

AGENDA

TOWN OF LAKE COWICHAN

**Regular meeting of Council to be held on
Tuesday, March 22nd, 2016 at 6:15 p.m.**



Page #

1. CALL TO ORDER

INTRODUCTION OF LATE ITEMS (if applicable)

2. APPROVAL OF AGENDA

3. ADOPTION OF MINUTES

(a) Minutes of the Regular Meeting of Council held on February 23rd, 2016.

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4. BUSINESS ARISING AND UNFINISHED BUSINESS

5. DELEGATIONS AND REPRESENTATIONS

(a) Dr. P. Hasselback, Island Health re: Medical Health Officer Report.

6. CORRESPONDENCE

(a) **Action Items**

(b) **Information or Consent Items**- (a member may ask that an item be dealt with separately)

7. REPORTS

(a) Council and Other Committee Reports

- | | | |
|--|----------------------|-----------|
| 1. Finance & Administration | Councillor McGonigle | |
| • March 8 th , 2016. | | 8 |
| 2. Public Works & Environmental Services | Councillor Austin | |
| • March 1 st , 2016. | | 11 |
| 3. Parks, Recreation & Culture | Councillor Vomacka | |
| • March 1 st , 2016. | | 14 |
| 4. Economic & Sustainable Development | Councillor Day | |
| • March 8 th , 2016. | | 17 |
| 5. Cowichan Lake Recreation Commission | Mayor Forrest | |
| • February 18 th , 2016. | | 19 |
| 6. V.I.R.L | Councillor Vomacka | |
| 7. Ohtaki Twinning Committee | Mayor Forrest | |
| 8. Advisory Planning Commission | Councillor McGonigle | |
| 9. Community Forest Co-op | Councillor McGonigle | |

(b) Other Reports

1. Cowichan Valley Regional District Board Meeting – Councillor Day.
2. Social Planning Cowichan – Councillor Austin.
3. Community Safety Advisory Committee - Councillor Austin.
4. Seniors' Care Facility Steering Committee – Councillor McGonigle.

Staff Reports

None.

8. BYLAWS

(a)	“Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 970-2016” may be read a third time.	21
(b)	“Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 970-2016” may be reconsidered and adopted.	21
(c)	“Town of Lake Cowichan Zoning Amendment Bylaw No. 971-2016” may be read a third time.	23
(d)	“Town of Lake Cowichan Zoning Amendment Bylaw No. 971-2016” may be reconsidered and adopted.	23
(e)	“Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 972-2016” may be reconsidered and adopted.	26
(f)	“Town of Lake Cowichan Water Parcel Tax Bylaw No. 973-2016” may be read a first, second and third time.	35

9. NEW BUSINESS

10. MAYOR’S REPORT

11. NOTICES OF MOTION

**12. MEDIA / PUBLIC QUESTION PERIOD
- Limited to items on the agenda**

13. IN CAMERA

- (a) Section 92 of the *Community Charter* requires that before a meeting or part of a meeting is closed to the public, the council must state, by resolution, that the meeting is to be closed, and
- (b) The basis on which the meeting is to be closed falls under the following:
 - s.90 (1) (c) – labour relations or other employee relations;
 - s.90 (1) (e) – acquisition, disposition or expropriation of land or improvements; and
 - s. 90 (1) (f) – law enforcement.

14. ADJOURNMENT

TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council held on
Tuesday, February 23rd, 2016



PRESENT: Mayor Ross Forrest
Councillor Carolyne 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: 6

1. CALL TO ORDER

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

2. AGENDA

No. R.0014/16

Moved: Councillor McGonigle
Seconded: Councillor Day
that the addition of David Lowther as a delegation for this meeting to update Council of the Seniors' Care Facility Steering Committee.

UNANIMOUSLY CARRIED.

No. R.0015/16

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

CARRIED.

3. ADOPTION OF MINUTES

No. R.0016/16

(a) Moved: Councillor McGonigle
Seconded: Councillor Day
that the minutes of the Regular Meeting of Council held on January 26th, 2016 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

(a) Judy Stafford presented Cowichan Green Community's accomplishments for 2015 through a short film presentation which also covered the development of the Town's community garden project at Centennial Park.

(b) David Lowther spoke on behalf of the Seniors' Care Facility steering committee and advised that a public meeting would be held on Thursday, March 31st, 2016 at 6:30 p.m. at the Christian Fellowship church. The intent is to elect an executive committee for this endeavor.

6. CORRESPONDENCE

(b) The correspondence item from Rocky Wise on the matter of his

disappointment at not being re-appointed to the Cowichan Lake Recreation Commission was treated as information.

7. REPORTS

No. R.0017/16
Finance and Administration

Moved: Councillor McGonigle
Seconded: Councillor Day
that the minutes of the Finance and Administration Committee meeting held on February 9th, 2016 be approved as presented.
CARRIED.

No. R.0018/16
Public Works and Environmental Services

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Public Works and Environmental Services Committee meeting held on February 2nd, 2016 be approved as presented.
CARRIED.

No. R.0019/16
Parks, Recreation and Culture

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the minutes of the Parks, Recreation and Culture Committee meeting held on February 2nd, 2016 be approved with the following recommendation ratified:

1—Chamber Lease Extension

that the agreement between the Town of Lake Cowichan and the Cowichan Lake District Chamber of Commerce be extended for a further one month term to end February 29th, 2016.
CARRIED.

No. R.0020/16
Economic and Sustainable Development

Moved: Councillor Day
Seconded: Councillor McGonigle
that the minutes of the Economic and Sustainable Development Committee meeting held on February 9th, 2016 be approved with the following recommendation ratified:

1— Business Façade Improvement Grant Programme

that the Province be petitioned to re-implement the Business Improvement Grant Programme that will provide each local government an annual intake to a maximum of \$20,000 so local businesses may participate in a programme that would see the rejuvenation of business areas with the end goal of enhancing community appearance and pride which are integral to economic activity and growth.
CARRIED.

Cowichan Lake Recreation

The minutes of the Cowichan Lake Recreation Commission meeting held on January 28th, 2016 were treated as information.

Mayor Forrest advised that Councillor Day attended the last meeting of the Commission that was held on Thursday, February 18th, 2016. Those minutes will be made available at the next Council meeting.

Vancouver Island Regional Library

No Report.

Ohtaki Twinning Committee

No Report.

Mayor Forrest felt that a meeting should be held in the next month or two to identify the next group to travel to Ohtaki,

Japan and to begin preparations of the group from Ohtaki, Japan that will be arriving in Lake Cowichan on October 6th, 2016 to October 10th, 2016.

Advisory Planning Commission

Councillor McGonigle reported that the Advisory Planning Commission was meeting on Thursday, February 25th, 2016 and were still working on revisions to the subdivision bylaw.

Community Forest Co-operative

Councillor McGonigle updated Council on the plans that are underway for the Forest Co-op to welcome nearly 100 delegates into the Cowichan Lake for the annual meeting to be held May 26th through to 28th, 2016. He reported that a final itinerary and invitations to attend the banquet should be completed shortly.

Cowichan Valley Regional District Board

(b) Councillor Day gave a verbal report to Council on his attendance at the February 10th, 2016 Cowichan Valley Regional District's Board meeting. He further reported that the regional transit and regional services meetings would be held on Wednesday, February 24th, 2016 and grant-in-aids would be decided.

Councillor Day advised that Tuesday, March 1st, 2016 a regional recreation workshop would be held from 10:00 a.m. to 3:00 p.m. to discuss the matter of regional recreation and the Town's role in this function.

Councillor McGonigle reported on his attendance at the regional engineering and regional services meetings for the Regional District on Wednesday, January 27th, 2016.

Social Planning Cowichan

Councillor Austin gave a verbal report on her attendance at the Social Planning Cowichan Committee meeting whereby they discussed social policies for the whole Cowichan region.

Community Safety Advisory

Councillor Austin advised that the Community Safety Advisory group was looking for board members.

Councillor Day requested an update on the Lake Cowichan School youth council and its interest in attending a meeting of Council to see the process.

No. R.0021/16
Water Treatment Plant
Upgrades and Gas Tax
Strategic Priorities Funding

(c) Moved: Councillor Austin
Seconded: Councillor Vomacka
that Council approve a revised funding request of \$5 million (and not \$6 million as originally requested) under the Federal Gas Tax Fund Strategic Priorities Fund (SPF) program for a new filtration and disinfection system facility with the Town's share to be funded through general revenues and short term debt that would have be repaid annually through additional increases in both the parcel tax and user rates for the water utility fund.

CARRIED.

8. BYLAWS

No. R.0022/16
Bylaw No. 970-2016
Official Community Plan
Amendment

(a) Moved: Councillor Day
Seconded: Councillor McGonigle
that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 970-2016" be read a first and second time.

CARRIED.

No. R.0023/16
Bylaw No. 971-2016
Zoning Amendment

- (b) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 971-2016" be read a first and second time.

CARRIED.

No. R.0024/16
Bylaw No. 972-2016
Sewer Regulations and Rates

- (c) Moved: Councillor Day
Seconded: Councillor McGonigle
that the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 972-2016" be read a first, second and third time.

CARRIED.

9. NEW BUSINESS

None.

10. MAYOR'S REPORT

The Mayor presented his report for February, 2016 with the following highlights:

- Need for secondary water treatment system and the provincial mandate to have the Town meet new drinking water standards for surface water;
- Conservation of water has long been a priority of the local government and Province;
- Completion of Phase 1 of the sewage treatment upgrades with grant funding received to offset the \$1.52 million project costs;
- Assistance from funding sources is critical to deal with future infrastructure requirements to water treatment;
- Centennial Park upgrade funding application under the Canada 150 Community Infrastructure Programme for \$500,000;
- Having good clean water is imperative for the health and safety of our citizens;
- Safer standards set forth from Island Health and the recent boil water advisories implemented;
- The economic ramifications of a new water treatment system and filtration system;
- The previous ash landfill at Meades Creek received funding for required upgrades to the facility for an amount of \$2.56 million; and
- Forrest and Friday Novice Lakers opportunity to participate in the Timbits Hockey intermission during a Canucks and Maple Leaf game on February 13th, 2016.

11. NOTICES OF MOTION

None.

12. IN CAMERA

No. R.0025/16
In-Camera

- Moved: Councillor Day
Seconded: Councillor Austin
that Council close the meeting to the public to deal with issues relating to labour relations or other employee relations and land matters under Section 90(1) (c) and (e) of the Community Charter respectively (7:19 p.m.).

CARRIED.

13. ADJOURNMENT

No. R.0026/16
Adjournment

Moved: Councillor _____
Seconded: Councillor _____
that we arise **with/without a report** and adjourn (_____
p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Mayor

TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee held on
Tuesday, March 8th, 2016



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

REGRETS: Councillor Tim McGonigle, Chair

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Kari Lingren, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 5:04 p.m.

2. AGENDA

No. FA.0010/16

Moved: Councillor Day
Seconded: Councillor Austin
that the agenda with the addition of the following:

New Business

- Councillor McGonigle's request to be away
- Correspondence from Cowichan Intercultural Society be approved.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

- (a) The Chief Administrative Officer advised the Committee that
(i) there were still some unresolved issues being worked out with the Chamber of Commerce on the lease for the Information Centre. The lease had been extended to February 29th, 2016 which has now passed.

No. FA.0011/16

Moved: Councillor Day
Seconded: Councillor Austin
that the Committee require a response from the Chamber of Commerce on the lease by the end of the week or will have to vacate premises by March 31, 2016.

CARRIED.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

No. FA.0012/16 (a)

Moved: Councillor Vomacka
Seconded: Councillor Day
that the Committee recommend the Union of British Columbia Municipalities membership renewal be approved.

CARRIED.

- (b) An invitation from the Cowichan Intercultural Society for Youth Action Day was circulated.

6. REPORTS

- (a) The financial report for the period ending February 29th, 2016 was treated as information.

The Chief Administrative Officer reported that the 2016 Budget has yet to be finalized. The Committee was also informed that the audit is currently underway for 2015 and is going well.

Councillor Day asked if starting to work on the budget at the end of the year would help instead of the February and March.

No. FA.0013/16 Moved: Councillor Day
Seconded: Councillor Austin
that a provisional budget draft be prepared by the end of the year with capital projects to be estimated and ready to be finalized in April.
CARRIED.

(b) The Building Inspector's Service Report for February, 2016 was treated as information.

No. FA.0014/16 (c) Moved: Councillor Day
Seconded: Councillor Vomacka
that the Committee recommend acceptance of the Lake Cowichan Fire Department's incidents report for January totaling \$7454.18.
CARRIED.

7. NEW BUSINESS

No. FA.0015/16 (a) Moved: Councillor Day
Seconded: Councillor Vomacka
that the Committee recommend the Water Parcel Tax be increased from \$100.00 to \$140.00.
CARRIED.

No. FA.0016/16 (b) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend approval of \$10,000.00 be approved for irrigation work at the Little League Field.
CARRIED.

(c) The Chief Administrative Officer reported that Public Works had requested for the purchase and installation of a new Flow Meter and Recorder in one of the main pumphouses. The cost for this upgrade would be \$20,000.00 which has already been included in the 2016 budget estimates.

