

Municipality of North Cowichan Council - Regular and Public Hearings MINUTES

**November 17, 2021, 1:30 p.m.
Electronically**

Members Present	Mayor Al Siebring Councillor Rob Douglas Councillor Christopher Justice Councillor Tek Manhas Councillor Kate Marsh
Members Absent	Councillor Debra Toporowski (with leave) Councillor Rosalie Sawrie
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) Anthony Price, Planning Technician Barb Floden, Manager, Communications and Public Engagement Chris Osborne, Manager, Planning Clay Reitsma, Director, Engineering Dave Preikshot, Senior Environmental Specialist Don Stewart, Director, Parks and Recreation George Farkas, General Manager Jason Birch, Chief Information Officer Marla Laycock, Acting Director, Human Resources and Corporate Planning Martin Drakeley, Manager, Fire and Bylaw Services Michelle Martineau, Corporate Officer Shawn Cator, Director, Operations Talitha Soldera, Director, Financial Services Tricia Mayea, Deputy Corporate Officer

1. CALL TO ORDER

There being a quorum present, Mayor Siebring called the meeting to order at 1:30 p.m.

2. APPROVAL OF CONSENT AGENDA

The following items were pulled from the Consent Agenda and added to New Business:

- 2.2.1 [3rd Quarter Financial Report]
- 2.2.3 [Vancouver Island Crisis Society request for lobbying support]

IT WAS MOVED AND SECONDED:

THAT Council approve the Consent Agenda, as amended.

CARRIED

2.1 Items for decision

2.1.1 Council Meeting Minutes for Adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt the minutes of their regular meeting held November 3, 2021 as circulated.

ADOPTED ON CONSENT

2.1.2 Recommendations from the Committee of the Whole meeting for Endorsement

IT WAS MOVED AND SECONDED:

THAT Council adopt the Parks Maintenance Policy. ADOPTED ON CONSENT

2.1.3 CVRD Municipal Regional District Tax (MRDT) Renewal

IT WAS MOVED AND SECONDED:

THAT Council support the Cowichan Valley Regional District's (CVRD) application to renew the two percent Municipal and Regional District Tax on accommodation within the boundaries of the CVRD to support tourism marketing and development initiatives. ADOPTED ON CONSENT

2.2 Items for information

2.2.2 Launch of CleanBC Roadmap to 2030

IT WAS MOVED AND SECONDED:

THAT Council receive for information the letter from the Minister of Municipal Affairs dated October 29, 2021. ADOPTED ON CONSENT

2.2.4 Request for a new Bylaw to address community beautification and large vehicle storage

IT WAS MOVED AND SECONDED:

THAT Council receive for information the email regarding a beautification and large vehicle storage bylaw dated October 28, 2021. ADOPTED ON CONSENT

3. APPROVAL OF AGENDA

The agenda was amended as follows:

- (1) Consent Agenda Item 2.2.1 [3rd Quarter Financial Report] was added to Section 11 [New Business]
- (2) Consent Agenda Item 2.2.3 [Vancouver Island Crisis Society request for lobbying support] was added to Section 11 [New Business]
- (2) Item 8.1 - Development Permit with Variance for 1535 Robert Street was removed from the agenda

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as amended CARRIED

4. MAYOR'S REPORT

The Mayor provided a verbal update on the State of Local Emergency that has been declared by the Cowichan Valley Regional District for parts of the region, including North Cowichan.

5. DELEGATIONS AND PRESENTATIONS

5.1 Audit Plan Presentation by KPMG

Daniel Healey and Lenora Lee from KPMG presented the Audit Plan for the Municipality of North Cowichan and answered questions of Council.

6. PUBLIC INPUT

Council received public input from one member of the public on the process for public input within the current remote meeting structure.

7. BYLAWS

7.1 Fire Protection Amendment Bylaw No. 3853, 2021 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Fire Protection Amendment Bylaw No. 3853, 2021. CARRIED

7.2 Municipal Ticket Information Systems Amendment Bylaw No. 3845 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Municipal Ticket Information Systems Amendment Bylaw No. 3845, 2021. CARRIED

7.3 Bylaw Offence Notice Enforcement Amendment Bylaw No. 3844, 2021 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Bylaw Offence Notice Enforcement Amendment Bylaw No. 3844, 2021. CARRIED

8. REPORTS

8.1 Development Permit with Variance for 1535 Robert Street

This item was removed from the agenda.

8.2 Replacement Fire Department Vehicle

IT WAS MOVED AND SECONDED:

THAT the 'Replacement Fire Department Vehicle' item be deferred to staff pending a staff report including information about the availability and suitability of a hybrid vehicle. CARRIED

8.3 Donation of Municipal Coat of Arms artifacts

IT WAS MOVED AND SECONDED:

THAT Council authorize staff to execute a transfer document with the Chemainus Museum in order to facilitate the donation of the metal coat of arms sign, granting documents, and related documents to the museum. CARRIED

9. NOTICES OF MOTIONS

10. UNFINISHED AND POSTPONED BUSINESS

11. NEW BUSINESS

11.1 Climate Action & Energy Plan Corporate Reserve Funds for Agriculture Development Centre

IT WAS MOVED AND SECONDED:

THAT the motion to grant CGC up to \$82,000 be referred to staff and that staff be directed to prepare a report to Council addressing financial implications and impacts, if any, to corporate energy and emission reduction projects.

(Opposed: Douglas, Justice, Marsh)

DEFEATED

IT WAS MOVED AND SECONDED:

THAT Council grant the Cowichan Green Community (CGC) an amount of up to \$82,000 from the Climate Action and Energy Plan (CAEP) Reserve Fund, established as item 5 in Reserve Funds Establishment Bylaw No. 3552, to be used to cover municipal development cost charges and building and development permit fees incurred by the CGC, and additional consultant and engineering fees in relation to the development of the Food Hub Project at 2431 Beverly Street;

AND THAT despite the terms of reference for the CAEP Reserve Fund, that the funds available under the Corporate Energy and Emission Reduction Projects which are intended to fund corporate (Municipality of North Cowichan) studies and projects shall be used to grant the CGC up to \$82,000 for the Food Hub Project.

(Opposed: Manhas, Siebring)

CARRIED

11.2 Consent Agenda Item 2.2.1 [3rd Quarter Financial Report]

This item was discussed.

11.3 Consent Agenda Item 2.2.3 [Vancouver Island Crisis Society request for lobbying support]

This item was discussed. Mayor Siebring agreed to reach out to the Minister of Mental Health and Addictions regarding the crisis line service.

12. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

Council, by unanimous consent, suspended the rules to change the order of the agenda to bring forward the closed session and deal with those matters immediately.

13. ADJOURN COUNCIL MEETING TO RECONVENE AT 6:00 P.M.

IT WAS MOVED AND SECONDED:

THAT the meeting be adjourned at 3:58 p.m. to reconvene at 6:00 p.m. this evening. CARRIED

14. PUBLIC HEARINGS 6:00 P.M.

Council reconvened the meeting at 6:00 p.m.

14.1 Public Hearing Zoning Amendment Bylaw (8921 Chemainus Road), 2021 No. 3852

Mayor Siebring outlined the public hearing process and called the public hearing to order at 6:00 p.m. for Zoning Amendment Bylaw (8921 Chemainus Road), 2021, No. 3852.

The Corporate Officer, Michelle Martineau, noted that no petitions or late submissions had been received in relation to the Bylaw.

The Planning Technician, Anthony Price, presented the proposed bylaw amendment and answered questions of Council.

The Corporate Officer noted that no written submissions were received from the public.

The applicant, Mr. Manhas was present but had no comments to add in addition to the staff presentation.

The Mayor called for submissions from members of the public for a first time. No one wished to speak to the application.

The Mayor called for submissions from members of the public for a second time. No one wished to speak to the application.

The Mayor called for submissions from members of the public for a third time. No one wished to speak to the application.

The Mayor closed the public hearing for Zoning Amendment Bylaw (8921 Chemainus Road), 2021, No. 3852 at 6:13 p.m.

15. RESUME COUNCIL MEETING TO CONSIDER THE BYLAWS

The Mayor resumed the Council meeting at 6:13 p.m.

15.1 Zoning Amendment Bylaw (8921 Chemainus Road), 2021 No. 3852 for third reading

IT WAS MOVED AND SECONDED:

THAT Council give third reading of Zoning Amendment Bylaw Zoning Amendment Bylaw (8921 Chemainus Road), 2021 No. 3852. CARRIED

16. CLOSED SESSION

IT WAS MOVED AND SECONDED:

THAT Council close the meeting at 3:08 p.m. to the public on the basis of the following section(s) of the *Community Charter*:

- 90(1)(c) *labour relations or other employee relations*
 - 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality
- CARRIED

16.1 Closed minutes from the November 3, 2021 meeting for adoption

16.2 Closed under 90(1)(c) Labour Relations

16.3 Closed under 90(1)(e) Lands

17. RISE AND REPORT

None.

18. ADJOURNMENT

The meeting adjourned at 6:15 p.m.

Certified by Corporate Officer

Signed by Mayor