

Municipality of North Cowichan

Regular Council

MINUTES

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

Municipal Hall - Council Chambers & Electronically

Members Present	Mayor Rob Douglas Councillor Bruce Findlay Councillor Chris Istace Councillor Christopher Justice Councillor Tek Manhas Councillor Debra Toporowski
Members Absent	Councillor Mike Caljouw
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) George Farkas, General Manager, Planning, Development and Community Services Talitha Soldera, General Manager, Corporate Services Anthony Price, Development Planner Barb Floden, Manager, Communications and Public Engagement Caroline von Schilling, Development Planner Chris Osborne, Manager, Planning Christina Hovey, Project Planner Clay Reitsma, Director, Engineering Dave Preikshot, Senior Environmental Specialist Heather Power, Legislative Coordinator Jason Hammerer, Manager, Technical and Client Services Keona Wiley, Manager, Parks Marla Laycock, Director, Human Resources and Health & Safety Rob Conway, Director, Planning and Building Shawn Cator, Director, Operations Shawn Mason, Municipal Forester Teri Vetter, Director, Financial Services Tricia Mayea, Deputy Corporate Officer

1. CALL TO ORDER

There being a quorum present, Mayor Douglas called the meeting to order at 5:00 p.m.

2. APPROVAL OF CONSENT AGENDA

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

- (1) Item 2.1.5 [Committee of the Whole Recommendations]
- (2) Item 2.2.1[Quarterly List of Supplier Payments]

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 held June 21, 2023.

ADOPTED ON CONSENT

2.1.2 Bank Signing Authorities

IT WAS MOVED AND SECONDED:

THAT Council authorize the following individuals as signing authorities for the Corporation of the District of North Cowichan's RBC accounts:

1. Mayor, Robert Douglas;
2. Chief Administrative Officer Edward Swabey;
3. General Manager, Corporate Services, Talitha Soldera;
4. General Manager, Planning, Development and Community Services, George Farkas;
5. Director, Financial Services, Teri Vetter;
6. Senior Manager, Financial Services, Walter Wiebe;
7. Manager, Legislative Services, Michelle Martineau; and,
8. Deputy Corporate Officer, Tricia Mayea

ADOPTED ON CONSENT

2.1.3 Maple Bay Rowing Club Grant Funding Support

IT WAS MOVED AND SECONDED:

THAT Council:

1. Authorize the Maple Bay Rowing Club (MBRC) to proceed with the repair and improvements at 6735 Beaumont Avenue, which includes interior and exterior work such as upgrading the kitchen, bathroom, heating, plumbing and electrical; installing new flooring, windows, fencing, siding, and insulation; repairing the roof; and painting; and,
2. Authorize staff to provide the MBRC with a signed letter of commitment demonstrating a firm commitment to renew the lease for an additional term to be submitted by the MBRC with their grant application to the Community Gaming Grants Branch.

ADOPTED ON CONSENT

2.1.4 Sports Wall of Fame Committee meeting minutes

IT WAS MOVED AND SECONDED:

THAT Council amend the Terms of Reference for the Sport Wall of Fame by striking out "Any nomination that is not successful will remain active for reconsideration for the next two subsequent years." and replacing it with " Any nomination that is not successful will remain active for reconsideration for the next two subsequent award cycles."

ADOPTED ON CONSENT

2.2 Items for information

2.2.2 2nd Quarter Financial Report

IT WAS MOVED AND SECONDED:

THAT Council receive the 2nd Quarter Financial Report for information.

ADOPTED ON CONSENT

2.2.3 Sports Wall of Fame Committee meeting minutes

IT WAS MOVED AND SECONDED:

THAT Council receive the minutes from the June 20, 2023 Sports Wall of Fame Committee meetings for information.

ADOPTED ON CONSENT

2.2.4 Sarein Basi-Primeau re Free-Roaming Cats in North Cowichan

IT WAS MOVED AND SECONDED:

THAT Council receive the June 21, 2023 email from Sarein Basi-Primeau for information.

ADOPTED ON CONSENT

2.2.5 City of Prince George re 2023 UBCM Convention Resolution

IT WAS MOVED AND SECONDED:

THAT Council receive the June 28, 2023 email from the City of Prince George for information.

ADOPTED ON CONSENT

2.2.6 Mayor Locke Letter re Surrey Police Service Transition

IT WAS MOVED AND SECONDED:

THAT Council receive the July 4, 2023 letter from Mayor Brenda Locke for information.

ADOPTED ON CONSENT

2.2.7 Ombudsperson Quarterly Report (July 1, 2022 to March 31, 2023)

IT WAS MOVED AND SECONDED:

THAT Council receive the June 27, 2023 report from the Office of the Ombudsperson for information.

ADOPTED ON CONSENT

3. APPROVAL OF REGULAR AGENDA

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

- (1) Letter from Cowichan Missing and Murdered Women, Men and Children Society
- (2) Consent Agenda Item 2.1.5 [Committee of the Whole Recommendations]
- (3) Consent Agenda Item 2.2.1[Quarterly List of Supplier Payments]

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 Coastal Douglas-Fir Conservation Partnership

Lyndsay Smith presented Council with information on the Coastal Douglas-Fir Conservation Partnership prior to consideration of item 11.1.

6. PUBLIC INPUT ON AGENDA ITEMS

Council received public input from 1 members of the public from Council Chambers and 1 member of the public electronically regarding agenda items 7.3 and 11.1.

7. BYLAWS

7.1 Zoning Amendment Bylaw (Infill Residential Neighbourhood - R3-N) No. 3887 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Zoning Amendment Infill Residential Neighbourhood Bylaw No. 3887, 2022.

CARRIED

7.2 Traffic Amendment Bylaw No. 3917 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Traffic Amendment Bylaw No. 3917, 2023.

CARRIED

7.3 OCP Amendment Bylaw No. 3914 and Zoning Amendment Bylaw No. 3915 for first reading

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) consider the January 2021 Housing Needs Assessment report for the Municipality of North Cowichan in relation to Official Community Plan Amendment Bylaw No. 3914, 2023;
- (2) consider consultations under Section 475 of the *Local Government Act* in relation to Official Community Plan Amendment Bylaw No. 3914, 2023, and determine that the interests of School District 79, the Ministry of Agriculture and Food, and the Agriculture Land Reserve may be affected and should receive a written request for consultation;
- (3) consider consultations under Section 475 of the *Local Government Act* in relation to Official Community Plan Amendment Bylaw No. 3914, 2023, and determine that the consultation under that section does not need to be early and ongoing;

- (4) consult under Section 476 of the *Local Government Act* with School District 79 in relation to Official Community Plan Amendment Bylaw No. 3914, 2023;
- (5) consider Official Community Plan Amendment Bylaw No. 3914, 2023, in conjunction with the North Cowichan 2022 Five-Year Financial Plan; and,
- (6) considers Official Community Plan Amendment Bylaw No. 3914, 2023, in conjunction with the Cowichan Valley Regional District Solid Waste Management Plan (as amended) and the Cowichan Valley Regional District Central Sector Liquid Waste Management Plan. CARRIED

IT WAS MOVED AND SECONDED:

THAT the following motions be deferred to the August 16, 2023, Regular Council meeting:

- “(1) THAT Council give first and second reading to Official Community Plan Amendment Bylaw No. 3914, 2023.*
- (2) THAT Council give first and second reading to Zoning Amendment Bylaw No. 3915, 2023.*
- (3) THAT Council direct staff to schedule a public hearing for Official Community Plan Amendment Bylaw No. 3914, 2023, and Zoning Amendment Bylaw No. 3915, 2023.”* CARRIED

7.4 Zoning Amendment Bylaw No. 3916, 2023 for first and second readings

IT WAS MOVED AND SECONDED:

THAT Council:

1. Give first and second readings to Zoning Amendment Bylaw No. 3916, 2023; and,
2. Authorize a Public Hearing for Zoning Amendment Bylaw No. 3916, 2023.

CARRIED

7.5 Zoning Amendment Bylaw No. 3918, 2023 for first and second readings

IT WAS MOVED AND SECONDED:

THAT Council:

1. Give first and second readings to Zoning Amendment Bylaw No. 3918, 2023; and,
2. Schedule a Public Hearing for Zoning Amendment Bylaw No. 3918, 2023.

CARRIED

7.6 Miscellaneous Offences and Fines Amendment Bylaw No. 3922 for first three readings

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to Miscellaneous Offences and Fines Amendment Bylaw No. 3922, 2023 CARRIED

8. REPORTS

8.1 Q2 Council Strategic Plan Update (April 1 - June 30, 2023)

IT WAS MOVED AND SECONDED:

THAT Council receive for information the Council Strategic Plan 2nd Quarter Update (April 1, 2023, to June 30, 2023).

CARRIED

9. NOTICES OF MOTIONS

None.

10. UNFINISHED AND POSTPONED BUSINESS

None.

11. NEW BUSINESS

11.1 Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership

IT WAS MOVED AND SECONDED:

THAT Council direct staff to investigate the financial and resource impacts of joining the Coastal Douglas Fir and Associated Ecosystems Conservation Partnership and obtain feedback from the Cowichan Nation Working Group prior to reporting back to Council in order to facilitate a Council decision on whether or not North Cowichan should join the Conservation Partnership.

CARRIED

11.2 Cowichan Missing and Murdered Women, Men and Children Society

IT WAS MOVED AND SECONDED:

THAT Council provide Cowichan Missing and Murdered Women, Men and Children Society \$5,565 to pay for Mellor Hall at the Cowichan Exhibition Centre for their fundraising gala, 'Lifting Spirits, Honouring Lives', being held on August 26, 2023.

CARRIED

Council recessed at 6:41 p.m. and reconvened at 7:54 p.m.

**11.3 Committee of the Whole Recommendations
[Consent Agenda Item 2.1.5]**

IT WAS MOVED AND SECONDED:

THAT Council direct staff to refer the draft Affordable Housing Policy and Implementation Plan, as attached to the July 11, 2023 report from the Project Planner, to the following organizations for comment:

- (1) Cowichan Housing Association;
- (2) Economic Development Cowichan;
- (3) Co-operative Housing Federation of BC – Community Land Trust; and,
- (4) BC Housing;

AND THAT staff proceed with the public engagement plan as presented in the July 11, 2023, report.

AND THAT staff bring the Affordable Housing Policy and Implementation Plan back to Council to consider adoption at the September 6, 2023 Regular Council meeting.

(Opposed: Findlay, Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council approve the North Cowichan Housing Accelerator "Action Plan" as appended to the Project Planner's report dated July 11, 2023, as Attachment 1, including the seven initiatives as generally described as:

- (1) Bell McKinnon Local Area Plan Implementation;
- (2) Community Amenity Contribution Policy & Affordable Housing Policy and Implementation Plan;
- (3) Accessory Dwelling Unit Strategy;
- (4) Public Enquiries "ChatBot" & Update to Information for Property Owners/ Applicants;
- (5) "Next-Gen" Development Approvals Modernization;
- (6) Zoning Bylaw Review; and,
- (7) Development Permit Area Review

CARRIED

**1.2.5 Quarterly Suppliers List
[Consent Agenda Item 2.2.1]**

This item was not discussed.

12. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

13. ADJOURNMENT

The meeting adjourned at 8:03 p.m.

Certified by Corporate Officer

Signed by Mayor