No. FA.0017/16 Moved: Councillor Day
Seconded: Councillor Vomacka
that \$20,000.00 be recommended for purchase and installation of a new Flow Meter and Recorder.
CARRIED.

(d) Moved: Councillor Austin
Seconded: Councillor Day
that Councillor McGonigle be excused from the day's meetings.
CARRIED.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

Mayor Forrest informed the Committee that April was Autism awareness month and requested that lights at the fountains be blue in recognition of Autism.

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. FA.0018/16
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that we adjourn (5:35 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Chair



PRESENT: CouncillorCarolyn Austin, Chair
Mayor Ross Forrest
Councillor Bob K. Day
Councillor Tim McGonigle
Councillor Lorna Vomacka

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendent, Public Works and Engineering Services
Ronnie Gill, Director of Finance
Roni-Lee Roach, Executive Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 5:03 p.m.

2. AGENDA

No. PW.007/16

Moved: Councillor Vomacka
Seconded: Councillor Day
that the agenda with the following addition:

Correspondence

- Lake Cowichan Downtown Renewal re: Christmas lights, be approved.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

- (a) The Superintendent, Public Works and Engineering Services updated the Committee members on the 2015 sewer CCTV inspection and smoke testing programme, reporting that the smoke testing was still to be completed.

(b) Ongoing Items Still Being Addressed:

(i) Footbridge – Upgrade Plans:

The Chief Administrative Officer reported that the upgrade plans for the foot bridge would not be included in the 2016 budget. He did state however, that the planning for the upgrades could occur in 2016.

Councillor Day suggested looking for grant dollars for heritage projects so the upgrades could be considered.

(ii) Gateway Signage:

Councillor McGonigle advised the Committee that the gateway signage was a topic of discussion at the recent Advisory Planning Commission's meeting. The Chief Administrative Officer stated that he had forwarded the new re-design concept to Lanarc Consultants. He also advised that the chair of the Advisory Planning Commission had sent a letter to the Lake Economic and Activity Development (LEAD) Team on the subject of branding.

(iii) Bike Lanes – North Shore Road:

The Chief Administrative Officer recommended that the Town hire a consultant to prepare a biking plan for submission for a grant to the Ministry of Transportation and Infrastructure.

Councillor Day asked about the trailway to the Youbou highway. Mayor Forrest stated that the Town should begin a conversation with the appropriate partners and pursue the matter with respect to the Laketown Ranch development which is outside the municipal boundaries.

4. DELEGATIONS

None.

5. CORRESPONDENCE

- (a)** The correspondence item received from David Work, Café Mochica regarding concerns relating to South Shore Road improvements was treated as information with a response to be provided.
- (b)** The correspondence item received from Ted Gamble, Lake Cowichan Downtown Renewal regarding raising monies for light displays at Ohtaki Park and Kasapi Centre was treated as information. Staff is to respond back to the Lake Cowichan Downtown Renewal proposal.

6. REPORTS

- (a)** The Director of Finance report on the update on garbage and organics waste collection was treated as information.

7. NEW BUSINESS

- (a)** The Superintendent, Public Works and Engineering Services reported on a recent meeting with representatives from the Insurance Corporation of BC, Ministry of Transportation and Infrastructure and Royal Canadian Mounted Police at which the matter of variable speed signs for highway 18 was discussed.
- (b)** The Committee members discussed the boil water advisories and the status of same. The Superintendent, Public Works and Engineering Services stated that the rains do not cause boil water advisories.

Councillor McGonigle cautioned that turbidity means sediment and does not recently include pathogens or contaminants.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

Mayor Forrest shared the invitation from the Kaatza Historical Society on the luncheon being hosted at the Museum on Friday, March 4th, 2016.

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. PW.008/16
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that this meeting adjourn. (5:55 p.m.)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Chair

TOWN OF LAKE COWICHAN

Minutes of Parks, Recreation and Culture Committee held on
Tuesday, March 1st, 2016



PRESENT: Councillor Lorna Vomacka, Chair
Mayor Ross Forrest
Councillor Carolyne Austin
Councillor Bob K. Day
Councillor Tim McGonigle

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendant, Public Works and Engineering Services
Ronnie Gill, Director of Finance
Roni-Lee Roach, Executive Secretary

PUBLIC: 19

1. CALL TO ORDER

The Chair called the meeting to order at 5:58 p.m.

2. AGENDA

No. PR.009/16

Moved: Councillor Austin
Seconded: Mayor Forrest
that the agenda, as presented, be approved.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) The Chief Administrative Officer reported that he had been contacted by the Western Diversification – Canada 150 to discuss language changes in the agreement. He also advised that a request for proposal has been sent out to six proponents and which has also been posted on the Town's website.

(b) The Chief Administrative Officer reported that he had referred the correspondence received from the Cowichan Valley Rhododendron Society on the matter of issues and concerns raised on the Cowichan Lake Memorial rhododendron garden to the Communities in Bloom Society for its action.

(c) Ongoing Items:

(i) Riverfront Parkway and Trail Connections:

The Chief Administrative Officer advised that there was no update on the trail connection and that the riverfront walkway and trail connection could not occur in 2016.

Mayor Forrest asked if the walkway over the Telus property could be done with the municipal hall upgrades.

(ii) Kasapi Centre:

The Chief Administrative Officer reported that the Town has undertaken the assessment at a considerable cost. He stated that this building was not a priority for a full hazard assessment at the moment and that the buildings at 39 and 49 South Shore Road have priority.

(iii) Trans Canada Trail Partners in Art Programme for 2017:

The Chief Administrative Officer advised that an invitation has been sent to Kirsten Schrader, Manager, Cowichan Valley Regional District Arts and Culture for the April 5th, 2016 Committee meeting.

Councillor Day advised of the meeting hosted by Cowichan Valley Regional District Arts and Culture to be held on Wednesday, March 2nd, 2016 at the Cowichan Lake Recreation centre from 6:30 p.m. to 8:00 p.m. to discuss arts and culture in the area and to see if there were any funding sources for our town.

(iv) Upgrades to Lakeview Park Beach and Public Access

The Chief Administrative Officer stated that this project could not be looked at in 2016 unless other planned projects are postponed.

4. DELEGATIONS

Dennis Peters spoke on behalf of the Cowichan Lake Pickleball Association and its request for pickleball facilities in the community. Mr. Peters distributed his presentation to members of the Committee requesting that the Centennial Park revitalization plans include a dedicated outdoor 8-court pickleball facility and he requested that in the short term for 2016, the Cowichan Avenue tennis courts could be converted to a 4-court pickleball facility with the capital costs estimated at \$5,000.

Mayor Forrest reported that the plans for Phase 1 of Centennial Park Upgrades did not include provision for pickleball courts.

Mr. Peters said that this information would also be presented to Cowichan Lake Recreation Commission the following month.

5. CORRESPONDENCE

None.

6. REPORTS

None.

7. NEW BUSINESS

- (a)** The Chief Administrative Officer updated on the Info Center Lease stating that there were a couple of outstanding issues left to resolve. He also stated that the one month extension expired at the end of February, 2016.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

A reminder was given in regards to the Arts and Culture Meeting that will be held March 2, 2016 at 6:30pm.

10. MEDIA/PUBLIC QUESTION PERIOD

11. IN CAMERA

No. PR.0010/16
In-Camera

Moved: Councillor Austin
Seconded: Councillor Day
that the Committee close the meeting to the public to deal with
issues relating to labour relations or other employee relations
under Section 90(1) (k) of the Community Charter (6:50 p.m.)
CARRIED.

12. ADJOURNMENT

No. PR.0011/16
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that we arise without report and adjourn. (7:28 p.m.)
CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Chair

TOWN OF LAKE COWICHAN

Minutes of Economic and Sustainable Development Committee held on
Tuesday, March 8th, 2016



PRESENT: Councillor Bob K. Day, Chair
Mayor Ross Forrest
Councillor Carolyne Austin
Councillor Lorna Vomacka

REGRETS: Councillor McGonigle
Prior Approval

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Kari Lingren, Recording Secretary

OTHER: 1

1. CALL TO ORDER

The Chair called the meeting to order at 6:10 p.m.

2. AGENDA

No. SPD.007/16

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

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) The Committee reviewed the "13 Ways to Kill Your Community" article and specifically section 9 and 10 that dealt with Ignore Your Seniors and Shortsightedness respectively.

(b) Ongoing Items Still Being Addressed:

(i) **Affordable Housing:** The Chair asked that this matter be removed from the agenda and updates be given when they are available.

4. DELEGATIONS

None.

5. CORRESPONDENCE

(a) Cathy Robertson's email on Repayable Grant from Community Futures was treated as information.

6. REPORTS

(a) The Committee discussed the possibility of pay parking at Saywell Park in Lake Cowichan during Sunfest. Councillor Day suggested putting pay parking in for the summer months, not just during Sunfest.
The Chief Administrative Officer will look into the costs options on this matter and update the Committee at a later date.

7. NEW BUSINESS

None.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

- (a)** Councillor Austin informed the Committee that Lake Cowichan School would be hosting its Health Fair on April 13, 2016. The Town of Lake Cowichan would be setting up a booth again.

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. SPD.008/16
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the meeting adjourn (7:12 p.m.).

CARRIED.

Certified correct _____

Confirmed on the _____ day of _____, 2016.

Chair

Minutes of the Cowichan Lake Recreation Commission Meeting held on Thursday, February 18, 2016 in the Cowichan Lake Sports Arena Meeting Room, 311 South Shore, Lake Cowichan BC at 7:02 PM.

PRESENT: Chair D. Darling
Director K. Kuhn
Alternate B. Day
B. Peters
E. Fearon
T. Gamble
L. Johnson

ALSO PRESENT: J. Elzinga, General Manager, Community Services
L. Blatchford, Manager, Cowichan Lake Recreation
R. Frost, West Cowichan Facilities Coordinator
L. Bowery, Recording Secretary

ABSENT: Mayor R. Forrest
Director I. Morrison
C. Bath

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved with the addition of C1: Letter from St. Louis de Monfort Catholic Church; NB: Curling rink usage.

MOTION

CARRIED

ADOPTION OF MINUTES

M1 Regular Cowichan Lake Recreation Commission meeting of January 28, 2016

It was moved and seconded that the minutes be adopted as presented.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

BA1 2015 Year in Review - Power Point Presentation viewed.

CORRESPONDENCE

C1 Letter from St. Louis de Monfort Catholic Church.

It was moved and seconded that Cowichan Lake Recreation lend out 18-20 round tables at no charge for April 21, 2016.

MOTION CARRIED

TOWN OF LAKE COWICHAN

BYLAW NO. 970-2016

A Bylaw to Amend Official Community Plan Bylaw No. 910-2011

WHEREAS the *Local Government Act* provides that a local government may adopt and amend one or more official community plans to guide decisions on planning and land use management;

AND WHEREAS the Council of the Town of Lake Cowichan has adopted an Official Community Plan cited as the "Town of Lake Cowichan Official Community Plan Bylaw No. 910-2011";

AND WHEREAS the Council of the Town of Lake Cowichan deems it necessary to amend Bylaw 910-2011 to allow for changes with respect to land use and zoning requirements;

NOW THEREFORE the Council of the Town of Lake Cowichan in open meeting assembled enacts as follows:

1. TITLE

This bylaw may be cited for all purposes as the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 970-2016".

2. AMENDMENTS

The Official Community Plan Bylaw, cited as the "Town of Lake Cowichan Community Plan Bylaw No. 910-2011" is hereby amended through text revisions to the **Urban Reserve/ Comprehensive Development Area** (Chapter 13) by adding an additional objective under:

13.3 Objectives

- (j) To support commercial silviculture and related activities as a transitional use in advance of urban development.

and adding an additional policy under:

13.4.5 Miscellaneous Policies

- 3) Forest Companies are encouraged to preserve hazardous slope areas, environmentally sensitive areas, and groundwater recharge areas, complementary to the requirements of Forest Practices Code. When land is used for the purpose of silviculture, regardless of the zoning classification, the minimum parcel size is 4 hectares and appropriate setbacks and leave strips should be established in the zoning bylaw. The siting of forestry related structures and buildings, or the storage of machinery, in areas adjacent to residential development, shall be done in a manner which minimizes noise, visual and environmental impact and traffic generation.



3. **FORCE AND EFFECT**

That upon adoption of this bylaw, Bylaw No. 910-2011 being the "Town of Lake Cowichan Official Community Plan Bylaw No. 910-2011" shall hereby be amended and take effect with the amendment hereto attached.

READ A FIRST TIME on the 23rd day of February, 2016.

READ A SECOND TIME on the 23rd day of February, 2016.

PUBLIC HEARING held on the ___ day of _____, 2016.

READ A THIRD TIME on the ___ day of _____, 2016.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___ day of _____, 2016.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



TOWN OF LAKE COWICHAN

BYLAW NO. 971-2016

A Bylaw to Amend Zoning Bylaw No. 935-2013

WHEREAS the Local Government Act authorizes a local government to enact bylaws, pursuant to Section 903 which would designate different zones pertaining to land use and development of the Town of Lake Cowichan;

AND WHEREAS the Council of the Town of Lake Cowichan deems it expedient to amend Bylaw 935-2013 to allow for changes with respect to land use and zoning regulations;

AND WHEREAS the passage of this bylaw has met all of the requirements pursuant to the Local Government Act;

NOW THEREFORE the Council of the Town of Lake Cowichan in open meeting assembled, enacts the following:

1. TITLE

This bylaw may be cited for all purposes as the "Town of Lake Cowichan Zoning Amendment Bylaw No. 971-2016".

