



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council
Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, January 26th, 2021

PRESENT: Mayor Bob K. Day, Chair
Councillor Carlyne Austin
Councillor Tim McGonigle
Councillor Kristine Sandhu
Councillor Lorna Vomacka

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance

1. CALL TO ORDER

Mayor Day called the meeting to order at 6:23 pm.

2. AGENDA

No. R.01/21
Agenda

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

No. R.02/21
Regular
Meeting

(a) Moved: Councillor McGonigle
Seconded: Councillor Sandu
that the minutes of the Regular meeting of Council held on December
22nd, 2020 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

None.

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

7. CORRESPONDENCE

(a) Action Items:

No. R.03/21
Letter of Support -
Regional Emergency
Support Services

(1) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that Council support the application by the Cowichan Valley Regional
District for funding under the Union of BC Municipalities Community
Emergency Preparedness Fund – Emergency Support Services (ESS)
Grant on behalf of the Town of Lake Cowichan for its portion of the
grant funds totaling \$25,000.

CARRIED.

(2) The correspondence item from Tristan Peterson and Erica Blume, Lake
Cowichan School on the formation of a youth council was treated as
information.

Staff was directed to contact the writers and invite them to a future
zoom meeting once an appropriate meeting with date and time can be
determined.

(b) Information or Consent Items

None.

8. REPORTS

(a) Council and other Committee Reports

No. R.04/21
Finance and
Administration

- (i)** Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the minutes of the Finance and Administration Committee meeting held electronically on January 12th, 2021 be approved with the following:

1- Letter of Support

that a letter of support be sent to the Lake Cowichan Kinsmen on its efforts to obtain funding through Co-op Community Spaces so that the upgrade and installation of playground equipment at the Duck Pond could be made; and

2- Appointments – Advisory Planning Commission

that the appointments to the Advisory Planning Commission of the following for a two-year term beginning January 1st, 2021 be made:

- Darlene Ector;
- Lynn Klein;
- Pat Lamont;
- Janice New; and
- Robert Patterson.

CARRIED.

No. R.05/21
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 electronically on January 19th, 2021 be approved with the following:

1- Stone Park Upgrades

that the upgrades to Stone Park estimated at \$45,000 be allocated in the 2021 budget; and

2- Sanitary In-flow and Infiltration Design Work

that the engineering and design work for inflow and infiltration at Arbutus and Alder Streets at a cost of \$15,000 be allocated in the 2021 budget.

CARRIED.

Prior to Mayor Day calling a vote to the question, Councillor McGonigle recused himself from the meeting at 6:40 pm on a perceived conflict of interest on the recommendations arising from the Public Works and Environmental Services Committee meeting.

Councillor McGonigle returned to the meeting at 6:41 pm.

No. R.06/21
Parks, Recreation and
Culture

- (iii)** Moved: Councillor Austin
Seconded: Councillor McGonigle
that the minutes of the Parks, Recreation and Culture Committee meeting held electronically on January 19th, 2021 be approved, as presented.

CARRIED.

No. R.07/21
Sustainable Planning

- (iv)** Moved: Mayor Day
Seconded: Councillor McGonigle
that the minutes of the Sustainable Planning Committee meeting held electronically on January 19th, 2021 be approved with the following:

1- Motion R.0079(5)/19 Rescinded.

that Resolution R.0079(5)/19 dealing with the annexation of Lot 1, Plan 33108 (8079 Neiser Road) be rescinded.

CARRIED.

Cowichan Lake
Recreation
Commission

- (v) Mayor Day had no report from the last Commission meeting and will forward a copy of the minutes to members of Council.

Vancouver Island
Regional Library

- (vi) Councillor Vomacka reported that the Annual General Meeting and Trustees meeting for the Library Board will be held on Saturday, January 30th, 2021.

She further reported that she had registered for the January 28th event organized by Bob Joseph and which is to be held at the Regional Library.

Mayor Day inquired about the library's operations during the pandemic. He was advised that it had changed its hours of operation but was still loaning out books and allowing public access to computer terminals.

Advisory Planning
Commission

- (vii) Councillor Austin reported that the Advisory Planning Commission would be meeting on January 28th, 2021 with two new members in attendance. A Chair is to be elected at the meeting. She reported that the contract planner will be reviewing the Zoning Bylaw update.

Community Forest
Co-operative

- (viii) There was no report for the Community Forest Co-operative.

(b) Other Reports

Cowichan Valley
Regional District

- (i) Councillor McGonigle gave a verbal report on the meetings held for the Special Corporate Services on January 25th and this day to discuss the budget and interest in further function discussions. He noted that Schedule E reflects the impacts to the Town of Lake Cowichan and the public can view the budget on the Regional District's website. A meeting is scheduled for February 10th to finalize the budget with a proposed 2.48% overall taxation increase and at that time, all functions will be addressed through the weighted vote system which he explained to Council members.

Regional Services and Board meetings will be held Wednesday, January 27th to deal with various items and encouraged people to tune in at 9:30 am and the Board resumes at 2:00 pm.

Community Outreach
Team

- (ii) Councillor Austin spoke on the Community Outreach Team meeting that was held on January 21st, 2021 and they are updating the resource guide for the area. She spoke on the hot soup and sandwiches being served on Mondays and Thursday for those in need until March 2021 and the Free Store being held on Wednesdays for produce and products from the Green Community.

Our Cowichan

- (iii) Councillor Sandhu reported that the last meeting of Our Cowichan was held on January 14th, 2021 and the presentation from Cowichan Hospice House which opened in November 2020.

Our Cowichan looked at goals and objectives and identified four (4) which were outlined. The next meeting is scheduled for March 4th, 2021.

Cowichan Watershed
Board

- (iv) Councillor Sandhu reported that the Board held its meeting on January 25th, 2021 and began the meeting with a roundtable on the 2020 watershed year. There are four (4) videos pertaining to the watershed on the Watershed's website and she encouraged Council members to view them to make themselves familiar with that resource.

(c) Staff Reports

No. R.08/21
DP2020-08 – Lot 11,
Plan VIP54940 (288
Castley Heights)

- (a)** Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that Council approve issuance of a Development Permit to the owner(s) of Lot 11, Section 5, Renfrew District, Plan VIP54940 (288 Castley Heights), with the following conditions:
- 1) prior to the issuance of a building permit, an updated geotechnical site assessment shall be prepared for review and consideration by the Town’s Building Inspector;
 - 2) prior to the issuance of a building permit, any retaining walls and structures higher than 1.0 metres must be designed by a professional geoscientist or structural engineer to the satisfaction of the Town’s Building Inspector and must be located entirely on the parcel;
 - 3) prior to the issuance of a building permit, the encroaching fence and portion of the carport on the North property line shall be removed; and
 - 4) the owner(s) address rainwater management by proposing a rock pit that will tie into the existing storm sewer to ensure adequate drainage to protect the property and adjacent properties and ensure that no drainage from the building or landscaping will discharge directly onto the slope.

CARRIED.

No. R.09/21
DP2020-09 – Lot A,
Plan VIP55855 (130
Neva Road)

- (b)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve issuance of a Development Permit to the owner(s) of Lot A, Plan VIP55855 (130 Neva Road), with the following condition:
- 1) approval of this Development Permit does not constitute approval of a building permit and any required sign permits.

CARRIED.

No. R.010/21
Grant – COVID-19
Resilience
Infrastructure

- (c)** Moved: Councillor McGonigle
Seconded: Councillor Austin
that Council direct a grant application submission under the COVID-19 Resilience Infrastructure component of the Investing in Canada Infrastructure Program for the retrofit and upgrade of a reconfigured Municipal Hall project estimated at \$1,862,193 which is inclusive of contingency funding;
that staff submit an application for grant funding for Project IVO207 through the Canada Infrastructure Stream; and
that Council supports the project and commits to any associated ineligible costs and cost overruns.

CARRIED.

9. BYLAWS

No. R.011/21
Fees and
Charges for
Services Bylaw
No. 1047-2021

- (a)** Moved: Councillor Austin
Seconded: Councillor Sandhu
that the “Town of Lake Cowichan Fees and Charges for Services Bylaw No. 1047-2021” be read a first, second and third time.

CARRIED.

No. R.012/21
Sewer
Regulations
and Rates
Bylaw No.
1048-2021

- (b)** Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the “Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 1048-2021” be read a first, second and third time.

CARRIED.

10. NEW BUSINESS

None.

11. MAYOR’S REPORT

Mayor Day gave his Mayor’s Report for January, 2021 which included the following:

- Municipalities and regional districts are discussing their capital budget needs for 2021;
- The Town of Lake Cowichan should be finalizing its operational and capital budgets in February 2021 and he reassured the public that the meetings will be livestreamed with the public afforded an opportunity to provide input;
- Thanked senior management and employees for their input in prioritizing capital projects within the municipality;
- He spoke on the COVID-19 pandemic and asked that each and every one of us should continue to follow the provincial guidelines to help reduce its spread; and
- His recent meeting with Island Health Board chair where the matter of COVID-19 was discussed.

12. NOTICES OF MOTION

None.

13. QUESTION PERIOD

14. IN CAMERA

No. R.013/21
Retire to In-Camera

Moved: Councillor McGonigle
 Seconded: Councillor Austin
 that Council close the meeting to the public to deal with issues relating to the following under s. 90(1) of the *Community Charter*:

- section (f) law enforcement; and
- section (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages.

(7:28pm)

CARRIED.

15. ADJOURNMENT

No. R.014/21

Moved: Councillor McGonigle
 Seconded: Councillor Sandhu
 that the meeting arise without report and adjourn (9:30 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2021.

Mayor