

# **Municipality of North Cowichan**

## **Regular Council**

### **MINUTES**

**May 4, 2022, 1:30 p.m.**  
**Electronically**

Members Present	Mayor Al Siebring Councillor Rob Douglas Councillor Christopher Justice Councillor Tek Manhas Councillor Kate Marsh (arrived at 2:12 p.m.) Councillor Rosalie Sawrie Councillor Debra Toporowski
Staff Present	Ted Swabey, Chief Administrative Officer (CAO) Sarah Nixon, Deputy Chief Administrative Officer (D/CAO) George Farkas, General Manager, Development and Community Services Barb Floden, Manager, Communications and Public Engagement Chris Osborne, Manager, Planning Clay Reitsma, Director, Engineering David Conway, Director, Engineering Projects Jason Birch, Chief Information Officer Kim Ferris, Manager, Bylaw and Business Licensing Services Martin Drakeley, Fire Chief, Senior Manager of Bylaw Services Michelle Martineau, Corporate Officer Rob Conway, Director, Planning and Building Shaun Chadburn, Environmental Programs Coordinator Shawn Cator, Director, Operations Talitha Soldera, Director, Financial Services Theresa Dennison, Executive Assistant Tricia Mayea, Deputy Corporate Officer

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

There being a quorum present, Mayor Siebring called the meeting to order at 1:34 p.m.

#### **2. APPROVAL OF CONSENT AGENDA**

Item 2.2.3 [Fondation Émergence Re: International Day Against Homophobia and Transphobia May 17th] was pulled from the Consent Agenda and added to New Business.

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 20, 2022 and their special meeting held April 25, 2022. ADOPTED ON CONSENT

**2.2 Items for information**

**2.2.1 Quarterly List of Supplier Payments**

IT WAS MOVED AND SECONDED:

THAT Council receive for information the 1st Quarter Payment Listing (January - March 2022) report. ADOPTED ON CONSENT

**2.2.2 District of Sicamous Re: Invasive Mussel Defense Program**

IT WAS MOVED AND SECONDED:

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

**3. APPROVAL OF REGULAR AGENDA**

The agenda was amended as follows:

- (1) by adding Item 2.2.3 [Fondation Émergence Re: International Day Against Homophobia and Transphobia May 17<sup>th</sup>] from the Consent Agenda to New Business.
- (2) by reordering it so that Item 11.1 [Withdrawal of Conflict of Interest Declaration by Councillor Toporowski re: Cowichan Tribes] is considered next.

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**

**5.1 KPMG - 2021 Audited Financial Statements**

Daniel Healey and Cameron Rice-Gural from KPMG presented their audit findings on the District of North Cowichan's and the Joint Utility Board's 2021 financial statements.

Due to technical difficulties, Councillor Toporowski left the meeting at 2:03 p.m. and returned at 2:06 p.m.

Councillor Marsh arrived to the meeting at 2:12 p.m.

IT WAS MOVED AND SECONDED:

THAT Council accept the 2021 Audited Financial Statements of the Municipality and of the Joint Utilities Board. CARRIED

**6. PUBLIC INPUT**

Council received no public input.

**7. BYLAWS**

**7.1 Financial Plan Amendment and Property Tax Rate Bylaws for adoption**

IT WAS MOVED AND SECONDED:

THAT Council adopt Five-Year Financial Plan Amendment Bylaw No. 3865, 2022. CARRIED

IT WAS MOVED AND SECONDED:

THAT Council adopt Tax Rates Bylaw No. 3864, 2022. CARRIED

**7.2 Waterworks Amendment Bylaw No. 3866 for first three readings**

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to Waterworks Amendment Bylaw No. 3866, 2022. (Opposed: Justice)

CARRIED

Council, by unanimous consent, recessed the meeting at 3:18 p.m. and reconvened at 3:35 p.m.

**7.3 OCP Bylaw 3900 next steps and public hearing options**

IT WAS MOVED AND SECONDED:

THAT Council has considered the Official Community Plan (OCP) in conjunction with all applicable Financial Plans and Waste Management Plans, including 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 in accordance with section 477(3)(a) of the *Local Government Act*. (Opposed: Manhas)

CARRIED

IT WAS MOVED AND SECONDED:

THAT Council directs that the proposed OCP be referred to the Agricultural Land Commission for comment as required by section 477(3)(b) of the *Local Government Act*. (Opposed: Manhas)

CARRIED

**8. REPORTS**

**8.1 Safer Community Plan Review**

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) In partnership with the City of Duncan, authorizes the City of Duncan to issue a request for proposals to extend the Security Ambassadors program for another 2-year period; and,
- (2) Authorize a contribution of up to \$15,000 to be paid to the City of Duncan to fund 50% of the additional costs for the enhanced Peer Sharps Clean-Up Crew Program in partnership with the City of Duncan and the Canadian Mental Health Association; and,

- (3) Direct that the remainder of the report be sent back to staff for continued discussions with the City of Duncan on the potential for ongoing partnerships relative to the Corridor Safety Plan. (Opposed: Manhas)  
CARRIED

**8.2 National Indigenous Peoples Day 2022**

IT WAS MOVED AND SECONDED:

THAT Council authorize the Chair of the First Nations Relations Committee to sign the letter attached to the Deputy Chief Administrative Officer's report dated May 4, 2022, and that it be sent to Cowichan Tribes offering up to \$5,000 in financial support towards any planned National Indigenous Peoples Day event in 2022. CARRIED

**9. NOTICES OF MOTIONS**

**10. UNFINISHED AND POSTPONED BUSINESS**

**11. NEW BUSINESS**

**11.1 Withdrawal of Conflict of Interest Declaration by Councillor Toporowski re: Cowichan Tribes**

Councillor Toporowski advised that she has received legal advice and is withdrawing her conflict of interest regarding all matters in relation to Cowichan Tribes as she is no longer a member of Cowichan Tribes Council and is entitled to participate in matters respecting Cowichan Tribes.

**11.2 Consent Agenda Item 2.2.3 [Fondation Émergence Re: International Day Against Homophobia and Transphobia May 17<sup>th</sup>]**

IT WAS MOVED AND SECONDED:

THAT Council amend section 6 bullet 5 of the Flag Protocol Policy by:

- (a) inserting "on May 17 and" after 'flown' and before 'from June 1 to June 30'; and  
(b) adding "If the District does not receive a request to display a flag from another local non-profit society or organization between May 18 and May 31, the Pride Flag shall be displayed during that period". CARRIED

**12. QUESTION PERIOD**

Council received no questions from the public regarding agenda items.

**13. ADJOURNMENT**

The meeting adjourned at 4:21 p.m.

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Certified by Corporate Officer

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Signed by Mayor