2. AMENDMENTS

1) The following is added to Part III – Land Use Definitions:

3.1 Definitions

SILVICULTURE means all resource use activities related to the development and care of forests for commercial purposes, including seedling and tree nursery and harvesting, but specifically excluding the processing of wood or wood products.

2) Part V Regulations for Each Zone, Zoning Categories, Section 5.1 R-1 Urban Residential is amended as follows with respect to these properties listed below only:

Lots 1 to 4, Plan VIP74849, District Lots 10 & 14 (as shown in Schedule "A")

The new uses and conditions of use are inserted as follows:

5.1 R-1 URBAN RESIDENTIAL ZONE

.2 Permitted Uses

	Principal Uses	Minimum Lot Size
(c)	Silviculture	40,000 m ²
	Accessory Use	
(iv)	Ancillary uses for the development and care of forests for use permitted in (c)	

.3 Conditions of Use**.2 Minimum building setbacks**

	Use / Structure	Front Lot Line	Rear Lot Line	Exterior Side Lot Line	Interior Side Lot Line
(d)	Principal/Accessory	30 metres	15 metres	15 metres	15 metres

.7 Leave strips along streams shall be established in accordance with the requirements of the Riparian Area Regulations; and

.8 Leave strips of a minimum of a minimum 10 metre width shall be established for the purpose of protecting the visual aesthetics along the primary roadway adjacent to the Town-owned campground and leading to the Cowichan Lake Educational Centre.

3. FORCE AND EFFECT

That upon adoption of this bylaw, Bylaw No. 935-2013 being the "Town of Lake Cowichan Zoning Bylaw No. 935-2013" shall hereby be amended and take effect with the amendments hereto attached.

READ A FIRST TIME on the 23rd day of February, 2016.

READ A SECOND TIME on the 23rd day of February, 2016.

PUBLIC HEARING held on the ___ day of _____, 2016.

READ A THIRD TIME on the ___ day of _____, 2016.

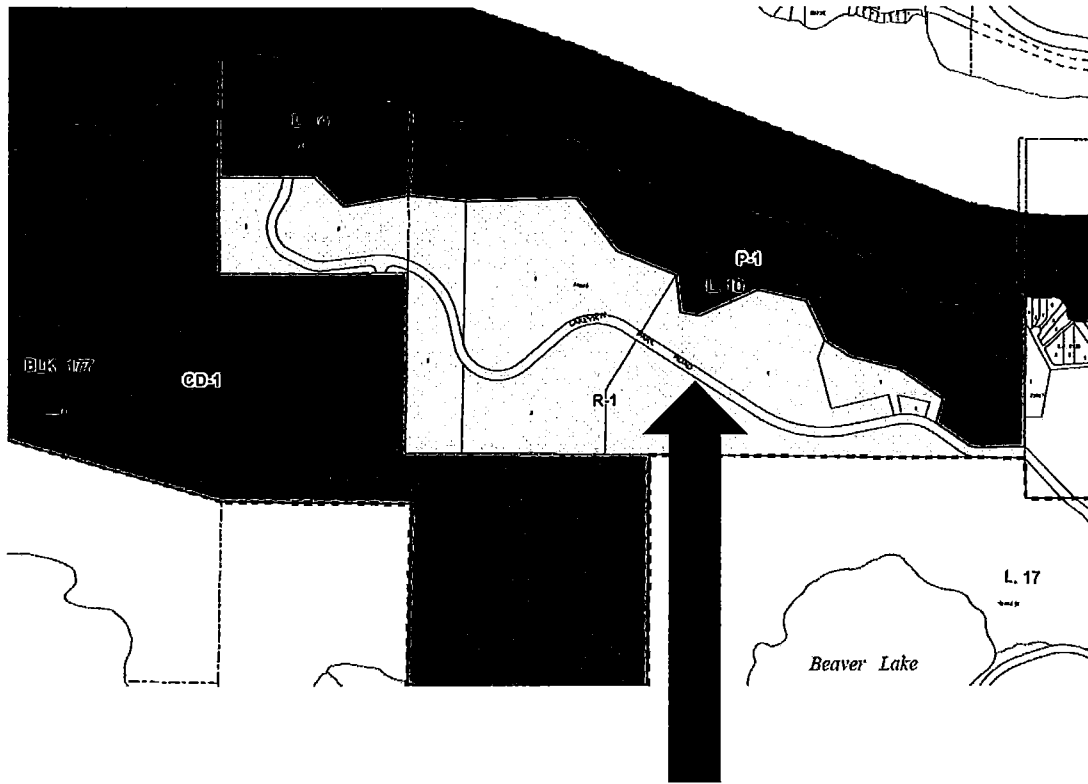
RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___ day of _____, 2016.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer

SCHEDULE "A"

Attached to and Forming Bylaw No. 971-2016



Lots subject to amendment by this bylaw

**TOWN OF LAKE COWICHAN
BYLAW NO. 972-2016**

**A BYLAW TO REGULATE THE RATES, TERMS AND CONDITIONS UNDER WHICH
MUNICIPAL SANITARY SEWER UTILITY SERVICE
MAY BE SUPPLIED AND USED**

WHEREAS Section 8 of the *Community Charter* permits a Municipal Council to operate and maintain such services as it deems desirable and by bylaw may provide for the classification of users and prescribe different rates, terms and conditions of sanitary sewer utility services;

AND WHEREAS it is deemed advisable that the Town of Lake Cowichan shall establish regulations and rates for the sewage system;

NOW THEREFORE, the Council of the Town of Lake Cowichan in open meeting assembled ENACTS as follows:

1. TITLE

This bylaw may be cited as the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 972-2016".

