

TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on
Tuesday, June 25th, 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

1. CALL TO ORDER

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

2. AGENDA

No. R.091/13

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

Reports – Staff Reports

- Director of Finance re: Strategic Community Investment Funds Plan and Progress Report;
- Director of Finance re: Reporting of Financial Information -2012.

CARRIED.

3. ADOPTION OF MINUTES

No. R.092/13

(a) Moved: Councillor Day
Seconded: Councillor Ingram
that the minutes of the Regular meeting of Council held on May 28th, 2013 be adopted.

CARRIED.

No. R.093/13

(b) Moved: Councillor McGonigle
Seconded: Councillor Hornbrook
that the minutes of the Annual Meeting of Council held on June 18th, 2013 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

None.

6. CORRESPONDENCE

(a) The correspondence item from the Federation of Canadian Municipalities regarding the award of the Queens Diamond Jubilee medal to Mayor Ross Forrest was treated as information.

Council members conveyed their congratulations to Mayor Forrest on this prestigious honor. Mayor Forrest stated that the award was very humbling and advised that the award

ceremony would be held at the Government House in Victoria, BC on July 3rd, 2013 at 1:30 p.m.

- (b) Council reviewed the correspondence items on the matter of remediation action requirements from Debbie Halama for 131 Darnell Road and 127 Darnell Road and from Peter and Melody Van Eeuwen for 96 Cowichan Avenue West and 172 South Shore Road.

No. R.094/13
Remedial Action and
Invitation for Delegation
Status at Meeting

Moved: Councillor McGonigle
Seconded: Councillor Day
that Council invite the property owner, Debbie Halama, of 131 Darnell Road and 127 Darnell Road to discuss her request for Council's reconsideration on the remedial action requirements for the properties to the next Regular meeting of Council to be held on July 23rd, 2013; and

that Council invite the property owners, Peter and Melody Van Eeuwen, of 96 Cowichan Avenue West and 172 South Shore Road to discuss their remedial proposal for the properties at the next Regular meeting of Council to be held on July 23rd, 2013.

CARRIED.

The following correspondence items were received and treated as information:

- Cowichan Lake District Chamber of Commerce re: Thank you Breakfast Volunteers; and
- City of North Vancouver re: Support for a Genetically Engineered Free Zone in the City of North Vancouver.

7. REPORTS

No. R.095/13
Finance and
Administration

Moved: Councillor McGonigle
Seconded: Councillor Hornbrook
that the minutes of the Finance and Administration Committee meeting held on June 11th, 2013 be approved with the following recommendation:

1—Amendment to Animal Control Bylaw

that the amendment to the Animal Control Bylaw be forwarded to the next Regular meeting of Council for first, second and third readings.

CARRIED.

No. R.096/13
Public Works

Moved: Councillor Hornbrook
Seconded: Councillor McGonigle
that the minutes of the Public Works Committee meeting held on June 4th, 2013 be approved with the following recommendation:

1—Recyclable and Organic Collection Request for Proposal

that the Town of Lake Cowichan issue a request for proposal for the collection of organics and recyclables.

CARRIED.

No. R.097/13
Parks, Recreation and
Culture

Moved: Councillor Day
Seconded: Councillor Ingram
that the minutes of the Parks, Recreation and Culture
Committee meeting held on June 4th, 2013 be approved with
the following recommendation:

1—Tourism Vancouver Island Conference

that Council authorize the attendance of one (1) member of
Council and one (1) staff member to attend the Tourism
Vancouver Island Annual Conference and Annual General
Meeting held on September 24th to 26th, 2013 in the Alberni
Valley.

CARRIED.

No. R.098/13
Tourism Vancouver Island
Conference

Moved: Councillor McGonigle
Seconded: Councillor Day
that Council authorize the attendance of Councillor Jayne
Ingram at the Tourism Vancouver Island Annual Conference
and Annual General Meeting held on September 24th to 26th,
2013 in the Alberni Valley.

CARRIED.

No. R.099/13
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 June 11th, 2013 be approved.

CARRIED.

No. R.0100/13
Sustainable, Planning and
Development

Moved: Councillor Ingram
Seconded: Councillor McGonigle
that the minutes of the Sustainable, Planning and Development
Committee meeting held on June 18th, 2013 be approved.

CARRIED.

Cowichan Lake
Recreation
Commission

The Mayor reported the Cowichan Lake Recreation Commission
would be holding its next meeting on Thursday, June 27th,
2013.

Chamber of
Commerce

Councillor Ingram reported on the recent Chamber's Annual
Barbecue that was hosted at her home. She further reported
that the Chamber would be taking a break during the summer
months and not be meeting until September.

Council inquired about the meeting between itself and the
Chamber to discuss matters of mutual concern. Councillor
Ingram advised that the Chamber wished to utilize its council
liaison on matters that directly affect Council and the Chamber
at this time.

Kaatza Historical
Society

Councillor Hornbrook reported that the Museum's contract with
the Town would be up for review shortly. He also brought up
the matter of termite damage along the skirting of the Bell
Tower School.

- Vancouver Island Regional Library
Councillor Day reported that he would forward the report of the activities of the library. In addition, he reported the local branch would be looking at the creation of a policy for display of local artwork at the local branch.

He also reported that a proposal early Fall opening of the branch was planned and that the fencing would be removed to permit landscaping.
- Ohtaki Twinning Committee
Mayor Forrest reported that the trip to Ohtaki, Japan was less than two weeks and the itinerary for the trip was set.

Councillor Ingram reported that the student delegates were beginning to get excited about the trip.
- Advisory Planning Commission
Councillor Hornbrook reported that the Advisory Planning Commission would be meeting on Thursday, June 27th, 2013.
- Community Forest Co-op
There was no Report for the Forest Co-op.
- Lake Cowichan Seniors Association
Councillor Ingram reported that the Lake Cowichan Seniors' Association is winding down for the summer and getting ready for Music in the Park.

Councillor Hornbrook reported the acquisition of a defibrillator was delayed.
- No. R.0101/13
Lake Cowichan Fire Department – Incident Report
(b) Moved: Councillor Day
Seconded: Councillor Ingram
that the Fire Department Monthly Incident Report for May, 2013 and payment in the amount of \$6,883.99 be approved.
CARRIED.
- Financial Statement Summary
Councillor Hornbrook requested that consideration be given to summarizing costs on the incident reports so accumulated totals for Search and Rescue training and call-outs may be better identified.
- Cowichan Valley Regional District Board
Councillor McGonigle reported on his attendance at the Regional Board meeting held on June 12th, 2013 where discussions were had on bylaws for electoral areas, regional grant-in-aids, subdivision of the lands that were slated for the Eco-Depot and a resolution being brought forward to the Union of BC Municipalities on the matter of hospices.
- No. R.0102/13
Development Permit and Development Variance Permit – Lot 20, Plan 1231 (160 – 162 South Shore Road)
(c) Moved: Councillor Hornbrook
Seconded: Councillor Ingram
that Council approve the Development Permit and Development Variance Permit No. DP2013-03 for 160-162 South Shore Road (J.V.s Burgers and Pizza) subject to the following conditions:
 1. Council grant a variance to the off-street parking and loading provisions of the Zoning Bylaw to require 4 parking spaces (one space for each three seats) and no on-site loading space;
 2. In lieu of providing the required off-street parking and loading facilities a Class II bicycle storage rack (designed

for short term storage, and of a design approved by the Town) for a minimum of 2 bicycles shall be provided and installed in an appropriate location within the public right-of-way in front of the restaurant;

3. Color scheme of "crummy" speeder trailer to be made in consultation with the Kaatza Station Museum; and
4. Fencing to be retained or modified with an opened gapped fence for visibility or the lattice work pattern as currently exists.

CARRIED.

No. R.0103/13
Strategic Community
Investment Funds Plan
and Progress Report

Moved: Councillor Ingram
Seconded: Councillor McGonigle
that Council approve the submission of the Strategic
Community Investment Funds Plan and Progress Report for
2012 as presented.

CARRIED.

No. R.0104/13
Reporting of Financial
Information - 2012

Moved: Councillor McGonigle
Seconded: Councillor Hornbrook
that Council accept the financial information, as presented, for
2012 as is required under the *Financial Information Act* and the
Community Charter for submission to the Ministry of
Community and Rural Development.

CARRIED.

8. BYLAWS

No. R.0105/13
Bylaw No. 931-2013
Council Procedure

- (a) Moved: Councillor McGonigle
Seconded: Councillor Ingram
that the "Town of Lake Cowichan Council Procedure Bylaw No.
931-2013" be reconsidered and adopted.

CARRIED.

No. R.0106/13
Bylaw No. 932-2013
Animal Control

- (b) Moved: Councillor Hornbrook
Seconded: Councillor Day
that the "Town of Lake Cowichan Animal Control Bylaw No.
932-2013" be read a first, second and third time.

CARRIED.

9. NEW BUSINESS

None.

10. MAYOR'S REPORT

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

- Busy summer with the South Shore Road paving and roundabout project;
- Work progress on the new public library;
- Lake Days being another great success;
- Conveyed his congratulations to Megan Berry, Ashley Vomacka and Emily Pastor for being chosen Lady of the Lake, 1st and 2nd Princess respectively and to The Lake Cowichan Secondary School for its accomplishments for this year;
- Amendment of the rule curve governing water management for the Cowichan River;

- Discussions underway to create a model for an Integrated Primary and Community Care team for Cowichan Lake;
- The Town of Lake Cowichan's cultural exchange with Date City and Ohtaki, Japan and the number of delegates that have been on the trip to and from Japan; and
- In closing, he thanked everyone for their consideration and patience during the busy road construction season.

11. MEDIA / PUBLIC QUESTION PERIOD

12. IN CAMERA

No. R.0107/13
In-Camera

Moved: Councillor McGonigle
Seconded: Councillor Ingram
that Council close the meeting to the public to deal with issues relating to labour relations, law enforcement and litigation matters which falls under Section 90(1) (c), (f) and (g) of the Community Charter (7:06 p.m.).

CARRIED.

13. ADJOURNMENT

No. R.0108/13
Adjournment

Moved: Councillor Ingram
Seconded: Councillor Hornbrook
that we arise with no report and adjourn. (9:03 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2013.

Mayor