

**TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council held on  
Tuesday, May 26<sup>th</sup>, 2015



PRESENT: Mayor Ross Forrest  
Councillor Bob K. Day  
Councillor Carlyne Austin  
Councillor Tim McGonigle  
Councillor Lorna Vomacka

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 6:00 p.m.

**2. AGENDA**

No. R.088/15

Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that the agenda be approved with the following additions:

**Correspondence – Action Items**

- Cowichan Lake Community Forest Co-operative  
re: Request for Letter of Support.

**New Business**

- Councillor McGonigle re: Update on Palsson  
Elementary School Activity.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.089/15

(a) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the minutes of the Regular Meeting of Council held on April  
28<sup>th</sup>, 2015 be adopted.

CARRIED.

No. R.090/15

(a) Moved: Councillor Day  
Seconded: Councillor Vomacka  
that the minutes of the Special Meeting of Council held on May  
5<sup>th</sup>, 2015 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

No. R.091/15  
Letter of Support

- (a) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that Council send a letter of support to the Cowichan Valley Schools Heritage Society for its signage salute to educational history in the Cowichan Valley.

CARRIED.

The correspondence item from the Ministry of Agriculture regarding regulatory amendments affecting the production of medical marijuana on agricultural land reserve was received and filed.

No. R.092/15  
Letter of Support

- Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council support the Cowichan Lake Community Forest Co-operative's application to host the 2016 Annual General Meeting of the BC Community Forest Association.

CARRIED.

**7. REPORTS**

No. R.093/15  
Finance and Administration

- Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the minutes of the Finance and Administration Committee meeting held on May 12<sup>th</sup>, 2015 be approved with the following recommendations:

**1—Webinar Event – June 23<sup>rd</sup>, 2015**

that Council move forward with the Umbrella Market webinar to be held on June 23<sup>rd</sup>, 2015 with the allocation of funding of \$500 from the Pacific Marine Circle Route budget for 2015.

**2—Letter of Support**

that Council send a letter of support for the Lake Cowichan First Nation's funding application under the BC Languages Initiative Programme to assist them with the relearning and advancement of its language.

**3—Leave of Absence**

that a leave of absence be approved for Councillor Austin and Day from the meetings of this day.

CARRIED.

No. R.094/15  
Public Works

- Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Public Works Committee meeting held on May 5<sup>th</sup>, 2015 be approved with the following recommendation:

**1—Leave of Absence**

that approval be given to Councillor Austin for a leave of absence from the Committee meetings to be held this day.

CARRIED.

No. R.095/15  
Parks, Recreation and Culture

- Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that the minutes of the Parks, Recreation and Culture Committee meeting held on May 5<sup>th</sup>, 2015 be approved as presented.

CARRIED.

No. R.096/15  
Economic and Sustainable  
Development

Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Economic and Sustainable Development  
Committee meeting held on May 19<sup>th</sup>, 2015 be approved as  
presented.

CARRIED.

Cowichan Lake Recreation

Minutes of the Cowichan Lake Recreation Commission meeting  
were not available.

Mayor Forrest advised of the need to borrow monies for the  
purchase of a new truck and flooring for the Honeymoon Bay  
Community Hall.

Councillor Day requested an update on the programmes to be  
run during the summer months and use of Central Park. The  
Chief Administrative Officer advised that the matter will be  
discussed at the next Parks, Recreation and Culture Committee  
meeting on park usage.

Vancouver Island Regional  
Library

No Report.

No. R.097/15  
Ohtaki Twinning Committee

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the minutes of the Ohtaki Twinning Committee meeting  
held on May 19<sup>th</sup>, 2015 be approved as presented.

CARRIED.

Councillor McGonigle shared the gift that has been donated by  
a student delegate going to Japan in July. He advised the  
yellow cedar totem will be presented jointly.

Advisory Planning  
Commission

Councillor McGonigle advised that the Commission would be  
meeting on Thursday, May 28<sup>th</sup>, 2015 and would be discussing  
potential revisions to the subdivision bylaw to update to be  
inline with the current Official Community Plan. He stated that  
the assistance from the planner on these matters was much  
appreciated.

Community Forest Co-  
operative

Councillor McGonigle stated that aside from the application to  
host the 2016 AGM of the BC Community Forest Association,  
the Forest Co-op was still waiting to hear on the result of its  
application for an extension of its license that expires the next  
month.

Councillor McGonigle requested approval for the Forest Co-op  
to begin refurbishing of the wooden signs at the Forest  
Workers' Memorial Park.

No. R.098/15  
Maintenance of Signs –  
Forest Workers' Memorial

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the Cowichan Lake Community Forest Co-operative be  
authorized to refurbish the carved signs at the Forest Workers'  
Park at its cost.

CARRIED.

No. R.099/15  
Lake Cowichan Fire  
Department – Incident  
Report

**(b)** Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the Fire Department Monthly Incident Report for April,  
2015 and payment in the amount of \$5,284.44 be approved.

CARRIED.

Cowichan Valley Regional District Board

Councillor McGonigle gave a report on the Cowichan Valley Regional District's meetings recently held which included incorporation of a bylaw for the function of raising the weir and the applicable funding.

Mayor Forrest spoke on the recent news of the proposed highway link to Port Alberni and stated that Lake Cowichan being a central part of two circle routes is great for the community.

No. R.0100/15  
Development and  
Variance Permits – 191  
South Shore Road

- (c) Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that a Development Permit be issued for the property at 191 South Shore Road (Lot 1, Plan 23956) to expand the building occupied by South Shore Cabinetry Ltd. to accommodate a new shop area of 155m<sup>2</sup> using the same wall colours and materials, as well as, the same wood fascia as the existing building, subject to the following conditions:
- 1) The retaining walls and the proposed structure must be approximately engineered at time of building permit application stage;
  - 2) The paint booth structure must be removed at time of occupancy of the addition; and
  - 3) Sign permits must comply with requirements of the Sign Bylaw.

and that a Development Variance Permit be issued to allow for a variance of the side lot line setbacks for the proposed new shop area only as follows:

- Northern interior side setback from 3.0 metres to 0.0 metres; and
- Western interior side setback from 3.0 metres to 2.0 metres

CARRIED.

No. R.0101/15  
Region Wide Watering  
Restrictions

Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council approve the Region Wide Watering Restrictions Policy, as presented.

CARRIED.

Councillor Austin requested clarification on how programmable timers would be addressed for those residents that may be affected. The Chief Administrative Officer advised that the matter will be forthcoming and that door hangers would be distributed to all the households in the Cowichan Valley advising them of the new region wide watering restrictions.

## **8. BYLAWS**

No. R.0102/15  
Bylaw No. 964-2015  
Water Regulations and  
Rates

- (a) Moved: Councillor Day  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Water Regulations and Rates No. 964-2015" be read a first, second and third time.

CARRIED.

No. R.0103/15  
Bylaw No. 965-2015  
Official Community Plan  
Amendment

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Official Community Plan  
Amendment Bylaw No. 965-2015" be read a first and second  
time.

CARRIED.

No. R.0104/15  
Bylaw No. 966-2015  
Zoning Amendment

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Zoning Amendment Bylaw  
No. 966-2015" be read a first and second time.

CARRIED.

**9. NEW BUSINESS**

Councillor McGonigle reported on the recent activities of Palsson Elementary School. He thanked the Lady of the Lake delegates and current royalty for their assistance with the Spring Fling event that was recently held. He further reported on the grant-in-aid funding provided for a new programme to improve student attendances and decrease tardiness.

**10. MAYOR'S REPORT**

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

- New activities and events being held in Lake Cowichan which included the Trunk Treasures and Farmer's Market;
- Great addition of the Community Garden at Centennial Park;
- Age Friendly workshop held at the Seniors Centre on May 23<sup>rd</sup>, 2015 with a large turnout of participants;
- Re-establishment of the Boy Scouts organization in the community;
- Heritage Days organized by the Heritage Society with many events held during the May long weekend;
- Upcoming Lake Days being a great opportunity to enjoy the company of friends and neighbours in the Town;
- Official opening of the Ts'uubaa-asatx Town Square; and
- Recent algae bloom in the lake with subsequent odor and color has made it abundantly clear how precious this water resource is to our community.

**11. NOTICES OF MOTION**

**12. IN CAMERA**

No. R.0105/15  
In-Camera

- Moved: Councillor Day  
Seconded: Councillor Vomacka  
that the Committee close the meeting to the public to deal with issues relating to labour relations and negotiations for provision of municipal services under Section 90(1) (c) and (k) of the Community Charter (6:56 p.m.)

CARRIED.

**13. ADJOURNMENT**

No. R.0106/15  
Adjournment

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that we arise with no report and adjourn ( 8:30 p.m.).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor