



# TOWN OF LAKE COWICHAN

## Regular Meeting of Council

Tuesday, July 23<sup>rd</sup>, 2019 at 6:00 p.m. – Council Chambers

### 1. **AGENDA**

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

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#### **INTRODUCTION OF LATE ITEMS** (if applicable)

#### 2. **APPROVAL OF AGENDA**

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

(a) Minutes of the Annual Public Meeting held on June 18<sup>th</sup>, 2019.

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(b) Minutes of the Regular Meeting of Council held on June 25<sup>th</sup>, 2019.

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

None.

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

#### 6. **VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA** – (maximum 3 minutes per speaker and maximum time allotted 15 minutes)

#### 7. **CORRESPONDENCE**

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

(i) Cathy Craft, Events Coordinator re: Request to operate a beer garden August 16-18, 2019

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##### (b) **Information or Consent Items-** (a member may ask that an item be dealt with separately)

(i) UBCM re: 2019 Asset Management Planning program - Approval agreement & Asset Management Plan

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(ii) The City of Victoria re: Restoration of Library Funding

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(iii) City of Prince George re: Proceeds of Crime and Clean-Up of Needles and Other Harm Reduction Paraphernalia

14
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(iv) City of Port Moody re: Clean Energy Enabling Legislation

16
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#### 8. **REPORTS**

##### (a) **Council and Committee Reports**

(i) Finance & Administration  
• July 9<sup>th</sup>, 2019.

Councillor McGonigle

18
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(ii) Public Works & Environmental Services  
• July 16<sup>th</sup>, 2019.

Councillor Vomacka

21
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- |       |  |                      |  |
|-------|--|----------------------|--|
| (iii) | Parks, Recreation & Culture<br>• July 16 <sup>th</sup> , 2019. | Councillor Austin    | <div style="border: 1px solid black; padding: 5px; display: inline-block;"><b>23</b></div> |
| (iv)  | Cowichan Lake Recreation Commission                            | Mayor Peters         |  |
| (v)   | V.I.R.L.   | Councillor Vomacka   |  |
| (vi)  | Advisory Planning Commission                                   | Councillor Austin    |  |
| (vii) | Community Forest Co-op   | Councillor McGonigle |  |

(b) **Other Reports**

- (i) Cowichan Valley Regional District Board Meeting – Councillor McGonigle
- (ii) Community Outreach Team Committee - Councillor Austin
- (iii) Our Cowichan - Councillor Sandhu

(c) **Staff Reports**

- (i) None.

**9. BYLAWS**

- (a) "Town of Lake Cowichan Road Closure and Removal of Dedication Bylaw No. 1023-2019" may be reconsidered and adopted.

**26****10. NEW BUSINESS**

- (a)

**11. MAYOR'S REPORT****12. NOTICES OF MOTION**

- 13. QUESTION PERIOD** (maximum 3 minutes per speaker and maximum time allotted 15 minutes)  
- **Limited to items on the agenda**

**14. IN CAMERA**

- (a) Section 92 of the *Community Charter* requires that before a meeting or part of a meeting is closed to the public, the council must state, by resolution, that the meeting is to be closed, and
- (b) The basis on which the meeting is to be closed falls under the following:  
s.90 (1) (c) labour relations or other employee relations; and s. 90(1)(d) land matters.

**15. ADJOURNMENT**

## TOWN OF LAKE COWICHAN

Minutes of the Annual General Meeting held on  
Tuesday, June 18<sup>th</sup>, 2019



PRESENT: Councillor Tim McGonigle, Deputy Mayor  
Councillor Carlyne Austin  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

REGRETS: Mayor Rod Peters  
(with prior notice)

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Dalton Smith, Manager, Cowichan Lake Education Centre  
Roni-Lee Roach, Executive Secretary

PUBLIC: 6

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

**1. ANNUAL REPORT**

Deputy Mayor McGonigle welcomed all those in attendance to the meeting.

**2. INPUT FROM MAYOR AND COUNCIL**

Deputy Mayor McGonigle noted that the property tax revenues reflect 84% residential base, 14% Commercial, and 2% Industrial.

The Chief Administrative Officer reported that the most monies were dispersed in 2018 than previous years as works had been undertaken on the water treatment plant, for the water main and upgrades. He reported also updates to the Official Community Plan were undertaken. He stated that 2018 was an excellent year financially.

Councillor McGonigle stated that in his 7<sup>th</sup> term of office he was most proud of the Town being able to supply safe drinking water to its residents.

