



**TOWN OF LAKE COWICHAN**  
Minutes of a Regular meeting of Council  
*Tuesday, October 22<sup>nd</sup>, 2019*

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

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

PUBLIC: 2

**1. CALL TO ORDER**

Mayor Peters called the meeting to order at 6:07 p.m.

**2. AGENDA**

No. R.0136/19  
Agenda

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

**REPORTS –OTHER REPORTS**

(b)(vi) Councillor Vomacka re: Union of BC Municipalities Convention report; and

**NOTICES OF MOTION**

(a) Mayor Peters re: 1<sup>st</sup> Lake Cowichan Scouts request for funding.  
CARRIED.

**3. ADOPTION OF MINUTES**

No. R.0137/19  
Minutes

Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the minutes of the Regular Meeting of Council held on September 17<sup>th</sup>, 2019 be adopted.  
CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

No. R.0138/19  
Grant Application –  
Housing Needs

(a) Moved: Councillor Vomacka  
Seconded: Councillor McGonigle  
that Council support the Cowichan Valley Regional District's effort to make a joint application on a regional housing needs report and to manage the grant funding from the Union of BC Municipalities on behalf of the Town of Lake Cowichan and that the Town would be included in the project.  
CARRIED.

**5. DELEGATIONS AND REPRESENTATIONS**

(a) Mayor Peters expressed his privilege of presenting Doug Knott with a certificate that recognized his 40 years of exemplary service as a member of the Lake Cowichan Fire Department.

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

**7. CORRESPONDENCE**

**(a) Action Items:**

None.

**(b) Information or Consent Items**

No. R.0139/19  
Hot Rod N' Bike Show  
and Shine

**(i)**

Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the correspondence item from the Town of Lake Cowichan 75<sup>th</sup>  
Anniversary Committee regarding the Hot Rod N' Bike Show and Shine  
be received and filed.

CARRIED.

No. R.0140/19  
Youth Parliament

**(ii)**

Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council approve the participation of Ella Douglas from Lake  
Cowichan School in the British Columbia Youth Parliament, 91<sup>st</sup>  
Parliament programme from December 27<sup>th</sup> to 31<sup>st</sup>, 2019 in Victoria,  
BC with the registration costs of \$399 to be allocated from the grant-  
in-aid budget.

CARRIED.

No. R.0141/19  
National Child Day  
Event

**(iii)**

Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the correspondence item from Mary Dolan, Leadership Team,  
Children and Family Council regarding the National Child Day Event be  
received and filed.

CARRIED.

**8. REPORTS**

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

No. R.0142/19  
Finance and  
Administration

**(i)**

Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the minutes of the Finance and Administration Committee  
meeting held on October 8<sup>th</sup>, 2019 be approved with the following:

**1- Fire Department - Incident Report**

that Council approve the Lake Cowichan Fire Department's incident  
report for August 2019 in the total amount of \$9,118.48;

**2- Policy – Cannabis Retail Sales in Lake Cowichan**

that staff be directed to draft a policy to address the retail sales of  
cannabis in Lake Cowichan through the use of Temporary Use Permit  
(TUP) application process which may include limitations on the  
number of site-specific locations for the retail stores; and

**3- Re-imburement of UBCM Costs and Policy Creation**

that Councillor Sandhu be reimbursed in the amount of \$94.50 for  
Union of BC Municipalities convention costs; and  
that a process be adopted for bookings for future conference  
attendances.

CARRIED.

No. R.0143/19  
Public Works and  
Environmental  
Services

**(ii)**

Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the minutes of the Public Works and Environmental Services  
Committee meeting held on October 15<sup>th</sup>, 2019 be approved with the  
following:

**1- Soda Ash System Installation Contract**

that Council approve the contract for the soda ash system installation  
at the Water Treatment Plant for award to Archie Johnstone Plumbing  
in the amount of \$115,614 plus taxes.

CARRIED.

- No. R.0144/19  
Parks, Recreation and  
Culture
- (iii)** Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the minutes of the Parks, Recreation and Culture Committee meeting held on October 15<sup>th</sup>, 2019 be approved, as amended, with the following:
- 1- Duck Pond Upgrades**  
that the Kin Club work with staff on upgrades to the Duck Pond playground equipment.
- CARRIED.
- Cowichan Lake  
Recreation
- (iv)** Mayor Peters advised that the Cowichan Lake Recreation Commission would be meeting on Thursday, October 24<sup>th</sup>, 2019 to review the draft budget for 2020 that includes capital projects such as siding for the exterior of the facilities.
- Councillor Sandhu requested further details on whether there would be facility user fee increases beginning in January 2020.
- Vancouver Island  
Regional Library
- (v)** Councillor Vomacka reported that on the recent Vancouver Island Regional Library Board meeting which saw the 2020 budget passed with a 3.94% increase with the Town's levy being increased by 12.32% in its annual requisition. She further reported that the library use has increased by 494 people.
- Councillor Vomacka read out a Media Release from a local resident that raised concerns on local youth behavior and the Library's response on the provision of a safe and supportive environment for all.
- Advisory Planning  
Commission
- (vi)** Councillor Austin reported that the Advisory Planning Commission would be meeting on Thursday, October 24<sup>th</sup>, 2019 and it would be discussing the zoning bylaw and cannabis retail sale use.
- Community Forest  
Co-operative
- (vii)** Councillor McGonigle reported that the Community Forest Co-operative met last Tuesday, October 15<sup>th</sup>, 2019 to introduce the first uptake of grant funding applications. He stated that once the successful applicants were notified, he would report on the applicants that been successful and those who have not been. New applications will be accepted again the Spring of 2020.
- Councillor Austin requested clarification on the bricks that were being replaced and if a special coating to protect them from further wear would be considered. Councillor McGonigle advised that Mortimers had suggested a particular seal and that the Forest Co-op would be replacing 63 worn bricks at the Memorial Park.
- Cowichan Valley  
Regional District  
Board
- (b)** **Other Reports**  
**(i)** Councillor McGonigle reported on his attendance at the following meetings:
- Regional District Board
- Agreement with Ministry of Transportation and Infrastructure for Electoral Area "C";
  - Funding of parkland acquisition in Electoral Area "F";
  - Union of BC Municipalities community emergency funding for the six regional fire departments;
  - Creation of a policy on cannabis;
  - Bylaw amendments proposed for electoral areas where the principle use of retail stores is permitted to include cannabis retail sales;
  - Application for cannabis production;
  - Grants-in-aid considered for electoral areas; and

- Public meeting at the Cowichan Lake Recreation on Thursday, October 24<sup>th</sup>, 2019 at 5:30 pm for a opportunity to review the 2020 budget.

Community Services Committee

- Digitization of corporate records discussions with the continuation of the practice of off-site storage;
- Zoning amendments for electoral areas; and
- Regional recreation funding discussions.

- Community Outreach Team (ii) Councillor Austin reviewed her written report on the Community Outreach Team meeting held on October 17<sup>th</sup>, 2019 and advised that the next meeting is to be held on November 14<sup>th</sup>, 2019.
- Councillor Austin reported on the following:
- Flu vaccine is now available the Health Centre on Cowichan Avenue;
  - Sunday, October 27<sup>th</sup>, 2019 is booked for emergency preparedness at the Centennial Hall;
  - Community Services would be holding its annual hampers programme in December with volunteers on December 18<sup>th</sup>, 2019 for pickup on the 19<sup>th</sup> of December, 2019 for users of the service; and
  - A need for a laundromat in Lake Cowichan was raised.
- Our Cowichan (iii) Councillor Sandhu reported that the Our Cowichan would be meeting on November 14<sup>th</sup>, 2019.
- L.I.F.T. (iv) Mayor Peters reported on the L.I.F.T. meeting which was recently held with local area representation from the Town of Lake Cowichan, Electoral Areas "F" and "I" and the Lake Cowichan First Nation. The group members have now agreed on quarterly meetings.
- Cowichan Watershed Board (v) Councillor Sandhu requested that consideration be given to the Town of Lake Cowichan sending a representative to the Technical Advisory of the Cowichan Watershed Board and that a letter be sent to all partners advising that the Mayor will be attending.
- Union of BC Municipalities (vi) Councillor Vomacka reported on her attendance at the recent Union of BC Municipalities (UBCM) conference held in Vancouver, BC. She reported that she had participated on a tour for social housing and temporary modular housing that opened in 2018 for those at risk of homelessness. The programmes involving the provision of meals, life training and opportunities for volunteering were included in that tour.

Councillor McGonigle reported on his attendance at the conference which included his participation in some study sessions on emergency preparedness.

Councillor Austin expressed her view that meeting with representatives of government agencies and other organizations proved useful in garnering information that was useful and beneficial.

Mayor Peters had attended a study session on retail recreation cannabis which he felt was useful for establishing policies and procedures on this issue. He stated that the information and networking opportunities provided by the conference were very valuable in assisting him fulfil his role as Mayor.

**(c) Staff Reports**

None.

**9. BYLAWS**

No. R.0145/19  
Permissive Exemption  
from Taxation – Not-  
for-Profit and Places  
of Worship  
No. 1025-2019

**(a)** Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Permissive Exemption from Taxation  
for Not-for-Profit and Places of Worship Properties Bylaw No. 1025-  
2019" be reconsidered and adopted.

CARRIED.

No. R.0146/19  
Zoning Amendment  
No. 1028-2019

**(b)** Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1027-  
2019" be read a third time.

CARRIED.

No. R.0147/19  
Zoning Amendment  
No. 1028-2019

**(c)** Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1028-  
2019" be reconsidered and adopted.

CARRIED.

No. R.0148/19  
Permissive Exemption  
from Taxation –  
North Shore Road  
Boat Launch  
No. 1029-2019

**(d)** Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the "Town of Lake Cowichan Permissive Exemption from Taxation  
for the Boat Launch Bylaw No. 1029-2019" be reconsidered and  
adopted.

CARRIED.

**10. NEW BUSINESS**

No. R.0149/19  
Appointment –  
Deputy Mayor

**(a)** Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Councillor Vomacka be appointed as the Deputy Mayor for the  
term starting November 1<sup>st</sup>, 2019 to October 31<sup>st</sup>, 2020.

CARRIED.

**11. MAYOR'S REPORT**

Mayor Peter's read out his report that included the following:

- First year as Mayor was challenging but very interesting;
- Attended Association of Vancouver Island Coastal Communities (AVICC), Federation of Canadian Municipalities (FCM), Union of BC Municipalities (UBCM) conferences and learned a lot;
- Made many contacts with Federal, Provincial and other municipal personnel;
- Participated on several boards including Cowichan Lake Recreation Commission (CLRC) and Island Community Economic Trust (ICET) and was appointed as the Chair of the Central South Island Regional Advisory Committee (CSIRAC);
- Have enjoyed the challenges of the position of Mayor and likes dealing with public concerns;
- Council is very good to work with which makes the job a lot easier;
- Moving forward in the next three (3) years, to bring positive changes to our community;
- The future of Lake Cowichan looks bright with a lot more building starts, opportunities for senior care facility, commercial and industrial expansion and increased tourism; and

- Concluded by stating the need for all to work together to make Lake Cowichan a better place for all.

**12. NOTICES OF MOTION**

Mayor Peters spoke on a request for funding from the 1<sup>st</sup> Lake Cowichan Scouts. The matter will be forwarded to the next Finance and Administration Committee meeting.

**13. QUESTION PERIOD**

**14. IN CAMERA**

No. R.0150/19  
Retire to In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with issues relating to the acquisition, disposition or expropriation of land or improvements which fall under Section 90(1) (e) of the *Community Charter* (7:14 p.m.)

CARRIED.

**16. ADJOURNMENT**

No. R.0151/19  
Arise/Report from In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council arise with no report and adjourn (7:42 p.m.)

CARRIED.

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

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

\_\_\_\_\_  
Mayor