2. DEFINITION

In this bylaw unless the context otherwise requires,

COMMERCIAL means the occupancy or use of a building or land for the purpose of carrying out business, professional activities, industrial activities, retail or personal service use or any other Town approved commercial or business activity which results in the land and improvements in whole or part thereof being assessed at industrial or business tax rates for tax purposes;

CONSUMER means any person, company or corporation who is the owner or agent for the owner of any premises to which a sewer connection is supplied or made available from the public sewer and also any person who is the occupier of any such premises, and also includes any person who is actually a user of the public sewer;

DUPLEX means a residential building containing two segregated self-contained housekeeping units with cooking, living, sleeping and sanitary facilities, and sharing at least one (1) common wall;

INSPECTOR means the Building Inspector for the Town or such person as the Town may from time to time designate;

OUTSIDE USER means any consumer located outside the boundaries of the Town of Lake Cowichan;

OWNER in respect to real property means the registered owner of an estate in fee simple and includes:

- (a) the registered holder of the last registered agreement for sale; and
- (b) an agent authorized in writing by the owner to act on his behalf;

OWNER'S SEWER LINE means the sewer pipe extending from the property line of the property concerned to the building situated thereon and joining the sewer pipe to the plumbing system of the building;

PUBLIC SEWER SYSTEM means any sewer line, sewer system or portion thereof used or intended to be used for public use under the control of the Town;

SEWER CONNECTION means the sewer pipe extending from the public sewer to the property line of the property being served or about to be served;



SINGLE FAMILY UNIT means a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities;

SUPERINTENDENT means the Superintendent, Public Works and Engineering Services of the Town of Lake Cowichan;

TOWN means the Town of Lake Cowichan;

MULTI-FAMILY means a residential building containing three (3) or more single family units with cooking, living, sleeping and sanitary facilities, and with each single family unit sharing at least one common wall with the adjacent unit.

3. CHARGES TO OWNER

There shall be charged against the owner of the land or real property where a sewer or drain connection has been installed to the property and where plumbing is installed on the premises and is connected to the Town sewer system, sewer rate charges as set forth in Schedule "A" of this bylaw.

4. APPLICATION FOR SERVICE

4.1 Application in the form as prescribed from time to time must be completed and signed by the owner of such property or his duly authorized agent. Each application, when signed by the potential customer agrees to abide by the terms and conditions of this Bylaw and pay all appropriate fees or assessments for works or services.

4.2 Application for sewer connection and payment for same must be completed in conjunction with the application being made for a building permit.

4.3 Connection fees and inspection fees as outlined in Schedule "A" of this bylaw are payable at the time of the application for such service.

5. INDEPENDENT RATES

Where multiple independent users or multiple classifications of uses exist in what is commonly referred to as Common Connection line, the individual rates as defined in Schedule "A" of this bylaw shall be applicable whether or not an independent sewer or drain has been installed to the property.

6. CHARGES WHEN VACANT

6.1 The entire Town is a specified sewer service area; therefore, the owners of premises, whether occupied or vacant, to which a service connection has been made, shall be responsible for the payment of all sewer rates whether the services are actually used or not.

6.2 A separate charge will be applicable on non-metered duplex unit whether vacant or not.



7. COLLECTION OF FEES

- 7.1 All accounts will be billed annually in January for the period January 1st to December 31st and payable in advance. The due date is March 31st. These rates shall be payable at any place designated by Council, but in all cases, the owner shall be subject to the provisions of Section 258 of the Community Charter and shall be paid at the rates set forth in Schedule "A" attached to this bylaw.
- 7.2 Invoicing for new customers will commence four (4) months after the Building Permit is issued unless the customer informs the Town, in writing, that the premises are not occupied at the time.
- 7.3 Notwithstanding Section 7.2 of this bylaw, billing for water service shall commence on issuance of an occupancy permit and no later than two (2) years after the date of the issuance of the building permit whether or not the premises are occupied or an occupancy permit has been issued.
- 7.4 Accounts with metered water service will be charged the metered sewer rates set forth in Schedule "A" attached to this bylaw based on their water consumption. Metered accounts will be billed the minimum monthly charge on their annual January bill, and will receive additional bills for usage in excess of the minimum usage charge at least twice annually.
- 7.5 When a building containing multiple units is being supplied metered water service through a common connection line, if each unit has its own certificate of indefeasible title, the minimum usage charge will apply to each single family unit. Should the entire building be under one title, one minimum usage charge per single family unit will apply, except in the case of a non-strata duplex which shall be treated as a single family dwelling.

8. DISCOUNTS AND PENALTIES

- 8.1 All accounts shall be allowed a discount of ten percent (10%) for prompt payment of the annual January billing or portion thereof if paid on or before the last day of February.
- 8.2 The annual January billing is due and payable on or before March 31st of the current year. If the account remains unpaid after the first business day in July a five percent (5%) penalty will be applied to the outstanding balance. If the account remains unpaid after September 30th an additional five percent (5%) penalty will be applied to the outstanding balance.
- 8.3 Excess usage billings will be due thirty (30) days from the invoice date. If the account remains unpaid after sixty (60) days from the billing date, monthly interest charges will be applied at two percent (2%) until the account is paid.
- 8.4 All outstanding balances as of December 31st will be transferred to taxes as arrears.

9. MANDATORY CONNECTIONS

- 9.1 If a parcel of land, upon which is situated a building occupied and/or used by one or more persons, abuts a street or land or right-of-way upon or under which there is laid a public sewer, the owner of such building shall connect or cause to be connected the said building with the public sewer system in the manner provided by this bylaw.



- 9.2 It shall be compulsory for any owner or owners whose property is capable of being serviced as described by Section 9.1 to connect or cause to be connected such building with the public sewer system within three (3) months after the date that the sewer is completed and rendered operational.

10. OWNER REFUSES OR NEGLECTS

Where the owner or owners of any parcel of land in the Town which is required to be connected to the public sewer system, neglects, omits or refuses to comply with the provisions of this bylaw, within sixty (60) days of receipt of such notice, then the Town may serve the owner with a second registered notice to comply with this bylaw. If the owner neglects, omits or refuses to comply within sixty (60) days of receipt of the second notice, the Town may contract a private contractor to make the connection, and the charges of this connection to be charges as per provisions of Schedule "A" of this bylaw.

11. SEPTIC TANKS

Where, in the opinion of the Town, a public sewer connection is incapable of serving a said parcel of land, no permit will be issued and no such connection allowed; however, an adequate septic tank service may be installed to conform with the Bylaws of the Town. The septic tank service may be used until such time as it becomes a hazard in the opinion of the Public Health Inspector, or an adequate service is provided.

Where a hazard is reported all reasonable costs and expenses incurred in resolving that health hazard or unsanitary condition as a result of an order issued by the Public Health Inspector shall be added to the tax roll against the property of the owner and shall be treated as taxes in arrears under the Community Charter.

12. SWIMMING POOLS

Swimming pools shall not normally be connected to the sanitary sewer, but may be permitted by the Town on the understanding that the outflow from the pool is controlled to avoid overloading and surging in the sanitary line. It shall be the responsibility of the swimming pool owner to obtain permission and notify the Town of any drainage.

13. CAR/TRUCK WASH OUTLETS

Car and truck washing outlets shall not normally connect to a sanitary sewer system. This however, may be reconsidered by the Town if there is no other acceptable outlet to waste the sewer to. All connections to a sanitary sewer must provide for the removal of all oils and greases, etc. and other pollutants, acids and gritty materials.

14. UNCOVERED FOR EXAMINATION

- 14.1 The Inspector shall inspect the owner's sewer system when advised by the owner that the said sewer has been laid and is ready for inspection.
- 14.2 All of the owner's sewer system shall be left uncovered and convenient for examination until it has been inspected by the Inspector.



- 14.3 The owner or his agent shall test the house connection for sewer tightness in the presence of the Inspector. The test shall be performed by sealing the owner's sewer at the property line, using an approved plug, and then filling the line with water so that a head of not less than two point five meters (2.5m) (eight feet - 8') is placed on all sections of the building sewer. The rate at which water escapes from the owner's sewer, when calculated under this test shall not exceed half litre ($\frac{1}{2}$ L) (one tenth gallon - $\frac{1}{10}$ gal.) per hour for each three meters (3m) (ten feet - 10') of owner sewer. This section may be waived at the discretion of the Town.
- 14.4 The owner's sewer shall not be covered nor backfilled until the Inspector has given written approval of the installation.
- 14.5 After final inspection has been made, it shall be incumbent upon the property owner to see that the sewer connection does not become obstructed from rocks, gravel, sand, sticks, garbage, or any other foreign material, grease build-up and the freezing of lines. Property owners shall see that clean out caps are not removed except for inspection by either property owners or other authorized person. In instances where an act of nature causes damage such as landslide, shifting of earth, washouts caused by rainfall or water tables, manmade instances such as contractors digging and breaking sewer, water and gas lines, construction of new streets or any other work that would cause damage or break sewer service lines on Town street, right-of-way or easement, the Town shall determine the cause of such damage, report or cause to have repaired the said line and further, determine who shall be liable for payment.

15. DEFECTIVE MATERIAL AND WORKMANSHIP

Where the Inspector finds that the materials or workmanship of an owner's sewer are defective or otherwise not in accordance with the provisions of the bylaw, he shall so notify the owner who shall forthwith replace the defective material or correct the faulty workmanship, and notify the Inspector when the installation is again ready for inspection.

16. INSPECTION/RE-INSPECTION FEES

- 16.1 An inspection fee shall be paid to the Town for the initial inspection.
- 16.2 A re-inspection fee shall be paid to the Town for each additional inspection required after the first inspection because of defective materials or workmanship.

17. CONNECTION FEES

- 17.1 The sewer connection fee does not embrace works within the property of the applicant.
- 17.2 No person other than the Town, its employees or its contractors, shall install or cause to be installed any part of the sewer connection provided for in this bylaw, or in any way to break, interfere or tamper with any public sewer of the Town.



18. RIGHT OF ENTRY

18.1 The Superintendent and all employees of the Town, acting under the Superintendent's direction, are authorized to enter upon any property in the Sewer Service Area at any reasonable time in order to ascertain whether the provisions of this bylaw are being observed.

18.2 No person shall interfere with or obstruct the entry of an authorized official onto any property under Section 18.1.

19. INDEPENDENT SERVICE

Each lot or potential lot must be independently and separately connected with the public sewer.

20. MINIMUM DIAMETER

The minimum diameter of every owner's sewer shall be one hundred millimeters (100 mm) (four inches - 4").

21. OWNER'S EXCAVATION

The owner's sewer line shall be excavated and backfilled at his or her expense and the Town shall not be held responsible for any or all damages resulting from said excavating or backfilling. The owner shall supply all pipe and appurtenances and shall be constructed of one of the following materials:

Concrete pipe shall conform to **CSA A 257.1**, "Concrete Sewer, Storm Drain and Culvert Pipe" or **CSA A257.2**, "Reinforced Concrete Culvert, Storm Drain and Sewer Pipe" of CSA Series A257, "Standards for Concrete Pipe".

Plastic sewer pipe (polyvinyl) chloride as approved in the BC Plumbing Code.

Such other material as the Town may from time to time approve.

22. SLOPE OF CONNECTION

22.1 The owner's sewer shall be laid to an even slope of not less than one to fifty millimeter (1 to 50 mm) (one-quarter inch to the foot - 1/4" to the 1') in the direction of the flow in all cases up to one hundred fifty millimeter (150 mm) (six inches - 6") lines and not less than one to one hundred millimeter (1 to 100 mm) (one-eighth inch to the foot - 1/8" to the 1') may be approved if installed under the direction of the Inspector.

22.2 The pipe shall be not less than point five meter (0.5m) (eighteen inches - 18") below the finished surface of the ground as measured to the top of the pipe, and it is mandatory that the property owner adequately protect it from freezing.

22.3 The pipe shall be laid concentric to each adjacent pipe and the joints shall be flush, even and free of any internal obstruction.

22.4 Where couplings are provided by the manufacturer as in the case of asbestos cement, or plastic pipes, the couplings shall be installed in accordance with the manufacturer's specifications.



- 22.5 In no case will cement, mortar and oakum joints be permitted.
- 22.6 Bell and spigot shall be laid with the spigot end facing the direction of the flow.
- 22.7 Where the owner's connection is laid over filled ground or in ground which may be subject to settling, the Inspector may require that cast iron soil pipe or materials other than those stated in Section 21 of this bylaw be used.
- 22.8 It shall be the responsibility of the owner to provide a one hundred millimeter (100 mm) (four inch - 4") clean out at the downstream end of the building sewer, totally inside the property line. It shall be suitably capped and protected from mechanical damage. The exact location shall be marked for ease of reference.
- 22.9 The pipe shall not bear on any plank, timber, rock or other unyielding object, nor shall any such object be placed against the pipe in backfilling.
- 22.10 Where the building sewer is laid near any shrub or tree whose roots may penetrate the pipe joints, the Inspector may require that special joint material be used.
- 22.11 The owner's sewer pipe shall have a hundred and fifty millimeter (150 mm) (six inch - 6") bed of sand prior to being installed and shall be covered with a layer of sand not less than three hundred millimeter (300 mm) (twelve inch - 12") thick over top of pipe. Select site material may be used if prior approval is obtained from Inspector.

23. REGULATIONS

- 23.1 Nothing in the bylaw shall be construed to permit the connection of surface water to the public sewer. The connection either directly or indirectly of roof leaders, foundation drains, sumps or any other collector of surface or ground water is not permitted. The owner of property who connects, permits or causes to be connected, any storm or surface or ground water from his premises or property to the public sewer shall be guilty of an infraction of this bylaw and shall rectify at his/her expense.
- 23.2 No gasoline, naphtha or other inflammable liquid or explosive substance and no grease, oil, lye, free acid, mud, grit, plaster of paris, lime, clay or any other trade or industrial wastes which may injure or impair the efficiency or safety of the public sewer or causes an upset or malfunction of the sewage treatment through deposits forming in the same or owing to the attacking and weakening of such public sewer shall be discharged into any public sewer within the Town.
- 23.3 In the case of any commercial or industrial premises where there exists a possibility that such noxious wastes as are described in Section 23.2 of this bylaw may be discharged into the public sewer, a permit to connect to the sewer shall not be issued until the Inspector has examined fully and approved the layout and design of the protective devices by means of which the applicant proposes to prevent or neutralize the discharge of the said wastes into the sanitary sewer.

