

**TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council held on  
Tuesday, April 22<sup>nd</sup>, 2014



PRESENT: Mayor Ross Forrest  
Councillor Bob Day  
Councillor Frank Hornbrook

ABSENT: Councillor Jayne Ingram  
Councillor Tim McGonigle

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

PUBLIC: 15

**1. CALL TO ORDER**

Mayor Forrest called the meeting to order at 6:15 p.m.

**2. AGENDA**

No. R.051/14

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the agenda be approved with the following additions:  
**Business Arising and Unfinished Business**  
• Leave of Absence for Councillor Ingram.

**Correspondence – Information or Consent Items**

- City of Burnaby re: Fire Department Response to Medical Emergencies.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.052/14

(a) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the minutes of the Regular meeting of Council held on March 25<sup>th</sup>, 2014 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

No. R.053/14  
Leave of Absences

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that Council approve a leave of absence for Councillor McGonigle for the Regular meeting of Council this day due to work commitments; and

that Council approve a leave of absence for Councillor Ingram for the Regular meeting of Council this day due to illness.

CARRIED.

**5. DELEGATIONS AND REPRESENTATIONS**

(a) Denise Allan introduced the 9 young candidates vying for the honor of being the 2014 Lady of the Lake. Each candidate made a brief personal introduction to Council.

Mayor Forrest presented each of the ladies with a Town pin and pen and wished them luck.

- (b) Dr. Paul Hasselback, Island Health, is to make his presentation once he arrives.

**6. CORRESPONDENCE**

No. R.054/14  
Leave of Absence

- (a) Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that Council approve a leave of absence for Councillor Hornbrook from the Sustainable Planning and Development Committee meeting to be held on May 20<sup>th</sup>, 2014.

CARRIED.

The correspondence item from the Ministry of Social Development and Social Innovation regarding WorkBC Community and Employer Partnerships was referred to staff to determine available options by the next Sustainable Planning and Development Committee meeting.

- (b) The correspondence item from Our Cowichan regarding e-cigarettes and its incorporation into a no smoking policy was treated as information.

The correspondence item from City of Burnaby regarding Fire Department Response to Medical Emergencies was referred to the next Sustainable Planning and Development Committee meeting.

**7. REPORTS**

No. R.055/14  
Finance and  
Administration

- Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the minutes of the Finance and Administration Committee meeting held on April 8<sup>th</sup>, 2014 be approved with the following recommendation:

**1—Award of Contract – Town Square**

WHEREAS Council is desirous of completing the Town Square project as tendered;

NOW THEREFORE Council award the contract for the construction of the town square to APEX, for the total bid price of \$431,455.64 plus applicable taxes, with the project to be completed as stipulated in the design drawings.

CARRIED.

No. R.056/14  
Public Works

- Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the minutes of the Public Works Committee meeting held on April 1<sup>st</sup>, 2014 be approved with the following recommendations:

**1—Leave of Absence**

that Council approve a leave of absence for Councillor Day for this meeting.

**2—On-site Visit of In-Vessel Composting Facility**

that approval be given for one member of Council and one staff member to make an on-site visit of an existing in-vessel composting facility.

CARRIED.

No. R.057/14  
Parks, Recreation and  
Culture

Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the minutes of the Parks, Recreation and Culture  
Committee meeting held on April 1<sup>st</sup>, 2014 be approved.

CARRIED.

No. R.058/14  
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 April 8<sup>th</sup>, 2014 be approved.

CARRIED.

No. R.059/14  
Sustainable Planning and  
Development

Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the minutes of the Sustainable Planning and Development  
Committee meeting held on April 15<sup>th</sup>, 2014 be approved.

CARRIED.

Cowichan Lake  
Recreation Commission

The minutes of the Cowichan Lake Recreation Commission  
meeting held on March 27<sup>th</sup>, 2014 were treated as information.

Vancouver Island  
Regional Library

Councillor Day reported on highlights of the Board meeting held  
on Saturday, March 29<sup>th</sup>, 2014 with the following:

- Association of Vancouver Island Coastal  
Communities resolution from the City of Port  
Alberni dealing with budget increases limited to  
rates of inflation;
- Increasing membership numbers for the  
Cowichan Lake Library;
- Increase of programme numbers from 7 in  
January to 17 in February, 2014; and
- Nomination of the library building for the 7th  
Annual Vancouver Island Real Estate Board  
Commercial Building Awards with the results to be  
announced on Thursday, April 24<sup>th</sup>, 2014.

Ohtaki Twinning  
Committee

There was no report for the Ohtaki Twinning Committee.

Advisory Planning  
Commission

Councillor Hornbrook reported that the Advisory Planning  
Commission would be meeting on Thursday, April 24<sup>th</sup>, 2014 at  
4:00 p.m.

Community Forest Co-op

There was no report for the Community Forest Co-op.

