



## TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council  
Tuesday, May 23<sup>d</sup>, 2017

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

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

PUBLIC: 3

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

Mayor Forrest called the meeting to order at 6:12 p.m.

### 2. **AGENDA**

No. R.0062/17

Moved: Councillor Austin

Seconded: Councillor Day

that the agenda be amended with the following additions:

#### **New Business:**

(b) BCAA Play- update; and

#### **Staff Reports:**

(c)(ii) Municipal hall retrofit and tax strategic priorities funding.

CARRIED.

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

No. R.0063/17

(a) Moved: Councillor Day

Seconded: Councillor McGonigle

that the minutes of the Regular Meeting of Council held on April 25<sup>th</sup>, 2017 be adopted.

CARRIED.

No. R.0064/17

(b) Moved: Councillor Day

Seconded: Councillor Vomacka

that the minutes of the Special Meeting held on May 9<sup>th</sup>, 2017 be adopted.

CARRIED.

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

None.

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

### 6. **CORRESPONDENCE**

#### (a) **Action Items**

None.

#### (b) **Information or Consent Items**

None.

**7. REPORTS**

No. R.0065/17  
Finance and Administration

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Finance and Administration Committee meeting held on May 9<sup>th</sup>, 2017 be approved with the following:

1- Cowichan Lake Community Garden

that the Community Garden agreement with the Cowichan Lake Community Garden Society be executed for a five year term; and

2-Lake Cowichan Fire Department

that of the Lake Cowichan Fire Department's incident report for March 2017 in the total amount totaling \$6,562.02 be approved.

CARRIED.

No. R.0066/17  
Public Works and Environmental Services

Moved: Councillor Austin  
Seconded: Councillor Day  
that the minutes of the Public Works and Environmental Services Committee meeting on May 2<sup>nd</sup>, 2017 be approved as presented.

CARRIED.

No. R.0067/17  
Parks, Recreation and Culture

Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the minutes of the Parks, Recreation and Culture Committee meeting on May 2<sup>nd</sup>, 2017 be approved, as presented.

CARRIED.

No. R.0068/17  
Economic and Sustainable Development

Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the minutes of the Economic and Sustainable Development Committee meeting held on May 9<sup>th</sup>, 2017 be approved, as presented.

CARRIED.

Ohtaki Twinning Committee

The minutes of the Ohtaki Twinning Committee meeting from May 2<sup>th</sup>, 2017 was treated as information.

Cowichan Lake Recreation

Mayor Forrest informed Council of the highlights from the last Cowichan Lake Recreation Commission meeting that included a discussion on the Lake to Lake Walk that will be taking place on September 9<sup>th</sup>, 2017 from Shawnigan Lake to Lake Cowichan.

Vancouver Island Regional Library

Councillor Vomacka said there was no meeting for the Vancouver Island Regional Library this month.

Advisory Planning Commission

Councillor McGonigle said the next meeting of the Advisory Planning Commission will be on Thursday, May 25<sup>th</sup>, 2017.

Community Forest Co-operative

Councillor McGonigle reported on the Community Forest Co-operative meeting

**(b) Other Reports**

Cowichan Valley Regional District Board

- (i) Councillor Day gave a verbal report to Council on his attendance at the last Cowichan Valley Regional District's Board meeting. Some of the highlights from the meeting included a presentation from Dr. Hasselback on drug use and free

injection sites. The next meeting is to take place on May 24<sup>th</sup>, 2017.

- Community Outreach Team (ii) Councillor Austin summarized the topics discussed by the Community Outreach Team which included the Public Health Fair, the Netflix show titled "13 Reasons Why", setting up a phone hot line for kids needing help, an adult recreation day, and things for teens to do in town.
- Community Safety Advisory (iii) Councillor Vomacka said that the Community Safety Advisory meeting discussed the difficulty of getting some communities to the table these meetings to be cancelled because of not have quorums. Additionally, some of the issues discussed at these meetings had more to do with the larger communities than the smaller towns.
- Seniors' Care Facility (iv) Councillor McGonigle introduced Ross Fitzgerald who reported on the process used to find new members for the Senior Care Facility Steering Committee.

**(c) Staff Reports**

- No. R.0069/17 (i) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council approve making a grant application submission for a total of \$1,085,945 under the Strategic Priorities Fund so it may undertake and complete the second and final phase of the Centennial Park upgrades.  

CARRIED.

- No. R.0070/17 (ii) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council approve a funding request of \$2,252,620 through the Strategic Priorities Fund (SPF) program for a retrofitted municipal hall with the Town's share to be funded through reserves and general revenues.  

CARRIED.

- No. R.0071/17 (iii) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that Council approve the issuance to the applicant of a Development for 38 North Shore Road on satisfactory completion of or be subject to the following conditions:
  - 1) A rainwater management plan completed to the satisfaction of Town staff and in compliance with Town Development Permit Guidelines and the Subdivision, Works & Servicing Bylaw prior to issuance of a building permit.
  - 2) The permit will note that any new exterior light fixtures are to be shielded.
  - 3) Remove the existing wooden fence, including any fencing between adjacent properties that lies within the SPEA, temporary eating area, and stored car and trailer.
  - 4) Construction of temporary fencing during construction activities that is highly visible such as orange snow fencing.
  - 5) The edge of SPEA shall be clearly defined on a **permanent basis** by constructing a visual barrier such as a split rail cedar fence.
  - 6) Erosion control measures during construction to include straw mulch and a sediment fence.

- 7) Registration of a conservation covenant over the SPEA.
- 8) All signage shall be hand-crafted individually raised letters that are either externally illuminated or non-illuminated.
- 9) All lighting shall be shielded to provide for safety and security as well as to reduce glare and spillage onto adjacent sites.
- 10) Inclusion of a bicycle parking facility to accommodate two bicycles shall be provided in a convenient location in the front yard of the building.
- 11) Reconstruction of the full length of the public sidewalk on North Shore Road adjacent to the subject property.
- 12) Provision of \$23,000 surety (\$7,440 + 20% for landscape planting material, \$2,060 labour estimate, \$4,000 pathways, \$500 cedar rail fence, and \$7,500 for the reconstruction of public sidewalk on North Shore Road).

CARRIED.

**8. BYLAWS**

No. R.0072/17  
No. 988-2017  
Zoning Amendment

- (a) Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 988-2017" be given third reading.

CARRIED.

No. R.0073/17  
No. 988-2017  
Zoning Amendment

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 988-2017" be reconsidered and adopted.

CARRIED.

**9. NEW BUSINESS**

No. R.0074/17

- (a) Moved: Councillor Day  
Seconded: Councillor Vomacka  
that Council write a letter of support for the Cowichan Lake District Seniors' Association in its application for the New Horizons Grant so it may update the lighting and doors at the Centre.

CARRIED.

- (b) Councillor McGonigle reported to Council that Sahtlam Park was one of the ten finalists in the BCAA Play contest. He encouraged everyone to cast their votes online so Sahtlam Park may be successful in being upgraded.

**10. MAYOR'S REPORT**

The Mayor presented his report for May 2017 which included the following:

- Offered his congratulations to Sonia Furstenau of the BC Green Party for being elected MLA on May 9<sup>th</sup>, 2017;
- Tourism now playing a tremendous role in the local economy with the week of May 28<sup>th</sup> to June 3<sup>rd</sup> being declared Tourism Week in Canada;
- Extended a big thank you to the organizers of the recent Heritage Days and the upcoming Lake Days celebration. These events are successful only because of the countless hours put in by volunteers;

- CBC’s show “Still Standing” episode of Lake Cowichan will be airing on August 1<sup>st</sup>, 2017;
- The new inductees of the Heritage Sports Wall of Fame will be honored at the Lake Cowichan Sports arena on June 12<sup>th</sup>, 2017. This year’s inductees are Tanya Clarke-Young for Free-style Skiing and Linda Jakubowski (Atchison), Jolene Livingston (Cook), Shannon McKinlay (Knott), Justine Miles, Christine Nash, and Kirsten Harkins (Nimmo) for Figure Skating. This event is open to public. Please come and meet the new inductees; and
- Water main upgrade work has begun at the Park Road and Wilson Road. Following that work, there will be water main upgrades at Greendale Road, Greendale Trestle and the footbridge between Ohtaki and Duck Pond Parks.

**11. NOTICES OF MOTION**

None.

**12. IN CAMERA**

No. R.0075/17

Moved: Councillor Austin  
 Seconded: Councillor Vomacka  
 that pursuant to Section 90 of the Community Charter, Council closes the meeting to the public to deal with issues relating to the following relevant sections of the Community Charter: 90(1)(c) on labor relations or other employee relations, 90(1)(f) law enforcement and 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service (7:10 p.m.).

CARRIED.

**13. ADJOURNMENT**

No. R.0076/17  
Adjournment

Moved: Councillor Vomacka  
 Seconded: Councillor Day  
 that we arise and adjourn at 8.57 p.m. without report.

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor