

# Municipality of North Cowichan

## Regular Council

### MINUTES

May 3, 2017, 1:30 p.m.  
Municipal Hall - Council Chambers

#### Members Present

Mayor Jon Lefebure  
Councillor Joyce Behnsen  
Councillor Rob Douglas  
Councillor Maeve Maguire  
Councillor Kate Marsh  
Councillor Al Siebring  
Councillor Tom Walker

#### Staff Present

Mark Ruttan, Acting Chief Administrative Officer  
Alyssa Meiner, Deputy Director of Corporate Services  
Scott Mack, Director of Development Services  
Mark Frame, Director of Financial Services  
David Conway, Director of Engineering and Operations  
Ernie Mansueti, Director of Parks and Recreation  
Kyle Young, Assistant Manager of Planning and Subdivision  
Nancy Tates, Executive Assistant  
Natasha Horsman, Community Planning Coordinator

#### 1. CALL TO ORDER

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

#### 2. APPROVAL OF AGENDA

It was moved and seconded:

That Council approve the agenda as amended to add the following items:

1. 12.1 First Nations,
2. 12.2 Willow Street Community Space,
3. 12.3 Conference Report,
4. 3.1 (Closed) Potential Service (section 1 (90) (k) [proposed service] of the *Community Charter*.
5. 3.2 (Closed) Personnel (section 1 (90) (a) [personal information] of the *Community Charter*.
6. 3.3 (Closed) Personnel (section 1 (90) (a) [personal information] of the *Community Charter*.

**CARRIED**

**3. ADOPTION OF MINUTES**

It was moved and seconded:

That Council adopt the minutes of the Committee of the Whole held on April 13, 2017, Committee of the Whole and regular Council held on April 19, 2017.

**CARRIED**

**4. PUBLIC HEARINGS**

**4.1 Bylaw 3651 "Zoning Amendment Bylaw (No. 6 - Text Amendment), 2017"**

Public Hearing Report - Council commenced the public hearing at 1:35 p.m. to allow the public to make representations to Council respecting proposed Bylaw 3651. Mayor Lefebure outlined the public hearing order of business and read aloud Council's policy that it will not receive verbal or written communications from the public regarding the proposed zoning amendment bylaw after the closure of the public hearing. He then invited late correspondence. The Acting CAO advised that 5 pieces of correspondence regarding the application from the public were received. Council then received a presentation introducing the proposal from the Assistant Manager of Planning and Subdivision. Council heard from Bert Hick, President of Rising Tide Consultants Ltd. who is in support of the proposed bylaw in order to limit health and trade challenge risks.

Mayor Lefebure asked three times if anyone else wished to speak. No one else spoke so Mayor Lefebure closed the public hearing at 1:45 p.m.

It was moved and seconded:

That Council read a third time Zoning Amendment Bylaw (No. 6 Text Amendment), 2017, No. 3651.

(Opposed: Maguire; Walker)

**CARRIED**

It was moved and seconded:

That Council adopt Zoning Amendment Bylaw (No. 6 Text Amendment), 2017, No. 3651.

(Opposed: Maguire)

**CARRIED**

**5. PUBLIC INPUT**

Council received no public input regarding agenda items from registered speakers.

**6. DELEGATIONS AND PRESENTATIONS**

**6.1 Vancouver Island University - Regional Initiatives Fund**

Council heard from Kendra Stiwich, Principal Investigator, Sustainable Initiatives Resulting in Community Attachment, regarding sustainable land use initiatives, sustainable food system protection and development, sustainable built environments and a proposal for Vancouver Island University's Regional Initiatives Fund.

Councillor Siebring left the meeting at 1:55 p.m. and returned at 2:01 p.m.

**7. BYLAWS**

**7.1 Bylaw 3644 - "Zoning Amendment Bylaw (No. 2 – Henry Road), 2017"**

It was moved and seconded:

That Council adopt "Zoning Amendment Bylaw (No. 2 – Henry Road), 2017", No. 3644.

**CARRIED**

**7.2 Bylaw 3652 - "Five-Year Financial Plan Bylaw, 2017"**

It was moved and seconded:

That Council adopt "Five-Year Financial Plan Bylaw, 2017", No. 3652.

**CARRIED**

**7.3 Bylaw 3653 - "Tax Rates Bylaw, 2017"**

It was moved and seconded:

That Council adopt "Tax Rates Bylaw, 2017", No. 3653.

**CARRIED**

**8. REPORTS**

**8.1 Proposed Property Disposition**

It was moved and seconded:

That Council accept the offer from Turner Lane Development Corporation, or its nominee Glenn Fields Cowichan Development Ltd., to purchase municipal land in the vicinity of Cowichan Lake Road, Skinner Road, and Casino Road for 3 million dollars, plus GST.

**CARRIED**

**8.2 Financial Statements**

It was moved and seconded:

That Council approve the 2016 audited financial statements.

**CARRIED**

**8.3 Request for Temporary Sewage Lagoon Feedstock Access**

It was moved and seconded:

That Council approve Boydel Wastewater Technologies Inc.'s request to access the Joint Utilities Board lagoons to conduct treatment of 300 m<sup>3</sup> of raw sewage feedstock for a 90-day period, as outlined in its March 27, 2017 proposal, if feasible.

**CARRIED**

**8.4 Governance Review Update**

It was moved and seconded:

That Council direct North Cowichan staff to include \$20,000 in the Joint Utilities Board budget and issue a Request for Proposals, in conjunction with the City of Duncan, to undertake a governance study based on the following terms of reference:

1. identify suitable potential governance models to replace the Joint Utilities Board, including the models of a wholly-owned corporation and commission;

2. provide a report comparing and contrasting the advantages and disadvantages of each governance model;
3. participate in a discussion session with the stakeholders to consider the various options; and
4. identify requirements for the legal structure and insurance availability of each governance model considered.

**CARRIED**

**8.5 Temporary Storage of Biosolids**

It was moved and seconded:

That Council approve deposition of biosolids from the Chemainus and Crofton wastewater treatment plants at the Joint Utilities Board lagoons for a six-month period, subject to the receipt of an appropriate storage fee.

**CARRIED**

**8.6 Cowichan Aquatic Centre – Summer Hours**

It was moved and seconded:

That Council support changing the summer operating hours at the Cowichan Aquatic Centre, beginning July 2017, to

1. continue to close at 9:00 p.m. on weeknights,
2. close at 6:00 p.m. on weekends, and
3. open the fitness facility at 9:00 a.m. on Sundays.

**CARRIED**

**8.7 Overdose Prevention Site**

Council received a presentation from Councillor Marsh on behalf of the Sobering Centre Task Force regarding securing supervised temporary overdose prevention sites in the Cowichan Valley.

It was moved and seconded:

That Council support, in principle, the establishment of an Overdose Prevention Site in the Cowichan Valley and direct Municipal administration to work with the local working group and proposed host agencies and report back to Council.

(Opposed: Siebring)

**CARRIED**

**8.8 Setting Guidelines on Service Delivery**

It was moved and seconded:

That Council direct staff to draft a service enhancement initiative process for further consideration, including the steps to conduct a citizen satisfaction survey.

**CARRIED**

**9. NOTICE OF MOTIONS**

None.

**10. REVIEW OF COMMITTEE MINUTES**

Council reviewed, for information, the following Committee minutes:

1. Joint Utilities Board - April 11, 2017
2. Parks and Recreation Advisory Committee - April 24, 2017

**11. UNFINISHED AND POSTPONED BUSINESS**

**11.1 Conference Attendance**

It was moved and seconded:

That Council approve Councillor Marsh's attendance at the Renewable Cities Global Learning Forum, May 17 to 19, 2017.

**CARRIED**

**12. NEW BUSINESS**

**12.1 First Nations**

Mayor Lefebure informed Council that he is working on an initiative to engage with First Nations regarding truth and reconciliation.

**12.2 Willow Street Community Space**

It was moved and seconded:

That Council endorse the process and criteria to select an occupant or occupants of the community amenity space at 9800 Willow Street, as described in the April 25, 2017 staff report.

**CARRIED**

It was moved and seconded:

That Council recommend a ten year term of occupancy for the community amenity space in the proposed redevelopment of 9800 Willow Street.

**CARRIED**

**12.3 Conference Report**

Council heard from Councillor Behnsen regarding her attendance at the Vancouver Island Construction Conference.

**13. QUESTION PERIOD**

Council received brief questions from the public regarding business considered at this meeting.

**14. CLOSED SESSION**

Council closed the meeting to the public at 3:30 p.m. on the basis of section (90) (1) (a) *[appointment]*, (b) *[honour]*, (e) *[acquisition]*, (i) *[receipt of solicitor advice]*, and (j) *[third party business information]* of the *Community Charter*. Council rose and reported on the following:

**14.1 Park Naming Request - Trail Adjacent to Keystone Development**

It was moved and seconded:

That Council name the trail from the Cowichan Valley Trail to Highland Avenue as "Al Howie Trail".

**CARRIED**

**14.2 Park Naming Request - Crofton Skate Park**

It was moved and seconded:

That Council ratify its decision to name the new skate park in Crofton the "Gerry Hurst Skate Park".

**CARRIED**

**14.3 Appointments to Committees**

It was moved and seconded:

That Council appoint David Clark and Cathy Robertson to the Community Planning Advisory Committee for a three-year term ending April 30, 2020.

**CARRIED**

It was moved and seconded:

That Council appoint Rosalie Sawrie to the Environmental Advisory Committee for a three-year term ending April 30, 2020.

**CARRIED**

It was moved and seconded:

That Council direct staff to advertise to solicit applications in order to fill vacancies on the Chemainus Advisory Committee.

**CARRIED**

**15. ADJOURNMENT**

Council rose and reported and the meeting ended at 7:46 p.m.

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Signed by Mayor

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Certified by Corporate Officer  
(Minutes certified "correct" and Public Hearing  
report certified "fair and accurate")