

# Municipality of North Cowichan

## Regular Council

### MINUTES

January 16, 2019, 10:00 a.m.  
Municipal Hall - Council Chambers

Members Present            Mayor Al Siebring  
                                 Councillor Rob Douglas (attended electronically @ 10:20 a.m.)  
                                 Councillor Christopher Justice  
                                 Councillor Tek Manhas  
                                 Councillor Kate Marsh  
                                 Councillor Rosalie Sawrie  
                                 Councillor Debra Toporowski

Staff Present                Ted Swabey, Chief Administrative Officer (CAO)  
                                 Karen Robertson, Corporate Officer  
                                 Mark Frame, General Manager, Financial and Protective Services  
                                 Ernie Mansueti, General Manager, Community Services  
                                 Sarah Nixon, General Manager, People and Business Services

#### 1.     **CALL TO ORDER**

There being a quorum present, Mayor Siebring called the meeting to order at 10:00 a.m.

#### 2.     **APPROVAL OF AGENDA**

It was moved and seconded:

**That Council approve the January 16, 2019 Regular Council agenda, as amended, to include the following:**

- **Public Hearing schedule for 2019 under New Business (item 12.1); and**
- **Two matters to be added to the Closed agenda under New Business item 4.5 and 4.6.**

**CARRIED**

#### 3.     **CLOSED SESSION**

It was moved and seconded:

**That Council close the meeting to the public at 10:00 a.m. under the following sections of the *Community Charter*:**

- **section 90(1)(c) [labour relations or other employee relations];**
- **section 90(1)(e) [proposed land acquisition/disposition];**
- **section 90(1)(k) [negotiations and related discussions respecting 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 they were held in public];**

- **section 90(2)(b) [the consideration of information received and held in confidence relating to negotiations between the municipality and the federal government]; and**
- **section 91(2)(a)(i) [other persons attending closed meetings].**

**CARRIED**

**4. RESUME REGULAR COUNCIL MEETING AT 1:30 P.M.**

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  
Karen Robertson, Corporate Officer  
Mark Frame, General Manager, Financial and Protective Services  
Ernie Mansueti, General Manager, Community Services  
Sarah Nixon, General Manager, People and Business Services  
David Conway, Director of Engineering  
Rob Conway, Director of Planning  
Natasha Horsman, Manager, Communications and Strategic Initiatives  
Glenn Morris, Development Planning Coordinator  
Chris Hutton, Community Planning Coordinator  
Caroline von Schilling, Development Planner  
Larissa Barry-Thibodeau, Planning Technician

**5. ADOPTION OF MINUTES**

It was moved and seconded:

**That Council adopt the following meeting minutes:**

1. **Committee of the Whole meeting held December 17, 2018 at 12:00 p.m.;**
2. **Committee of the Whole meeting held December 17, 2018 at 6:00 p.m.;**
3. **Special Council meeting held December 19, 2018; and**
4. **Regular Council meeting held December 19, 2018.**

**CARRIED**

**6. MAYOR'S REPORT**

Mayor Siebring gave a verbal report on meetings and activities he recently attended. He then recognized Mark Frame, General Manager of Financial and Protective Services for receiving the Canadian Award for Financial Reporting achievement from the Government Finance Officers' Association of the United States and Canada for the year ending December 31, 2017. The Mayor noted that this is the eighth year in a row that North Cowichan has received this award and he recognized the accomplishments of the Finance team, led by Mr. Frame, for producing high quality financial reports year after year.

**7. PUBLIC INPUT**

Council received brief public input from the following registered speakers:

- Wallace Malay Re: Item 9.2 – Retail Cannabis Policy Framework
- Dr. Isabel Rimmer Re: Item 9.3 – Cannabis Production Facility Zoning Amendment Bylaw.

**8. DELEGATIONS AND PRESENTATIONS**

**8.1 DELEGATION: Amy Melmock, Manager of Economic Development Re: Economic Development Cowichan**

Amy Melmock, Manager of Economic Development for the Cowichan Valley Regional District provided Council with an update on the activities of Economic Development Cowichan.

**8.2 DELEGATION: Dianne Hinton & Leslie Welin from the Clements Centre Society Re: Child Development Centre Project**

Dianne Hinton and Leslie Welin, from the Clements Centre Society provided Council with an update on the Society's project to construct a Child Development Centre.

**9. STAFF REPORTS**

**9.1 Spirit of the Earth Relocation Report**

It was moved and seconded:

**That Council include relocation of the Spirit of the Earth statue within the 2019 Operating Budget plan (for an estimated \$11,500 total cost), with \$5,000 to be funded by the Chemainus Festival of Murals Society and up to \$6,500 to be funded by North Cowichan.**

**CARRIED**

**9.2 Retail Cannabis Policy Framework**

Councillor Manhas declared a conflict of interest on this matter as his employer has submitted a rezoning application for retail sales of cannabis to North Cowichan and left the meeting at 2:36 p.m.

