

Municipality of North Cowichan

Regular Council

MINUTES

June 18, 2025, 3:00 p.m.

Municipal Hall - Council Chambers & Electronically

Members Present	Mayor Rob Douglas Councillor Mike Caljouw Councillor Bruce Findlay Councillor Becky Hogg Councillor Chris Istace Councillor Tek Manhas
Members Absent	Councillor Christopher Justice
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 Chris Derouin, Acting Chief Building Inspector Chris Osborne, Manager, Planning Christina Hovey, Project Planner Jennifer Aldcroft, Climate Change Specialist Jeff Miller, Senior Manager, Engineering (Utilities) Marla Laycock, Director, People and Culture Moudud Hasan, Senior Manager, Engineering (Transportation and Drainage) Neil Pukesh, Director, Parks and Recreation Rachel Pukesh, Development Planning Coordinator 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 3:00 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)(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.

- 90(1)(k) negotiations & related discussions re the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if held in public.
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial or the federal gov't or both, or between a provincial or the federal gov't or both and a third party. 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)(i) Legal Advice

2.3.2 Closed under section 90(1)(e) Land and 90(1)(k) Preliminary Negotiations for a Municipal Service

2.3.3 Closed under section 90(1)(i) Legal Advice

2.3.4 Closed under section 90(2)(b) Provincial Negotiations

2.3.5 Closed under section 90(1)(e) Land

2.3.6 Closed under section 90(1)(e) Land

2.3.7 Closed under section 90(2)(b) Provincial Negotiations

2.4 Rise and report

Council rose with report on items 2.3.1, 2.3.3, 2.3.4, as follows:

2.3.1 BL 4009: Delegation of Authority Bylaw Amendment Bylaw [Servicing Officers]

IT WAS MOVED AND SECONDED:

THAT Council:

1. directs staff to prepare an amendment to the Delegation of Authority Bylaw to designate Servicing Officers; and,
2. directs staff to prepare an accompanying policy for Council's consideration.

(Opposed: Manhas)

CARRIED

2.3.3 Sasquatch Resources Request for Council Support

IT WAS MOVED AND SECONDED:

THAT Council authorizes the Mayor to send a letter of support to Sasquatch Resources Corp. for their proposed reclamation activities on Mount Sicker subject to the Province receiving support from Quw'utsun Nation. CARRIED

2.3.4 2026 Provincial Budget Input – Cowichan Lake Weir

IT WAS MOVED AND SECONDED:

THAT Council directs the Mayor to sign the letter (Attachment 2) attached to the June 18, 2025 report from the Director, Engineering that is addressed to the Select Standing Committee on Finance and Government Services and send it by email in order to meet the June 20, 2025 deadline for submissions. CARRIED

and rose with report on item 2.3.6 upon completion of negotiations.

3. RECESS UNTIL 5:00PM

The meeting recessed at 4:41 p.m. and reconvened in open session at 5:06 p.m.

4. APPROVAL OF CONSENT AGENDA

The following item(s) were pulled from the Consent Agenda so that they could be added to the Regular Agenda:

- Item 4.2.1 Letter from the Office of Jeff Kibble re- A Stronger Future Through Partnership
- Item 4.2.4 Email from Cidnee Johnson re- honouring those who have passed away from an opioid overdose
- Item 4.2.5 Email from Steve Desmone re- proposal for a paved bike park at Cowichan Sportsplex

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 meeting held June 4, 2025.

ADOPTED ON CONSENT

4.2 Items for Information

4.2.2 Letter from the City of Enderby re- Bill 7–2025: *Economic Stabilization (Tariff Response) Act*

IT WAS MOVED AND SECONDED:

THAT Council receive the April 23, 2025 letter from Mayor Huck Galbraith, City of Enderby, for information. ADOPTED ON CONSENT

4.2.3 City of Campbell River re- invitation to join a collective advocacy movement

IT WAS MOVED AND SECONDED:

THAT Council receive the June 5, 2025 letter from Mayor Kermit Dahl, City of Campbell River, for information. ADOPTED ON CONSENT

5. APPROVAL OF MEETING AGENDA

5.1 Introduction of Late Items

Item 12.2 UBCM Topics was added to New Business as an addendum.

5.2 Changes to Order of Business

Item 8.1.1 RCMP Quarterly Report [Jan 1 – Mar 31, 2025] was removed from the agenda and postponed to the July 16 Council Meeting.

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 15 members of the public regarding agenda items 9.1, 11.1, 11.2, and 11.3.

8. PRESENTATIONS AND PETITIONS

8.1 Presenters

8.1.1 RCMP Quarterly Report [Jan 1 – Mar 31, 2025]

This item was removed from the agenda.

9. UNFINISHED AND POSTPONED BUSINESS

9.1 Zero Carbon Step Code Implementation

IT WAS MOVED AND SECONDED:

THAT Council directs staff to amend the Building Bylaw to set the current Zero Carbon Emissions Level to match the Provincial B.C. Building Code level (currently at EL-1) and follow the Province's schedule for further changes to the Zero Carbon Step Code.

(Opposed: Douglas, Istage)

CARRIED

10. BYLAWS

10.1 Zoning Amendment Bylaw No. 3988, 2025 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Zoning Amendment Bylaw No. 3988, 2025.

