

**Municipality of North Cowichan
Regular Council
MINUTES**

**August 21, 2024, 3:00 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
 Teri Vetter, Acting, General Manager, Corporate Services and Community Relations
 Amanda Young, Director, Planning and Building
 Andrea Hainrich, Deputy Corporate Officer
 Anthony Price, Development Planner
 Barb Floden, Manager, Communications and Public Engagement
 Chris Jancowski, Deputy Fire Chief, Training Officer
 Clay Reitsma, Director, Engineering
 David Conway, Director, Subdivision and Environmental Services
 David Preikshot, Senior Environmental Specialist
 Jason deJong, Deputy Fire Chief, Fire Inspections
 Jennifer Aldcroft, Climate Change Specialist
 Marla Laycock, Director, People and Culture
 Neil Pukesh, Director, Parks and Recreation
 Pablo Golob, Manager, Development Planning
 Ron French, Fire Chief
 Sarah Foulkes-Watson, Development Planner
 Shaun Mason, Manager, Parks and Forestry
 Shawn Cator, Director, Operations
 Tricia Mayea, Corporate Officer

1. CALL TO ORDER

There being a quorum present, Mayor Douglas called the meeting to order at 3:00 p.m.

2. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC [3:00 - 5:00PM]

IT WAS MOVED AND SECONDED:

THAT Council close the meeting to the public at 3:00 p.m. based on the following section of the *Community Charter*:

- 90(1)(c) - labour relations or other employee relations.

CARRIED

2.1 Approval of in-camera meeting Agenda

2.2 Adoption of in-camera meeting Minutes

2.3 In-camera meeting Items

2.3.1 Closed under section 90(1)(c) - Labour Relations

2.3.2 Closed under section 90(1)(c) - Labour Relations

2.4 Rise and report

The Closed Session rose without report.

3. RECESS UNTIL 5:00 P.M.

The meeting recessed at 4:57 p.m. and reconvened at 5:08 p.m.

4. 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 4.1.2 [Environmental Advisory Committee June 25, 2024 Meeting Minutes and Recommendations]
2. Item 4.1.3 [Agricultural Advisory Committee June 27, 2024 Meeting Minutes and Recommendations]
3. Item 4.2.1 [2023 Forestry Annual Report]
4. Item 4.2.2 [RCMP Building Construction Update]
5. Item 4.2.3 [Forestry Works for BC re- their new grassroots initiative to raise awareness]
6. Item 4.2.10 [Lorene Benoit re- Electric Vehicles];

IT WAS MOVED AND SECONDED:

THAT Council approve the Consent Agenda as amended and the recommendations contained therein.

CARRIED

4.1 Items for Decision

4.1.1 Council Meeting Minutes for Adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt the minutes of their regular and public hearing meetings held July 17, 2024, and their special meeting held July 25, 2024.

ADOPTED ON CONSENT

4.1.4 Western Forest Products RE: Request for Letter of Support for the BC Manufacturing Jobs Fund

IT WAS MOVED AND SECONDED:

THAT Council authorize the Mayor to provide a letter of support to Western Forest Products for their application to the BC Manufacturing Jobs fund.

ADOPTED ON CONSENT

4.2 Items for Information

4.2.4 B.C. Ministry of Agriculture and Food re- Addressing Drought Challenges

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 19, 2024 email from Mark Raymond, Executive Director at the B.C. Ministry of Agriculture and Food.

ADOPTED ON CONSENT

4.2.5 District of Saanich re- BC Hydro Projects (UBCM Resolution)

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 11, 2024 email from the District of Saanich. ADOPTED ON CONSENT

4.2.6 Victoria Transit Riders Union re- Fare-Free Transit for Youth and Seniors

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the August 2, 2024 email from Nathan Bird on behalf of the Victoria Transit Riders Union. ADOPTED ON CONSENT

4.2.7 Legislative Assembly of British Columbia re- Best Wishes for the Upcoming UBCM

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 29, 2024 letter from Kevin Falcon, Leader of the BC United Official Opposition. ADOPTED ON CONSENT

4.2.8 Canadian Wildlife Service (Pacific Region) re- Modifications to Schedule 1 of the Species at Risk Act (Batch 18)

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 30, 2024 email from the Indigenous Relations & Stakeholder Consultation Unit at the Canadian Wildlife Service (Pacific Region). ADOPTED ON CONSENT

4.2.9 Laura Donovan re- Suicide Prevention Support for Indigenous Children

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 29, 2024 email with enclosures from Laura Donovan. ADOPTED ON CONSENT

4.2.11 BC Care Providers Association re- Home Health - Intermunicipal Business Licence

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the July 17, 2024 email from Tiffany Trownson, Director of Public Affairs, BC Care Providers Association.

