

## TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on  
Tuesday, September 15<sup>th</sup>, 2015



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

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Roni-Lee Roach, Executive Secretary

PUBLIC: 8

### 1. **CALL TO ORDER**

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

### 2. **AGENDA**

No. R.144/15

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

#### **New Business**

- Cowichan Valley Regional District Zoning Referral;
- State of the Island Economic Summit on October 28<sup>th</sup> and 29<sup>th</sup>, 2015 in Nanaimo, BC; and

#### **In-Camera**

- Section 90 (1) (e) land matters.

CARRIED.

### 3. **ADOPTION OF MINUTES**

No. R.145/15

(a) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Regular Meeting of Council held on  
August 25<sup>th</sup>, 2015 be adopted.

CARRIED.

### 4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

### 5. **DELEGATIONS AND REPRESENTATIONS**

(a) Mayor Forrest presented Doug Knott a 35-year bar for his years of service as a volunteer on the Lake Cowichan Fire Department and a certificate from the Fire Commissioner Office.

(b) Mayor Forrest on behalf of Council bestowed the title of Freeman to Mrs. Patricia E. Foster for her work in the community and presented her with a certificate to recognize this honor.

Mayor Forrest spelt out the achievements of Mrs. Foster from her election as School Trustee of School District No. 66 to her retirement from Council in 2008.

Mayor Forrest requested a formal photograph from Mrs. Foster for display in the Council Chambers.

**6. CORRESPONDENCE**

None.

**7. REPORTS**

No. R.146/15  
Finance and Administration

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Finance and Administration Committee meeting held on September 8<sup>th</sup>, 2015 be approved as presented.

CARRIED.

No. R.147/15  
Public Works and  
Environmental Services

Moved: Councillor Austin  
Seconded: Councillor Day  
that the minutes of the Public Works and Environmental Services Committee meeting held on September 1<sup>st</sup>, 2015 be approved as presented.

CARRIED.

No. R.148/15  
Parks, Recreation and  
Culture

Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that the minutes of the Parks, Recreation and Culture Committee meeting held on September 8<sup>th</sup>, 2015 be approved as amended.

CARRIED.

Economic and Sustainable  
Development

No Report.

Cowichan Lake Recreation

No Report.

Next meeting of the Recreation Commission will be held on Thursday, September 17<sup>th</sup>, 2015.

Vancouver Island Regional  
Library

No Report.

Next meeting of the Library Board will be held on Saturday, September 19<sup>th</sup>, 2015.

Ohtaki Twinning Committee

No Report.

Advisory Planning  
Commission

Councillor McGonigle advised that the Advisory Planning Commission will be holding its next meeting on Thursday, September 17<sup>th</sup>, 2015. He reported that the Commission will be discussing signage updates, columbarium, and subdivision bylaw revisions.

Council was advised that the Saywell Park signage is under construction and that the lettering and coat of arms for the signage will be completed soon. The Commission will now be looking at the proposed signage at the West entrance to Town.

Community Forest Co-  
operative

Councillor McGonigle reported on the Forest Co-op's activities and advised that they have been awarded a two-year extension on its license. He further reported that it was working on hosting the BC Community conference in 2016 for an estimated 65 to 90 attendees.

Council was advised that the Forest Co-op has agreed to match any personal donations made to the Kaatza Historical Society in its efforts to fundraise for a structure to house the Wilmer Gold collection, up to a maximum of \$30,000 by the deadline date of December 31<sup>st</sup>, 2015. A Gala fundraising event is planned for October 17<sup>th</sup>, 2015 at the Cowichan Lake Recreation's multi-culture room.

Lake Cowichan Fire Department – Incident Report

**(b)** No Report for August, 2015.

Cowichan Valley Regional District Board

Councillor Day reported on the recent activities of the Regional District which included the following:

- Gas tax dollars used to hire personnel to input data into the asset management program;
- Recruitment drive by North Oyster Fire Department;
- Presentation by Hospice regarding government funded beds at Cowichan Lodge;
- Matter of natural gas at the Bamberton site with an open house scheduled for Wednesday, September 17<sup>th</sup>, 2015;
- Free transit offered for the Federal election day and Veteran's Day;
- Flood management and the Cowichan watershed;
- Changes to the current animal control bylaw which has been forwarded to staff; and
- Discussions on air quality.

Councillor Day spoke on the Our Cowichan which is a health network for the area and the remarkable work done by this group on health issues affecting the valley.

Councillor Day advised Council members that a public meeting will be held on September 28<sup>th</sup>, 2015 at the Youbou Hall starting at 7:00 p.m. to discuss the Laketown development proposal.

Social Planning Cowichan

Councillor Austin advised that the Social Planning Cowichan Committee held its meeting on September 28<sup>th</sup>, 2015 at Community Futures and reported on the impact of volunteers in organizations.

Community Safety Advisory

Councillor Austin advised that the Community Safety Advisory has distributed its annual report at its meeting of September 3<sup>rd</sup>, 2015 which entailed the work plan done with youth and the future plans to begin work on senior matters.

No. R.149/15  
Development Permit –  
137 Cowichan Lake  
Road (Lot A, Plan 5580)

**(c)** Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that a Development Permit be issued to Mid-Island Co-operative to undertake improvements as proposed to the property at Lot A, Section 6, Renfrew District, Plan 5580 (137 Cowichan Lake Road), subject to the following conditions:  
1) Installation of a temporary fence along the Streamside Protection and Enhanced Areas (SPEA) boundary; ideally this is highly visible orange snow fencing;  
2) Payment to the Town of \$25,000 as a guarantee for the landscaping buffer and SPEA plantings. This guarantee will be held for two years and released upon satisfactory review by the Town;

- 3) Payment to the Town of \$20,000 as a guarantee for the construction of a new sidewalk along MacDonald Road. The guarantee will be held for five years and released upon satisfactory review of the facility by the Superintendent of Public Works;
- 4) Prior to the commencement of construction of the new sidewalk along MacDonald Road construction drawings shall be submitted for the review and approval of the Superintendent of Public Works in accordance with the following standards and specifications:
  - 1.5 m min. width;
  - Use rollover curb with gutter for the entire length and using the following MMCD standards (Platinum, Volume II):
    - C3 for the sidewalk;
    - C4 mountable curb;
  - grooved finish; and
  - detail on how the new sidewalk will tie into the existing sidewalks at both the north and south ends; and
- 5) As per other terms outlined in the Permit.

CARRIED.

**8. BYLAWS**

None.

**9. NEW BUSINESS**

- (a) A proposed zoning application to the Cowichan Valley Regional District was referred to council for comment. The application was in reference to a development described as the Laketown Ranch to be located at the intersection of Youbou Higheay and North Shore Road.

No. R.150/15  
Letter of Support

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council send a letter of support, in principle, for the Lake Town Ranch proposal for its development at the intersection of the Youbou Highway and North Shore Road.

CARRIED.

Council members raised individual concerns over emergency response requirements and the ability of the Town to accommodate additional parking and directed that the proponent be advised of these concerns.

No. R.151/15  
State of the Island  
Economic Summit

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that two members of Council be authorized to attend the State of the Island Economic Summit to be held October 28<sup>th</sup> and 29<sup>th</sup>, 2015 in Nanaimo, BC.

CARRIED.

**10. MAYOR'S REPORT**

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

- The honor of Freeman of the Town being bestowed on Pat Foster;

- Doug Knott being recognized for his services through a BC 35-year long Service Award for his commitment to the fire safety of the community;
- Long-time resident George Auger celebrating his 100<sup>th</sup> birthday on September 27<sup>th</sup>, 2015;
- Contribution of the Cowichan Lake Community Forest Co-operative through its legacy fund to refurbish the carved murals at the Forest Workers' Memorial Park;
- Council's decision to not initiate a change in the current bylaws with respect to backyard chickens;
- Stage 3 water restrictions being downgraded to Stage 2 on September 18<sup>th</sup>, 2015; and
- September is Distracted Driving Awareness Month and for residents to take steps to avoid being distracted while driving.

**11. NOTICES OF MOTION**

None.

**12. IN CAMERA**

No. R.152/15  
In-Camera

Moved: Councillor Day  
Seconded: Councillor Austin  
that Council close the meeting to the public to deal with issues relating to land matters and negotiation of municipal services under Section 90(1) (e) and (k) of the Community Charter respectively (6:40 p.m.).

CARRIED.

**13. ADJOURNMENT**

No. R.153/15  
Adjournment

Moved: Councillor Day  
Seconded: Councillor Austin  
that we arise without report and adjourn ( 8:20 p.m.).

CARRIED.

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

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

\_\_\_\_\_  
Mayor