TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on Tuesday, March 24th, 2015



PRESENT: Mayor Ross Forrest

> Councillor Carolyne Austin Councillor Bob K. Day Councillor Tim McGonigle Councillor Lorna Vomacka

Joseph A. Fernandez, Chief Administrative Officer STAFF:

Roni-Lee Roach, Executive Secretary

PUBLIC: 5

1. **CALL TO ORDER**

Mayor Forrest called the meeting to order at 6:13 p.m.

2. **AGENDA**

Moved: No. R.048/15 Councillor McGonigle

Seconded: Councillor Austin

that the agenda be approved with the following addition:

Correspondence – Information or Consent Item

A. A. Kasapi, Kasapi Construction re: 61 South Shore Road.

New Business

Councillor Day re: Leave of Absence – April 7th,

CARRIED.

3. **ADOPTION OF MINUTES**

No. R.049/15 Moved: (a)

Councillor McGonigle

Seconded:

Councillor Day

that the minutes of the Regular meeting of Council held on

February 24th, 2015 be adopted.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

(a) Christy Villiers, CWAV Society and Safer Futures was on hand to present a video report on the "Youth Safety Lens for the Cowichan Region" and requested Council's adoption of its programme.

No. R.050/15 Referral

Moved: Councillor McGonigle Seconded: Councillor Vomacka

that the "Youth Safety Lens for the Cowichan Region" report be referred to the next Finance and Administration Committee. CARRIED.

CORRESPONDENCE 6.

(a) The correspondence item received from the Minister of Infrastructure, Communities and Intergovernmental Affairs regarding wastewater systems effluent regulations was treated as information.

The correspondence item received from the Cowichan Valley Schools Heritage Society regarding its request for support for phase 2 of its signage project was received as information.

Council directed staff to invite representatives of the Society to a meeting to discuss its request and to provide further information.

(b) The correspondence item from A. A. Kasapi, Kasapi Construction regarding the donation of the land and improvements at 61 South Shore Road was received and filed.

7. REPORTS

No. R.051/15 Finance and Administration

Moved: Councillor McGonigle Seconded: Councillor Austin

that the minutes of the Finance and Administration Committee meeting held on March 10th, 2015 be approved with the following recommendations:

1—Funding Application Submission

that the Town of Lake Cowichan submit a grant application under the Gas Tax Strategic Priorities Fund for phase 2 of the Sewer Plant upgrade; and

that the Town of Lake Cowichan submit a grant application under the Capacity Building funding stream for an asset management project.

2—Delegation - Council Procedure Bylaw

that the Council Procedure Bylaw be amended to limit delegations and representations to 2 at any Committee meeting and no more than 3 at any Regular Council meeting with time limits of 15 minutes each.

CARRIED.

No. R.052/15 Public Works Moved: Councillor Austin Seconded: Councillor Day

that the minutes of the Public Works Committee meeting held on March 3rd, 2015 be approved, as amended, with the following recommendation:

1—Application – Filtration Treatment Upgrade System

that the Town apply for a grant for a filtration treatment upgrade system under Gas Tax Strategic Priorities Funding programme.

CARRIED.

No. R.053/15 Parks, Recreation and Culture Moved: Councillor Vomacka Seconded: Councillor Day

that the minutes of the Parks, Recreation and Culture Committee meeting held on March 3rd, 2015 be approved.

CARRIED.

No. R.054/15 Economic and Sustainable Development Moved: Councillor Day Seconded: Councillor McGonigle

that the minutes of the Economic and Sustainable Development Committee meeting held on March 17th, 2015 be approved.

CARRIED.

Cowichan Lake Recreation

The Cowichan Lake Recreation Commission will be meeting on Thursday, March 26th, 2015

Vancouver Island Regional Library

Councillor Vomacka advised that the Board meeting would be held on Saturday, March 28th, 2015 and noted that "Tales the Whale" mascot will be at the official town square opening with the local library planning a Mother Goose event.

Ohtaki Twinning Committee

Mayor Forrest advised that Duncan Brown would also be travelling with the delegation in July, 2015.

Advisory Planning Commission

Councillor McGonigle advised that the Commission would be meeting on Thursday, March 26th, 2015 and would be discussing wayfinding signage and the proposed columbarium idea.

Community Forest Cooperative

Councillor McGonigle gave a verbal update on the Community Forest Co-operative that included the following:

- Finalizing the current license and awaiting an invitation from the Minister to discuss a two-year extension;
- Maintenance of signage at the Forest Workers' Memorial Park;
- Upgrades of trail from Greendale Road to the Trailhead;
- Forest license meeting this Thursday for the creation of a video for an extension and new forest license that will be forwarded to the Town for linking on its webpage; and
- Collaboration with Forest Co-op and Pachedaaht Nation for renewing agreement.

No. R.055/15 Lake Cowichan Fire Department – Incident Report (b) Moved: Councillor Day Seconded: Councillor McGonigle that the Fire Department Monthly Incident Report for February, January, 2015 and payment in the amount of \$8,558.39 be approved.

