



**TOWN OF LAKE COWICHAN**  
Minutes of a Regular meeting of Council  
*Tuesday, November 28<sup>th</sup>, 2017*

PRESENT: Mayor Ross Forrest  
Councillor Carolyne 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: 4

**1. CALL TO ORDER**

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

**2. AGENDA**

No. R.00163/17

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the agenda be approved with the following additions under:  
**Bylaws:**  
8.(a) Cemetery and Columbarium Bylaw No. 991-2017.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.00164/17

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

CARRIED.

No. R.00165/17

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Special Meeting of Council held on November 14<sup>th</sup>, 2017 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

(a) The Chief Administrative Officer updated Council on the status of the remediation work on the residence at 127 North Shore Rd. He said the owner was notified at a meeting at the Town office on November 21<sup>st</sup>, 2017 on what was expected of him. He also mentioned that Worksafe BC is also involved with this matter.

**5. DELEGATIONS AND REPRESENTATIONS**

(a) Keely MacDonald and Jewel Irving, students at Lake Cowichan School made presentations on local projects they are involved on for their Social Justice class.

**6. CORRESPONDENCE**

**(a) Action Items**

No. R.00166/17

**(i)** Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council approve the appointment of Councillor Vomacka as the 2018 representative of the Town on the Vancouver Island Regional Library Board.  
CARRIED.

No. R.00167/17

Moved: Councillor Vomacka  
Seconded: Councillor Day  
that Council approve the appointment of Councillor Austin as an alternate representative of the Town on the Vancouver Island Regional Library Board.  
CARRIED.

**(b) Information or Consent Items**

**(i)** The correspondence item from Jon Lefebure, Chair of the CVRD, on Councillor Austin's appointment to the Community Safety Advisory Commission and Councillor McGonigle's appointment as the alternate was received as information.

**7. REPORTS**

No. R.00168/17  
Finance and Administration

Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the minutes of the Finance and Administration Committee meeting held on November 14<sup>th</sup>, 2017 be approved with the following:

Code of Ethics-

that the code of ethics policy for Council and Committee Members be adopted by Council;

Lake Cowichan Fire Department-

that approval of the Lake Cowichan Fire Department's incident report expense for September 2017 in the total amount of \$7,916.87 be given;

Lake Cowichan Fire Department-

that the Lake Cowichan Fire Department's incident report expense for October 2017 in the total amount of \$11,865.71 be approved.

CARRIED.

No. R.00169/17  
Public Works and  
Environmental Services

Moved: Councillor Austin  
Seconded: Councillor Day  
that the minutes of the Public Works and Environmental Committee meeting held on November 7<sup>th</sup>, 2017, be approved with the following:

Water main Upgrades-

that the cost estimate reports for the water main upgrades for Arbutus Street and MacDonald Road be moved to budget discussions.

CARRIED.

No. R.00170/17  
Parks, Recreation and  
Culture

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

CARRIED.

Economic And Sustainable Development	The Economic and Sustainable Development Committee meeting had been cancelled.
Cowichan Lake Recreation	Mayor Forrest updated Council on the Cowichan Lake Recreation Commission meeting which included information that pertained to excessive rains leaking into the ice plant causing a breaker to blow that caused the ice rink and curling sheets to start melting. The arena was able to purchase parts and have them installed in time so the ice could be saved.  Councillor Day asked about the upcoming Hometown Hockey event taking place in the Cowichan Valley. Mayor Forrest suggested attaching hockey sticks to the bears at the wye entrance of town.
Vancouver Island Regional Library	Councillor Vomacka reported on some of the highlights from the November 25 <sup>th</sup> , 2017 Vancouver Island Regional Library meeting which included a call for nominations for the next year; policy revisions; the success of the summer reading program and the increase in computer use at libraries.
Advisory Planning Commission	Councillor Austin said the next Advisory Planning Commission meeting will be held on Thursday December 21 <sup>st</sup> , 2017. She said at the last meeting of the APC, more discussions on the future columbarium site and the possible landscaping requirements at that site were had.  Councillor Austin said they also discussed the need for a policy to be in place if cannabis becomes legalized.
Community Forest Co-operative	Councillor McGonigle said there was nothing to report for the Community Forest Co-op. He said the next meeting will be on November 30 <sup>th</sup> , 2017.