## **5. DELEGATIONS AND REPRESENTATIONS**

- (b)** Dr. Paul Hasselback, Island Health gave a power point  
presentation on matters affecting health within the Central  
Vancouver Island and in particular, the Town of Lake Cowichan.

The presentation included information on community health,  
determinants and measures of health.

The Chair afforded Committee members to direct questions to  
Dr. Hasselback.

The Committee members raised questions on the following:

- The rational and possible links which affect child  
development and learning in the community;
- Island Health is looking at recommendations relating to

the matter of e-cigarettes; and

- the number of those with illnesses such as dementia being skewed due to the Town not having local facilities and the elderly are being relocated to care facilities in Duncan and other communities and Dr. Hasselback's response was in the negative.

No. R.060/14  
Lake Cowichan Fire  
Department – Incident  
Report

- (b)** Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the Fire Department Monthly Incident Report for March, 2014 and payment in the amount of \$5,853.82 be approved.  
CARRIED.

Cowichan Valley Regional  
District Board

Councillor Day reported that he would be attending the Regional Board meeting on Wednesday, April 23<sup>rd</sup>, 2014.

Choose Cowichan

Councillor Day gave Council an update on the recent activities of the Choose Cowichan Lake Committee which will include a "meet and greet" for new and existing health care providers on May 15<sup>th</sup>, 2014 to be held at the Shaker Mill restaurant.

Mayor Forrest voiced his concern that the health care team is in Lake Cowichan and that they need to be utilized more by residents to ensure that they remain in the community. He paraphrased by saying "use em or lose em".

No. R.061/14  
Appointment – 2014  
Local Elections

- (c)** Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that Council appoint Joseph A. Fernandez as the Chief Election Officer and Rajinder (Ronnie) Gill as the Deputy Chief Election Officer for the local government elections to be held in November, 2014.  
CARRIED.

No. R.062/14  
2014 Grant-In-Aids

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that Council approve that the following organizations be provided grants-in-aid for 2014:

- Cowichan Rocks (Corporate Sponsorship) - \$100;
- Honeymoon Bay Lawn Bowling - \$150;
- Kaatza Lakeside Players Society (Annual Production) - \$500;
- Lake Cowichan Secondary School (Scholarship) - \$500;
- LCS Dry Grad Committee (2014 Dry Grad) - \$500;
- Cowichan Lake Lady of the Lake (pageants and parades)- \$750.

for a total amount of \$2,500.00

CARRIED.

**8. BYLAWS**

No. R.063/14  
Bylaw No. 940-2014  
Zoning Amendment

- (a)** Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 940-2014" be read a third time.  
CARRIED.

No. R.064/14  
Bylaw No. 940-2014  
Zoning Amendment

- (b) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 940-2014" be reconsidered and adopted.

CARRIED.

No. R.065/14  
Bylaw No. 943-2014  
Financial Plan

- (c) Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the "Town of Lake Cowichan Financial Plan Bylaw No. 943-2014" be read a first, second and third time.

CARRIED.

No. R.066/14  
Bylaw No. 944-2014  
2014 Annual Rates

- (d) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the "Town of Lake Cowichan 2014 Annual Rates Bylaw No. 944-2014" be read a first, second and third time.

CARRIED.

**9. NEW BUSINESS**

- (a) The Chief Administrative Officer advised Council that the approval of the audited financial statements for 2013 will be brought forward to the next meeting.

**10. MAYOR'S REPORT**

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

- Increase of municipal tax levies of 3%;
- Capital expenditures for 2014 to include South Shore Road improvements, garbage truck, town hall renovations, fire truck and signage;
- Compliments to the students for the recent health fair success;
- April 28<sup>th</sup> is the Annual Day of Mourning;
- April 29<sup>th</sup> is the premiere of "Resilience" which documents the Cowichan Watershed;
- The official unveiling of the Saywell Park floating walkway and viewing platform is to occur on May 17<sup>th</sup> at 11 a.m.;
- On May 17<sup>th</sup> at 2:00 p.m. two new members will be inducted into the Sports Wall of Fame at the Cowichan Sports Arena;
- Ohtaki delegates are planning a visit to Lake Cowichan in October, 2014;
- Congratulations to Cowichan Rocks for their successful performance in Richmond and becoming the BC Club Champions and will represent BC in Halifax in November, 2014; and
- April 6<sup>th</sup> to 12<sup>th</sup> was volunteer week and thanks were expressed to the volunteers for their contributions.

**11. NOTICES OF MOTION**

None.

**12. MEDIA / PUBLIC QUESTION PERIOD**

None.

**13. IN CAMERA**

No. R.067/14  
In-Camera

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that Council close the meeting to the public to deal with issues relating to labour relations or other employee relations, acquisition, disposition or expropriation of land or improvements under Section 90(1) (c) and (e) of the Community Charter (7:20 p.m.).

CARRIED.

**14. ADJOURNMENT**

No. R.068/14  
Adjournment

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that we arise with no report and adjourn ( 8:20 p.m.).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor