

Municipality of North Cowichan Special Committee of the Whole MINUTES

**December 19, 2023, 4:00 p.m.
Municipal Hall - Council Chambers**

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
David Conway, Director, Subdivision and Environmental Services
Heather Power, Legislative Coordinator
Jeff Miller, Senior Manager, Engineering (Utilities)
Manuela Herzig, Director of Information & Technology
Marla Laycock, Director, Human Resources and Health & Safety
Michelle Martineau, Corporate Officer
Neil Pukesh, Director, Parks and Recreation
Rob Conway, Director, Planning and Building
Robert Cheng, Senior Manager, Engineering (Transportation)
Shaun Chadburn, Environmental Programs Coordinator
Shawn Cator, Director, Operations
Teri Vetter, Director, Financial Services

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 4:02 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 12, 2023, meeting for adoption

IT WAS MOVED AND SECONDED:

THAT the minutes of the meeting held December 12, 2023, be adopted, as circulated.

CARRIED

4. PUBLIC INPUT ON AGENDA ITEMS

Council, by unanimous consent, suspended the rules to allow for more than 5 members of the public to participate in Public Input.

Council received public input from 6 members of the public, participating from Council Chambers, regarding agenda 5.1 and 7.1.

5. STAFF REPORTS

5.1. Draft Master Transportation Plan (Phase 3)

IT WAS MOVED AND SECONDED

THAT Council table the draft Master Transportation Plan motion.

CARRIED

Council considered Item 7.1 [7.1. Stamps Road to Bazett Road Connection in the Master Transportation Plan] at this point in the agenda.

IT WAS MOVED AND SECONDED

THAT the Committee of the Whole direct staff to remove the proposed Stamps Road to Bazett Road Connection Multi-Use Pathway from the Master Transportation Plan.

CARRIED

IT WAS MOVED AND SECONDED

THAT Council take the draft Master Transportation Plan Motion from the table. CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole directs staff to:

- (1) Publish the draft Master Transportation Plan (MTP), prepared by Watt Consulting Group, on our social media platform in advance of an open house hosted by the Consultant in January;
- (2) Forward the draft MTP to the Environmental Advisory Committee for feedback;
- (3) Work with the consultant, Watt Consulting Group, to prepare a 'What We Heard' report during the first quarter of 2024, for Council's consideration before receiving the final MTP;
- (4) Seek early engagement and consultation with:
 - (a) First Nations where projects may have a mutual and/or direct benefit, including alignment with Cowichan Tribes' Active Transportation Plan;
 - (b) Other government bodies where projects may impact the level of service or physical infrastructure within those jurisdictional boundaries; and,
- (5) Prioritize the recommendations in the MTP:
 - (a) Related to bylaws, policies and budget updates within the existing engineering studies budget; and,
 - (b) To incorporate the recommendations into a multi-year capital plan and annual roads capital budget.

AND THAT the Master Transportation Plan, including revisions based upon feedback received, be brought forward to a future Council meeting for consideration of adoption.

CARRIED

Council considered removal of the York Road connector from Townend Road to Roome Road from the Master Transportation Plan list of recommended actions.

IT WAS MOVED AND SECONDED

THAT the Committee of the Whole direct staff to remove York Road to Roome Road.

CARRIED

The meeting was recessed, by unanimous consent, at 6:30 p.m. and reconvened at 6:38 p.m.

IT WAS MOVED AND SECONDED

THAT Council extend the meeting to 9:00 p.m.

CARRIED

5.2. Council Procedure Bylaw Workshop

Michelle Martineau, Manager of Legislative Services, presented Council with an overview of the survey results from the survey that Council completed in October 2023 and polled Council on potential changes to procedures where the survey results were selected by less than a majority of Council. A new procedure bylaw will be drafted based on the existing procedures unless direction to change was given by a majority of Council either through the October 2023 survey or the poll taken during the meeting.

A copy of the results from the poll questions are attached to and form part of these minutes.

6. ITEMS FOR DISCUSSION

6.1. Changes to the 2024 Budget Suggested by Members of Council

6.1.1. Suggested changes from Councillor Findlay to reduce tax increase

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to remove Youth and Outreach Services from the 2024 Budget.

(Opposed: Caljouw, Douglas, Istace, Justice, Toporowski)

DEFEATED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to defer Skinner Road Dog Park to 2025.

(Opposed: Douglas, Istace, Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to defer Trail Sanctioning/Signage to 2025.

CARRIED

IT WAS MOVED AND SECONDED

THAT the Committee of the Whole direct staff to remove the Quamichan Lake Water Quality Monitoring Program from the Quamichan Lake reserve fund.

(Opposed: Douglas, Istace, Justice, Manhas, Toporowski)

DEFEATED

7. NEW BUSINESS

7.1. Stamps Road to Bazett Road Connection in the Master Transportation Plan

Motion is noted under item 5.1.

8. QUESTION PERIOD

Council received 1 question from the public regarding agenda item 5.1.

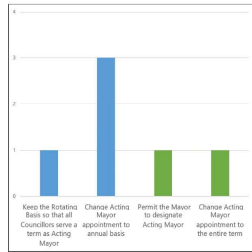
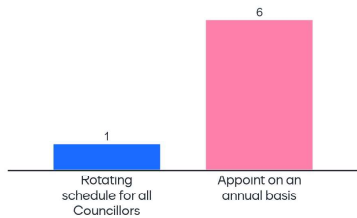
9. ADJOURNMENT

The meeting adjourned at 8:02 p.m.

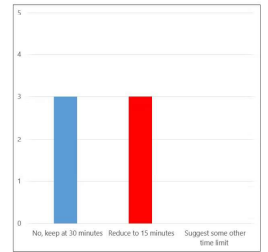
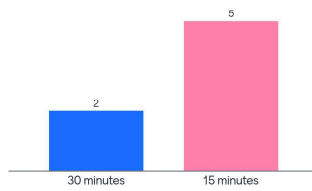
Certified by Corporate Officer

Signed by Mayor

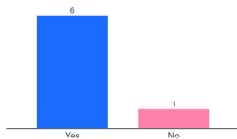
How should the Acting Mayor be appointed?



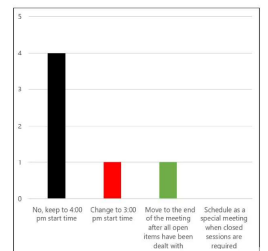
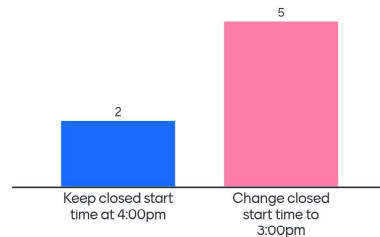
How long must Council wait to achieve Quorum before adjourning meeting?



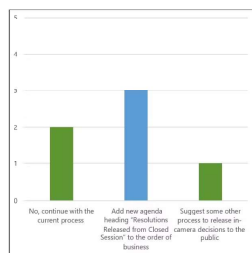
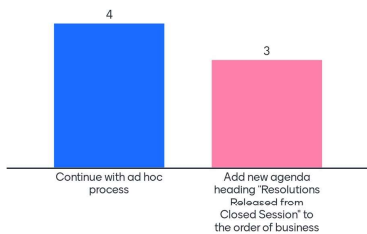
In addition to the meetings selected, would Council also like to cancel any meetings that fall between general voting day and the inaugural meeting?



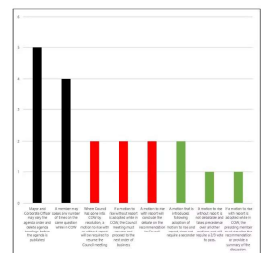
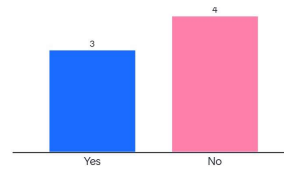
Should the Closed Meeting start time remain the same?



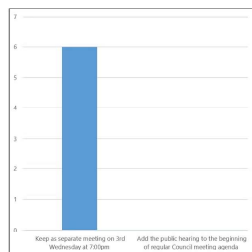
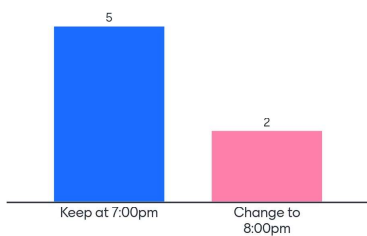
Releasing Closed Decisions to the Public



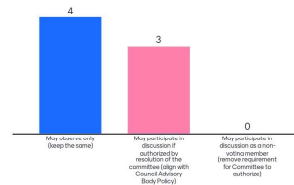
Does Council wish to keep any rules related to going into Committee of the Whole by resolution from a Council meeting?



Does Council wish to change the Public Hearings start time?



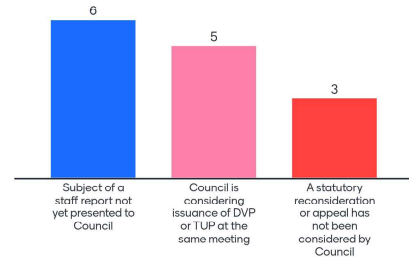
Does Council wish to enable non-committee Council members to participate in Committee Meetings?



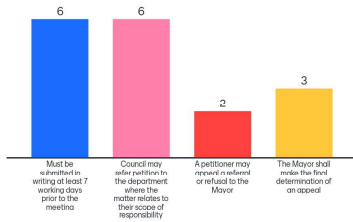
Who should approve or reject a Delegation application?



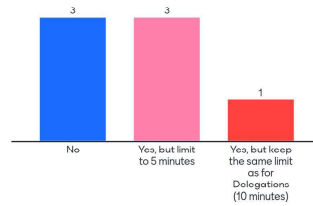
Does Council wish to include any of the following rules as conditions for rejecting a Delegation application?



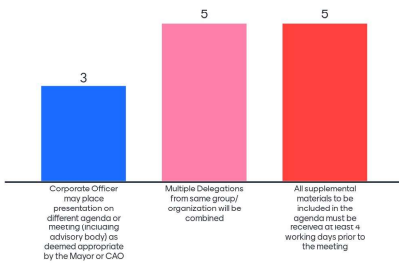
Does Council wish to establish any rules related to just Petitions?



Does Council wish to provide Petitioners with an opportunity to verbally present their petition in the meeting?



Does Council wish to include any of the following rules for Delegations, Petitioners or Invited Speakers?



How does Council want to set the maximum limit for speakers during Public Input?