CARRIED

10.2 Waste Collection Bylaw No. 4012, 2025 and Contamination Management Policy

IT WAS MOVED AND SECONDED:

THAT Council:

1. gives first, second and third readings to Waste Collection Bylaw No. 4012, 2025, and,
2. approves the Contamination Management Policy, as attached to the Director, Operations report dated June 18, 2025.

CARRIED

11. REPORTS

11.1 2024 North Cowichan Annual Report

The Corporate Officer provided the following summary: The Annual Report was posted to the website and printed copies were available for inspection at the front counter on June 3, 2025. Notice seeking public comments on the Annual Report was posted to the noticeboard, website and social media on May 28, 2025 and in the local newspaper on June 4, 2025.

The Corporate Officer advised that one submission was received from a resident who congratulated staff on an exceptional Annual Report, and with a question related to revenues where grants fell short of expectations. The question was what is the outlook for the entire revenue category going forward?

The Mayor provided the public with an opportunity to comment or ask questions about the annual report. Council received no comments or questions about the Annual Report.

IT WAS MOVED AND SECONDED:

THAT Council accepts the 2024 Annual Report.

CARRIED

Council recessed the meeting at 6:55 p.m. and reconvened at 8:05 p.m.

11.2 Early Consideration - Official Community Plan Amendment 3499 Henry Road

IT WAS MOVED AND SECONDED:

THAT Council directs staff to proceed with processing application OCP00033 and to draft amendments to both Official Community Plan Bylaw No. 3900, 2022 and Zoning Bylaw No. 2950, 1997, for consideration by Council, subject to a new land use designation specific to this property (3499 Henry Road).

NO VOTE WAS TAKEN

IT WAS MOVED AND SECONDED:

THAT Council refers the following motion, that was moved and seconded only, to staff to prepare a report on how to implement a new land use designation site specific to 3499 Henry Road; and to clarify the issues around Bill 44, and other issues associated with how this would be implemented:

THAT Council directs staff to proceed with processing application OCP00033 and to draft amendments to both Official Community Plan Bylaw No. 3900, 2022 and Zoning Bylaw No. 2950, 1997, for consideration by Council, subject to a new land use designation specific to this property (3499 Henry Road).

(Opposed: Douglas)

CARRIED

11.3 OCP Application North of Herd Road – Request for Information

THAT Council directs staff to bring forward a bylaw to amendment to Official Community Plan No. 3900, 2022 to expand the urban containment boundary and change the land use designation to facilitate rezoning for the subject property consisting of PIDs: 005-830-061; 005-649-404; 024-188- 404; 024-188-891; 000-961-744; 014-547-368; and 012-019-143.

(Opposed: Douglas)

CARRIED

12. NEW BUSINESS

12.1 Cowichan Trail Stewardship Society [Adopt-a-Trail program]

IT WAS MOVED AND SECONDED:

THAT Council direct staff to prepare a report exploring the feasibility of allowing the Cowichan Trail Stewardship Society (CTSS) to manage an "Adopt-a-Trail" program on sanctioned trails within their existing trail maintenance responsibilities in the Municipality of North Cowichan. (Opposed: Douglas)

CARRIED

12.2 UBCM Topics

IT WAS MOVED AND SECONDED:

THAT Council approves the following topics for Minister's meetings at the 2025 UBCM Convention:

1. Forestry and Mills
2. Chemainus Wells
3. Quamichan Lake
4. Joint Utility Board Outfall – Infrastructure Costs
5. Housing
6. Infrastructure challenges
7. Street disorder/homelessness (treatments addictions focus)
8. Trans-Canada Highway Pedestrian overpass
9. Crofton Ferry Terminal

CARRIED

12.3 Consent Agenda Item 4.2.1 Letter from the Office of Jeff Kibble re- A Stronger Future Through Partnership

This item was discussed.

12.4 Consent Agenda Item 4.2.4 Email from Cidnee Johnson re- honouring those who have passed away from an opioid overdose

IT WAS MOVED AND SECONDED:

THAT Council refer the request from Cidnee Johnson regarding the commemoration of individuals who have passed away due to opioid overdose to staff, with direction to prepare a report on the feasibility and potential implications of such an initiative.

CARRIED

12.5 Consent Agenda Item 4.2.5 Email from Steve Desmone re- proposal for a paved bike park at Cowichan Sportsplex

IT WAS MOVED AND SECONDED:

THAT Council refer the request from Steve Desmone regarding the proposal for a paved bike park at Cowichan Sportsplex to staff, with direction to prepare a report on the feasibility and potential implications of such an initiative.

CARRIED

13. NOTICE OF MOTIONS

13.1 Letter to the Province regarding the BC Transit strike

Mayor Douglas introduced the following motion which Council will consider at the July 16, 2025 Regular Council Meeting:

"THAT Council authorizes the Mayor to write a letter to the Honourable Mike Farnworth, Minister of Transportation and Transit, urging the Province and BC Transit to take a more active role in resolving the BC Transit strike"

14. QUESTION PERIOD

Council received 1 question from the public regarding agenda items.

15. ADJOURNMENT

The meeting adjourned at 9:18 p.m.

Certified by Corporate Officer

Signed by Mayor