ADOPTED ON CONSENT

5. APPROVAL OF MEETING AGENDA

The agenda was amended by adding the following items from the Consent Agenda to New Business:

1. Item 4.1.2 [Environmental Advisory Committee June 25, 2024 Meeting Minutes and Recommendations]
2. Item 4.1.3 [Agricultural Advisory Committee June 27, 2024 Meeting Minutes and Recommendations]
3. Item 4.2.1 [2023 Forestry Annual Report]
4. Item 4.2.2 [RCMP Building Construction Update]
5. Item 4.2.3 [Forestry Works for BC re- their new grassroots initiative to raise awareness]
6. Item 4.2.10 [Lorene Benoit re- Electric Vehicles]

5.1 Introduction of Late Items

None.

5.2 Changes to Order of Business

The agenda was reordered so that item 12.3 [Townend Road Traffic Study Findings and Options for Traffic Calming] is considered after item 8.2 [Delegations].

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as amended.

CARRIED

6. MAYOR'S REPORT

Mayor Douglas provided a verbal update on meetings and activities he recently attended.

7. PUBLIC INPUT ON AGENDA ITEMS

Council received public input from 4 members of the public regarding agenda items 8.2.1, 4.1.3, and 9.1.

8. PRESENTATIONS AND PETITIONS

8.1 Presenters

8.1.1 RCMP Quarterly Report (April - June 2024)

Acting Officer in Charge Ken Beard, from North Cowichan/Duncan RCMP presented North Cowichan/Duncan RCMP's quarterly report to Council.

IT WAS MOVED AND SECONDED:

THAT Council endorse the North Cowichan/Duncan RCMP Quarterly Report (April - June 2024).

CARRIED

8.1.2 North Cowichan Fire Department Quarterly Report

Ron French, Fire Chief, reviewed recent incidents, and presented the Quarterly Fire Report to Council.

Chris Jancowski, Deputy Fire Chief, Training Officer, and Jason DeJong, Deputy Fire Chief, Fire Inspections, reviewed training updates, highlighted legislation changes, and investigation requirements.

8.2 Delegations

8.2.1 Cowichan Climate Hub

Jane Kilthei and Valerie Russell of the Cowichan Climate Hub presented to Council regarding the rapidly rising costs of climate change damage to our communities.

Andrew Gage, Lawyer on behalf of Cowichan Climate Hub answered questions from Council.

8.2.2 Sasquatch Resources Corp. (Sasquatch)

Pete Smith, CEO of Sasquatch Resources Corp. (Sasquatch) presented the company's Skw'aakw'unu (Mount Sicker) reclamation, remediation, and economic development project.

IT WAS MOVED AND SECONDED:

THAT Council refer the Sasquatch Resources Corp. item to staff to provide a report to Council.

CARRIED

Council recessed at 6:56 p.m. and reconvened at 7:05 p.m.

9. UNFINISHED AND POSTPONED BUSINESS

9.1 Development Permit Amendment with Variance at 3191/3253 Sherman Road (Application DP000172).

IT WAS MOVED AND SECONDED:

THAT Council authorize the issuance of Development Permit Amendment with Variance Application DP000172 to facilitate the construction of a 92-unit apartment and townhouse development at 3191 and 3253 Sherman Road (PID: 003-809-510 and PID: 003-806-471) and grant:

1. a two-year extension to the permit, and
2. a variance to Section 79(2)(a) of Zoning Bylaw 1997, No. 2950 by reducing the minimum permitted rear yard setback for an institutional building abutting a residential parcel from 8.0 metres to 3.08. (Opposed: Manhas, Caljouw, Findlay)

CARRIED

10. STATUTORY HEARING MATTERS

10.1 Statutory Right to be Heard

Mayor Douglas called the Statutory Hearings for Business Licence Amendment Bylaw No. 3962, 2024 and for Development Variance Permit Application for 6320 Crestwood Drive to order at 7:12 p.m.

10.1.1 Explanation of the hearing process

Mayor Douglas provided an explanation of the statutory hearing process.

10.1.2 Business Licence Amendment Bylaw No. 3962, 2024

1. The Corporate Officer introduced Business Licence Amendment Bylaw No. 3962, 2024.
2. There is no applicant associated the proposed bylaw amendment.
3. The Corporate Officer advised that no correspondence had been received in relation to the proposed bylaw amendment.
4. The Mayor provided an opportunity for comments from persons affected by the proposed bylaw amendment. No one commented.
5. No new information was provided in relation to the proposed bylaw amendment.

IT WAS MOVED AND SECONDED:

THAT Council adopt Business Licence Amendment Bylaw No. 3962, 2024.

CARRIED

10.1.3 Development Variance Permit Application for 6320 Crestwood Drive

1. The Corporate Officer introduced the Development Variance Permit Application for 6320 Crestwood Drive.
2. The Mayor provided the applicant with an opportunity to provide details of their application. No comments were presented.
3. The Corporate Officer advised that no correspondence had been received in relation to the proposed permit.
4. The Mayor provided an opportunity for comments from persons affected by the proposed permit. No one commented.
5. No new information was provided in relation to the proposed permit.

IT WAS MOVED AND SECONDED:

THAT Council authorizes the issuance of Development Variance Permit DVP00106 and grant variances to the following sections of Zoning Bylaw, 1997, No. 2950, to facilitate the construction of a garage at 6320 Crestwood Drive:

1. Sections 56 (6) (b) to reduce the south side yard setback from 3 metres to 1.7 metres; and,
2. Section 56 (7) (b) to increase the maximum permitted accessory building height from 5.0 metres to 5.85 metres.

CARRIED

Mayor Douglas ended the statutory hearings at 7:19 p.m.

11. BYLAWS

11.1 Delegation of Authority Amendment Bylaw No. 3963, 2024 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Delegation of Authority Amendment Bylaw No. 3963, 2024.

CARRIED

12. REPORTS

12.1 Council Policy Updates

IT WAS MOVED AND SECONDED:

THAT Council approves the amendments to the following policies as outlined in, and appended to, the Manager, Legislative Services report dated August 21, 2024:

1. Council Advisory Body Policy
2. Consent Agenda Policy
3. External Appointments Policy
4. Notice of Motion Policy

CARRIED

12.2 2025 Regional Recreation Budgets

IT WAS MOVED AND SECONDED:

THAT Council approve the 2025-2029 budget for the Cowichan Aquatic Center and Fuller Lake Arena for submission to the Cowichan Valley Regional District as included in the August 21, 2024, report from the Director of Financial Services. CARRIED

12.3 Townend Road Traffic Study Findings and Options for Traffic Calming

IT WAS MOVED AND SECONDED:

THAT Council directs staff to install signage at appropriate locations along Townend Road to advise drivers that the road narrows, that drivers should share the road, that there are blind corners ahead, and 30 km/h maximum speed limit signage. CARRIED

13. NEW BUSINESS

13.1 Consent Agenda Item 4.1.2 [Environmental Advisory Committee June 25, 2024 Meeting Minutes and Recommendations]

IT WAS MOVED AND SECONDED:

THAT Council

1. Receive the minutes of the June 25, 2024 Environmental Advisory Committee meeting;
2. Endorse the recommended edits to the draft Climate Adaptation Strategy as outlined in the Climate Change Specialist's August 21, 2024 report:
 - a. *THAT the Climate Change Risk and Vulnerability Assessment Project articulate the urgency to act on climate, direct staff to bring forward prioritized and budgeted climate adaptation actions in the business planning process and prepare an annual evaluation report assessing implementation.*
 - b. *THAT the plan includes a broader ecosystem framework to include wind impacts, and the role of Emergency Management outside an event.*
3. Endorse the Environmental Advisory Committee's resolution on the Richards Creek Ecological Accounting Process:
 - a. *THAT the committee support the valuation of streams and substantial riparian areas, as a natural resource for the purpose of operational and maintenance budgets.; and*
 - b. *Consider natural systems in the overall asset management policy.*

(Opposed: Findlay)

CARRIED

13.2 Consent Agenda Item 4.1.3 [Agricultural Advisory Committee June 27, 2024 Meeting Minutes and Recommendations]

IT WAS MOVED AND SECONDED:

THAT Council:

1. Receive the minutes of the June 27, 2024 Agricultural Advisory Committee meeting;
2. Endorse the Committee's workplan as attached to the Planning Manager's August 21, 2024 report; and,
Endorse the recommended edits to the draft Climate Adaptation Strategy as outlined in the Planning Manager's August 21, 2024 report. (Opposed: Findlay)

CARRIED

13.3 Consent Agenda Item 4.2.1 [2023 Forestry Annual Report]

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the 2023 Annual Forestry Report provided by the Manager of Parks and Forestry. CARRIED

13.4 Consent Agenda Item 4.2.2 [RCMP Building Construction Update]

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the August 21, 2024, report prepared by Mark Frame, RCMP Project Consultant, regarding the RCMP Building Construction Update. CARRIED

13.5 Consent Agenda Item 4.2.3 [Forestry Works for BC re- their new grassroots initiative to raise awareness]

IT WAS MOVED AND SECONDED:

THAT Council direct the Mayor to write a letter to provincial representatives to let them know that ForestryWorks for North Cowichan. (Opposed: Douglas, Istace, Justice, Toporowski) DEFEATED

13.5 Consent Agenda Item 4.2.10 [Lorene Benoit re- Electric Vehicles]

IT WAS MOVED AND SECONDED:

THAT Council direct staff to provide the amount of money that North Cowichan has spent to purchase Electric Vehicles publicly. CARRIED

14. NOTICE OF MOTIONS

14.1 Watershed Plan

Councillor Justice introduced the following motion which Council will consider at the September 4, 2024, regular Council meeting:

“THAT Council:

- 1. direct staff to provide a report detailing what we know about the recent Somenos Lake fish kill event, listing the ongoing steps that are being taken to improve the water quality of Somenos Lake, and to include suggestions for advocacy that the municipality could take to improve the water quality; and*
- 2. authorize the Mayor to send letters to the Province of BC, the Cowichan Valley Regional District, and the Cowichan Watershed Board urging them to take the necessary actions to address the issues that cause the “fish kill” events in Somenos and Quamichan Lakes.”*

15. QUESTION PERIOD

Council received 3 questions from the public.

16. ADJOURNMENT

The meeting adjourned at 8:08 p.m.

Certified by Corporate Officer

Signed by Mayor