**3. INPUT FROM COUNCIL**

Councillor Austin conveyed her thanks to office staff, public works and Education Centre staff for all their hard work and complimented the Fire Department on its training and recent works on the Fire Smart programme.

Councillor Sandhu spoke briefly and thanked staff and previous Councils for the Town being in a great financial position.

**4. QUESTIONS FROM THE PUBLIC**

Cara Smith thanks Council and staff for its dedication and hard work.

Matthew Kercher spoke on the accessibility of public meetings and reiterated the need to stream all meetings of Council.

Lexi Bainas, reporter, shared her opinion that when the council chamber table had been rearranged, it became easier for the public to hear Council, which was an improvement to the meeting format.

Cara Smith asked where the public could review the 2018 Annual Report. The report is available on the Town’s website under the Finance tab.

Cara further spoke on the matter of irrigation on Town properties and parklands.

Cliff Sutjens stated that he has lived in the community for 11 years and has seen a great deal of changes in the community and felt that most changes were positive. There has been little impact on taxation or fees. He shared a concern that some properties are an eyesore. Deputy Mayor McGonigle advised that a process must be followed to address unsightly and derelict properties.

**5. ADJOURNMENT**

With there being no further input, Deputy Mayor McGonigle declared the meeting adjourned at 6:19 pm.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Deputy Mayor



**TOWN OF LAKE COWICHAN**  
Minutes of a Regular meeting of Council  
*Tuesday, June 25<sup>th</sup>, 2019*

PRESENT: Councillor Tim McGonigle, Deputy Mayor  
Councillor Carlyne Austin  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

REGRETS: Mayor Rod Peters  
(with prior approval)

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Roni-Lee Roach, Executive Secretary

PUBLIC: 9

**1. CALL TO ORDER**

Deputy Mayor McGonigle called the meeting to order at 6:01 p.m.

**2. AGENDA**

No. R.0074/19

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the agenda be approved with the following additions:  
**BUSINESS ARISING AND UNFINISHED BUSINESS:**  
(a) Chief Administrative Officer re: Lot 24, Plan 5580  
(220 MacDonald Road);

**NEW BUSINESS:**

- (a) Councillor Sandhu re: Water Stewardship Board;
- (b) Leave of Absence for Mayor Peters.

**IN CAMERA:**

addition of s.90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.0075/19

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the minutes of the Public Hearing held on May 28<sup>th</sup>, 2019 be adopted.

CARRIED.

No. R.0076/19

Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that the minutes of the Regular Meeting of Council held on May 28<sup>th</sup>, 2019 be adopted.

CARRIED.

No. R.0077/19

Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the minutes of the Annual General Meeting held on June 18<sup>th</sup>, 2019 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

- (a) The Chief Administrative Officer spoke on the matter of the nuisance property on Lot 24, Plan 5580 (220 MacDonald Road) and updated Council on the last correspondence item received from the property owner requesting an extension for remedial works and his request to appear before Council.

**5. DELEGATIONS AND REPRESENTATIONS**

Satdev Gill and Paul Grewal, 2030 Investments Ltd. Inc. No. 28860 were on hand to request Council's reconsideration of its Motion No. 069/19 that would require remedial action on the premises at 220 MacDonald Road. Mr. Grewal spoke briefly on the history of the property and the proposed sale of the subject property which was until recently in probate with August 7<sup>th</sup>, 2019 as the completion date for the sale of the property. Mr. Grewal reported that a structural engineer had undertaken a structural review of the buildings and that the purchaser has every intention of developing the property as stated in the purchase contract and was aware of the Town's requirement for the demolition and cleanup of the property.

The Deputy Mayor requested that all correspondences and documents relating to this property be directed to the Chief Administrative Officer.

