

# TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on  
Tuesday, December 23<sup>rd</sup>, 2014



PRESENT: Mayor Ross Forrest  
Councillor Carlyne Austin  
Councillor Bob K. Day  
Councillor Tim McGonigle  
Councillor Lorna Vomacka

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

PUBLIC: 5

## 1. CALL TO ORDER

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

## 2. AGENDA

No. R.202/14 Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the agenda be approved.

CARRIED.

## 3. ADOPTION OF MINUTES

No. R.203/14 (a) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the minutes of the Regular meeting of Council held on  
November 25<sup>th</sup>, 2014 be adopted.

CARRIED.

No. R.204/14 (b) Moved: Councillor Day  
Seconded: Councillor Austin  
that the minutes of the Inaugural meeting of Council held on  
December 2<sup>nd</sup>, 2014 be adopted.

CARRIED.

## 4. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) The Chief Administrative Officer spoke on the Council resolution that was passed at the October 28<sup>th</sup>, 2014 meeting that approved the addition of a patron participation entertainment endorsement for food primary license for Scamp Catering Inc (DBA Shaker Mill Restaurant) change to its liquor license.

He advised that the Liquor Control Board requested that the views of the residents that may be affected by the proposed establishment must be provided and that a public hearing process would need to occur with the applicable report to be attached to any Council resolution.

No. R.205/14  
Resolution No. R.160/14 -  
Rescind

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council rescind Resolution No. R.160/14 passed at a Regular Meeting of Council held on October 28<sup>th</sup>, 2014; and that staff be directed to begin the public hearing process for an amendment to the liquor license for the Shaker Mill, as per the Liquor Control Board requirements.

CARRIED.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

(a) None.

(b) The correspondence received from the Union of BC Municipalities regarding group insurance for elected officials was treated as information.

Councillor McGonigle stated that he would be interested in if two (2) fellow councillors were interested. Councillor Day requested clarification if council members were responsible for the cost as stated in the newly approved Council Remuneration bylaw. The Chief Administrative Officer responded in the affirmative.

**7. REPORTS**

No. R.206/14  
Finance and  
Administration

Moved: Councillor Austin  
Seconded: Councillor Day  
that the minutes of the Finance and Administration Committee meeting held on December 16<sup>th</sup> 2014 be approved with the following recommendations:

**1—Residential Low Flush Toilet Rebate**

that the low flush toilet rebate be reduced to \$50.00 (from \$75.00) beginning March 1<sup>st</sup>, 2015 and that the rebate only apply to residential homes constructed prior to December 31<sup>st</sup>, 2003, effective immediately.

**2—Rates for 2015**

that Council approve the following rate increase of up to 1% for water, sewer and garbage charges with no fee increase for Lakeview Park and the Cowichan Lake Education Centre.

**3—CommUnity Innovation Lab Conference**

that the Mayor and Chair of the Economic and Sustainable Development Committee be authorized to attend the CommUnity Innovation Lab to be held on February 3<sup>rd</sup> to 5<sup>th</sup>, 2015 in Kamloops, BC.

CARRIED.

No. R.207/14  
Public Works

Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that the minutes of the Public Works Committee meeting held on December 9<sup>th</sup>, 2014 be approved.

CARRIED.

No. R.208/14  
Parks, Recreation and  
Culture

Moved: Councillor Vomacka  
Seconded: Councillor Day  
that the minutes of the Parks, Recreation and Culture  
Committee meeting held on December 9<sup>th</sup>, 2014 be approved  
with the following recommendations:

**1—Tree Canada – TD Green Streets Grant**

that the Town of Lake Cowichan submit an application under  
the Tree Canada – TD Green Streets grant for Cowichan Green  
Community project for an amount of \$15,000 with Town  
committing to 50 percent of the total program costs.

**2—BC Hydro Grant Funding**

that the Town of Lake Cowichan submit an application under  
the BC Hydro tree planting grant for an amount of \$10,000.

CARRIED.

Cowichan Lake  
Recreation

The minutes of the Cowichan Lake Recreation Commission  
meeting held on Thursday, November 27<sup>th</sup>, 2014 were treated  
as information.

Vancouver Island  
Regional Library

Councillor Vomacka advised that the next meeting of the Board  
would be held on Saturday, January 24<sup>th</sup>, 2015.

Advisory Planning  
Commission

Councillor McGonigle reported on his attendance at the  
Advisory Planning Commission meeting held on December 11<sup>th</sup>,  
2014. He advised that the Commission has forwarded the  
signage and zoning amendment bylaws for Council's  
consideration at this evening's meeting.

Community Forest Co-op

Councillor McGonigle reported that the Forest Co-op held its  
Annual General Meeting on Thursday, November 27<sup>th</sup>, 2014 and  
that he had been elected as the Vice-Chair. He advised that  
the Ministry of Forest and Lands would be extending its current  
license for a further two (2) years to allow for its land base  
license application time for processing.

Council and Other  
Committee Reports

There were no reports on the following:

- Economic and Sustainable Development;
- Vancouver Island Regional Library; and
- Ohtaki Twinning Committee.

No. R.209/14  
Lake Cowichan Fire  
Department – Incident  
Report

**(b)** Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the Fire Department Monthly Incident Report for  
November, 2014 and payment in the amount of \$11,068.85 be  
approved.

CARRIED.

Cowichan Valley Regional  
District Board

Councillor Day reported on his attendance at the recent  
Board meeting held on December 10<sup>th</sup>, 2014 with the  
Board highlights reviewed by Council.

