. 3803, 2020"* from the first paragraph under Schedule G – Nuisance Abatement Fees; and
 - c. *"section 5.11 of Bylaw No. 3803 or"* under subsections (a) Staff and Personnel Cost Recovery, (b) RCMP Personnel and Equipment Cost Recovery, (c) Vehicle and Equipment Cost Recovery, and (d) Contractor Cost Recovery under Schedule G – Nuisance Abatement Fees.
3. That Council gives Fees and Charges Amendment Bylaw No. 3813, 2020 third reading as amended.
4. That Council adopt Fees and Charges Amendment Bylaw No. 3813, 2020.
5. That Municipal Ticket Information System Amendment Bylaw No. 3812, 2020 be amended by striking out:
 - a. "Sections 11 and 17" from subsection 2.b. and replacing it with *"Section 17"*;
 - b. Subsection 2.c. in its entirety;
 - c. "Section 23" in subsection 2.d. and replacing it with *"Section 22"*.
6. That Council gives Municipal Ticket Information System Amendment Bylaw No. 3812, 2020 third reading as amended.

8. REPORTS

8.1. REPORTS FOR DECISION

8.1.1. Joint Utility Board Outfall Relocation Professional Services Contract Award

Purpose: To award the professional services contract for the design, construction oversight and administration for the Joint Utility Board Outfall Relocation Project.

Recommendation:

That Council award the Joint Utility Board Outfall Relocation Professional Services contract to Parsons Incorporated for \$6,105,722.40 (excluding GST), subject to approval from the City of Duncan Council.

8.2. REPORTS FOR INFORMATION

None.

9. NOTICES OF MOTIONS

10. UNFINISHED AND POSTPONED BUSINESS

11. NEW BUSINESS

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

Purpose: So that Councillor Justice may move the motion he gave notice on at the February 17, 2020 regular meeting.

Recommendation:

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.

11.2. Property Assessed Clean Energy (PACE)

Purpose: So that Councillor Marsh may move the motion she gave notice on at the February 17, 2020 regular meeting.

Recommendation:

WHEREAS the District of North Cowichan has shown itself to be a climate leader by establishing a Climate Action Reserve Fund, adopting the BC Energy Step Code, partnering with the provincial government on the Clean BC Better Homes Program, hosting a community for climate fair, implementing our own municipal home energy retrofit program and implementing many other emission reduction projects in the community and through our corporate operations that are outlined in our climate action plan;

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 startup 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.

11.3. Help Cities Lead Campaign

Purpose: So that Councillor Marsh may move the motion she gave notice on at the February 17, 2020 regular meeting.

Recommendation:

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.

11.4. TELUS Application to Federal Government under the Universal Broadband Fund

Purpose: To consider the request from TELUS Communications Inc. for North Cowichan to partner with them on their application to Innovation, Science and Economic Development Canada for grant funding under the Universal Broadband Fund by providing a letter of support. The deadline to submit an application for broadband infrastructure projects that will bring high-speed Internet at 50/10 Megabits per second (Mbps) to rural and remote communities is March 15, 2021.

Recommendation:

That Council supports increased wireless connectivity by any provider under the Universal Broadband Fund and authorizes the Mayor to provide a letter of support to TELUS Communications Inc. to include with their application.

11.5. Cowichan Family Life Association Request for Letter of Support

Purpose: To consider the request from the Cowichan Family Life Association for a letter of support from Council to include with potential grant applications to help offset operating revenue lost as a result of the COVID-19 pandemic.

Recommendation:

That Council authorize the Mayor to provide a letter of support to the Cowichan Family Life Association to include with future grant funding applications.

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. CLOSED SESSION

Recommendation:

That the meeting be closed to the public at ___ p.m. 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 council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- 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;
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

13.1. Minutes from the February 17, 2021 regular and February 22, 2021 special closed Council meetings for adoption

13.2. Closed under sections 90(1)(e) land matter and (m) FOIPPA s. 16 - relations with an aboriginal government and 90(2)(b) negotiations

13.3. Closed under sections 90(1)(j) disclosure harmful to business interests of a third party

13.4. Closed under sections 90(1)(a) personal information re: appointment of Financial Officer

14. RISE AND REPORT

15. ADJOURNMENT