

Municipality of North Cowichan

Regular Council

MINUTES

November 15, 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
Anthony Price, Development Planner
Barb Floden, Manager, Communications and Public Engagement
Clay Reitsma, Director, Engineering
Heather Power, Legislative Coordinator
Michelle Martineau, Corporate Officer
Neil Pukesh, Director, Parks and Recreation
Rob Conway, Director, Planning and Building
Sarah Foulkes, Development Planner
Shawn Cator, Director, Operations
Teri Vetter, Director, Financial Services
Tim Byron, Chief Building Inspector

1. CALL TO ORDER

There being a quorum present, Mayor Douglas called the meeting to order at 7:00 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 2.2.3 [Ian Thorpe re: Nanaimo Regional Hospital District Key Healthcare Priorities Projects]
- (2) Item 2.2.4 [Delores Wagg re: Cowichan Music Festival]

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 November 1, 2023.

ADOPTED ON CONSENT

2.1.2 Committee of the Whole Recommendation for Endorsement

IT WAS MOVED AND SECONDED:

THAT Council approve grant-in-aid amounts for 2024 for a total of \$241,550 allocated as follows:

- (1) BC Forest Discovery Centre – BC Forest Museum \$25,000
- (2) Chemainus & District Chamber of Commerce \$30,000
- (3) Chemainus Valley Historical Society \$8,500
- (4) Cowichan Historical Society \$5,500
- (5) Duncan Cowichan Chamber of Commerce \$34,000
- (6) Cowichan Neighbourhood House Association \$38,600
- (7) Chemainus BIA - Flower Baskets \$24,000
- (8) Chemainus Theatre Festival Society \$20,000
- (9) Chemainus Cemetery (St. Michael's and All Angels Church) \$1,000
- (10) Chemainus BIA - Flags/Banners \$2,000
- (11) Chemainus Communities in Bloom \$7,000
- (12) Clements Centre for Families \$5,000
- (13) Cowichan - Bring Back Bluebirds (BCCF) \$2,000
- (14) Cowichan Family Caregivers Support Society \$1,000
- (15) Fosterkitters Feral Cat Rescue Society \$1,000
- (16) NEED2 - Suicide prevention, education & support \$2,500
- (17) Salish Sea Stones \$3,000
- (18) Somenos Marsh Society \$950
- (19) Take a Hike Foundation \$1,500
- (20) WildsafeBC (BCCF) \$3,000
- (21) Chemainus Rotary Club (Summerfest Parade and Festivities) \$500
- (22) Crofton Art Group \$2,000
- (23) Maple Bay Community Assoc. - Canada Day \$3,500
- (24) Somenos Community Association \$7,000
- (25) Vimy Community Club (Hall) \$3,000
- (26) Westholme School Society \$5,000
- (27) Cowichan Rugby Club \$5,000

ADOPTED ON CONSENT

IT WAS MOVED AND SECONDED:

THAT Council approve a 2024 grant-in-aid for the Cowichan Agricultural Society and Farmers' Institute for \$5,000 to be funded from the Agricultural Reserve.

ADOPTED ON CONSENT

2.2 Items for information

2.2.1 Honourable Arif Virani re: Update on Federal Bail Reform

IT WAS MOVED AND SECONDED:

THAT Council receive for information the October 31, 2023 letter from the Honourable Arif Virani, Minister of Justice and Attorney General of Canada.

ADOPTED ON CONSENT

2.2.2 Honourable Mitzi Dean re: Adoption Awareness Month - November

IT WAS MOVED AND SECONDED:

THAT Council receive for information the October 31, 2023 email from Honourable Mitzi Dean, Minister of Children and Family Development.

ADOPTED ON CONSENT

3. APPROVAL OF REGULAR AGENDA

The agenda was amended as follows:

- (1) Added letter from the Cowichan Valley Regional District as a late item under New Business;
- (2) Moved item 10.1 [Cowichan Community Action Team] forward, before the Bylaw section; and,
- (3) Moved the following Consent Agenda items to New Business:
 - Item 2.2.3 [Ian Thorpe re: Nanaimo Regional Hospital District Key Healthcare Priorities Projects]
 - Item 2.2.4 [Delores Wagg re: Cowichan Music Festival]

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. PUBLIC INPUT ON AGENDA ITEMS

Council received public input from 3 members of the public participating from Council Chambers and 1 member participating virtually regarding agenda items 6.2, 7.1, 7.2, and 9.1.

6. BYLAWS

6.1 Zoning Amendment Bylaw No. 3911 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Zoning Amendment Bylaw No. 3911, 2023.

CARRIED

6.2 Zoning Amendment Bylaw No. 3938, 2023 for first and second readings

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) Give first and second readings to Zoning Amendment Bylaw No. 3938, 2023; and,
- (2) Authorize a Public Hearing for Zoning Amendment Bylaw No. 3938, 2023. CARRIED

7. REPORTS

7.1 Temporary Use Permit Application – 1428 Adelaide Street 6:08

In addition to the comment provided during Public Input, the Corporate Officer noted that there was a late submission received in writing from the neighbouring property owner and read the contents of the email out.

IT WAS MOVED AND SECONDED:

THAT the amendment to bullet (1) *"to strike out \$10,000 and insert \$1,000 in its place"* to following motion:

"THAT Council authorize issuance of a Temporary Use Permit, included as Attachment 3 to the Contract Planner's November 15, 2023, report, to allow the owners of 1428 Adelaide Street (PID: 005-930-936) a second residence in an existing structure on the lot, for a maximum of three years or until the current occupant relocates, whichever comes first, subject to:

- (1) the provisions of a \$10,000.00 bond as security to decommission or remove the structure upon the expiration of the permit; and,*
- (2) confirmation that the landowner has completed the safety works required as set out in the Chief Building Inspector's October 31, 2023, memo.*

Be amended by striking out bullet (1) and inserting *"a notarized undertaking by the homeowner to remove the residential use before the permit expires"* be inserted in its place.

CARRIED

IT WAS MOVED AND SECONDED:

THAT the following motion:

"THAT Council authorize issuance of a Temporary Use Permit, included as Attachment 3 to the Contract Planner's November 15, 2023, report, to allow the owners of 1428 Adelaide Street (PID: 005-930-936) a second residence in an existing structure on the lot, for a maximum of three years or until the current occupant relocates, whichever comes first, subject to:

- (1) the provisions of a \$10,000.00 bond as security to decommission or remove the structure upon the expiration of the permit; and,*
- (2) confirmation that the landowner has completed the safety works required as set out in the Chief Building Inspector's October 31, 2023, memo.*

Be amended by striking out bullet (1) and inserting *"a notarized undertaking by the homeowner to remove the residential use before the permit expires"* be inserted in its place.

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council authorize issuance of a Temporary Use Permit, included as Attachment 3 to the Contract Planner's November 15, 2023, report, to allow the owners of 1428 Adelaide Street (PID: 005-930-936) a second residence in an existing structure on the lot, for a maximum of three years or until the current occupant relocates, whichever comes first, subject to:

- (1) a notarized undertaking by the homeowner to remove the residential use before the permit expires; and,
- (2) confirmation that the landowner has completed the safety works required as set out in the Chief Building Inspector's October 31, 2023, memo.

CARRIED

7.2 Development Variance Permit Application No. DVP00089 for 6032 Crestmount Place

In addition to the comment provided during Public Input, the Corporate Officer noted that there were no written submissions received after the agenda was published.

IT WAS MOVED AND SECONDED:

THAT Council authorize the issuance of Development Variance Permit DVP00089 and vary Section 61(5) of Zoning Bylaw 1997, No. 2950 to increase permitted lot coverage from 30% to 32.8% to accommodate an addition at 6032 Crestmount Place. CARRIED

7.3 Appointment of Animal Control Officers

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) Appoint Trevor Hughes, Chris Hunt, Jordon Montgomery, and Mattaius Brueckl as Animal Control Officers effective immediately and terminating on December 31, 2025;
- (2) Authorize the employee or agent of Coastal Animal Control Services of B.C. Ltd. to act as the Poundkeeper for the District of North Cowichan for the purpose of the establishment, maintenance, operation, and regulation of a Pound and the enforcement of the provisions contained in Animal Responsibility Bylaw No. 3740, 2019, effective immediately and terminating on December 31, 2025, when the Agreement for Services between the District of North Cowichan and Coastal Animal Control Services of B.C. Ltd. expires; and,
- (3) Direct staff to amend the Animal Responsibility Bylaw and the Delegation of Authority Bylaw to delegate Council's authority to appoint the Poundkeeper and Animal Control Officers and to enter into agreements for animal control and animal shelter services to the Director responsible for bylaw compliance. CARRIED

8. NOTICES OF MOTIONS

None.

9. UNFINISHED AND POSTPONED BUSINESS

9.1 Zoning Amendment Bylaw No. 3937, 2023, for first and second readings

THAT Council direct staff to prepare an amendment to Zoning Bylaw No. 2950, 1997, to permit the entire accessory building at 7475 Bell McKinnon Road to be used as one accessory dwelling unit for consideration of first and second reading at a future meeting.

(Opposed: Findlay, Manhas)

CARRIED

10. NEW BUSINESS

10.1 Cowichan Community Action Team

Cindy Lise, Regional Facilitator of Our Cowichan Communities Health Network presented to Council on their efforts to address the poisoned drug pandemic and the need for

multiple approaches and a shared learning and understanding of the challenges at hand, Cindy Lise, Joanne Kemmler and Caily Foster answered questions from Council.

10.2 CVRD Municipal Regional District Tax Revenue Reallocation Request

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) Agrees with the Cowichan Valley Regional District's (CVRD) reallocation of the Online Accommodation Platform (OAP) Municipal Regional District Tax (MRDT) revenues from tourism marketing to affordable housing within the CVRD, effective January 1, 2024; and,
- (2) Authorizes the Mayor to provide a letter of support to the CVRD for the use of MRDT revenues for affordable housing. (Opposed: Findlay, Manhas)

CARRIED

10.3 Ian Thorpe re: Nanaimo Regional Hospital District Key Healthcare Priorities Projects [Consent Agenda Item 2.2.3]

Council Discussed this item.

10.4 Delores Wagg re: Cowichan Music Festival [Consent Agenda Item 2.2.4]

IT WAS MOVED AND SECONDED:

THAT Council provide a \$200 donation from the 2024 grant-in-aid program towards the Cowichan Music Festivals Scholarship awarded to the Most Outstanding Senior in Piano.

CARRIED

11. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

12. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

Certified by Corporate Officer

Signed by Mayor