

# Municipality of North Cowichan

## Committee of the Whole

### MINUTES

September 12, 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 Osborne, Manager, Planning  
Christina Hovey, Project Planner  
Clay Reitsma, Director, Engineering  
David Conway, Director, Subdivision and Environmental Services  
Heather Power, Legislative Coordinator  
Jeff Miller, Senior Manager, Engineering (Utilities)  
Manuela Herzig, Director, Information Technology and Business Solutions  
Marla Laycock, Director, Human Resources and Health & Safety  
Neil Pukesh, Director, Parks and Recreation  
Rob Conway, Director, Planning and Building  
Robert Cooke, Manager, Development and Subdivision  
Teri Vetter, Director, Financial Services  
Tricia Mayea, Deputy Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 5:09 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

**3.1 Minutes from the July 11 and July 31, 2023 meetings for adoption**

IT WAS MOVED AND SECONDED:

THAT the minutes of the regular Committee of the Whole meeting held July 11, 2023, and the Special Committee of the Whole meeting held July 31, 2023, be adopted, as circulated.

CARRIED

**4. DELEGATIONS**

**5. PUBLIC INPUT ON AGENDA ITEMS**

Council received public input from 1 member of the public regarding agenda item 6.2 and 3 members of the public regarding agenda item 6.4.

**6. STAFF REPORTS**

**6.1 Introduction to Development Economics & Community Amenity Contributions Project**

George Parker from Mulholland & Parker, Land Economists, presented background information on the land economics principles and financial analysis that underpin the ongoing Development Economics & Community Amenity Contributions study and answered questions from Council.

**6.2 Affordable Housing Policy - Public Engagement & External Referral Report**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to wait to bring forward the draft Affordable Housing Policy to Council for consideration until the report from Mulholland & Parker Land Economists regarding development economics in North Cowichan has been received and staff has had an opportunity to make further revisions to the Policy.

(Opposed: Manhas)

CARRIED

**6.3 Zoning Bylaw Rewrite Process**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommend that Council endorses in broad terms the proposed program, sequencing and timing of zoning amendment modules for staff to bring forward for consideration, as set out in Attachment 1 to the Planning Manager's September 12, 2023 report.

CARRIED

**6.4 2024 Permissive Tax Exemption Applications**

Mayor Douglas and Councillor Manhas declared a conflict of interest in relation to the Clements Centre Society's application for a Permissive Tax Exemption and it was agreed by unanimous consent that the application from the Clements Centre Society be considered separately.

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to:

- (1) Establish the term for exemptions in the new Permissive Tax Exemption Bylaw to be for one year; and,

(2) Coordinate a workshop for Council to consider amendments to the Permissive Tax Exemption policy, that align with best practices in other jurisdictions, and which include:

(a) Evaluation (scoring) Criteria related to, but not limited to:

- Alignment with municipal policies and values such as inclusion and equity
- Availability of services and activities to all or a good proportion of municipal residents
- Availability of services without restrictive or expensive membership
- Service provision by volunteers

(b) Establish the maximum percentage for exemptions based on organizations meeting the criteria set out in the policy. (Opposed: Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

THAT the applications for Permissive Tax Exemptions submitted by the following organizations be considered separately:

1. B.C. S.P.C.A
2. Canadian Red Cross
3. Ducks Unlimited
4. Island Corridor Foundation
5. Nature Conservancy of Canada
6. Nature Trust of BC.

(Opposed: Douglas, Istace, Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT the application for Permissive Tax Exemptions submitted by Camp Qwanoes be considered separately.

(Opposed: Findlay)

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to draft a Permissive Tax Exemption Bylaw, which includes 100% tax exemption for all land and improvements to all organizations that Council had granted in prior years, excluding B.C. S.P.C.A., Canadian Red Cross, Ducks Unlimited, Island Corridor Foundation, Nature Conservancy of Canada, Nature Trust of BC, and Clements Centre Society, as Council will consider these applications separately.

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff include 50% of all land and improvements for Class 8 for Maple Bay Yacht Club and Mount Brenton Golf Course in the Permissive Tax Exemption Bylaw.

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to include 100% tax exemption for land and improvements leased to House of Grace Pregnancy Centre in the Permissive Tax Exemption Bylaw.

(Opposed: Douglas, Istace, Justice, Toporowski)

DEFEATED

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IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole deny the Permissive Tax Exemption application from the House of Grace Pregnancy Centre and direct staff to exclude the organization from the Permissive Tax Exemption Bylaw. (Opposed: Caljouw, Findlay, Manhas)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to include 100% tax exemption for all land to Cowichan Community Land Trust's Quamichan Lake property in the Permissive Tax Exemption Bylaw. CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole deny the Permissive Tax Exemption application from Camp Qwanoes and direct staff to exclude the organization from the Permissive Tax Exemption Bylaw. (Opposed: Findlay, Manhas)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption application from the B.C. S.P.C.A. and direct staff to include the organization in the Permissive Tax Exemption Bylaw. (Opposed: Findlay)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption application from the Canadian Red Cross and direct staff to include the organization in the Permissive Tax Exemption Bylaw. (Opposed: Findlay)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption application from Ducks Unlimited and direct staff to include the organization in the Permissive Tax Exemption Bylaw. (Opposed: Findlay)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole deny the Permissive Tax Exemption application from the Island Corridor Foundation and direct staff to exclude the organization from the Permissive Tax Exemption Bylaw. (Opposed: Caljouw, Douglas, Istace, Manhas)  
DEFEATED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption application from the Island Corridor Foundation and direct staff to include the organization in the Permissive Tax Exemption Bylaw. (Opposed: Findlay)  
CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole deny the Permissive Tax Exemption applications from the Nature Conservancy of Canada and the Nature Trust of BC, and direct staff to exclude the organizations from the Permissive Tax Exemption Bylaw. (Opposed: Douglas, Istace, Justice, Toporowski)  
DEFEATED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption applications from the Nature Conservancy of Canada and the Nature Trust of BC, and direct staff to include the organizations in the Permissive Tax Exemption Bylaw.

(Opposed: Caljouw, Findlay, Manhas)

CARRIED

Mayor Douglas and Councillor Manhas left the meeting at 8:12 p.m., due to their existing conflict of interest declaration in relation to Clements Centre Society. Acting Mayor Toporowski assumed the Chair.

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the Permissive Tax Exemption application from the Clements Centre Society and direct staff to include the organization in the Permissive Tax Exemption Bylaw.

CARRIED

Mayor Douglas and Councillor Manhas returned to the meeting at 8:13 p.m., and Mayor Douglas resumed the Chair.

**7. ITEMS FOR DISCUSSION**

**8. NEW BUSINESS**

**8.1 Royal Canadian Legion Chemainus Branch #191 Re: Request for letter of support**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommends that Council authorize the Mayor to provide a letter of support to The Royal Canadian Legion Chemainus Branch #191 in support of their application for a New Horizons for Seniors Program Grant from the Federal Government in order to upgrade their lounge kitchen.

CARRIED

**9. QUESTION PERIOD**

Council received 1 question from the public regarding agenda items.

**10. ADJOURNMENT**

The meeting adjourned at 8:15 p.m.

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Certified by Corporate Officer

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Signed by Mayor