



## **TOWN OF LAKE COWICHAN**

Minutes of a Regular meeting of Council

Held and transmitted electronically via Council Chambers, located at 39 South Shore Road, Lake Cowichan, BC on Tuesday, January 25<sup>th</sup>, 2022.

**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  
Jas Sandhu, Superintendent, Public Works and Engineering Services  
Ronnie Gill, Director of Finance

**1. CALL TO ORDER**

Mayor Day called the meeting to order at 6:06 pm.

**2. AGENDA**

No. R.01/22  
Agenda

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the agenda be approved as amended with the following additions under:

**NEW BUSINESS**

(b) Budget Meeting Date(s); and

**NOTICES OF MOTION**

(a) Councillor Austin re: Canada Day Celebrations.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.02/22  
Regular Meeting

(a) Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that the minutes of the Regular meeting of Council held on December 21<sup>st</sup>, 2021, be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

Councillor Sandhu requested an update on the matter of Tourism Vancouver Island.

The Chief Administrative Officer advised that representatives would be in attendance at the Committee of the Whole meeting to be held on February 8<sup>th</sup>, 2022 to make a presentation to Council on its marketing and development initiatives.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

(a) **Action Items:**

(b) **Information or Consent Items**

(1) The correspondence item from the Minister of Transportation regarding municipal speed limits was treated as information.

Staff was directed to refer this correspondence item to the Advisory Planning Commission for possible recommendation(s) for Council consideration.

- (2) The correspondence item from Lucy Lobmeier, Honours and Awards Secretariat regarding the Order of British Columbia Call for Nominations was treated as information.

Staff was directed to refer this correspondence item to the next In-Camera meeting as the subject matter relates to personal information about an identifiable individual who is being considered for an award.

**7. REPORTS**

No. R.03/22  
Committee of  
the Whole

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

- (i) Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that the minutes of the Committee of the Whole meeting held electronically on January 11<sup>th</sup>, 2022, be approved, as amended, with the following:

**1-Poverty Reduction Strategy – Phase 2**

that the Town of Lake Cowichan endorse an application to be made by Social Planning Cowichan for an amount up to \$50,000 for the Poverty Reduction Planning and Action programme so that some of the actions listed in the Poverty Reduction Strategy may be implemented;

**2- Election Procedure Modifications**

that staff be directed to bring forward appropriate amendments to the election bylaw that incorporates the following:

- (i) Amend sections 6 and 7; and
- (ii) Addition of new section for mail ballot voting.

and the sign bylaw on regulations relating to the posting of election signs; and

**3- Policy – Freedom of Information**

that the Freedom of Information policy be approved as presented.  
CARRIED.

No. R.04/22  
Special Committee of  
the Whole

- (ii) Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the minutes of the Special Committee of the Whole meeting held electronically on January 18<sup>th</sup>, 2022, be approved as presented.  
CARRIED.

No. R.05/22  
Special Committee of  
the Whole

- (iii) Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the minutes of the Special Committee of the Whole meeting held electronically on January 19<sup>th</sup>, 2022, be approved as presented.  
CARRIED.

Cowichan Lake  
Recreation  
Commission

- (iv) Mayor Day reported that the next Cowichan Lake Recreation Committee would be held on Thursday, January 27<sup>th</sup>, 2022.

Vancouver Island  
Regional Library

- (vi) Councillor Vomacka reported that the Annual General Meeting would be held electronically on Saturday, January 29<sup>th</sup>, 2022.

Advisory Planning  
Commission

- (vii) Councillor Austin reported the following highlights from the meeting held on December 16<sup>th</sup>, 2021;
  - Revisions to the Subdivision, Works and Services Bylaw; and
  - Discussions on the creation of a dog park.

The next meeting will be held Thursday, January 27<sup>th</sup>, 2022 to hear the Town Planner discuss climate change and review of parks and greenways.

Community Forest  
Co-operative

**(viii)** Councillor McGonigle reported that the Forest Co-op was currently reviewing funding applications presented by two groups.

Cowichan Valley  
Regional District

**(b) Other Reports**

**(i)** Councillor McGonigle reported that Committee of the Whole meetings were scheduled for Wednesday, January 26<sup>th</sup>, 2022 and Thursday, January 27<sup>th</sup>, 2022 to discuss the 2022 budget.

He reported on the recent Committee of the Whole meeting as follows:

- Renew of the lease for the 911 tower repeater on Mount Sicker Road;
- Proposed resolutions being forwarded to Association of Vancouver Island Coastal Communities on speculation tax;
- Proposed transit to Nanaimo, like the current route to Victoria, BC;
- Application to Province for disaster financial assistance on areas of the Trans Canada Trail; and
- 2022 budget supplements for various functions in the Cowichan region.

Community Outreach  
Team

**(ii)** Councillor Austin reported on her attendance at the Outreach Team meeting held on January 20<sup>th</sup>, 2022.

She advised that the next meeting will be held on February 17<sup>th</sup>, 2022,

Councillor McGonigle further reported on his attendance at the Regional District's Board meeting held on December 12<sup>th</sup>, 2022 which included discussion on amendments to the Procedure Bylaw to continue with virtual meetings.

Our Cowichan

**(iii)** Councillor Sandhu reported that the January 13<sup>th</sup>, 2022 meeting had been cancelled and was being rescheduled.

Cowichan Watershed  
Board

**(iv)** Councillor Sandhu reported that the Cowichan Watershed will be holding its next meeting on January 31<sup>st</sup>, 2022.

**(c) Staff Reports**

None.

**8. BYLAWS**

No. R.06/22  
Inter-Community  
Business Licence  
Bylaw No. 1067-2021

**(a)** Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the "Town of Lake Cowichan Inter-Community Licence Bylaw No. 1067-2021" be reconsidered and adopted.

CARRIED.

No. R.07/22  
Sign Regulation  
Amendment  
Bylaw No. 1068-2021

**(b)** Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that the "Town of Lake Cowichan Sign Regulation Amendment Bylaw No. 1068-2021" be read a first, second and third time.

CARRIED.

No. R.08/22  
Election Bylaw  
Bylaw No. 1069-2021

**(c)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the "Town of Lake Cowichan Election Bylaw No. 1069-2021" be read a first, second and third time.

CARRIED.

No. R.09/22  
Emergency Support  
Services Grant

**9. NEW BUSINESS**

- (a) Moved: Councillor Sandhu  
Seconded: Councillor McGonigle  
that Council give its support for the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Support Services grant funding on behalf of the Town of Lake Cowichan.

CARRIED.

- (b) The next Special Committee of the Whole meeting will be scheduled for Tuesday, February 1<sup>st</sup>, 2022 at 4:00 pm.

**10. MAYOR'S REPORT**

Mayor Day gave his Mayor's Report for January 2022 which included the following:

- The 2021 property tax assessment notices have arrived in the mail with a rise of up to 42%;
- He wished to reassure residents that the rise in assessment does "not" mean that the municipal property tax payable this year will rise 42%;
- Town Council is reviewing the preliminary numbers for the 2022 budget that shows a modest 4.5% increase over last years dollar amount;
- Council approved a 2% increase in last years budget due to the affect of the pandemic on the economy and now must consider playing catch up due to aging infrastructure projects that were put on the back burner as well as the significant increase in the costs of materials;
- Council is considering an increase to the water and sewer parcel taxes to help fund large future capital expenditures;
- budget discussions have been taking place over the past few weeks at Special Committee of the Whole meetings and can be viewed on the Town's YouTube channel;
- staff will begin preparation of the financial bylaws which may include the aforementioned parcel tax increases;
- Staff and Council are hoping to be successful in an upcoming grant application to help fund the wastewater facility project and lessen that cost burden to our residents;
- He stated that municipalities only have one source of revenue and that is property taxation to supply and maintain the roadways, sidewalks, sewer and water systems, solid waste pickup to name a few; and
- In closing, he stated on behalf of Council, that the staff do an excellent job balancing the wants and needs of the community given that our property tax revenue is derived from an approximately 85% residential tax base.

**11. NOTICES OF MOTION**

- (a) Councillor Austin requested that the matter of Canada Day Celebrations and possible grant opportunities be brought forward to the next Committee of the Whole as a topic to be discussed.

**12. QUESTION PERIOD**

None.

**13. IN CAMERA**

No. R.010/22  
Retire to In-Camera

**(a)** Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with issues which fall under s. 90 (1) of the *Community Charter* as follows:  
s.90 (1) (c) labour relations or other employee relations; and  
s.90 (1) (f) law enforcement and bylaws  
at (6:48 pm).

CARRIED.

**14. ADJOURNMENT**

No. R.011/22  
Adjournment

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the meeting arise without report and be adjourned. (8:12 pm).  
CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor