

**TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council held on  
Tuesday, February 26<sup>th</sup>, 2013



PRESENT: Mayor Ross Forrest  
Councillor Bob Day  
Councillor Frank Hornbrook  
Councillor Jayne Ingram  
Councillor Tim McGonigle

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

PUBLIC: 2

**1. CALL TO ORDER**

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

**2. AGENDA**

No. R.022/13

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that the agenda be approved, with the addition of the following items:

**Reports – Other Reports**

- Cowichan Lake River Stewardship Society – Update;
- Choose Cowichan Lake Committee – Update.

**New Business**

- Councillor McGonigle re: Meeting on March 9<sup>th</sup>, 2013 Regarding Water Levels and Weir.

and the deletion of the following item:

**In-Camera**

- Section 92 s.90(1)(g) – litigation or potential litigation affecting the municipality.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.023/13

(a) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Regular meeting of Council held on January 22<sup>nd</sup>, 2013 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

(b) The following correspondence item was treated as information:

- Honours and Awards Secretariat re: Order of British Columbia - 2013.

**7. REPORTS**

No. R.024/13  
Finance and  
Administration

Moved: Councillor McGonigle  
Seconded: Councillor Ingram  
that the minutes of the Finance and Administration Committee meeting held on February 12<sup>th</sup>, 2013 be approved with the following recommendations:

**1—Community Tree Planting Programme**

that Council approve making an application for funding under the Community Tree Planting Program through BC Hydro and Tree Canada for tree planting along South Shore Road in an amount not to exceed \$10,000.

**2—Fire Department Capital**

that Council approve, in principle, to the maintenance of Fire Department equipment, subject to the inclusion of the dollars budgeted in the 2013 Capital budget for the Lake Cowichan Fire Department.

**3—River Power Generation**

that staff be directed to research the feasibility of a partnership with BC Hydro, Catalyst Paper, the Lake Cowichan First Nation, Town and other stakeholders on a hydro electric facility at the Weir property.

CARRIED.

No. R.025/13  
Public Works

Moved: Councillor Hornbrook  
Seconded: Councillor McGonigle  
that the minutes of the Public Works Committee meeting held on February 5<sup>th</sup>, 2013 be approved.

CARRIED.

No. R.026/13  
Parks, Recreation  
and Culture

Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Parks, Recreation and Culture Committee meeting held on February 5<sup>th</sup>, 2013 be approved with the following recommendations:

**1—Applications for Funding**

that Council approve making application for funding from Tree Canada under its edible tree programme.

**2—Referral**

that the correspondence item from the Pacific Salmon Foundation on a funding program announcement be referred to the Cowichan Lake Salmonoid Enhancement for their possible action.

**3—Letter of Thanks**

that a letter of thanks be sent to Margaret Davis for her letter detailing her concerns with the two-tier billing system at the Duncan Aquatic Centre.

CARRIED.

No. R.027/13  
CLEC, Lakeview and  
Fire Department

Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the minutes of the CLEC, Lakeview and Fire Department Committee meeting held on February 12<sup>th</sup>, 2013 be approved.

CARRIED.

No. R.028/13  
Sustainable, Planning  
and Development

Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that the minutes of the Sustainable, Planning and Development  
Committee meeting held on February 19<sup>th</sup>, 2013 be approved  
with the following recommendations:

**1—Award of Contract**

that Sun Country Highway Ltd. be awarded the contract to  
supply a 40 amp, level 2 dual mount pedestal charger in the  
amount of \$5,371.53, inclusive of taxes, subject to a further  
review of satisfactory supplier performance.

**2—Sidewalk Replacement**

that Council approve the replacement of the sidewalk from  
Renfrew Avenue to Lakeview Avenue prior to the South Shore  
Road paving project at a cost not to exceed \$25,000 plus  
applicable taxes.

**3—Sewer Model Study**

that Council approve the expenditure of \$9,000 plus applicable  
taxes for the updating of the sewer inflow and infiltration study  
prior to the adoption of the 2013 budget.

CARRIED.

Cowichan Lake  
Recreation  
Commission

The minutes of the Cowichan Lake Recreation Committee  
meeting held on January 24<sup>th</sup>, 2013 was treated as information.

Mayor Forrest advised that the meeting held on Monday,  
February 25<sup>th</sup>, 2013 dealt with the proposed 2013 budget and  
an anticipated 4.1% increase for 2013, the election of chair and  
alternate, and smoking ban in public facilities.

Chamber of  
Commerce

Councillor Ingram reported on the Chamber's meeting of March  
7<sup>th</sup>, 2013 and the election of positions to its Board of Directors.  
She further reported that Mike Bishop was awarded the Citizen  
of the Year award and Robert Bell the 2012 Nicole Stock  
Community Service award. She reported on two upcoming  
events planned; "Junk in the Trunk Sale" at Saywell Park from  
10:00 to 2:00 p.m. on March 24<sup>th</sup>, 2013 and the Lake Home  
and Leisure Show on June 1<sup>st</sup> and 2<sup>nd</sup>, 2013.

Vancouver Island  
Regional Library

Councillor Day reported on the Regional Board meeting held on  
February 9<sup>th</sup>, 2013. He further reported that a monthly  
newsletter produced from the Board meetings has been  
forwarded to Council members.

Ohtaki Twinning  
Committee

The minutes of the Ohtaki Twinning Committee meeting held  
on February 19<sup>th</sup>, 2013 were treated as information.

Councillor Ingram reported on the fundraising efforts by  
students and the dates of departure and arrival of the July,  
2013 delegation.

Lake Cowichan  
Seniors Association

Councillor Ingram reported on the Lake Cowichan Seniors'  
Association Executive meeting held on February 19<sup>th</sup>, 2013.  
She reported that \$3,700 was raised this year for the Nicole  
Stock Drive and future events planned.

There was no reports for the following Council Committee reports:

- Kaatza Historical Society;
- Advisory Planning Commission; and
- Community Forest Co-op.

No. R.029/13  
Lake Cowichan Fire  
Department –  
Incident Report

**(b)** Moved: Councillor Day  
Seconded: Councillor Ingram  
that the Fire Department Monthly Incident Report for  
December, 2012 and payment in the amount of \$6,010.98 be  
approved.

CARRIED.

No. R.030/13  
Lake Cowichan Fire  
Department –  
Incident Report

Moved: Councillor Day  
Seconded: Councillor Hornbrook  
that the Fire Department Monthly Incident Report for January,  
2013 and payment in the amount of \$6,467.62 be approved.

CARRIED.

Cowichan Valley  
Regional District  
Board

Councillor McGonigle reported on his attendance at the  
Regional District's Emergency Preparedness meeting.  
He further reported on his attendance at the Regional  
District Board meeting held on January 30<sup>th</sup>, 2013.

Councillor McGonigle advised that the Regional Services  
meeting would be held on Wednesday, February 27<sup>th</sup>,  
2013 to deal with regional grant-in-aid requests.

Councillor Ingram reported on the Lake Shore Management  
Workshop held on April 24<sup>th</sup> and 25<sup>th</sup> at the Education Centre  
by the Cowichan Lake River Stewardship Society. She further  
reported on the Society working on its mission statement and  
community involvement, land stewardship, protection of the  
riparian areas and water stewardship. She advised that the  
Society was looking ahead to its annual river cleanup event.

Councillor Day reported on the recent meetings held by the  
"Choose Cowichan Committee". He reported that the  
Committee had created a slideshow for the Town's website and  
was working on recommendations for buttons to add to the  
site.

Mayor Forrest reported to the Committee that a doctor had  
expressed interest in relocating to the community and that he  
would be returning again in March.

No. R.031/13  
Advisory Planning  
Commission  
Appointment

**(c)** Moved: Councillor McGonigle  
Seconded: Councillor Ingram  
that Council appoint Kyle Althaus for the balance of the two-  
year term expiring on December 31<sup>st</sup>, 2014.

CARRIED.

## **8. BYLAWS**

No. R.032/13  
Bylaw No. 927-2013  
Water Parcel Tax

**(a)** Moved: Councillor McGonigle  
Seconded: Councillor Ingram  
that the "Town of Lake Cowichan Water Parcel Tax Bylaw No.  
927-2013" be read a first, second and third time.

CARRIED.

No. R.033/13  
Bylaw No. 98-2013  
Sanitary Sewer Parcel Tax

(b) Moved: Councillor Day  
Seconded: Councillor Ingram  
that the "Town of Lake Cowichan Sanitary Sewer Parcel Tax Bylaw No. 928-2013" be read a first, second and third time.  
CARRIED.

**9. NEW BUSINESS**

(a) Councillor McGonigle advised Council of the upcoming public meeting scheduled for March 9<sup>th</sup>, 2013 to discuss the proposed changes to the operating rule for water stored in the Cowichan Lake.

**10. MAYOR'S REPORT**

The Mayor presented his report for February with the following highlights:

- The passing of the Town's Freeman, Hazel Elves Beech;
- The Chamber of Commerce award of the Citizen of the Year Award to Mike Bishop and the Nicole Stock Award to Robert Bell;
- Congratulations conveyed to Jordan Matson for receiving the Governor General's Academic Medal;
- Formation of the "Choose Cowichan Lake" Committee to assist with the recruitment for physicians; and
- The Job Creation Programme at Saywell Park.

**11. MEDIA / PUBLIC QUESTION PERIOD**

Council was advised that the Minister of State (Finance) would be making a press announcement on Thursday, February 28<sup>th</sup>, 2013 at 3:30 p.m. in Council Chambers, 39 South Shore Road.

David Ridley, resident, suggested that the British Columbia magazine publication be used with respect to the acute doctor shortage in Lake Cowichan and tourism.

**12. IN CAMERA**

No. R.034/13  
In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Ingram  
that Council close the meeting to the public to deal with issues relating to law enforcement which falls under Section 90(1) (f) of the Community Charter (6:49 p.m.).  
CARRIED.

**13. ADJOURNMENT**

No. R.035/13  
Adjournment

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that we adjourn. (7:20 p.m.).  
CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Mayor