**6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA**

**7. CORRESPONDENCE**

- (a) **Action Items**
- (b) **Information or Consent Items**

**8. REPORTS**

(a) **Council and other Committee Reports**

No. R.0078/19  
Finance and  
Administration

- (i) Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the minutes of the Finance and Administration Committee meeting held on June 11<sup>th</sup>, 2019 be approved with the following:  
**1—Flag at Municipal Office**  
that the Pride Flag be flown at the Town office for the remainder of the month of June;

**2-Fire Department March Incident Report**

that Council approve of the Fire Department's incident report for April 2019 in the total amount of \$11,169.92;

**3-Finance of Pumper Truck Purchase**

that Council approve a liability under Section 175 of the Community Charter be authorized to finance the balance of the funds required to acquire the fire pumper truck in the amount of

\$225,000 with the short-term borrowing to be incurred through the MFA, Municipal Finance Authority;

**4—Climate Action Revenue Program**

that Council approve the Climate Action Revenue Program (CARIP) Public Report for 2018;

**5—Boundary Extension Request – Lot 1, Plan 33108**

that Council approve the request made on behalf of Neiser Sales, Service and Rentals Ltd. by Jim and Janice Neiser for Lot 1, Plan 33108 (8079 Neiser Road) to be included within boundaries of the Town of Lake Cowichan; and

**6—Chamber of Commerce Lease-Amendment**

that Council direct that a stipulation be made that for the remainder of the lease with the Chamber of Commerce that the mobile unit may only be parked behind the covered area at Saywell Park.

CARRIED.

No. R.0079/19  
Public Works and  
Environmental  
Services

- (ii) Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the minutes of the Public Works and Environmental Services Committee meeting held on June 18<sup>th</sup>, 2019 be approved with the following:

**1-Sewer Lift Stations - Pumps**

that Council approve the purchase of pumps and repair of a flush valve for the sewage lift stations as follows:

New pump for Lift Station #4	\$28,000.00
New pump for Lift Station #2	5,804.16
New pump for Lift Station #1	12,500.00
Rebuilt pump for Lift Station #1	10,500.00
Repair of flush valve at Lift Station #2	502.89

for a total of \$57,307.05, exclusive of taxes.

CARRIED.

No. R.0080/19  
Parks, Recreation  
and Culture

- (iii) Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that the minutes of the Parks, Recreation and Culture Committee held on June 18<sup>th</sup>, 2019 be approved as presented.

CARRIED.

Cowichan Lake  
Recreation

- (iv) There was no report for the Cowichan Lake Recreation Commission.

No. R.0081/19  
Vancouver Island  
Regional Library

- (v) Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that Councillor Vomacka's verbal report on the Vancouver Island Regional Library Board be accepted.

CARRIED.

No. R.0082/19  
Advisory Planning  
Commission

- (vi) Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that Councillor Austin's verbal report on the Advisory Planning Commission be accepted.

CARRIED.



CARRIED.

No. R.0091/19  
Leave of Absence

**(b)** Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that Council approve a leave of absence for Mayor Rod Peters  
from the Regular meeting of Council this evening.

CARRIED.

**11. MAYOR'S REPORT**

None.

**12. NOTICES OF MOTION**

**13. QUESTION PERIOD**

**14. IN CAMERA**

No. R.0092/19  
Retire to In-Camera

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with issues  
relating to labor relations or other employee relations and  
provision of municipal services which fall under Sections 90(1)  
(c) and (k) of the *Community Charter* (7:07 p.m.).

CARRIED.

**15. ADJOURNMENT**

No. R.0093/19  
Arise/Report from  
In-Camera

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that Council adjourn with no report (7:45 p.m.)

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor



*"To recognize the 75th Anniversary of the Town of Lake Cowichan by honouring its past and embracing it's future with an invitation to all citizens from the Cowichan Valley to celebrate with us in a year long calendar and beyond of events and future opportunities for our community."*

July 13, 2019

Town of Lake Cowichan  
39 South Shore Road  
Lake Cowichan, BC V0R 2G0

*Via Email: [jfernandez@lakecowichan.ca](mailto:jfernandez@lakecowichan.ca)*

**Re: Request to operate a Beer Garden**

Attention: Joe Fernandez

As part of our 75th Anniversary Celebration we will be hosting baseball tournaments on the new lower ballfields for the weekend of August 16<sup>th</sup>, 17<sup>th</sup> & 18<sup>th</sup>. We are looking for your authorization to provide a beer garden as well. All insurance and permit requirements will be met.

Thank you for your consideration,

Cathy

Cathy Craft  
Events Coordinator  
250-999-9502

RECEIVED JUL 10 2019



July 2, 2019

Mayor Peters and Council  
Town of Lake Cowichan  
Box 860  
Lake Cowichan, BC V0R 2G0

**RE: 2019 Asset Management Planning program – Approval Agreement & Terms of Conditions of Funding**

Dear Mayor Peters and Council,

Thank you for submitting an application under the 2019 Asset Management Planning grant program.

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *Asset Management Plan*, in the amount of \$15,000.00.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Municipal Affairs & Housing has provided funding for this program and the general Terms & Conditions are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM;
- (2) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (3) The grant funding must be matched in cash or in-kind;
- (4) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (5) All project activities must be completed within 12 months and no later than June 30, 2020;
- (6) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than July 31, 2020;

*The Asset Management Planning program is funded by the Province of BC*

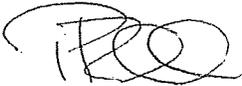
- (7) Any unused funds must be returned to UBCM within 30 days following the project end date.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to advance asset management in your local government.

If you have any questions, please contact Local Government Program Services at 250 356-2947 or lgps@ubcm.ca.

Sincerely,



Peter Ronald  
Programs Officer, Local Government Program Services

*cc: Ronnie Gill, Director of Finance, Town of Lake Cowichan*

**Approval Agreement** (to be signed by the CAO or designate)

I, Joseph Fernandez, have read and agree to the general Terms & Conditions and the requirements for funding under the 2018 Asset Management Planning program.



Signature

July 19, 2019

Date

*Please return a scanned copy of the signed Approval Agreement to lgps@ubcm.ca.*

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

May 29, 2019,

To The Union of British Columbia Municipalities,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support to restore Provincial support for libraries.

At the May 23, 2019 Council Meeting, Council approved the following resolution:

WHEREAS WHEREAS libraries are a social justice equalizer that provide universal access to information and learning materials irrespective of income levels;

WHEREAS libraries are now so much more than books, building community and a sense of inclusion;

WHEREAS restoring funding to libraries supports the BC Government's agenda to eliminate poverty, improve access to education, and address social justice in BC;

WHEREAS funding rates have been frozen since 2009 and inflationary costs have increasingly been put on municipal property tax payers which is a regressive approach to funding public libraries;

WHEREAS municipalities face downloading from upper levels of government and have few tools to raise funds,

THEREFORE BE IT RESOLVED that Council request the Mayor write to the Minister of Education, the Premier, and all local MLAs strongly advocating for the restoration of library funding to a level that reflects both inflationary cost increases since 2009 and the value of this system to the Province.

BE IT FURTHER RESOLVED that this resolution be forwarded to other municipalities in the Capital Regional District and across BC requesting their favourable consideration.

We eagerly look forward to your support on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Helps'.

Lisa Helps  
Victoria Mayor



RECEIVED JUL 08 2019

**OFFICE OF THE MAYOR**

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | www.princegeorge.ca

July 2, 2019

Mayor and Council  
Town of Lake Cowichan  
Box 860  
Lake Cowichan, BC V0R 2G0

Dear Mayor Peters and Members of Council,

At the City of Prince George regular Council meeting held June 24, 2019, Council gave consideration to proposed Union of British Columbia Municipalities (UBCM) resolutions regarding: Proceeds of Crime; and Clean-Up of Needles and Other Harm Reduction Paraphernalia. The following resolutions were approved for submission to the UBCM for consideration at the 2019 Convention.

**1. Proceeds of Crime**

*WHEREAS* the provision of police services places a significant financial burden on local government;

*AND WHEREAS* the Civil Forfeiture Crime Prevention and Crime Remediation Grant Program funds community crime reduction and crime prevention activities, but does not address local government policing costs, including expenditures related to investigations and police work that result in seizures of proceeds of crime;

*THEREFORE BE IT RESOLVED* that the Province share seizures of proceeds of crime with local governments to help address protective services costs.

**2. Clean-Up of Needles and Other Harm Reduction Paraphernalia**

*WHEREAS* the low barrier distribution of harm reduction supplies, including syringes and other safe injection supplies, in communities across BC poses a significant safety and cleanliness concern;

*AND WHEREAS* local governments, businesses and residents are bearing the escalating cost of cleaning up needles and drug paraphernalia in public spaces;

*THEREFORE BE IT RESOLVED* that UBCM request ongoing provincial funding to local governments to cover the cost of cleaning up needles and drug paraphernalia in their communities.

On behalf of Prince George City Council, your support of these resolutions at the 2019 UBCM Convention is appreciated.

If you have any questions or would like more information please feel free to contact my office at [MayorAdmin@princegeorge.ca](mailto:MayorAdmin@princegeorge.ca) or 250-561-7691.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lyn Hall', with a stylized flourish at the end.

Mayor Lyn Hall  
City of Prince George



# CITY OF PORT MOODY

OFFICE OF THE MAYOR

June 27, 2019

Selina Robinson, Minister of Municipal Affairs and Housing  
PO Box 9056 Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Honourable Selina Robinson,

At the Regular Council Meeting of June 25, 2019, the City of Port Moody passed the following resolution:

*THAT a letter to the Ministry of Municipal Affairs and Housing be sent by the Office of the Mayor expressing Support for Property Assessed Clean Energy Enabling Legislation for BC indicating our concerns and requesting that a study of PACE best practices be undertaken with expert stakeholders, including UBCM and FCM staff, in order to guide changes to legislation to allow for PACE programs in BC as recommended in the report dated June 4, 2019 from Councillor Amy Lubik regarding Support for Property Assessed Clean Energy Enabling Legislation for BC;*

*AND THAT the following resolution regarding Support for Property Assessed Clean Energy Enabling Legislation for BC be endorsed by the City of Port Moody and forwarded for consideration at the 2019 UBCM convention and forwarded to other UBCM members for support:*

*WHEREAS climate change is the greatest threat to our municipalities;  
AND WHEREAS the pillars of the Clean BC program include better buildings, incentivizing retrofits and upgrading BC's stock of public housing so residents, many of whom are low-income families or seniors, can live in a more energy-efficient, healthier, and comfortable home;*

*AND WHEREAS the cost of clean energy infrastructure is a major barrier for low and middle income earners, as well as small businesses and municipalities;*

*AND WHEREAS Property Assessed Clean Energy (PACE) legislation has proven to be effective in financing retrofits in other jurisdictions;*

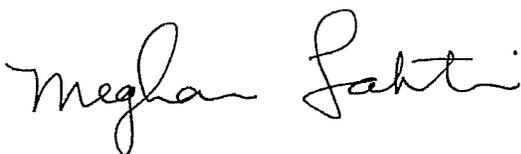
*THEREFORE BE IT RESOLVED THAT the Province of British Columbia work with expert stakeholders with knowledge of Property Assessed Clean Energy (PACE) best practices, including UBCM and FCM, to study the application of PACE in BC and develop PACE enabling legislation for BC Municipalities.*

Property Assessed Clean Energy (PACE) is a proven, common-sense financing tool that will allow the British Columbia Government to address the need to create transition jobs and address climate change, all without adding to the provincial debt. PACE is a powerful tool which, with the right legislative framework, could create a new clean energy ecosystem, bring new capital into the province, and significantly bolster the existing sustainability marketplace. The world is grappling with the tension between the carbon-based energy industry and a consensus that emissions are directly contributing to climate change. Currently, buildings account for 40% of GHG's. Through the development of a robust and thriving PACE ecosystem, BC can dramatically reduce its emissions by radically improving the energy efficiency of both its existing building stock and new builds.

The Federation of Canadian Municipalities is currently developing programs/grants for PACE; however these are not available in BC. It has been suggested that using limited municipal or foundation type funding instead of accessing private capital limits resources available for Property Assessed Clean Energy (PACE) projects. PACE delivers market certainty and turns sustainability measures into solid business case initiatives.

The City of Port Moody is asking that British Columbia develop enabling legislation for a strong and vibrant PACE program. An optimum solution could involve maximizing both government and private investments. A strong PACE program will deliver reductions in BC's municipal and provincial GHG emissions and make a significant contribution towards governments' ability to deliver on its GHG reduction commitments, to support reducing energy poverty, and to create Green Jobs. Such an initiative, if ultimately implemented in BC, would become one of the most significant steps municipalities could take to tackle climate change.

Sincerely



Meghan Lahti  
Acting Mayor, City of Port Moody

CC: All UBCM Members



## TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Tuesday, July 9<sup>th</sup>, 2019

PRESENT: Councillor Tim McGonigle, Chair  
Mayor Rod Peters  
Councillor Carolyne Austin  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

STAFF: Joseph Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Roni-Lee Roach, Executive Secretary

PUBLIC: 3

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

The Chair called the meeting to order at 6:02 p.m.

### 2. **AGENDA**

No. FA.0037/19  
Delegation

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that Marcel Aubin, Habitat for Humanity, be given delegation  
status to make a presentation.

UNANIMOUSLY CARRIED.

No. FA.0038/19

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the agenda be approved with the following additions under:  
**New Business**  
(a) Chief Administrative Officer re: E-mail from Catalyst Paper on  
revised plans;

#### **Public Relations Items**

(a) Councillor McGonigle re: Funding;  
and

#### **In-Camera**

s.90(1)(c) labour relations or other employee relations.

