

# Municipality of North Cowichan

## Regular Council

### MINUTES

October 16, 2024, 3:00 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) Bill Corsan, General Manager, Corporate Services and Community Relations George Farkas, General Manager, Planning, Development and Community Services Amanda Young, Director, Planning and Building Andrea Hainrich, Deputy Corporate Officer Barb Floden, Manager, Communications and Public Engagement Caroline von Schilling, Development Planner Chris Osborne, Manager, Planning Clay Reitsma, Director, Engineering David Conway, Director, Subdivision and Environmental Services Marla Laycock, Director, People and Culture Neil Pukesh, Director, Parks and Recreation Pablo Golob, Manager, Development Planning Ron French, Fire Chief Shawn Cator, Director, Operations Teri Vetter, Director, Financial Services Tricia Mayea, Corporate Officer

#### 1. **CALL TO ORDER**

There being a quorum present, Mayor Douglas called the meeting to order at 5:00 p.m.

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

IT WAS MOVED AND SECONDED:

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

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

CARRIED

Any matters that must or may be closed to the public in accordance with section 90 of the *Community Charter* shall appear here.

**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 and 90(1)(e) Land Acquisition**

**2.3.2 Closed under section 90(1)(e) Land Disposition – Road Closure**

**2.3.3 Closed under section 90(1)(e) Land Disposition – Lease Negotiations**

**2.4 Rise and report**

Council rose with report on item 2.3.2 upon completion of negotiations and item 2.3.3 upon completion of negotiations.

**3. RECESS UNTIL 5:00PM**

The meeting recessed at 4:14 p.m. and reconvened in open session at 5:00 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 4.1.4 Request for a Letter of Support from Cowichan Valley Regional District for their applications to Rural Economic Diversification and Infrastructure Program (REDIP)
2. Item 4.2.2 Q3 List of Supplier Payments (July 1 – September 30, 2024)

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**

ADOPTED ON CONSENT

IT WAS MOVED AND SECONDED:

THAT Council adopt the minutes of their regular meeting held October 2, 2024.

ADOPTED ON CONSENT

**4.1.2 October 8, 2024 Committee of the Whole Recommendations for Endorsement**

IT WAS MOVED AND SECONDED:

1. THAT Council receive for information the minutes from the October 8, 2024 Committee of the Whole meeting.
2. THAT Council adopts the Council Policy - Phasing Plan for the Bell McKinnon Local Area Plan.

3. THAT Council adopts the Bell McKinnon Local Area Plan Land Acquisition Community Amenity Contribution Policy. ADOPTED ON CONSENT

**4.1.3 Request for a Letter of Support from Lookout Housing and Health Society**

IT WAS MOVED AND SECONDED:

THAT Council authorize the Mayor to provide a letter of support to Lookout Housing + Health Society in support of their Temporary Use Permit Application for The Village Project. ADOPTED ON CONSENT

**4.2 Items for Information**

**4.2.1 Q3 Financial Report (July 1 – September 30, 2024)**

IT WAS MOVED AND SECONDED:

THAT Council receive the Third Quarter of 2024 Financial Update dated October 16, 2024, from the Director, Financial Services for information.

ADOPTED ON CONSENT

**4.2.3 Q3 List of Supplier Payments (July 1 – September 30, 2024)**

IT WAS MOVED AND SECONDED:

THAT Council receive the 3<sup>rd</sup> Quarter Payment Listing (July – September 2024) report dated October 16, 2024, from the Director, Financial Services for information.

ADOPTED ON CONSENT

**4.2.3 Michael Goetz, Mayor, City of Merritt re- the Burden of Delinquent Taxes**

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the September 25, 2024 Letter from Michael Goetz, Mayor, City of Merritt.

ADOPTED ON CONSENT

**4.2.4 Marianne Alto, Mayor, City of Victoria re- An Invitation to the Community Safety and Wellbeing Conference**

IT WAS MOVED AND SECONDED:

THAT Council receive for information, the September 27, 2024 Email from Marianne Alto, Mayor, City of Victoria.

ADOPTED ON CONSENT

**5. APPROVAL OF MEETING AGENDA**

**5.1 Introduction of Late Items**

None.

**5.2 Changes to Order of Business**

The agenda was amended by moving item 10.2 OCP Amendment Bylaw No. 3976 and Zoning Amendment Bylaw No. 3977 for first and second reading, for consideration before item 8 Presentations and Petitions.

IT WAS MOVED AND SECONDED:

THAT the agenda be approved 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 2 members of the public regarding agenda item 10.2.

**8. PRESENTATIONS AND PETITIONS**

**8.1 Presenters**

**8.1.1 North Cowichan Fire Department Quarterly Report**

Ron French, Fire Chief, presented the quarterly North Cowichan Fire Department.

**9. UNFINISHED AND POSTPONED BUSINESS**

None.

**10. BYLAWS**

**10.1 Permissive Tax Exemption Bylaw No. 3972, 2024 for adoption**

IT WAS MOVED AND SECONDED:

THAT Council adopt Permissive Tax Exemption Bylaw No. 3972, 2024.

CARRIED

**10.2 OCP Amendment Bylaw No. 3976 and Zoning Amendment Bylaw No. 3977 for first and second reading**

IT WAS MOVED AND SECONDED:

THAT Council has:

(a) considered consultations under Section 475 of the *Local Government Act* in relation to Official Community Plan Amendment Bylaw No. 3976, 2024 and determined that the interests of Halalt First Nation, Stz'uminus First Nation, Lyackson First Nation, Penelakut Tribe, and Cowichan Tribes may be affected and should receive a written request for consultation;

(b) considered consultations under Section 475 of the *Local Government Act* in relation to Official Community Plan Amendment Bylaw No. 3976, 2024, and determine that the consultation under that section does not need to be early and ongoing; and

(c) consulted under Section 476 of the *Local Government Act* with School District 79 in relation to Official Community Plan Amendment Bylaw No. 3976, 2024. CARRIED

IT WAS MOVED AND SECONDED:

THAT Council give first reading to Official Community Plan Amendment Bylaw No. 3976, 2024. (Opposed: Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council has:

- (a) considered Official Community Plan Amendment Bylaw No. 3976, 2024, in conjunction with the North Cowichan 2022 Five-Year Financial Plan; and,
  - (b) considered Official Community Plan Amendment Bylaw No. 3976, 2024, in conjunction with the Cowichan Valley Regional District Solid Waste Management Plan (as amended) and the Cowichan Valley Regional District Central Sector Liquid Waste Management Plan. (Opposed: Justice)
- CARRIED

IT WAS MOVED AND SECONDED:

THAT Council give second reading to Official Community Plan Amendment Bylaw No. 3976, 2024. (Opposed: Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council give first and second reading to Zoning Amendment Bylaw No. 3977, 2024. (Opposed: Justice)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council direct staff to schedule a public hearing for Official Community Plan Amendment Bylaw No. 3976, 2024, and Zoning Amendment Bylaw No. 3977, 2024.

CARRIED

## 11. REPORTS

### 11.1 Q3 Council Strategic Plan Update July 1 – September 30, 2024

IT WAS MOVED AND SECONDED:

THAT Council receive for information the Council Strategic Plan 3rd Quarter Update (July 1, 2024, to September 30, 2024). (Opposed: Justice)

CARRIED

### 11.2 Interim Community Amenity Contribution Policy: Future Implications

IT WAS MOVED AND SECONDED:

THAT Council directs staff to:

- (1) Develop an engagement plan for the draft Interim Community Amenity Contribution Policy included with the Project Planner's report dated October 8, 2024 as Attachment 3, and,
  - (2) Use the draft Interim Community Amenity Contribution Policy as a basis for negotiations for new and in-stream Zoning Amendment Applications while the public engagement on the policy is ongoing. (Opposed: Findlay, Manhas)
- CARRIED

## 12. NEW BUSINESS

### 12.1 Crofton Ferry Terminal

IT WAS MOVED AND SECONDED:

WHEREAS the proposed Crofton Ferry Terminal redevelopment plan adopted by BC Ferries proposes to replace the existing terminal and related facilities in situ;

AND WHEREAS the chosen plan fails to include the removal of vehicle storage from Chaplin Street;

AND WHEREAS the existing and proposed terminal does not align with the interests and needs of our community;

THEREFORE, BE IT RESOLVED THAT Council does not support the continued use of Chaplin Street for vehicle storage as part of the Crofton Ferry Terminal operations;

AND FURTHER THAT Council will only support a plan that responds to community concerns related to reducing the impacts of any terminal operation on community roads and access to community services such as the boat launch and skateboard park;

AND FURTHER THAT Council authorize the Mayor to formally communicate this position to BC Ferries and the Ministry of Transportation and Infrastructure (MOTI). CARRIED

**12.2 Consent Agenda Item 4.1.4 Request for a Letter of Support from Cowichan Valley Regional District for their applications to Rural Economic Diversification and Infrastructure Program (REDIP)**

IT WAS MOVED AND SECONDED:

THAT Council authorize the Mayor to provide a letter of support to the Cowichan Valley Regional District in support of their Rural Economic Diversification and Infrastructure Program (REDIP) funding applications to implement the Cowichan Tech and Innovation Ecosystem project.

(Opposed: Findlay, Manhas)

CARRIED

**12.3 Consent Agenda Item 4.2.2 Q3 List of Supplier Payments (July 1 – September 30, 2024)**

IT WAS MOVED AND SECONDED:

THAT Council receive the 3<sup>rd</sup> Quarter Payment Listing (July – September 2024) report dated October 16, 2024, from the Director, Financial Services for information. CARRIED

**13. NOTICE OF MOTIONS**

None.

**14. QUESTION PERIOD**

Council received 2 questions from the public regarding agenda item 10.2 and 12.3.

**15. ADJOURNMENT**

The meeting adjourned at 6:23 p.m.

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Certified by Corporate Officer

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Signed by Mayor