

# Municipality of North Cowichan

## Committee of the Whole

### MINUTES

January 9, 2024, 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, Acting Director, Planning and Building  
Clay Reitsma, Director, Engineering  
Dave Preikshot, Senior Environmental Specialist  
David Conway, Director, Subdivision and Environmental Services  
Heather Power, Legislative Coordinator  
Jeff Miller, Senior Manager, Engineering (Utilities)  
Jennifer Aldcroft, Climate Change Specialist  
Manuela Herzig, Director, IT and Business Solutions  
Marla Laycock, Director, Human Resources and Health & Safety  
Shawn Cator, Director, Operations  
Shaun Mason, Manager, Forests and Parks  
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 5:00 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 December 19, 2023 meeting for adoption

The following errors were noted in the minutes, to be corrected:

- (1) 5.1 - Draft Master Transportation Plan (Phase 3) - Replace "Timbercrest Road" with "Roome Road" in the 4<sup>th</sup> motion under item 5.1.

- (2) 6.1.1 - Suggested changes to the 2024 Budget Suggested by Members of Council - Replace the 4<sup>th</sup> motion under item 6.1.1. with "THAT the Committee of the Whole direct staff to remove the Quamichan Lake Water Quality Monitoring Program from the Quamichan Lake reserve fund".
- (3) Move the motion listed under item 7.1 to be listed under item 5.1.

IT WAS MOVED AND SECONDED:

THAT the minutes of the meeting held December 19, 2023 be adopted, as amended.

CARRIED

#### **4. DELEGATIONS**

##### **4.1 Annual North Cowichan Service Agreement report from Somenos Marsh Wildlife Society**

IT WAS MOVED AND SECONDED:

THAT the 10-minute time allotted for the delegation from Somenos Marsh Wildlife Society be extended by a couple of minutes.

CARRIED

Paul Fletcher, Executive Director, Somenos Marsh Wildlife Society, presented an overview of the Somenos Marsh Wildlife Society's service agreement with North Cowichan.

#### **5. PUBLIC INPUT ON AGENDA ITEMS**

Council received public input from 4 members of the public, participating from Council Chambers, regarding agenda items 4.1, 6.1, and 6.2.

#### **6. STAFF REPORTS**

##### **6.1 Climate Change Risk and Vulnerability Assessment Project Update**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to seek input from the Environmental Advisory Committee through review of the report dated January 9, 2024, titled "Climate Change Risk and Vulnerability Assessment – Project Update".

(Opposed: Findlay, Manhas)

CARRIED

##### **6.2 2024 Grant-in-Aid – Cowichan Estuary Restoration & Conservation Association**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommend that Council approve the 2024 Grant-in-Aid application from Cowichan Estuary Restoration & Conservation Association in the amount of \$2,900.

(Opposed: Caljouw, Findlay, Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommend that Council add \$3,500 to the 2024 Grant-in-Aid budget.

(Opposed: Findlay, Manhas)

CARRIED

The meeting recessed at 6:45 p.m. and reconvened at 6:52 p.m.

**6.3 2024 – 2028 Utility Rate Review**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to prepare the Five-Year Financial Plan Bylaw, a Fees and Charges Amendment Bylaw and a Water and Sewer Parcel Tax Amendment Bylaw to:

- a. Increase Chemainus water parcel tax by 6% per year for ten years;
- b. Increase South End water parcel tax by 7% per year for ten years;
- c. Increase Chemainus sewer parcel tax by 4% per year for ten years;
- d. Increase Crofton sewer parcel tax by 6% per year for ten years;
- e. Increase South End sewer parcel tax by 7% per year for ten years; and
- f. Increase metered water rates (amounts over minimum) for all water utility systems by 6% in 2024 and an additional 0.5% per year thereafter for nine years.

(Opposed: Findlay, Manhas)

CARRIED

**7. NEW BUSINESS**

None.

**8. QUESTION PERIOD**

Council received 1 question from the public regarding agenda items.

**9. ADJOURNMENT**

The meeting adjourned at 7:53 p.m.

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Certified by Corporate Officer

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Signed by Mayor