CARRIED.

### 3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

#### **Ongoing Items Still Being Addressed:**

- (a) The Chief Administrative Officer raised the matter of the delays relating to the update of the municipal hall. He further advised that he would be meeting with the architect the following week to deal with the tender packages and which would include the following:

- Structural modifications;
- Completion of the entire roof, including cover of area for proposed chambers;
- Removal of the tower; and
- Demolition of the 4<sup>th</sup> bay.

### 4. **DELEGATIONS AND REPRESENTATIONS**

- (a) Marcel Aubin, Executive Director, Habitat for Humanity, Mid-Vancouver Island was on hand to make a power point presentation on the organization's vision, mission and philosophy. He stated how the program works that includes the financing and selection process for the residents of the facilities.

Councillor McGonigle gave the Committee members an opportunity to ask questions of Mr. Aubin.

No. FA.0039/19  
Declaration of  
Climate Emergency

**5. CORRESPONDENCE**  
**(a)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend that the Town of Lake Cowichan be a signatory of the "Declaration of Climate Emergency" document.

CARRIED.

**6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA**

**7. REPORTS**

**(a)** The Financial Report for the period ending June 30<sup>th</sup>, 2019 was treated as information.

**(b)** The Building Inspector's Service Report for June, 2019 was treated as information.

No. FA.0040/19  
Incident  
Report

**(c)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report for May 2019 in the total amount of \$9,637.96.

CARRIED.

**(d)** The Bylaw Officer's Report for June was treated as information.

**8. NEW BUSINESS**

**(a)** Mayor Peters spoke on his recent meeting with representatives of Ministry of Transportation and Infrastructure dealing with the matter of a bypass route around Lake Cowichan that could be used in the event of an emergency such as a forest fire and/or earthquake.

He spoke on the proposal by the Ministry to undertake a preliminary design proposal for a bypass road from Highway 18, through or close to Block 200, into lands owned by Timberwest Forest (Couverdon) and onto Fair service Road and exiting at South Shore Road close to the Lakeview Park campground entrance. This project could be done in phases and would be a boon to economic development.

No. FA.0041/19  
Lot 24, Plan 5580

**(b)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend that a proposed call for the demolition of the building at 226 Neva Road be issued; and further that the owner(s) be requested to provide the structural assessment reports for the properties that were not included in the previous submission.

CARRIED.

**(c)** The Committee members discussed the proposal by Catalyst Paper to amend its construction permit for the pump station.

Mayor Peters will seek the Minister of Forests, Lands, Natural Resource Operations and Rural Development, Honourable Doug Donaldson's, help in addressing the Town's concerns with respect to the impact by Catalyst's proposal on the Town's water supply.

**(d)** Councillor McGonigle spoke on the matter of requesting public consultation and input from the community on the matter of retail

cannabis sales.

Councillor Vomacka requested that the School District’s position of 600 metres from any school be included in any information shared to gauge public opinion.

The Committee directed staff to request public input on the matter through the Town’s webpage and social media.

**9. NOTICES OF MOTION**

None.

**10. PUBLIC RELATIONS ITEMS**

- (a) Councillor McGonigle reported that an announcement from Cowichan Tribes, the Cowichan Valley Regional District and other partners would be forthcoming on a grant application submitted for funding through the British Columbia Restoration and Innovation Fund.

Councillor Vomacka spoke on the concerns raised at the library for youth spending long hours at the facility without nourishment. Committee members suggested contacting Nourish Cowichan and Community Services.

Mayor Peters thanked his fellow members of Council, staff and the public for their assistance and understanding during his absence from the office to deal with an urgent family health matter.

**11. MEDIA/PUBLIC QUESTION PERIOD**

**12. IN-CAMERA**

No. FA.0042/19  
Retire to In-Camera

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the Committee close the meeting to the public to deal with issues relating to labor relations or other employee relations which fall under Sections 90(1) (c) of the *Community Charter* dealing with labour relations or other employee relations (7:32 p.m.).  
CARRIED.

**13. ADJOURNMENT**

No. FA.0043/19  
Arise/Report from  
In-Camera

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the Committee adjourn with no report (8:00 p.m.)  
CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Chair



## TOWN OF LAKE COWICHAN

Minutes of Public Works and Environmental Services Committee held on  
Tuesday, July 16<sup>th</sup>, 2019

PRESENT: Councillor Lorna Vomacka, Chair  
Mayor Rod Peters  
Councillor Carlyne Austin  
Councillor Tim McGonigle  
Councillor Kristine Sandhu

STAFF: Joseph Fernandez, Chief Administrative Officer  
Dalton Smith, Manager, Cowichan Lake Education Centre  
Ronnie Gill, Director of Finance  
Roni-Lee Roach, Executive Secretary

PUBLIC: 3

1. **CALL TO ORDER**

The Chair called the meeting to order at 6:01 p.m.

2. **AGENDA**

No. PW.018/19  
Agenda

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

**New Business**

- (b) Lidstone & Company re: BC Court of Appeal Strikes Down Bylaw Banning Plastic Bags;
- (c) Councillor Austin re: In-Vessel Composting; and
- (d) Tour of Municipal Facilities.

CARRIED.

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

(a)

- (i) The Committee reviewed the e-mail correspondences received from the engineer and Island Health regarding the water treatment plant and updated new completion timelines.

(b) **Ongoing Items Still Being Addressed:**

- (i) The Manager reported that the water system at the Education Centre was initiated on Monday, July 15<sup>th</sup> with ultraviolet and chlorination.
- (ii) The Chief Administrative Officer advised that he was unsuccessful in making contact with the original sign contractor and would refer the signage to Leon Signs with the hopes that resolution is obtained by end of summer.

4. **DELEGATIONS**

None.

5. **CORRESPONDENCE**

None.

6. **VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA**

None.

**12. ADJOURNMENT**

No. PW.021/19  
Adjournment

Moved: Councillor Sandhu  
Seconded: Mayor Peters  
that this meeting be adjourned. (6:46 p.m.)

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Chair



## TOWN OF LAKE COWICHAN

Minutes of Parks, Recreation and Culture Committee held on  
Tuesday, July 16<sup>th</sup>, 2019

PRESENT: Councillor Carolyne Austin, Chair  
Mayor Rod Peters  
Councillor Tim McGonigle  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

STAFF: Joseph Fernandez, Chief Administrative Officer  
Dalton Smith, Manager, Cowichan Lake Education Centre  
Ronnie Gill, Director of Finance  
Roni-Lee Roach, Executive Secretary

PUBLIC: 1

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:55 p.m.

**2. AGENDA**

No. PR.0022/19

Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that the agenda be approved with the following addition under:  
**New Business**  
(b) Mayor Peters re: Request for additional portable toilets at  
Pickleball Courts for July tournament.

CARRIED.

**3.(a) BUSINESS ARISING AND UNFINISHED BUSINESS**

(i) Councillor Austin updated the Committee on some of the plans for the 75<sup>th</sup> birthday celebration planned for the Town which included carpet bowling, kids talent show, baseball tournament on August 16<sup>th</sup>, 50+ hosting of a tea for Dr. Carpentier and the continuation of the 75 days of the raffle of prizes.

(ii) The Committee reviewed the memorandum from the consulting planner on the Gerald Thom Memorial Native Plant Garden and directional signage.

Other signs were determined to be required as follows:

- Kasapi Centre with design to be determined;
- Wooden sign at Kate's Park;
- Black road sign for Oak Lane;
- Signage similar to that at the Town Square for Rivers Edge Memorial.

**(b) Ongoing Items:**

(i) No report on the riverfront walkway and trail connection was available.

Councillor Austin requested that the Prospect Avenue access to the river remain on the agenda for discussion as there is a need for lake and river access.

Mayor Peters shared his view that the access could open up future problems with the tubers, including defecation and further trespass of private properties.

Councillor McGonigle is encouraged by his fellow councillor's enthusiasm on the proposal but was not able to support the concept in its current state without other options being explored.

Councillor Vomacka shared her concern with cost of signs, bylaw enforcement and ongoing maintenance of parks and greenspaces. She felt that there was a need to look at all municipal greenspaces and parks in an effort to properly maintain the current parks inventory.

No. PR.0023/19  
Park Inventory

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that staff provide a report on the Town's park inventory including parks and greenspaces to allow for further discussion on maintenance and upkeep.

CARRIED.

**4. DELEGATIONS AND REPRESENTATIONS**  
None.

**5. CORRESPONDENCE**  
None.

**6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA**  
None.

**7. REPORTS**

- (a) The Committee reviewed the recommendation submitted for improvements to the public parking area at Lakeview Park and installation of crushed millings and traffic calming speed bumps.

No. PR.0024/19  
2020 Budget

Moved: Mayor Peters  
Seconded: Councillor Vomacka  
that the Committee recommend improvements to the Lakeview Park public parking area be allocated in the 2020 Capital budget of \$14550 plus applicable taxes.

CARRIED.

**8. NEW BUSINESS**

- (a) Councillor McGonigle declared a potential conflict as the delegation from last meeting regarding Stone Park involved his grandson. He left the meeting at 7:19 p.m.

The Committee members discussed Stone Park and the presentation made at the June meeting requesting that repairs be made at the Park.

Councillor McGonigle returned to the meeting at 7:29 p.m.

- (b) Mayor Peters shared the request by the organizers of the pickleball tournament to be held July 26<sup>th</sup> to July 28<sup>th</sup>, 2019 for additional portable toilets to be supplied by the Town.

The Committee directed staff to request that the current 2 portable toilets provided by the Town be serviced during the event and that the organizers be advised of the Town's current policy for the provision of additional required toilets is to be

provided at their cost.

**9. NOTICES OF MOTION**

**10. PUBLIC RELATIONS ITEMS**

The Committee was apprised of the following:

- Last Saturday a windup baseball tournament was held with funds raised going to two families for medical expenses;
- Councillor Austin delivered fresh fruit to the library and other members of Council will attend each week to contribute;
- Honeymoon Bay Days will be held this upcoming weekend, July 20<sup>th</sup>, 2019;
- Graduating classes of 1960, 1961 and 1962 are hosting a reunion with an expected 200 visiting; and
- 50+ Centre hosting a community garage sale and the emergency preparedness group will be handing out information.

**11. QUESTION PERIOD**

Adjournment  
No. PR.0025/19

**12. ADJOURNMENT**

Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that the meeting be adjourned. (7:44 p.m.)

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Chair

**TOWN OF LAKE COWICHAN**

**A Bylaw to authorize the Road Closure and Removal of the Highway Dedication of a Part of a Road**

**Bylaw No. 1023-2019**

WHEREAS pursuant to Section 40 of the Community Charter, SBC, 2003, c. 26, as amended, the Council of the Town of Lake Cowichan may by bylaw close to traffic a portion of all or part of a portion of a highway that is vested in a municipality and to remove its dedication as a highway;

AND WHEREAS the Council deems it expedient to provide for the closure to traffic and removal of the dedication of that portion of highway referred to in this bylaw and which is adjacent to the property located at Lot A, Plan VIP55855;

AND WHEREAS Council considers it desirable to close up a portion of a highway to enable its disposition and consolidation with the adjacent property for the purpose of creating a new parcel;

NOW THEREFORE, the Municipal Council of the Town of Lake Cowichan, in open meeting assembled, ENACTS as follows:

**1. TITLE**

This bylaw may be cited as the "Town of Lake Cowichan Road Closure and Removal of Dedication Bylaw No. 1023-2019".

**2. GENERAL PROVISIONS**

The Council hereby authorizes the closure of part of Kenvir Road dedicated by Plan EPP59899 and 5246, Section 6, Renfrew District (situate in Cowichan Lake District) and shown on reference plan EPP92402 , prepared by Island Surveying Ltd., BCLS, on the 13<sup>th</sup> day of June, 2019 and described as follows:

Part Section 6, Renfrew District, (Situate in Cowichan Lake District), Plan EPP92402, Closed Road, containing 447.1 square metres and outlined in heavy black line in a reference plan, a copy which is attached hereto as Schedule "A".

- 3.** The dedication as highway of the Closed Road is hereby removed.
- 4.** The Mayor and Chief Administrative Officer are hereby authorized to execute all deeds of land, plans and other documentation necessary to effect this road closure and to transfer title of the Closed Road to the owner of the adjacent parcel for the purpose of consolidation of the closed road with the said parcel.

READ A FIRST TIME on the 25<sup>th</sup> day of June, 2019.

READ A SECOND TIME on the 25<sup>th</sup> day of June, 2019.

READ A THIRD TIME on the 25<sup>th</sup> day of June, 2019.

NOTICE OF INTENTION ADVERTISED in the Lake Cowichan Gazette on the 10<sup>th</sup>, day of July 2019 and 17<sup>th</sup>, day of July 2019.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Rod Peters  
Mayor

\_\_\_\_\_  
Joseph A. Fernandez  
Corporate Officer



Schedule "A"