**(b) Other Reports**

Cowichan Valley Regional District Board	(i) Councillor Day gave a verbal report to Council on his attendance at the last two Regional District meetings. Highlights from the meetings included: Nanaimo Airport Committee had held nominations that resulted in Colleen Johel's nomination and acceptance as Chair to the committee; elections were held for the new CVRD chair, vice-chair; Hospice's request for funding for Cairnsmore; and Bing's Creek and Meades Creek facilities will no longer accept drywall.
Community Outreach Team	(ii) Councillor Austin said there was nothing to report on the Community Outreach Team meeting but it is still waiting for a report on the 'Sharpe' program.
Community Safety Advisory	(iii) Councillor Austin had attended the Community Safety Advisory meeting and reported on it. Highlights from that meeting included a letter of support for Warmland's Sharpe Program; the Affordable housing workshop; Search for a youth representative from the valley and Safer Futures receipt of funding for the Safety Walk. The next meeting will be held on December 7 <sup>th</sup> , 2017.
Seniors Care Facility	(iv) Councillor McGonigle said that the Seniors' Care Facility committee went over wording for its terms of reference at the last meeting. The next meeting will be held on December 6 <sup>th</sup> , 2017.  (v) Councillor Austin gave an update on the Youth Place Making plans. She said that Lake Cowichan Students are working to clear blackberry bushes to put

in a crosswalk. Some kids are also going to fix up the area behind Subway to create a 'hang out' .

**(c) Staff Reports**

None.

**8. BYLAWS**

No. R.00171/17  
Bylaw No. 991-2017  
Cemetery and Columbarium

- (a) Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Cemetery and Columbarium Bylaw No. 991-2017" be reconsidered and adopted.

CARRIED.

No. R.00172/17  
Bylaw No. 997-2017  
Advisory Planning  
Commission

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Advisory Planning Commission Bylaw No. 997-2017" be given first, second and third readings.

CARRIED.

**9. NEW BUSINESS**

- (a) The power outage planned by BC Hydro for December 7<sup>th</sup>, 2017 has been cancelled. An outage has proven unnecessary.

No. R.00173/17

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council approve \$750.00 from the 2017 grant-in-aid budget to help the Senior Girls Volleyball team with travel expenses to the Provincial Championships in Fernie, BC.

CARRIED.

**10. MAYOR'S REPORT**

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

- Our Town is filled with the generosity of local groups that come together in times of adversity. A few examples of these included the Kin club's fundraising event to help a local family; local residents and businesses giving generously to the Senior Girls Volleyball team to help with travel costs to Fernie, BC for the provincials;
- The Public Meeting took place on November 20<sup>th</sup>, 2017 where the Lake Cowichan First Nations, the Lake Cowichan Fire Department, and the Advisory Planning Commission made presentations.
- The Advisory Planning Commission was looking for volunteers for working groups to help with the update of the Official Community Plan.;
- Two public meetings took place on recreation needs. One dealt with regional recreation while the other meeting looked at the curling facility in Lake Cowichan;
- Catalyst Paper hosted a meeting to gather feedback on its lake pump-down application; and
- A big thank you to everyone who helped to decorate the Town for Christmas and to the Cowichan Lake Chamber of Commerce/ Country Grocer for organizing the Santa Parade.

**11. NOTICES OF MOTION**

- (a) Councillor Day requested that a review of current zoning designations and particularly for the downtown area be brought forward to the next Finance and Administration meeting.

**12. PUBLIC RELATIONS**

- (a) Councillor McGonigle expressed his appreciation to the Forrest and Friday Atom Laker’s Hockey team for winning the tournament held at the Lake Cowichan Sports arena this past weekend and to a job well done by all the volunteers who made this event the success it was.

**13. IN CAMERA**

No. R.00174/17

Moved: Councillor McGonigle  
 Seconded: Councillor Vomacka  
 that pursuant to Section 90 of the Community Charter, Council close 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, and 90(1) (e) the acquisition, disposition or expropriation of land or improvements (8:20 p.m.).

CARRIED.

**14. ADJOURNMENT**

No. R.00175/17  
Adjournment

Moved: Councillor McGonigle  
 Seconded: Councillor Austin  
 that we arise and adjourn at 8:50 p.m., without report.

CARRIED.

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

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

\_\_\_\_\_  
Mayor