Councillor McGonigle requested further details on the  
Chesterfield Sports Society and the contributions services  
established for four elector areas and whether the Society  
would be submitted an application under the grant-in-aid  
programme for 2015. Councillor Day responded in the  
affirmative that the Chesterfield Sports Society would be  
submitting an application in 2015 for financial assistance.

**8. BYLAWS**

No. R.210/14  
Bylaw No. 947-2014  
Official Community Plan  
Amendment

- (a) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Official Community Plan  
Amendment Bylaw No. 947-2014" be read a third time.  
Councillor Day OPPOSED  
CARRIED.

No. R.211/14  
Bylaw No. 948-2014  
Zoning Amendment

- (b) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Zoning Amendment Bylaw  
No. 948-2014" be read a third time, as amended.  
CARRIED.

No. R.212/14  
Bylaw No. 954-2014  
Zoning Amendment

- (c) Moved: Councillor Day  
Seconded: Councillor McGonigle  
that the "Town of Lake Cowichan Zoning Amendment Bylaw  
No. 954-2014" be read a first and second time.  
CARRIED.

No. R.213/14  
Bylaw No. 945-2014  
Sign Regulation

- (d) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Sign Regulation Bylaw No.  
945-2014" be read a first and second time.  
CARRIED.

No. R.214/14  
Bylaw No. 955-2014  
Water Regulations and  
Rates

- (e) Moved: Councillor Day  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Water Regulations and Rates  
Bylaw No. 955-2014" be read a first, second and third time.  
CARRIED.

No. R.215/14  
Bylaw No. 956-2014  
Sewer Regulations and  
Rates

- (f) Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Sewer Regulations and Rates  
Bylaw No. 956-2014" be read a first, second and third time.  
CARRIED.

No. R.216/14  
Bylaw No. 957-2014  
Waste Collection  
Regulations and Rates

- (g) Moved: Councillor McGonigle  
Seconded: Councillor Day  
that the "Town of Lake Cowichan Waste Collection Regulations  
and Rates Bylaw No. 957-2014" be read a first, second and  
third time.  
CARRIED.

**9. NEW BUSINESS**

No. R.217/14  
Appointment – Forest Co-  
operative

- (a) Moved: Councillor Austin  
Seconded: Councillor Day  
that Councillor Tim McGonigle be appointed as the Town's  
representative to the Cowichan Lake Community Forest Co-  
operative; and  
that Mayor Ross Forrest be appointed as the Town's alternate  
representative to the Cowichan Lake Community Forest Co-  
operative.  
CARRIED.

No. R.218/14  
Appointment – Social  
Planning Cowichan

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that Councillor Carlyne Austin be appointed as the Town of  
Lake Cowichan’s representative as a Board Liaison for Social  
Planning Cowichan.

CARRIED.

Mayor Forrest made the following appointments to Committees,  
Commissions and Organizations:

- Advisory Planning Commission, ex-officio –  
Councillor McGonigle;
- Advisory Planning Commission, alternate ex-officio  
– Councillor Austin;
- Ohtaki Twinning Committee, Chair – Mayor Ross  
Forrest; and
- Ohtaki Twinning Committee, Alternate –  
Councillor Vomacka.

No. R.219/14  
Leave of Absence

**(b)** Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that Council approve a leave of absence for Councillor  
McGonigle for the Regular meeting of Council to be held on  
Tuesday, January 27<sup>th</sup>, 2015.

CARRIED.

No. R.220/14  
Meeting Schedule for  
2015

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the notice of Regular Meeting Dates of Council for 2015 be  
approved.

CARRIED.

## **10. MAYOR’S REPORT**

The Mayor presented his report for December, 2014 with the  
following highlights:

- Santa parade that was held on November 29<sup>th</sup>, 2014  
and commended the Chamber of Commerce for its  
efforts on this;
- Thanked Community Services for organizing the hamper  
programme and the volunteers;
- Thanked the volunteer members of the Advisory  
Planning Commission for their involvement and  
assistance with planning matters;
- Thanked individual members of the Ohtaki Twinning  
Committee, the Board of Variance, and the Choose  
Cowichan Committee;
- Boil water advisory and the need for an outline of the  
Emergency Response Plan in place;
- The installation of the speed reader board and the  
reduction of speed in the area;
- The new pedestrian activated crosswalk devices  
installed for safety;
- Recognition of a number of firemen for years of service  
awards that were recently recognized;
- Approval of the Age-Friendly grant for \$19,850;
- Congratulations to the Lake Cowichan Christian  
Fellowship church for acquiring its new facility on King  
George Street; and
- Wishing everyone a happy New Year.

Mayor Forrest directed staff to post daily updates on the increase/decrease of the Town's water turbidity through the Town's website and social media to keep residents up dated on the boil water advisory.

Councillor Day requested that the Town's emergency response plan be brought forward to the next Public Works and Engineering Services Committee meeting for its input.

**11. NOTICES OF MOTION**

None.

**12. MEDIA / PUBLIC QUESTION PERIOD**

**13. IN CAMERA**

No. R.221/14  
In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that Council close the meeting to the public to deal with issues relating to personal information about an identifiable individual who is being considered for a municipal award of honour, labour relations or other employee relations and acquisition, disposition or expropriation of land or improvements under Section 90(1) (b), (c) and (e) of the Community Charter (7:07 p.m.).

CARRIED.

**14. ADJOURNMENT**

No. R.222/14  
Adjournment

Moved: Councillor McGonigle  
Seconded: Councillor Day  
that we adjourn ( 8:28 p.m.).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor