

Municipality of North Cowichan

Regular Council

MINUTES

April 20, 2022, 1:30 p.m.
Electronically

Members Present	Mayor Al Siebring Councillor Rob Douglas Councillor Christopher Justice Councillor Tek Manhas Councillor Kate Marsh Councillor Rosalie Sawrie Councillor Debra Toporowski
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) Barb Floden, Manager, Communications and Public Engagement Chris Osborne, Manager, Planning Clay Reitsma, Director, Engineering David Conway, Director, Engineering Projects George Farkas, General Manager, Development and Community Services Heather Power, Legislative Coordinator Jason Birch, Chief Information Officer Marla Laycock, Director, Human Resources and Corporate Planning Martin Drakeley, Fire Chief, Senior Manager Fire and Bylaw Services Michele Gill, Manager, Development Rob Conway, Director, Planning and Building Sarah Nixon, Deputy Chief Administrative Officer (D/CAO) Shaun Mason, Municipal Forester 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:

- (1) Item 2.2.2 Council Strategic Plan - Quarter 1 Update (January 1, 2022 – March 31, 2022)
- (2) Item 2.2.3 North Cowichan's Sesquicentennial in 2023
- (3) Item 2.2.4 Request to be a delegation before Council

IT WAS MOVED AND SECONDED:

THAT Council approve the Consent Agenda, as amended, and the recommendations contained therein. 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 April 5, 2022.

ADOPTED ON CONSENT

2.2 Items for information

2.2.1 Committee of the Whole meeting minutes

IT WAS MOVED AND SECONDED:

THAT Council receive for information the minutes from the April 12, 2022 Committee of the Whole meeting.

ADOPTED ON CONSENT

2.2.5 District of Sicamous Re: Luxury Tax on Recreational Boats

IT WAS MOVED AND SECONDED:

THAT Council receive for information the April 7, 2022 letter from the District of Sicamous.

ADOPTED ON CONSENT

2.2.6 City of Fort St. John Re: Extended Hour Child Care for Shift Workers

IT WAS MOVED AND SECONDED:

THAT Council receive for information the April 7, 2022 letter from the City of Fort St. John.

ADOPTED ON CONSENT

3. APPROVAL OF REGULAR AGENDA

The agenda was amended as follows:

- (1) The following Consent Agenda items were added to Section 11 [New Business]:
 - (a) Item 2.2.2 Council Strategic Plan - Quarter 1 Update (January 1, 2022 – March 31, 2022)
 - (b) Item 2.2.3 North Cowichan's Sesquicentennial in 2023
 - (c) Item 2.2.4 Request to be a delegation before Council
- (2) Added a late item to New Business, item 11.2 [Cowichan Housing Association Grant Application]
- (3) Added a late item to New Business, item 11.3 [Letter from Cowichan Valley Intentional Society]
- (4) Added a supplemental item to item 7.4 [Letter from Cowichan Tribes regarding OCP]

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as amended.

CARRIED

4. MAYOR'S REPORT

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

5. DELEGATIONS AND PRESENTATIONS

6. PUBLIC INPUT

Council received public input from two members of the public regarding agenda items 7.2 and 7.4.

7. BYLAWS

7.1 Fees and Charges Amendment Bylaw No. 3838, 2022 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Fees and Charges Amendment Bylaw No. 3838, 2022. CARRIED

7.2 Five-Year Financial Plan Amendment Bylaw, No. 3862, 2022 for adoption

IT WAS MOVED AND SECONDED:

THAT Council adopt Five-Year Financial Plan Amendment Bylaw No. 3862, 2022.

CARRIED

7.3 Financial Plan Amendment and Property Tax Rates Bylaws for first three readings

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to:

1. Five-Year Financial Plan Amendment Bylaw No. 3865, 2022; and,
2. Tax Rates Bylaw No. 3864, 2022.

CARRIED

7.4 Official Community Plan Bylaw No. 3900 First Reading

IT WAS MOVED AND SECONDED:

THAT Council:

1. Gives first reading to Official Community Plan Bylaw No. 3900, 2022;
2. Considers the proposed plan in conjunction with the North Cowichan 2022 Five Year Financial Plan, the Cowichan Valley Regional District Solid Waste Management Plan (as amended) and the Cowichan Valley Regional District Central Sector Liquid Waste Management Plan, and finds no significant conflicts; and,
3. Directs that:
 - a. The proposed plan be referred to the Agricultural Land Commission for comment; and,
 - b. Staff reports back to Council on options for arranging a public hearing.

(Opposed: Manhas)

CARRIED

8. REPORTS

8.1 Wildfire Gear and Equipment

IT WAS MOVED AND SECONDED:

THAT Council:

1. authorize staff to utilize deployment funds to purchase the wildland gear and equipment at a cost of \$70,000 plus applicable taxes, and,
2. direct staff to amend the 2022-2026 Financial Plan Bylaw to increase Fire Capital expenses by \$70,000.

CARRIED

9. NOTICES OF MOTIONS

10. UNFINISHED AND POSTPONED BUSINESS

11. NEW BUSINESS

11.1 List of Payables

IT WAS MOVED AND SECONDED:

THAT staff be directed to prepare, on a quarterly basis, a list of payments for goods and services expended in excess of \$10,000, during the previous quarter, to be included in the Consent Agenda. CARRIED

11.2 Cowichan Housing Association Grant Application

IT WAS MOVED AND SECONDED:

THAT Council direct staff to work with the Cowichan Housing Association to submit a grant application to the Strengthening Communities Services Program in an amount up to \$600,000;

AND THAT, should the application be successful, the Cowichan Housing Association be required to enter into an agreement with the Municipality of North Cowichan with respect to the use of the funds. (Opposed: Manhas)
CARRIED

Council by unanimous consent recessed the meeting at 2:45 p.m. and reconvened at 3:00 p.m.

11.3 Letter from Cowichan Valley Intentional Recovery Community Society

IT WAS MOVED AND SECONDED:

THAT Council direct staff to assign the highest possible priority to processing the PLA, subdivision, and other applications related to the Cowichan Valley Intentional Recovery Community Society's efforts to convert the former St. Joseph's School property to a residential Women's long-term recovery centre. CARRIED

11.4 Consent Agenda Item 2.2.2 [Council Strategic Plan - Quarter 1 Update (January 1, 2022 – March 31, 2022)]

This item was discussed.

11.5 Consent Agenda Item 2.2.3 [North Cowichan's Sesquicentennial in 2023]

This item was discussed.

11.6 Consent Agenda Item 2.2.4 [Request to be a delegation before Council]

IT WAS MOVED AND SECONDED:

THAT the following motion:

"THAT Council grant Mr. Sjolie permission to be a delegation at a Council meeting."

be referred to the Closed Session on the basis of sections 90(1)(g) litigation or potential litigation affecting the municipality; and 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose of the *Community Charter*. CARRIED

12. QUESTION PERIOD

Council received one question from the public regarding agenda items.

13. CLOSED SESSION

IT WAS MOVED AND SECONDED:

THAT Council close the meeting at 3:52 p.m. to the public on the basis of the following section of the *Community Charter*:

- 90(1)(c) - *labour relations or other employee relations;*
- 90(1)(g) - *litigation or potential litigation affecting the municipality; and*
- 90(1)(i) - *the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose*

CARRIED

13.1 Minutes from the closed portion of the April 5, 2022 regular meeting for adoption

13.2 Closed under section 90(1)(c) - personnel matter

13.3 Consent Agenda Item 2.2.4 [Request to be a delegation before Council] – 90(1)(g) – potential litigation and 90(1)(i) – legal advice

14. RISE AND REPORT

Council rose and reported on the following item:

Consent Agenda Item 2.2.4 [Request to be a delegation before Council]

IT WAS MOVED AND SECONDED:

THAT Council grant Mr. Sjolie permission to be a delegation at a Council meeting.

(Opposed: Marsh, Sawrie)

CARRIED

15. ADJOURNMENT

The meeting adjourned at 4:24.p.m.

Certified by Corporate Officer

Signed by Mayor