CARRIED.

Cowichan Valley Regional District Board

Councillor Day reported on his attendance at the recent Regional Board meeting that included the following:

- Summary of the historical regional requisitions for all areas;
- News release to be issued on the waste water outfall;
- Rock of the Woods event to be held on April 8th, 2015:
- Adoption o f the Youth Lens project; and
- Radio antennae location change for the Lake Cowichan radio station.

Councillor McGonigle reported that the Town of Lake Cowichan participates in 13 regional functions and that the requisition for Lake Cowichan has decreased due to the new taxing formula for transit.

No. R.056/15 **Development Permit** and Development Variance Permit - 125 South Shore Road

(c) Moved: Councillor McGonigle **Councillor Austin** Seconded:

> that Council approve a Development Permit for construction of an addition to the Kaatza Museum: and

that Council grant a Development Variance Permit to allow for a 1.524 metre (5 feet) side lot line setback instead of the required 3 metre setback and a variance from the 3 metre setback required for the rear to 1.476 metres.

CARRIED.

No. R.057/15 Shaker Mill - Patron Participation Entertainment Endorsement

Moved: Councillor McGonigle Seconded: Councillor Day

that Council again endorse the application as was submitted and previously approved by Council, as follows:

that Council approve the addition of a patron participation entertainment endorsement for a food primary license for Scamp Catering Inc./Shaker Mill Restaurant on an application

dated October 24th, 2014.

CARRIED.

No. R.058/15 Award for Sewer Treatment Plant Upgrade - Phase I

Councillor McGonigle Moved: Councillor Vomacka Seconded:

that the Sewage Treatment Plant Upgrade Phase I contract be awarded to David Stalker Excavating Ltd. for the tender price of \$1,555,970, excluding taxes.

CARRIED.

8. **BYLAWS**

No. R.059/15 Bylaw No. 958-2015 Official Community Plan Amendment

Moved: (a) Councillor Day Seconded: Councillor McGonigle

that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 958-2015" be read a third time.

CARRIED.

No. R.060/15 Bylaw No. 958-2015 Official Community Plan Amendment

(b) Moved: Councillor McGonigle Councillor Day Seconded:

that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 958-2015" be reconsidered and

adopted.

CARRIED.

No. R.061/15 Bylaw No. 959-2015 Zoning Amendment

Moved: (c) Councillor Day Councillor Austin Seconded:

that the "Town of Lake Cowichan Zoning Amendment Bylaw

No. 959-2015" be read a third time.

CARRIED.

No. R.062/15 Bylaw No. 959-2015 Zoning Amendment

(d) Moved: Councillor Day

> Councillor McGonigle Seconded:

that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 959-2015" be reconsidered and adopted.

CARRIED.

No. R.063/15 Bylaw No. 961-2015 Park Closure

Moved: Councillor McGonigle (e)

> Seconded: Councillor Day

that the "Town of Lake Cowichan Park Closure Bylaw No. 961-2015" be read a first, second and third time.

CARRIED.

9. **NEW BUSINESS**

No. R.064/15 Leave of Absence (a) Moved: Councillor McGonigle Seconded: Councillor Vomacka

> that Council approve a leave of absence for Councillor Day from the Committee meetings to be held on Tuesday, April 7th, 2015. CARRIED.

10. MAYOR'S REPORT

The Mayor presented his report for March, 2015 with the following highlights:

- Continued financial contributions received from ICBC and support for traffic safety improvements;
 - \$4,500 or 75%, whichever is lesser for a second speed reader board;
 - \$15,000 towards two pedestrian-activated crosswalks, one at the Workers Memorial Park, and the other adjacent to the intersection of Cowichan Lake and Darnell Roads; and
 - Earmarked \$1,300 towards improved street name signs.
- Nearing completion of budget estimates for 2015;
- Canada Water Week held March 16th to 22nd, 2015;
- Water Safety public meeting being held on April 18th, 2015 by the Cowichan Lake and River Stewarship;
- Congratulations to Cowichan Lake First Nations for organizing and hosting a Health Fair;
- Lake Cowichan School Health Fair to be held on April 16th, 2015;
- Ownership of the building known as the Loggers Hut has been donated to the Town for public use;
- Tim Horton's provincial juvenile curling championship recently held in Lake Cowichan; and
- April is Autism Awareness month and the Town will light up its entrance sign in blue and add blue dye to the Central Park fountain, if weather permits.

11. NOTICES OF MOTION

12. IN CAMERA

No. R.065/15 In-Camera

Mayor

Moved: Councillor McGonigle Seconded: Councillor Austin

that the Committee close the meeting to the public to deal with issues relating to labour relations and land matters under Section 90(1) (c) and (e) of the Community Charter (7:34 p.m.) CARRIED.

13. ADJOURNMENT

No. R.066/15 Adjournment	Moved: Seconded: that we adjo	Councillor Vomacka Councillor Austin urn (8:40 p.m.).		
Certified correct			<u>.</u>	CARRIED
Confirmed on the	day of _		_, 2015.	