



## TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council

Tuesday, February 28<sup>th</sup>, 2017

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

ABSENT: Councillor Carolyne Austin  
(with prior notice)

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Kari Lingren, Recording Secretary

PUBLIC: 4

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

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

### 2. **AGENDA**

No. R.0013/17

Moved: Councillor Vomacka  
Seconded: Councillor Day  
that the agenda be with the following additions:

#### **Correspondence (Action Item):**

(a) Danyta Welch, UBCM, Policy & Programs Officer,  
re: Strategic Wildfire Prevention Initiative –  
Approval of 2017 Planning Grant; and

#### **New Business:**

(a) Leave of absence for Council Austin.

CARRIED.

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

No. R.0014/17

(a) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Regular Meeting of Council held on  
January 24<sup>th</sup>, 2017 be adopted.

CARRIED.

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

None.

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

(a) Brian Carruthers, Chief Administrative Officer, Cowichan Valley Regional District, updated Council on the amendments being made to the Cowichan Valley Regional District Watershed Bylaw and the process for passage of same. He also informed Council of the benefits of PlaceSpeak, a public engagement platform, which has been initiated for the benefit of all residents of municipalities in the Regional District.

(b) Judy Stafford of Cowichan Green Community gave a power point presentation to Council that highlighted the various community garden operations at the different locations within the valley.

**6. CORRESPONDENCE**

**(a) Action Items**

- (i)** The correspondence item from Danyta Welch, UBCM, Policy & Programs Officer, on Strategic Wildfire Prevention Initiative stating approval of the 2017 Firesmart Planning Grant program for \$10,000 dollars was treated as information

**(b) Information or Consent Items**

- (i)** The correspondence item from Jim Garlick, Mayor of District of Coldstream, on the provincial private moorage program was treated as information.
- (ii)** The correspondence item from Michael Trickey, Chair of Community Safety Advisory Commission, extending his sincerest appreciation for Councillor Austin’s service in the commission was treated as information. Councillor Vomacka will be joining the commission beginning in May, 2017.

**7. REPORTS**

No. R.0015/17  
Finance and Administration

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Finance and Administration Committee meeting held on February 14<sup>th</sup>, 2017 be approved with the following:  
1- Letter of Support  
that a letter of support be written for the Cowichan Lake Community Garden Society on its grant application under Tree Canada program;  
2-Lake Cowichan Fire Department  
that of the Lake Cowichan Fire Department’s incident report for December 2016 in the total amount totaling \$8,541.21 be approved; and  
3-Traffic Calming  
that the committee is unable to entertain the private request for traffic calming measures at the corner of Stone Avenue and South Shore Road at this time.

CARRIED.

No. R.0016/17  
Public Works and  
Environmental Services

Moved: Councillor Vomacka  
Seconded: Councillor Day  
that the minutes of the Public Works and Environmental Services Committee meeting on February 7<sup>rd</sup>, 2017 be approved with the following:  
1-Street Parking  
that 2 hour limits be implemented for street parking except at the Post Office, which is to remain as is, with appropriate signage to be posted at the locations where parking is permitted; and  
2-Water main Upgrade  
that an expenditure of up to \$20,000 inclusive of taxes for a further evaluation of the requirements for the Greendale Road water main upgrade project be appropriated.

CARRIED.

No. R.0017/17  
Parks, Recreation and Culture

Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that the minutes of the Parks, Recreation and Culture  
Committee meeting on February 7<sup>th</sup>, 2017 be approved as  
presented.

CARRIED.

No. R.0018/17  
Economic and Sustainable  
Development

Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Economic and Sustainable Development  
Committee meeting held on February 14<sup>th</sup>, 2017 be approved  
as presented.

CARRIED.

Ohtaki Twinning Committee

The minutes of the Ohtaki Twinning Committee meeting from  
February 7<sup>th</sup>, 2017 was treated as information.

Cowichan Lake Recreation

Councillor Day attended the Cowichan Lake Recreation  
meeting in place of Mayor Forrest. He reported that Laurie  
Johnson has been appointed as vice chair.

Vancouver Island Regional  
Library

Councillor Vomacka informed Council that at the last Vancouver  
Island Regional Library meeting two local authors, Nirmal Johel  
and Teresa Schapansky were in attendance, where they  
introduced their respective books that were recently published.

Advisory Planning Commission

Councillor McGonigle advised that at the last meeting of the  
Advisory Planning Commission held on February 23<sup>th</sup>, 2017,  
proposed on-site parking regulations were discussed and the  
current and new members were given a synopsis of the  
planning requirements for BC.

Community Forest Co-  
operative

Councillor McGonigle had no report for the Community Forest  
Co-operative.

**(b) Other Reports**

Cowichan Valley Regional  
District Board

(i) Councillor Day gave a verbal report to Council on his  
attendance at the February, 2017 Cowichan Valley Regional  
District's Board meeting. Some of the highlights included a  
discussion on the solar panels that have been installed at the  
Bing's Creek Solid Waste Management Complex. He also  
informed Council that the Meades Creek Recycling Depot will  
be temporarily closed in April to allow for upgrades to the  
facility. An alternate location will be made available for  
residents for their use during the upgrades.

Community Outreach Team

(ii) The Chief Administrative Officer read out Councillor Austin's  
report on the last meeting of the Community Outreach Team  
which stated that the mobile Outreach health team is available  
every Tuesday for counseling and needle exchanges as  
reported by Victims Services and the Assertive Community  
Treatment members.

Seniors' Care Facility

(iii) Councillor McGonigle informed council that at the last Senior  
Care Facility meeting that was held, no quorum was present.  
Another meeting is planned for the following Monday night.

Community Safety Advisory

(iv) The Chief Administrative Officer said that Councillor Austin was  
no longer on that committee.

**(c) Staff Reports**

- No. R.0019/17      **(i)** Moved:      Councillor McGonigle  
Seconded:      Councillor Day  
that Council reject both tenders for the municipal hall upgrade project and that Council will consider re-tendering of the project as soon as a materials survey is completed. CARRIED.
- The matter is to be referred to the next Finance and Administration meeting.

**8. BYLAWS**

- No. R.0020/17      **(a)** Moved:      Councillor Day  
No. 985-2016      Seconded:      Councillor Vomacka  
Fees and Charges for      that the "Town of Lake Cowichan Fees and Charges for  
Services      Services Bylaw No. 985-2016" be reconsidered and adopted. CARRIED.

- No. R.0021/17      **(b)** Moved:      Councillor McGonigle  
No. 986-2016      Seconded:      Councillor Day  
Zoning Amendment      that the "Town of Lake Cowichan Zoning Amendment Bylaw  
No. 986-2017" be given first and second readings. CARRIED.

- No. R.0022/17      **(c)** Moved:      Councillor McGonigle  
No. 987-2016      Seconded:      Councillor Day  
Building Code      that the "Town of Lake Cowichan Building Code Bylaw No. 987-  
2017" be given first, second and third readings. CARRIED.

**9. NEW BUSINESS**

- No. R.0023/17      **(a)** Moved:      Councillor McGonigle  
Seconded:      Councillor Vomacka  
that council approve Councillor Austin's absence from the Regular Meeting of this day. CARRIED.

**10. MAYOR'S REPORT**

The Mayor presented his report for February which highlighted:

- The latest census for 2016 which reported Lake Cowichan's population at 3,226;
- An increase in local revitalization projects which helps restore community pride in the Town and which positively impacts the local economy;
- Commended Public Works crew on its great work in snow removal during this challenging winter season;
- Pleased to welcome the newest employee Jill Walters who has been hired on a casual clerical position;
- A \$10,000 grant was approved under the Strategic Wildfire Initiative for FireSmart Planning;
- The CVRD has made available PlaceSpeak, a location-based civic engagement platform that provides the public the opportunity to speak your mind or influence an outcome and
- Congratulations to the Cowichan Lake District Skating Club for its 47<sup>th</sup> skating show slated for Friday, March 3<sup>rd</sup>, 2017.

**11. NOTICES OF MOTION**

None.

**12. IN CAMERA**

No. R.0024/17

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with issues relating to labor relations or other employee relations and the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality under Section 90(1) (c) and (e) of the Community Charter respectively (7:24 p.m.).

CARRIED.

**13. ADJOURNMENT**

No. R.0025/17  
Adjournment

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that we adjourn (8.03 p.m.).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor