

Municipality of North Cowichan

Committee of the Whole

MINUTES

April 9, 2024, 4:00 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

Members Absent 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
 Clay Reitsma, Director, Engineering
 Dave Preikshot, Senior Environmental Specialist
 David Conway, Director, Subdivision and Environmental Services
 Heather Power, Legislative Coordinator
 Marla Laycock, Director, Human Resources and Health & Safety
 Michelle Martineau, Manager, Legislative Services
 Neil Pukesh, Director, Parks and Recreation
 Shawn Cator, Director, Operations
 Teri Vetter, Director, Financial Services
 Tricia Mayea, Corporate Officer

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 4:00 p.m.

2. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

IT WAS MOVED AND SECONDED:

THAT Council close the meeting at 4:00 p.m. to the public on the basis of the following sections of the *Community Charter*:

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, which the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
 - 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- CARRIED

3. CLOSED SESSION [4:00 - 5:00 PM]

3.1 Approval of in-camera meeting agenda

3.2 Adoption of in-camera meeting minutes

3.3 In-camera meeting items

3.3.1 Closed under section 90(1)(i) - Legal Advice

3.3.2 Closed under section 90(1)(e) - Land + Harm

3.4 Rise and Report

The meeting recessed at 4:57 p.m. and resumed at 5:03 p.m.

4. APPROVAL OF AGENDA

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as circulated.

CARRIED

5. ADOPTION OF MINUTES

5.1 Minutes from the February 13, 2024 meeting for adoption

IT WAS MOVED AND SECONDED:

THAT the minutes of the meeting held February 13, 2024 be adopted, as circulated.

CARRIED

6. DELEGATIONS

6.1 Friends of Rails to Trails

David Slade, on behalf of Friends of Rails to Trails, presented the benefits of converting the E & N rail corridor to a multipurpose active transportation path to Council and answered questions.

7. PUBLIC INPUT ON AGENDA ITEMS

Council received public input from 1 member of the public regarding agenda items 6.1 and 8.1.

8. STAFF REPORTS

8.1 Richards Creek Ecological Accounting Process

Anna Lawrence, Sam Gerrand, and Ariel Verhoeks, from Mount Arrowsmith Biosphere Region Research Institute, provided a presentation on the Draft Ecological Accounting Process report for Richards Creek.

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole direct staff to forward the draft Ecological Accounting Process report for Richards Creek prepared by Mount Arrowsmith Biosphere Region Research Institute to the Environmental Advisory Committee and the Agricultural Advisory Committee for comment and review.

CARRIED

8.2 Draft Council and Committee Procedures Bylaw

THAT the Committee of the Whole direct staff to amend Council and Committee Procedures Bylaw No. 3945, 2024, as follows:

- (1) Section 7.22 to limit the speaking time to ask a question to 30 seconds per speaker.
- (2) Section 7.23 to limit question period to 15 minutes total for all speakers.
- (3) Section 6.8 to add the words "and important announcements" after the words 'recent activities'.
- (4) Section 8.27 to change the 2/3 vote to a majority vote.
- (5) Section 6.11 to change the order of business in agendas so that Public Input on Agenda Items follows the Mayor's Report.

CARRIED

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole refer Council and Committee Procedures Bylaw No. 3945, 2024, as amended on April 9, 2024, to the next regular Council meeting for consideration of the first three readings.

CARRIED

8.3 2024 Property Tax Distribution

IT WAS MOVED AND SECONDED:

THAT Committee of the Whole direct staff to prepare the 2024 Tax Rates Bylaw to:

- a. maximize revenue from Utility properties;
- b. set the Recreation/Non-Profit and Farm tax ratios to 1.00; and,
- c. equally distribute the remaining property tax between the property classes while factoring in non-market change.

CARRIED

9. ITEMS FOR DISCUSSION

None.

10. NEW BUSINESS

None.

11. QUESTION PERIOD

Council received no questions from the public.

12. ADJOURNMENT

The meeting adjourned at 6:39 p.m.

Certified by Corporate Officer

Signed by Mayor