Chris Hutton, Community Planning Coordinator provided Council with an overview of the draft Retail Cannabis Sales Council policy, with criteria, as outlined in his staff report for Council's consideration that staff would use when reviewing applications for the retail sale of cannabis, in addition to the criteria normally considered for land use applications.

It was moved and seconded:

**That Council adopt the Retail Cannabis Sales Council Policy framework attached to the January 16, 2019 staff report, and direct staff to present land use applications for retail cannabis sales in queue through existing standard practice, and in consideration of the new policy.**

**CARRIED**

Councillor Manhas returned to the meeting at 3:20 p.m.

**9.3 Bylaw 3741 - "Zoning Amendment Bylaw (Cannabis Production Facility), 2019"**

It was moved and seconded:

**That Council give first and second reading to "Zoning Amendment Bylaw (Cannabis Production Facility), 2019" No. 3741" to permit Cannabis Production Facilities in the Industrial Light Zone (I1) and Industrial Heavy Zone (I2).**

**CARRIED**

It was moved and seconded:

**That Council direct staff to draft a report outlining options for inclusion of Micro Cannabis Production Facilities in other zones than the I1 and I2 zones, and define the use.**

**CARRIED**

It was moved and seconded:

**That Council direct staff to prepare a report regarding the current status of cannabis production facilities in the ALR, and any recommended substantial policy changes, to ensure that ALR Cannabis Production regulation meet the goals of the Official Community and the Strategic Agricultural Plan.**

**CARRIED**

By consensus, Council recessed the meeting for 10 minutes at 3:30 p.m.

The meeting resumed at 3:40 p.m. with Mayor Siebring and Councillor Sawrie not in attendance and Councillor Douglas assuming the Chair as Deputy Mayor.

**9.4 Agricultural Land Commission, Non-Farm Use Application - 6645-6647 Somenos Road**

It was moved and seconded:

**That Council support and authorize submission of Agricultural Land Commission Non-Farm Use Application No. ALR00022 (to permit two residential dwellings at 6645-6647 Somenos Road to accommodate farm labour) to the Agricultural Land Commission for consideration of approval.**

**CARRIED**

**9.5 Agricultural Land Commission, Non-Farm Use Application - 3324 Gibbins Road**

It was moved and seconded:

**That Council support and authorize submission of Agricultural Land Commission Non-Farm Use Application No. ALR00026 (to permit the retention of a one-bedroom residential dwelling at 3324 Gibbins Road, after a new principal residence is constructed, in order to accommodate farm labour) to the Agricultural Land Commission for consideration of approval.**

**CARRIED**

Councillor Sawrie returned to the meeting at 3:50 p.m.

Mayor Siebring returned to the meeting at 3:52 p.m. and resumed the Chair.

**9.6 Citizen Satisfaction Survey and Public Participation Training - Pre Budget Approval**

It was moved and seconded:

**That Council grant pre-budget approval of up to \$15,000 for a 2019 citizen satisfaction survey and up to \$12,000 for employee public participation training.**

**CARRIED**

**9.7 Bylaw 3739 - "Fees Amendment Bylaw, 2019" (three readings)**

It was moved and seconded:

**That Council give three readings to "Fees Amendment Bylaw, 2019," No. 3739.**

**CARRIED**

**10. CORRESPONDENCE**

**10.1 AVICC Resolution Deadline - February 7, 2019**

It was moved and seconded:

**That Council receive the information regarding the AVICC resolution deadline of February 7, 2019 for information.**

**CARRIED**

**11. NOTICE OF MOTION**

None.

**12. NEW BUSINESS**

**12.1 Public Hearing Schedule for 2019**

It was moved and seconded:

**That the Public Hearing schedule for 2019 be amended so that effective February, 2019, any required Public Hearings will be held on the third Wednesday of each month at 6:00 p.m.;**

**And That staff be directed to re-advertise the new public hearing dates.**

**CARRIED**

**13. QUESTION PERIOD**

Council received no questions from the public regarding business considered at this meeting.

**14. RESUME CLOSED SESSION**

It was moved and seconded:

**That Council resume the Closed portion of the meeting at 4:05 p.m.**

**CARRIED**

**15. RISE AND REPORT FROM CLOSED**

Council reported the following from the Closed session on item 4.3 – Fire Call Pay for 2019:

It was moved and seconded:

**Council directed staff to:**

1. **Replace the existing Wage Loss rates with a 2019 Training Rate equal to \$20.50 per hour for Firefighters and at the Fire Call Rate \$21.81 per hour for Officers with the Training Rate to be paid on an hourly rate up to eight hours a day; and**
2. **Provide a 2% increase to Firefighters for Duty Pay, Fire Call Pay, Fire Investigation, Honorarium and Training Rates effective January 1, 2019 and January 1, 2020.**

**CARRIED**

**16. ADJOURNMENT**

It was moved and seconded:

**That Council adjourn the January 16, 2019 Regular Council meeting at 5:42 p.m.**

**CARRIED**

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Signed by Mayor

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Certified by Corporate Officer