

**TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council held on  
Tuesday, March 26<sup>th</sup>, 2013



PRESENT: Mayor Ross Forrest  
Councillor Bob Day  
Councillor Frank Hornbrook  
Councillor Jayne Ingram

ABSENT: Councillor Tim McGonigle

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Roni-Lee Roach, Executive Secretary

PUBLIC: 2

**1. CALL TO ORDER**

Mayor Forrest called the meeting to order at 6:00 p.m.

**2. AGENDA**

No. R.036/13

Moved: Councillor Hornbrook

Seconded: Councillor Ingram

that the agenda be approved, with the addition of the following items:

**Correspondence – Action Items**

- Lake Days re: Request for Signage Display;
- Lake Cowichan Secondary School re: Health Fair – April 18<sup>th</sup>, 2013.

**Correspondence – Information or Consent Items**

- District of Invermere re: Union of BC Municipalities.

**Reports – Other Reports**

- Lake Cowichan Fire Department – Monthly Incident Report for February, 2013.

CARRIED.

No. R.037/13  
Leave of Absence

Moved: Councillor Ingram

Seconded: Councillor Day

that Council approve a leave of absence for Councillor McGonigle for the Regular meeting of Council due to work commitments.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.038/13

(a) Moved: Councillor Ingram

Seconded: Councillor Day

that the minutes of the Regular meeting of Council held on February 26<sup>th</sup>, 2013 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

No. R.039/13  
Signage Display

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that Council approve the display of the Lake Days signage at the Town's event sign, subject to staff discretion.

CARRIED.

The correspondence received from the Lake Cowichan Secondary School regarding its Health Fair for April 18<sup>th</sup>, 2013 was treated as information.

Councillor Day will forward further details on time to each of the Council members.

- (b) The following correspondence item was treated as information:
- Cowichan Therapeutic Riding Association re: 2013 Fundraising Strategy with Year-round Silent Auction.

The correspondence item received from the District of Invermere regarding its request to the Union of BC Municipalities was referred to the Regular meeting of Council to be held in April, 2013.

**7. REPORTS**

No. R.040/13  
Finance and  
Administration

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that the minutes of the Finance and Administration Committee meeting held on March 12<sup>th</sup>, 2013 be approved with the following recommendations:

**1—AddressBC Programme**

that Council approve the Enhancement Addendum to participate in the AddressBC Programme for funding in the amount of \$1,500.

**2—Municipal Finance Authority – Financial Forum**

that Council approve Mayor Forrest and Councillor McGonigle attendance at the Municipal Finance Authority's Financial Forum and Annual General meeting to be held March 20<sup>th</sup> and 21<sup>st</sup>, 2013 in Victoria, BC.

CARRIED.

No. R.041/13  
Public Works

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the minutes of the Public Works Committee meeting held on March 5<sup>th</sup>, 2013 be approved with the following recommendations:

**1—Pitch-In Event – April 27<sup>th</sup>, 2013**

that the April 27<sup>th</sup>, 2013 community clean-up day event be held at the Country Grocers for 2013, subject to its agreement.

**2—Climate Action Report - 2012**

that Council approve the interim Climate Action Reports, as presented, to be forwarded to the Ministry of Community, Sport and Cultural Development.

CARRIED.

No. R.042/13  
Parks, Recreation  
and Culture

Moved: Councillor Day  
Seconded: Councillor Ingram  
that the minutes of the Parks, Recreation and Culture  
Committee meeting held on March 5<sup>th</sup>, 2013 be approved.

CARRIED.

No. R.043/13  
CLEC, Lakeview and  
Fire Department

Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the minutes of the CLEC, Lakeview and Fire Department  
Committee meeting held on March 12<sup>th</sup>, 2013 be approved.

CARRIED.

No. R.044/13  
Sustainable, Planning  
and Development

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that the minutes of the Sustainable, Planning and Development  
Committee meeting held on March 19<sup>th</sup>, 2013 be approved with  
the following recommendation:

**1—Referral**

that the matter of backyard chickens be brought forward to the  
next Finance and Administration Committee meeting for further  
discussion; and  
that staff be directed to research the cost and feasibility of  
changes to the Town's bylaws on the matter.

CARRIED.

Cowichan Lake  
Recreation  
Commission

The minutes of the Cowichan Lake Recreation Committee  
meeting held on February 25<sup>th</sup>, 2013 was treated as  
information.

Mayor Forrest advised that the next meeting of the Commission  
would be held on Thursday, March 28<sup>th</sup>, 2013.

Chamber of  
Commerce

Councillor Ingram reported on the recent Chamber Activities as  
follows:

- dinner meeting at the Shaker Mill with a presentation by  
the Canada Revenue Agency;
- an introduction evening for the Lady of the Lake  
candidates on April 23rd, 2013 at the Cow Café;
- "Junk in the Trunk" event held on March 24th had 20  
people registered with another one planned for April  
28th;
- Home and Leisure Show on June 1st and 2nd with 30  
groups showing interest; and
- Lilly from the Print Shop being nominated for the Black  
Tie young entrepreneur award.

Kaatza Historical  
Society

Councillor Hornbrook advised Council of the discussions with  
the Museum on the acquisition of the speeder by the owners of  
J&Vs. Mayor Forrest reported that the owners of J&Vs had  
already spoken to the Museum and that they would contact the  
Chief Administrative Officer to meet the Town's requirements  
for the relocation and refurbishment of the speeder.

Vancouver Island  
Regional Library

Councillor Day reported that the Regional Board meeting would  
be held on April 6<sup>th</sup> and requested that his alternate attend.

Advisory Planning  
Commission

Councillor Hornbrook reported that the Commission would be  
meeting twice in April and would be reviewing the language in  
the Zoning bylaw. The Chief Administrative Officer reported  
that the contract planner had reviewed the bylaw and remarked

that the map would require some work.

Lake Cowichan  
Seniors Association

Councillor Ingram reported on the Lake Cowichan Seniors' Association and its award of the New Horizons grant that will purchase chairs, new stoves and light covers. She further reported that the Association would be holding a bazaar at the end of April and that the changes to their Constitution with the removal of Youbou has been accepted.

There was no reports for the following Council Committee reports:

- Ohtaki Twinning Committee; and
- Community Forest Co-op.

No. R.045/13  
Lake Cowichan Fire  
Department –  
Incident Report

- (b) Moved: Councillor Day  
Seconded: Councillor Ingram  
that the Fire Department Monthly Incident Report for February, 2013 and payment in the amount of \$5,130.34 be approved.  
CARRIED.

Cowichan Valley  
Regional District  
Board

Councillor Day reported on the upcoming meeting on March 27<sup>th</sup>, 2013 to finalize the budget, review of grant-in-aids and supplemental tier 2.

No. R.046/13  
Acquisition of  
Rescue/Command  
Truck

- (c) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that Council of the Town of Lake Cowichan approve the purchase of a Freightliner M2 rescue/command truck and appurtenances from Intercontinental Truck Body for the total price of \$349,855.50 plus applicable taxes; and  
  
that Council approve the entering into a loan agreement under Section 175 of the *Community Charter* to have this purchase financed by the Municipal Finance Authority for a term not to exceed 5 years.  
CARRIED.

**8. BYLAWS**

No. R.047/13  
Bylaw No. 927-2013  
Water Parcel Tax

- (a) Moved: Councillor Ingram  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Water Parcel Tax Bylaw No. 927-2013" be reconsidered and adopted.  
CARRIED.

No. R.048/13  
Bylaw No. 98-2013  
Sanitary Sewer Parcel Tax

- (b) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Sanitary Sewer Parcel Tax Bylaw No. 928-2013" be reconsidered and adopted.  
CARRIED.

**9. NEW BUSINESS**

None.

**10. MAYOR'S REPORT**

The Mayor presented his report for March with the following highlights:

- Meetings with the Lake Cowichan First Nations and working towards a protocol framework;

- The announcement of Federal funding for over \$1 million for two major projects in Lake Cowichan; upgrade of the wastewater treatment plan upgrade and integrated urban drainage/rainwater management plan;
- Receipt of \$100,000 from the Insurance Corporation of BC through its Safer Roads Programme for the South Shore Road project;
- Meeting held for the proposed changes to the operation of the Weir with respect to low river flows; and
- Choose Cowichan Lake Committee's work and the recruitment of a doctor for the Cowichan Lake area.

**11. MEDIA / PUBLIC QUESTION PERIOD**

David Ridley spoke of the need to remove the United church sign on the service board, the issue of jacket purchase by Council, hearing issues in the Council Chambers and clarity on metering programme.

Rita Dustow, President, Cowichan Lake District Chamber requested the speed bump at Saywell Park be painted for safety reasons. The matter was referred to the next Public Works meeting.

**12. IN CAMERA**

No. R.049/13  
In-Camera

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that Council close the meeting to the public to deal with issues relating to land, law enforcement and litigation which falls under Section 90(1) (e), (f), and (g) of the Community Charter (7:10 p.m.).

CARRIED.

**13. ADJOURNMENT**

No. R.050/13  
Adjournment

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that we adjourn. (7:45 p.m.).

CARRIED.

Certified correct \_\_\_\_\_.

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Mayor