

Municipality of North Cowichan

Special Council

MINUTES

February 4, 2019, 6:00 p.m.
Municipal Hall - Council Chambers

Members Present Mayor Al Siebring
 Councillor Rob Douglas
 Councillor Christopher Justice
 Councillor Tek Manhas
 Councillor Kate Marsh
 Councillor Debra Toporowski

Members Absent Councillor Rosalie Sawrie

Staff Present Ted Swabey, CAO
 Karen Robertson, Corporate Officer
 Sarah Nixon, General Manager, People and Business Services
 Ernie Mansueti, General Manager, Community Services
 Mark Frame, General Manager, Financial and Protective Services
 David Conway, Director of Engineering

1. **CALL TO ORDER**

There being a quorum present, Mayor Siebring called the February 4, 2019 Special Council meeting to order at 6:00 p.m.

2. **APPROVAL OF AGENDA**

It was moved and seconded:

That Council approve the February 4, 2019, Special Council agenda as circulated.

CARRIED

3. **PUBLIC INPUT**

Council received brief public input from the following registered speakers regarding items on the agenda:

1. Chris Istace on item 4.5 – Strategic Priorities and Increased Service Levels. Mr. Istace also presented a petition to the Corporate Officer regarding the topic of the North Cowichan Forest Reserve;
2. Joyce Behnsen on item 4.5 – Strategic Priorities and Increased Service Levels; and
3. Jasmine Oberste regarding item 4.5 – Strategic Priorities and Increased Service Levels.

4. BUSINESS

4.1 Bylaw 3742 - "Financial Plan Amendment Bylaw, 2019" a bylaw to amend the Five-Year Financial Plan Bylaw (2018-2022) to include the Cowichan Sportsplex field house as a project for 2019 (three readings)

It was moved and seconded:

That Council give three readings to "Financial Plan Amendment Bylaw, 2019," No. 3742.

CARRIED

4.2 Cowichan Aquatic Centre - Family Day Opening

It was moved and seconded:

That Council authorize staff to operate the Cowichan Aquatic Centre on Family Day, for a four hour period, for the years 2019 through 2022 under the following formula:

- 1. If North Cowichan receives no outside grants, the regular admission would apply.**
- 2. Should North Cowichan receive a grant of at least \$1,000 but less than \$2,000, the admission fee for the public would be as follows:**
 - i. 0 to 2 years of age – free**
 - ii. 2 to 12 years of age - \$1.00**
 - iii. 13 years of age and over - \$2.00**
- 3. Should North Cowichan receive a grant of at least \$2,000 the admission fee for the public would be waived.**

CARRIED

4.3 Grant-in-aid Application - Chemainus Harvest House Society

It was moved and seconded:

That Council approve the grant-in-aid in the amount of \$2,500 to the Chemainus Harvest House Society to assist in the cost of providing food to the citizens of the Cowichan Valley.

CARRIED

4.4 Proposed 2019 - 2023 Roads, Cycling and Sidewalk Program

The General Manager of Financial and Protective Services noted that the roads, cycling and sidewalk program before Council was updated based on Council's direction at the December 3, 2018, Special Committee of the Whole budget meeting.

It was moved and seconded:

That Council endorse the proposed 2019 - 2023 Roads, Cycling and Sidewalk capital projects, as attached to the February 4, 2019 agenda, for inclusion in the 2019 - 2023 Capital Expenditure Program.

It was moved and seconded:

That Council table the motion to endorse the proposed 2019 – 2023 Roads, Cycling and Sidewalk capital projects, until Council’s Strategic Priorities have been identified.

CARRIED

4.5 Budget Review - Strategic Priorities and Increased Service Levels

The General Manager of Financial and Protective Services provided a PowerPoint presentation on the 2019 – 2023 Operating Budget. Highlights included a discussion on the following:

- The five-year increases related to tax growth and net tax increases;
- operating budgets by department;
- operating budgets by division;
- adjustments related to the RCMP Hub Model Detachment and the debt associated with the project; and
- options associated with the Forestry budget.

Mr. Frame noted that many members of the community had expressed an interest in providing input on the Forestry budget so conveyed that a Special Council meeting was planned whereby the matter could be discussed in greater detail.

It was moved and seconded:

That Council hold a Special Council meeting on Friday, February 15, 2019 at 1:30 pm to consider the 2019 Forestry Budget impact on operations and Forestry Operation Review of the Terms of Reference prior to finishing the Long Term Forestry Strategy.

Amendment:

It was moved and seconded:

That the motion be amended to remove “on Friday, February 15, 2019 at 1:30 p.m.” in order to explore having an evening meeting.

(Opposed: Justice Marsh)

CARRIED

It was moved and seconded:

That if no suitable evening meeting is found before February 28, 2019, where all 7 members of Council are available to attend, that the meeting be held on Friday, February 15th at 1:30 p.m. as originally proposed.

(Opposed: Manhas)

CARRIED

The General Manager of Financial and Protective Services then reviewed Council’s Priorities for 2019, 2020, and 2021 and asked for Council’s direction on the recommendations as identified in the presentation.

It was moved and seconded:

That Council endorse the following Council priorities in the 2019 Operating Budget:

- **Include \$10,000 for a Safety Audit of the Tans-Canada Highway Strip;**
- **Include \$20,000 for costs related to Rowing Canada transition; and**
- **Increase the Communications' Consulting Budget from \$33,000 to \$50,000.**

CARRIED

It was moved and seconded:

That Council direct staff to utilize \$50,000 from the "Sale of Property Reserve" fund to pay for the long term real estate plan.

CARRIED

It was moved and seconded:

That Council endorse the following Council Priorities in the 2020 Operating Budget:

- **Retain and attract light industry - \$10,000; and**
- **Update Subdivision Bylaw - \$25,000.**

CARRIED

It was moved and seconded:

That Council endorse the following Council Priorities in the 2021 Operating Budget:

- **Amenity contribution review - \$25,000;**
- **Implement Natural Assets Initiative - \$150,000;**
- **Develop incentives for compact infill - \$10,000;**
- **Review RCMP service levels - \$70,000;**
- **Create biodiversity protection policy - \$50,000; and**
- **Business case for innovative development - \$10,000.**

CARRIED

The General Manager of Financial and Protective Services then outlined the staff priorities for 2019, 2020, and 2021 and asked for Council's direction on the recommendations as identified in the presentation.

It was moved and seconded:

That Council endorse the following staff priorities in the 2019 Operating Budget:

- **Bylaw Enforcement – Dogs - \$20,000; and**
- **Budget Software - \$40,000.**

CARRIED

It was moved and seconded:

That the \$100,000 budgeted for Asset Management Planning be funded through the "Infrastructure Reserve Fund."

CARRIED

It was moved and seconded:

That Council endorse the following staff priorities in the 2020 Operating Budget:

- **Prospero – Ticketing Module - \$50,000.**

CARRIED

The General Manager of Financial and Protective Services concluded his presentation by providing an overview of the proposed staff positions.

The CAO also provided additional information regarding the proposed positions as they related to Council's Strategic Priorities and asked that Council wait until the Strategic Priorities were finalized prior to considering any positions.

5. NEW BUSINESS

None.

6. QUESTION PERIOD

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

7. ADJOURNMENT

It was moved and seconded:

That Council adjourn the February 4, 2019, Special Council meeting at 8:27 p.m.

CARRIED

Certified by Corporate Officer

Signed by Mayor