

TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on
Tuesday, January 28th, 2014



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

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

PUBLIC: 4

1. CALL TO ORDER

Mayor Forrest called the meeting to order at 6:11 p.m.

2. AGENDA

No. R.001/14

Moved: Councillor Hornbrook
Seconded: Councillor Ingram
that the agenda be approved with the following additions:

Correspondence – Action Items

- Councillor Day re: Salmon Enhancement and Request for Letter of Support for World Wildlife Federation (WWF) Grant Funding.

Public Relations

- Councillor Ingram re: Palsson Elementary Receipt of \$5,000 through AVIVA.

CARRIED.

3. ADOPTION OF MINUTES

No. R.002/14

(a) Moved: Councillor Ingram
Seconded: Councillor Day
that the minutes of the Regular meeting of Council held on December 17th, 2013 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

None.

6. CORRESPONDENCE

No. R.003/14
Regional Parkland
Acquisition Fund Service
Amendment

(a) Moved: Councillor Day
Seconded: Councillor Ingram
that the Town of Lake Cowichan consent to the adoption of the Cowichan Valley Regional District's Regional Acquisition Fund Service Amendment Bylaw No. 3772 for increasing the maximum requisition from \$766,000 to \$958,000.

CARRIED.

No. R.004/14
Letter of Support

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that the Town of Lake Cowichan support the Salmonid Enhancement on its grant application to the World Wildlife Federation (WWF) for the study of in-stream Chinook DNA, subject to clarification on whether the Salmonid Enhancement was seeking a grant-in-aid from the Town and if so, for it to be notified of that process for application.

CARRIED.

- (b) The correspondence item from the BC Emergency Health Services regarding local government interest in first responder services was treated as information.

Council directed staff to setup a meeting with BC Emergency Health Services and the Lake Cowichan Fire Chief to discuss the programme.

No. R.005/14
Letter of Support

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that the Town of Lake Cowichan support the BC Food Systems Network campaign to preserve the Agricultural Land Commission (ALC) and Agricultural Land Reserve (ALR) to promote farming and the protection of farmland.

CARRIED.

7. REPORTS

No. R.006/14
Finance and
Administration

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that the minutes of the Finance and Administration Committee meeting held on January 14th, 2014 be approved with the following:

1—Sale of Property

that the Town of Lake Cowichan proceed with the sale of the Forest Ranger Station located at Lot 1, Plan VIP81283 – 37 Wellington Road.

2—Cowichan Lake Seniors' Centre

that the Town of Lake Cowichan provide the Cowichan Lake Seniors' Centre with the maximum contribution of \$6,500 for 2014 as established by the Cowichan Valley Regional District's Annual Contribution Service Establishment Bylaw No. 1300.

3—Regionally Funded Local Service Grant-in-Aid Contributions

that Council consider a review of all of the Local Service Grant-in-Aid contributions currently made in partnership with Areas "F" and "I" so that a fair and equitable apportionment of the requisitions may be made.

4—Interim 2014 Capital Expense Approvals

that Council approve interim expenditures for the following capital items for 2014 prior to adoption of the final budget:

- the South Shore Road works in an amount not to exceed \$100,000;
- the Renfrew Town Square project for an amount of \$356,000;
- the Municipal hall upgrades for an amount of \$555,000;
- the water treatment study for an amount of \$50,000;
- and

- the sewer treatment upgrades for an amount of \$50,000 so tender documents may be finalized.

5—BC Mayor’s Caucus

that Mayor Ross Forrest be approved to attend the BC Mayor’s Caucus on April 23rd to 25th, 2014 to be held jointly in Cranbrook and Kimberley, BC.

CARRIED.

No. R.007/14
Public Works

Moved: Councillor Hornbrook
Seconded: Councillor McGonigle
that the minutes of the Public Works Committee meeting held on January 7th, 2014 be approved with the following:

1—2014 Capital Expenditure – Urban Drainage Study

that Council approve the reallocation of expenditures under the Gas Tax grant funding for the Integrated Urban Drainage and Rainwater Management Plan prior to the adoption of the 2014 budget.

CARRIED.

No. R.008/14
Parks, Recreation and Culture

Moved: Councillor Day
Seconded: Councillor Ingram
that the minutes of the Parks, Recreation and Culture Committee meeting held on January 7th, 2014 be approved with the following:

1—Special Events at Saywell Park in 2014

that Council approve the use of Saywell Park and the covered area for the 3rd Sunday of each month from March to September, 2014 for the Cowichan Lake District Chamber of Commerce to hold special events, subject to clarification on whether businesses would be involved in events being held.

2—TD Green Streets

that the Town of Lake Cowichan approve making application under the TD Green Streets programme for \$15,000 for the planting of trees and shrubs at Joginder Bain Park on Point Ideal Drive located in the Town of Lake Cowichan.

3—Green Streets – BC Hydro

that the Town of Lake Cowichan approve making application under the BC Hydro programme for the planting of trees within the meridians along South Shore Road and Cowichan Lake Road to a maximum of \$10,000.

