

Municipality of North Cowichan Regular Council MINUTES

April 19, 2023, 5:00 p.m.

Municipal Hall - Council Chambers & Electronically

Members Present Mayor Rob Douglas
 Councillor Mike Caljouw
 Councillor Bruce Findlay
 Councillor Chris Istace
 Councillor Christopher Justice
 Councillor Tek Manhas
 Councillor Debra Toporowski

Staff Present Ted Swabey, Chief Administrative Officer (CAO)
 George Farkas, General Manager, Planning, Development and Community Services
 Talitha Soldera, General Manager, Corporate Services
 Barb Floden, Manager, Communications and Public Engagement
 Chris Hall, Contract Planner
 Clay Reitsma, Director, Engineering
 David Conway, Director, Subdivision and Environmental Services
 Heather Power, Legislative Coordinator
 Jennifer Aldcroft, Climate Change Specialist
 Marla Laycock, Director, Human Resources and Health & Safety
 Martin Drakeley, Fire Chief, Senior Manager of Bylaw Services
 Michelle Martineau, Corporate Officer
 Neil Pukesh, Director, Parks and Recreation
 Rob Conway, Director, Planning and Building

1. **CALL TO ORDER**

There being a quorum present, Mayor Douglas called the meeting to order at 5:14 p.m.

2. **APPROVAL OF CONSENT AGENDA**

The following items were pulled from the Consent Agenda so that they could be added to the Regular Agenda:

- (1) Item 2.1.2 [Revenue, Tax, and Budget Policy and 2023 Property Tax Distribution
 Recommendation from the Committee of the Whole]
- (2) Item 2.2.1 [Quarterly List of Supplier Payments]
- (3) Item 2.2.2 [Council Strategic Plan - Quarter 1 Update (January 1, 2023 – March 31, 2023)]

IT WAS MOVED AND SECONDED:

THAT Council approve the Consent Agenda, as amended, and the recommendations contained therein. CARRIED

2.1 Items for decision

2.1.1 Council Meeting Minutes for Adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt the minutes of their regular meeting and public hearing meeting held April 5, 2023.

ADOPTED ON CONSENT

2.2 Items for information

2.2.3 Q1 2023 Grant Application Update

IT WAS MOVED AND SECONDED:

THAT Council receive for information the Quarter 1 Grant Application update.

ADOPTED ON CONSENT

2.2.4 Jeff Kelly Re: Open Burning

IT WAS MOVED AND SECONDED:

THAT Council receive for information the April 2, 2023, email from Jeff Kelly.

ADOPTED ON CONSENT

3. APPROVAL OF REGULAR AGENDA

The agenda was amended by adding the following items to New Business:

- (1) Revenue, Tax, and Budget Policy and 2023 Property Tax Distribution Recommendation from the Committee of the Whole
- (2) Quarterly List of Supplier Payments
- (3) Council Strategic Plan - Quarter 1 Update (January 1, 2023 – March 31, 2023)

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as amended.

CARRIED

4. MAYOR'S REPORT

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

5. DELEGATIONS

5.1 Solar Power Presentation by Peter Nix

Peter Nix, on behalf of Cowichan Carbon Busters provided Council with an update on the benefits of solar energy in achieving carbon reduction goals in North Cowichan using personal experience from their own solar farm near Maple Bay.

IT WAS MOVED AND SECONDED:

THAT Council refer the matter of solar power energy to the Environmental Advisory Committee to have them take another look at the Municipality's approach to solar power in the Climate Action and Energy Plan.

CARRIED

6. PUBLIC INPUT ON AGENDA ITEMS

Council received input from 4 members of the public participating in Council Chambers regarding agenda items 5.1 and 8.1.

7. BYLAWS

7.1 Reserve Funds Establishment Amendment Bylaw No. 3897, 2023 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Reserve Funds Establishment Amendment Bylaw No.3897, 2023.

CARRIED

7.2 Delegation of Authority Amendment Bylaw No. 3898 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Delegation of Authority Amendment Bylaw No. 3898, 2023.

CARRIED

7.3 Parks and Recreation Fees and Charges Bylaw No. 3899 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Parks and Recreation Fees and Charges Bylaw No. 3899, 2023.

CARRIED

7.4 Fees and Charges Amendment Bylaw No. 3903 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Fees and Charges Amendment Bylaw No. 3903, 2023.

CARRIED

7.5 Waterworks Amendment Bylaw No. 3904 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Waterworks Amendment Bylaw No. 3904, 2023.

CARRIED

7.6 Financial Plan Amendment Bylaw No. 3905 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt 2023-2027 Financial Plan Amendment Bylaw No. 3905, 2023.

(Opposed: Findlay, Manhas)

CARRIED

7.7 Public Notice Bylaw No. 3906 for first three readings

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to Public Notice Bylaw No. 3906, 2023

(Opposed: Manhas)

CARRIED

7.8 2023 Tax Rates Bylaw No 3907 for first three readings

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to Tax Rates Bylaw No. 3907, 2023.

(Opposed: Findlay, Manhas)

CARRIED

8. REPORTS

8.1 BC Bike Race Event Temporary Use Permit Application

IT WAS MOVED AND SECONDED:

THAT Council issue Temporary Use Permit No. TUP00028 to the BC Bike Race to allow

overnight parking at 1658 Robert Street and camping at the Crofton Sportsfield Park on July 2-6, 2023, July 5-10, 2024 and July 4 -10, 2025, subject to the applicant obtaining a Special Event Permit issued by the Director of Parks and Recreation each year the event is to be held. (Opposed: Findlay, Manhas)

CARRIED

8.2 Cowichan Tribes Fire Protection Services Agreement

IT WAS MOVED AND SECONDED:

THAT Council authorize the Mayor and Corporate Officer to sign the 2023 Fire Protection Services Agreement between the District of North Cowichan and Cowichan Tribes, generally in the form attached as Attachment 1 to the Fire Chief's report dated April 19, 2023.

CARRIED

8.3 Council Standards of Conduct Policy Review

IT WAS MOVED AND SECONDED:

THAT Council adopt the revised Standards of Conduct Policy. (Opposed: Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council direct staff to complete a fulsome analysis of the policy and then report back to the Committee of the Whole for review and recommendation to Council.

CARRIED

9. NOTICES OF MOTIONS

None.

10. UNFINISHED AND POSTPONED BUSINESS

None.

11. NEW BUSINESS

11.1 Revenue, Tax, and Budget Policy and 2023 Property Tax Distribution Recommendation from the Committee of the Whole [Consent Agenda Item 2.1.2]

IT WAS MOVED AND SECONDED:

THAT Council amend Revenue, Tax, and Budget Policy by deleting section 2 in its entirety and inserting in its place Council's Objective as 2.1 and a general Policy statement as 2.2, as follows:

- 2.1 Objective: Council will strive to provide all taxpayers with stable and equitable taxation while providing high-quality services.
- 2.2 Policy: Tax ratios and rates will be set to maintain tax stability between property classes while factoring in non-market growth.

CARRIED

11.2 Quarterly List of Supplier Payments [Consent agenda Item 2.2.1]

This item was discussed by Council.

**11.3 Council Strategic Plan - Quarter 1 Update (January 1, 2023 – March 31, 2023)
[Consent Agenda Item 2.2.2]**

IT WAS MOVED AND SECONDED:

THAT Council direct staff to exempt the Quarterly Reports from the Consent Agenda Policy and bring them forward as a part of the Regular Agenda Package. CARRIED

12. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

13. ADJOURNMENT

The meeting adjourned at 7:21 p.m.

Certified by Corporate Officer

Signed by Mayor