24. ADMINISTRATION

The Town shall not be liable for any interruption or discontinuance of service provided by sewer facilities installed and maintained by the Town.



25. DISCONNECTION - DEMOLISHED BUILDINGS

When a building within the Town is removed or demolished, it shall be the duty of the owner or his agent to immediately supply to the office of the Town upon such forms as prescribed by the Town for a permit to disconnect from the public sewer, at the property line. The fee for such disconnection shall be the actual cost of the work as determined by the Town.

26. CONTRAVENTION AND PENALTIES

- 26.1 Any person who evades or knowingly assists in the evasion of rates under this bylaw is guilty of an offence and shall be liable to a penalty equal to twice the amount that was evaded.
- 26.2 Should the owner of a premises that has been scheduled for conversion to metered water service refuse the conversion, the premises will be charged twice the normal flat rate charge until such conversion has been made.
- 26.3 Every person who violates any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw or who neglects or refrains from doing anything required to be done by any of the provisions of this bylaw shall be deemed to be guilty of an infraction hereof and shall be liable to the penalties imposed.
- 26.4 Any person found guilty of an infraction of any of the provisions of this bylaw, shall, upon summary conviction, be liable to a fine not exceeding Two Thousand Dollars (\$2,000) which shall be recoverable and enforceable upon summary conviction in the manner provided by the *Offence Act*.

27. REPEAL

That upon adoption of the bylaw, Bylaw No. 969-2015 being the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw" and all amendments thereto are hereby repealed.

READ A FIRST TIME on the 23rd day of February, 2016.

READ A SECOND TIME on the 23rd day of February, 2016.

READ A THIRD TIME on the 23rd day of February, 2016.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___nd day of _____, 2016.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



**TOWN OF LAKE COWICHAN
SCHEDULE "A"**

ATTACHED TO AND FORMING PART OF SEWER BYLAW NO. 972-2016

SEWER RATES	2016	2017
Residential – monthly rates based on metered water consumption per unit:		
	Cubic Meters per Month	
Single family unit	up to 35 m ³ \$ 21.65	\$ 22.09
Townhouse per unit	up to 30 m ³ 18.57	18.92
Apartment or condo per unit	up to 25 m ³ 15.46	15.77
Outside user per unit	up to 35 m ³ 39.50	40.30
RV site per unit	up to 20 m ³ 12.40	12.58
Charge for use over maximum allowed per month	per m ³ 0.44	0.45
Residential – monthly rates based on non-metered rates for water		
Single family or each duplex unit	28.90	29.48
Multi-family per unit	24.82	25.30
Outside user per unit fee	43.95	44.84
<i>Metered customers - the following rates apply based on water consumption:</i>		
Commercial – monthly rates based on metered water use		
Commercial charge for up to 20 m ³ per month	12.40	12.58
Fee for use over 20 m ³ per month	per m ³ 0.44	0.45
Commercial – monthly rates based on non-metered rates for water		
Coffee shop/ café/ office or store/ RV sites	16.62	16.97
Churches/ halls/ auto body or machine shop/ beauty shop	28.78	29.35
Garage or service station	37.75	38.50
Hotel & motel – per room	8.34	8.50
Licensed clubs or lounges and pubs	93.20	95.08
Restaurants	56.50	57.64
Grocery store (larger than 5,000 square feet)	173.92	177.40
Schools – per room (classroom, shop, office, etc.)	29.74	29.74
CONNECTION FEES - Existing un-serviced or serviced lots		
4 inch Sewer connection	Actual Cost *	Actual Cost *
4 inch Storm connection	Actual Cost *	Actual Cost *
Larger than 4 inch	Actual Cost *	Actual Cost *
Inspection fee	25.00	25.00
Re-inspection fee	25.00	25.00
* Minimum Charge of \$1,300.00 will apply		



TOWN OF LAKE COWICHAN

Bylaw No. 973-2016

A BYLAW TO IMPOSE A WATER PARCEL TAX

WHEREAS the *Community Charter* allows a Council, by bylaw, to impose and levy a parcel tax to meet the costs of works and services that benefit land within the water specified area of the municipality;

AND WHEREAS the Council of the Town of Lake Cowichan wishes to recover the costs of the works and services of the Town's water utility system through a parcel tax on land benefitting from such service;

NOW THEREFORE the Council of the Town of Lake Cowichan, in open meeting assembled enacts as follows:

1. **TITLE**

This Bylaw may be cited for all purposes as the "Town of Lake Cowichan Water Parcel Tax Bylaw No. 973-2016".

2. **DEFINITIONS**

In this bylaw, unless the context otherwise requires

COUNCIL means the Council of the Town of Lake Cowichan;

TOWN means the Town of Lake Cowichan.

3. **PARCEL TAX FOR THE LAKE COWICHAN WATER SERVICE**

- (1) Council hereby imposes a parcel tax for the Lake Cowichan Water Service, for the calendar year 2016 and all subsequent years.
- (2) The Lake Cowichan Water Parcel Tax Roll shall be used for imposition of this parcel tax.
- (3) This parcel tax shall be levied as a single amount for each parcel that has the opportunity to be provided with water service regardless of whether or not the service is being used.
- (4) The Director of Finance for the Town is directed to prepare an assessment roll for the purpose of imposing the parcel tax levied under this bylaw.
- (5) The amount of this parcel tax shall be One Hundred and Forty (\$140.00) Dollars per parcel per year.

4. **EXEMPTION**

Parcels that have no opportunity to be connected to the Lake Cowichan Water Service are exempt from this parcel tax.



5. REPEAL

That upon adoption of the Bylaw No. 973-2016 being the "Town of Lake Cowichan Water Parcel Tax Bylaw No. 920-2012" and all amendments thereto is hereby repealed.

READ A FIRST TIME on the ___ day of _____, 2016.

READ A SECOND TIME on the ___ day of _____, 2016.

READ A THIRD TIME on the ___ day of _____, 2016.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___ of _____, 2016.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer

I hereby certify the foregoing to be a true and correct copy of "Town of Lake Cowichan Water Parcel Tax Bylaw No. XXX-2016" as adopted on the ___ of _____, 2016.

Corporate Officer