4—Cowichan Aquatics Centre

that the Town of Lake Cowichan enter into a one-year reciprocal access agreement for the Cowichan Aquatics Centre with the City of Duncan and the District of North Cowichan with an option to renew the agreement for a further 4 years based on increases on the Consumer Price Index, if the voting public, through an opinion poll, favors such renewal.

CARRIED.

No. R.009/14
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 January 14th, 2014 be approved.

CARRIED.

No. R.0010/14
Sustainable Planning and
Development

Moved: Councillor Hornbrook
Seconded: Councillor Day
that the minutes of the Sustainable Planning and Development
Committee meeting held on January 21st, 2014 be approved
with the following:

1—Health and Wellness Fair

that an off-season two-night stay at Lakeview Park in June,
2014 be provided as a prize for the Health and Wellness Fair
being held on March 1st, 2014.

CARRIED.

Cowichan Lake
Recreation Commission

The minutes of the Cowichan Lake Recreation Commission
meeting held on December 19th, 2013 were treated as
information.

Mayor Forrest reported that the new recreation programmer
had been hired and is expected to commence duties soon.
There were 91 applicants for the position.

Chamber of Commerce

Councillor Ingram reported that the Annual General Meeting of
the Chamber would be held on February 27th, 2014 with the
Citizen of the Year and Nichole Stock Community Service
awards to be made then.

She further reported that the new Information Centre at the
Discovery Centre in Duncan would have its open house on
February 3rd, 2014 with a grand opening scheduled for
February 10th, 2014. She stated that the Cowichan Lake area
was very well publicized with displays.

Kaatza Historical Society

There was no report for the Kaatza Historical Society

Vancouver Island
Regional Library

Councillor Day reported on the Vancouver Island Regional
Library Board's Annual General Meeting held on Saturday,
January 25th, 2014 which resulted in the election of the
executive members. He shared some statistics on the
Cowichan Lake branch which in 2013 saw 35,000 visitors with
62,000 items being checked out from the branch. He read out a
report that had been submitted by the Librarian which revealed
an increase of usage by teens and the large number of library
cards that have been issued since the newly constructed facility
was opened.

Ohtaki Twinning
Committee

There was no report for the Ohtaki Twinning Committee.

Councillor Ingram presented Mayor Forrest with a traditional
and ceremonial kimono that is to be put on display in Council
Chambers that she had received from Tetsuko Komuro of
Ohtaki, Japan.

Mayor Forrest indicated that a large delegation would be
coming from Japan in October, 2014 and that a lot of work
would be involved in organizing for the visit.

Advisory Planning
Commission

Councillor Hornbrook reported that the Advisory Planning
Commission was concentrating on signage. He advised that a
representative of Golder and Associates attended the last
meeting and that design options would be available for the
February 20th, 2014 meeting. The Advisory Planning
Commission had requested that the Town consider a budget for
new signage in its 2014 estimates.

Community Forest Co-op Councillor McGonigle reported on the recent dinner hosted by the Community Forest Co-op to thank the many volunteers. He reported that the logging has been completed. However, road use agreements and stumpage issues were still outstanding.

Mayor Forrest reported on his attendance at a recent strategic planning meeting held on January 18th, 2014 at the Cowichan Valley Inn, Duncan, BC.

Lake Cowichan Seniors Association There was no report for the Lake Cowichan Seniors Association.

No. R.0011/14
Lake Cowichan Fire
Department – Incident
Report

(b) Moved: Councillor Day
Seconded: Councillor Ingram
that the Fire Department Monthly Incident Report for December, 2013 and payment in the amount of \$8,274.37 be approved.

CARRIED.

Council members requested clarification on whether the Town had any way of seeking compensation for false alarms causing unnecessary call-outs.

Council directed staff to report back on how other local communities deal with the call-outs the result of alarm activated calls.

Cowichan Valley Regional
District Board

Councillor McGonigle reported on his attendance at the Regional Services meeting held on January 22nd, 2014. He reported on the following:

- Delegation from the Cowichan Valley Arts Council prior to its grant-in-aid request;
- Delegation from Cowichan Valley Hospice reporting on the outcome of its 2013 grant-in-aid and future application for funding;
- Staff report on invasive plant species; giant hog weed and the need for a bylaw or education on combating this weed in the Valley;
- Air quality issues in the Cowichan Valley;
- Chesterfield and Sportsplex partners and the grant-in-aid request for 2014 in the amount of \$149,000 and the need to gauge the value of each electoral area. Currently Lake Cowichan pays \$0.94/\$100,000 and by usage it would pay \$0.64/\$100,000; and
- Special meeting to be held on Wednesday, January 29th, 2014 for budget discussions.

Choose Cowichan

Councillor Day gave Council an update on the recent activities of the Choose Cowichan Lake Committee and reported of the health services available to date:

- Dr. Toth and Valerie Jeffer, nurse practitioner were now operating out of the Brookside medical clinic;
- The Health Unit has had some recent renovations undertaken and will have a clinical office administrator by the second week of February;
- A primary health care nurse at the Health Unit will be hired soon;
- A dietician and behaviorist has been hired for the

Health Unit;

- Two Chilean doctors will be arriving in June or July, 2014; and
- Dr. Rosseau is now available at the walk-in clinic and Dr. Froese is also available by appointment only.

Councillor Day further reported that the health fair would be held on March 1st, 2014 with 30 participants.

Councillor Ingram shared the announcement of Palsson Elementary School receiving \$5,000 from the AVIVA group to assist with the construction of a new playground at the school. She extended her thanks to the school and volunteers who worked on this effort.

No. R.0012/14
Federation of Canadian
Municipalities Conference

(c) Moved: Councillor McGonigle
Seconded: Councillor Ingram
that Council approve the attendance of Mayor Forrest and Councillor Day at the 2014 Annual Conference of the Federation of Canadian Municipalities at Niagara Falls, Ontario from May 30th, 2014 to June 2nd, 2014.

CARRIED.

No. R.0013/14
Note Against Title – Lot
12, Plan VIP66922

Moved: Councillor Hornbrook
Seconded: Councillor McGonigle
that staff be authorized to file notice in the Land Title Office under Section 57 of the *Community Charter* for contravention of municipal enactments as it relates to the safety of the building on Lot 12, DL 13, Plan VIP66922 (393 Point Ideal Drive).

CARRIED.

No. R.0014/14
Approvals for Execution
of Agreements

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that Council approve the execution of the following by the Mayor and Chief Administrative Officer:
the Lease Agreement between the Town and the Kaatza Historical Society for a 5 year term effective January 1st, 2014;
the Lease Agreement between Proline Properties and the Town for use of Gillespie Park for a 5 year term, effective January 1st, 2014; and
the Equal Access Agreement between the Town and the City of Duncan and the District of North Cowichan for the use of Cowichan Aquatics Centre, effective for one year from January 1st, 2014 and renewal for a further 3 years, subject to a public opinion poll.

CARRIED.

No. R.0015/14
Commission Appointment

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that Council appoint Ross Fitzgerald to the Advisory Planning Commission for the balance of the two-year term expiring on December 31st, 2014.

CARRIED.

8. BYLAWS

No. R.0016/14
Bylaw No. 935-2013
Zoning

- (a) Moved: Councillor McGonigle
Seconded: Councillor Ingram
that the "Town of Lake Cowichan Zoning Bylaw No. 935-2013"
be read a third time.

CARRIED.

No. R.0017/14
Bylaw No. 935-2013
Zoning

- (b) Moved: Councillor McGonigle
Seconded: Councillor Hornbrook
that the "Town of Lake Cowichan Zoning Bylaw No. 935-2013"
be reconsidered and adopted.

CARRIED.

9. NEW BUSINESS

Councillor Day requested consideration be given to the Town of Lake Cowichan making application for \$20,000 under the Healthy Communities Capacity Building Fund.

The matter was referred to the next Parks, Recreation and Culture Committee meeting.

10. MAYOR'S REPORT

The Mayor presented his report for January, 2014 with the following highlights:

- The recent agreement with the City of Duncan and District of North Cowichan to allow residents of the Town to have equal access to the Cowichan Aquatic Centre;
- Opinion poll for residents to provide input on whether the Town should extend its arrangement for the Cowichan Aquatic Centre beyond 2014;
- Recent announcement on the Trans Canada Trail made by Prime Minister Stephen Harper on January 7th, 2014;
- Special recognition to Jean Crowder, Member of Parliament, upon her announcement not to re-seek re-election and her service to the Cowichan Valley for the past ten years;
- Thanks to the Advisory Planning Commission members, current and past, for its volunteered countless hours on revisions to the Zoning bylaw; and
- The addition of the refurbished 1948 speeder/crummy at J&V's restaurant and a thank you to Jim Foss and Vicki Pugle for all their hard work.

11. NOTICES OF MOTION

None.

12. MEDIA / PUBLIC QUESTION PERIOD

Lorraine Lawrence commended the health group on all their work and Council for allowing access to the Duncan Aquatic Centre. She requested further information on what was being done to promote industry in the Town.

David Ridley requested clarification and shared his opinion on the following:

- Sale of the Forest Ranger Station building;
- Local display of artisans at the new Library facility;
- Town hall renovations budgeted for \$555,000;
- Building Inspection and stop work order with respect to the note against title matter; and
- Need for restoring infrastructure around Town now that the South Shore Road paving project is completed.

13. IN CAMERA

No. R.0018/14
In-Camera

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that Council close the meeting to the public to deal with issues relating to acquisition, disposition or expropriation of land or improvements which falls under Section 90(1) (e) of the Community Charter (7:54 p.m.).

CARRIED.

14. ADJOURNMENT

No. R.0019/14
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that we adjourn without report (8:35 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2014.

Mayor