

**TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council held on  
Tuesday, December 17<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

**1. CALL TO ORDER**

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

**2. AGENDA**

No. R.0186/13 Moved: Councillor Hornbrook  
Seconded: Councillor Ingram  
that the agenda be approved.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.0187/13 (a) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the minutes of the Regular meeting of Council held on  
November 26<sup>th</sup>, 2013 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

(a) The correspondence item from the Honours and Awards  
Secretariat regarding the Order of British Columbia 2014 call for  
nominations was treated as information.

**7. REPORTS**

No. R.0188/13 Moved: Councillor McGonigle  
Finance and Seconded: Councillor Hornbrook  
Administration that the minutes of the Finance and Administration Committee  
meeting held on December 10<sup>th</sup>, 2013 be approved with the  
following recommendations:

**1—Appointment**

that Councillor Tim McGonigle be appointed as the Town's  
representative on the Cowichan Valley Regional District's transit  
service review panel.

CARRIED.

No. R.0189/13  
Public Works

Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the minutes of the Public Works Committee meeting held on December 3<sup>rd</sup>, 2013 be approved with the following recommendation:

**1—Watershed 2014**

that Council approve the attendance of Mayor Ross Forrest at the Watershed 2014: Towards Watershed Governance in British Columbia and Beyond to be held January 27<sup>th</sup> to January 29<sup>th</sup>, 2014 at the Quw'utsun' Cultural and Conference Centre in Duncan, BC.

CARRIED.

No. R.0190/13  
Parks, Recreation and Culture

Moved: Councillor Day  
Seconded: Councillor Ingram  
that the minutes of the Parks, Recreation and Culture Committee meeting held on December 3<sup>rd</sup>, 2013 be approved.

CARRIED.

No. R.0191/13  
CLEC, Lakeview and Fire Department

Moved: Councillor Day  
Seconded: Councillor Ingram  
that the minutes of the CLEC, Lakeview and Fire Department Committee meeting held on December 10<sup>th</sup>, 2013 be approved with the following recommendation:

**1—YES Camp**

that Council support, in principle, of a 5-year contract for facility rental of the Education Centre by Camp YES.

CARRIED.

Sustainable Planning and Development

There was no report for the Sustainable Planning and Development Committee.

Cowichan Lake Recreation Commission

The minutes of the Cowichan Lake Recreation Commission meeting held on November 28<sup>th</sup>, 2013 were treated as information.

Councillor Day reported on the meeting with the following:

- Available usage of public event sign at entrance to Lake Cowichan for highlighting recreational activities such as hockey tournaments and figure skating events;
- Construction of additional trophy cases for the Arena facility;
- Annual dinner to be held on Thursday, December 19<sup>th</sup>, 2013; and
- The need to advise local businesses of local tournaments and events held in Lake Cowichan to cope with the influx of visitors to the community during those events.

Chamber of Commerce

Mayor Forrest reported that an Provincial announcement would be made in Parksville, BC regarding the multi-business license programme and that he would be attending the event with Ron McKenzie, Interim President for the Cowichan Lake District Chamber of Commerce.

Kaatza Historical Society

There was no report for the Kaatza Historical Society

Vancouver Island

There was no report for the Vancouver Island Regional Library.

Regional Library

Ohtaki Twinning Committee

There was no report for the Ohtaki Twinning Committee.

Advisory Planning Commission

There was no report for the Advisory Planning Commission.

Community Forest Co-op

There was no report for the Community Forest Co-op.

Lake Cowichan Seniors Association

There was no report for the Lake Cowichan Seniors Association.

Councillor Day asked if consideration would be given to involving the local schools and students with activities at the Seniors Centre.

No. R.0192/13  
Lake Cowichan Fire Department – Incident Report

**(b)** Moved: Councillor Day  
Seconded: Councillor Ingram  
that the Fire Department Monthly Incident Report for November, 2013 and payment in the amount of \$6,571.26 be approved.

CARRIED.

Councillor Day reported that the Association of Vancouver Island Coastal Communities resolution with respect to ambulance assists and accident call-outs was forwarded to the Fire Chief for his input. The Chief Administrative Officer reported that the Fire Chief will forward his recommendations on the matter shortly.

Cowichan Valley Regional District Board

Councillor McGonigle reported on his attendance at the Board meeting held on December 11<sup>th</sup>, 2013. He reported on the following:

- Election of the Director Rob Hutchins, as Chair and Director Mike Walker, as Vice-chair
- Presentation by the Capital Regional District and Cowichan Valley Regional District representative on the BC Ferry Authority Board;
- Director Mary Marcotte appointed as the Vancouver Island Regional Library representative and Director Lorne Duncan as the alternate representative;
- Concerns being raised on the medical marijuana licensing issue and the need being raised for policies for dealing with this;
- Referendum held on Thetis Island on the garbage and recycling services with 70% endorsing the cost increases; and
- Cowichan Sportsplex funding and the proposal to hold a referendum during the municipal elections in 2014 to see which electoral areas wanted to contribute to this function.

Choose Cowichan

Councillor Day gave Council an update on the recent activities of the Choose Cowichan Lake Committee and reported on the following:

- The re-opening of Brookside medical clinic with the installation of an on-line computerized medical system;
- A Nurse practitioner who would be rotating her services between Brookside Medical Clinic and

Kaatza Health Unit;

- Dr. D. Froese will be joining Lakeside Medical Clinic as a full-time medical practitioner;
- New doctors will be joining the Brookside clinic in July or August, 2014; and
- The Health Unit having modifications undertaken to accommodate the primary health care team that would be using the facility in 2014.

**8. BYLAWS**

No. R.0193/13  
Bylaw No. 936-2013  
Water Regulations and Rates

- (a) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Water Regulations and Rates Bylaw No. 936-2013" be reconsidered and adopted.

CARRIED.

No. R.0194/13  
Bylaw No. 937-2013  
Sewer Regulations and Rates

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Ingram  
that the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 937-2013" be reconsidered and adopted.

CARRIED.

No. R.0195/13  
Bylaw No. 938-2013  
Waste Collection Regulations and Rates

- (c) Moved: Councillor Hornbrook  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Waste Collection Regulations and Rates Bylaw No. 938-2013" be reconsidered and adopted.

CARRIED.

No. R.0196/13  
Bylaw No. 939-2013  
Fees and Charges for Services

- (d) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the "Town of Lake Cowichan Fees and Charges for Services Bylaw No. 939-2013" be reconsidered and adopted.

CARRIED.

**9. NEW BUSINESS**

No. R.0197/13  
Meeting Schedule for 2014

- (d) Moved: Councillor Ingram  
Seconded: Councillor Hornbrook  
that the notice of Regular Meeting Dates of Council for 2014 be approved.

CARRIED.

**10. MAYOR'S REPORT**

The Mayor provided a written copy of his year-end report that outlined the accomplishments of the Town.

He extended his thanks to everyone for helping Council complete five years of public service to the community and expressed appreciation to everyone for the effort put in.

**11. NOTICES OF MOTION**

None.

**12. MEDIA / PUBLIC QUESTION PERIOD**

David Ridley extended his thanks to everyone working for the Town; the outside employees for making Lake Cowichan the pleasant place it is, the office staff and employees for

answering his many questions and concerns, the Chief Administrative Officer for the manner in which he deals with the public and Council for its good work in accomplishing what it has this year. He wished everyone the very best of the season.

**13. IN CAMERA**

No. R.0198/13  
In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council close the meeting to the public to deal with issues relating to acquisition, disposition or expropriation of land or improvements, and law enforcement matters which falls under Section 90(1) (e) and (f) of the Community Charter (6:40 p.m.).

CARRIED.

**14. ADJOURNMENT**

No. R.0199/13  
Adjournment

Moved: Councillor Ingram  
Seconded: Councillor Day  
that we adjourn without report at 8.00 p.m.

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor