



TOWN OF LAKE COWICHAN

Regular Meeting of Council

Tuesday, April 25th, 2017 at 6:00 p.m. – Council Chambers

AGENDA

1. **CALL TO ORDER**

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INTRODUCTION OF LATE ITEMS (if applicable)

2. **APPROVAL OF AGENDA**

3. **ADOPTION OF MINUTES**

(a) Minutes of the Public Hearing held on March 28, 2017

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(b) Minutes of the Regular Meeting of Council held March 28, 2017

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4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

5. **DELEGATIONS AND REPRESENTATIONS**

(a) Denise Allan, Lady of the Lake, Re: Introduction of New Candidates.

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**

(i) Finance & Administration Councillor McGonigle

- April 11th, 2017.

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(ii) Public Works & Environmental Services Councillor Austin

- April 4th, 2017.

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(iii) Parks, Recreation & Culture Councillor Vomacka

- April 4th, 2017.

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(iv) Economic & Sustainable Development Councillor Day

- April 11th, 2017.

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(v) Ohtaki Mayor Forrest

- April 4th, 2017.

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(vi) Cowichan Lake Recreation Commission Mayor Forrest

(vii) V.I.R.L

Councillor Vomacka

(viii) Advisory Planning Commission

Councillor McGonigle

(ix) Community Forest Co-op

Councillor McGonigle

- (b) **Other Reports**
 - (i) Cowichan Valley Regional District Board Meeting – Councillor Day.
 - (ii) Community Outreach Team Committee - Councillor Austin.
 - (iii) Safety Advisory Committee -
 - (iv) Seniors’ Care Facility Steering Committee – Councillor McGonigle.

(c) **Staff Reports**

- (i) CAO re: Required Remedial Action – 182 Neva Road Property
- (ii) Director of Finance re: Grant in Aid for 2017

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8. BYLAWS

- (a) “Town of Lake Cowichan Zoning Amendment Bylaw No. 988-2017” may be given first and second readings.
- (b) “Town of Lake Cowichan Financial Plan Bylaw No. 989-2017” may be given first, second and third readings.
- (c) “Town of Lake Cowichan Tax rates Bylaw No. 990-2017” may be given first, second and third readings.

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9. NEW BUSINESS

- (a) Council appointment of Councillor Vomacka on Lake Cowichan Safety Advisory Committee

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) (g) litigation or potential litigation affecting the municipality

14. ADJOURNMENT

TOWN OF LAKE COWICHAN
Minutes of a Public Hearing held on
Tuesday, March 28th, 2017



- PRESENT:** Mayor Ross Forrest
Councillor Carlyne Austin
Councillor Bob K. Day
Councillor Tim McGonigle
Councillor Lorna Vomacka
- STAFF:** Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Karl Lingren, Recording Secretary
- PUBLIC:** 10

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

1. OPENING REMARKS

- (a) The Mayor explained the process for the public hearing. The purpose of the hearing was to give the public the opportunity to provide input on the proposed Town of Lake Cowichan Zoning Amendment Bylaw No. 986-2017.

The Mayor established the rules of conduct for the conduct of the hearing. Mayor Forrest asked if there were questions on the process he had laid out for the public hearing.

Hearing none, Mayor Forrest then called on the Chief Administrative Officer to introduce the bylaw.

2. BYLAW NO. 986-2017

- (a) The Chief Administrative Officer advised that the Zoning Amendment Bylaw had been given 1st and 2nd readings by Council on February 28th, 2017.

The Chief Administrative Officer further advised:

The required public notices as required under the Local Government Act had been issued and all statutory requirements have been met. He advised that he had received verbal inquiries but that no written input had been received as of the close of the business day, this day.

The public has had had the opportunity to review documentation relating to the bylaw amendments, in the meantime.

Bylaw 986-2017 was summarized as incorporating a number of text and map amendments and these are the result of applications from property owners and the one initiated by council:

- * Property at Lot 1, Section 6, Renfrew District, Plan 5631 property, next to the Riverside Inn, is proposed to have added short-term vacation rentals and a single family unit;

- * Light Industrial Zone sees the addition of Service Station as a principal use and the deletion of maximum number of units;
- * Lots 2 and 3, Section 6, Renfrew District, Plan No. 1666 are rezoned from Urban Residential (R-1) to Public Use (P-1).
- * Lot 6, Section 6, Renfrew District, Plan VIP86003 by the Slopes is being rezoned from Multi-Family Residential (R3) to Suburban Residential (R2).
- * The amendments included some new definitions and the renumbering of sections because of the proposed changes.

Council may after the adjournment of the public hearing proceed to adopt Bylaw 986-2017 which will then amend the Zoning Bylaw 935-2013.

(b) ⇒ The Mayor called for public input.
No input was received.

⇒ The Mayor issued the second call for public input.
No input was received.

⇒ The Mayor issued the third call for public input.
No input was received.

(c) Mayor Forrest stated that no more submissions would be accepted after the meeting and that the bylaw would be referred to the regular meeting following the public hearing.

3. ADJOURNMENT

Mayor Forrest declared the public hearing for the proposed Bylaw No. 986-2017 closed and advised that the Bylaw would be returned to Council for further consideration (6:05 pm.).

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Mayor



TOWN OF LAKE COWICHAN
Minutes of a Regular meeting of Council
Tuesday, March 28th, 2017

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
Kari Lingren, Recording Secretary

PUBLIC:

10

1. CALL TO ORDER

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

2. AGENDA

No. R.0026/17

Moved: Councillor Austin
Seconded: Councillor Day
that the agenda be with the following additions:
New Business:
(b) Mechanical Equipment Tender Award; and
(c) Contract Award for Engineering Services.

CARRIED.

3. ADOPTION OF MINUTES

No. R.0027/17

(a) Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the minutes of the Regular Meeting of Council held on
February 28th, 2017 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

(a) Jim Humphrey, Chamber Executive, Cowichan Lake Chamber of
Commerce, presented the Chamber's Year in Review report for
2016. He highlighted many of the chamber events that have
occurred over the past year and provided details on work done
at the Visitor Information Centre.

6. CORRESPONDENCE

(a) Action Items

None.

(b) Information or Consent Items

(i) The correspondence item from Terri Woolgar, Administrator,
Inner Quest Foundation, in regards to the Forest Stewardship
Plan that includes FTOA Licence A94261 was treated as
Information.

7. REPORTS

No. R.0028/17
Finance and Administration

Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Finance and Administration Committee meeting held on March 14th, 2017 be approved with the following:

1- Federal Gas Tax Strategic Priorities Fund
that two grant applications under the Federal Gas Tax Strategic Priorities Fund be approved for submission for
(i) the Retrofit of the Municipal Town Hall; and
(ii) Phase 2 of the Centennial Park Upgrades;

2-Lake Cowichan Fire Department
that of the Lake Cowichan Fire Department's incident report for January 2017 in the total amount totaling \$12,477.67 be approved;

3-Cowichan Avenue Tennis Courts
that the tennis courts on Cowichan Avenue be converted exclusively to pickle ball use;

4-Greendale Road Watermain Upgrades
that the agreement with Associated Engineering Ltd to undertake the design and construction phases for Greendale Road water main upgrades for an amount of \$53,902, before taxes, be executed; and

5-Park Road and Wilson Road Watermain Upgrades
that the contract for the construction phase for Park Road and Wilson Road water main upgrades in the amount of \$11,150, before taxes, with Associated Engineering Ltd be approved.

CARRIED.

No. R.0029/17
Public Works and
Environmental Services

Moved: Councillor Austin
Seconded: Councillor Day
that the minutes of the Public Works and Environmental Services Committee meeting on March 7th, 2017 be approved, as presented.

CARRIED.

No. R.0030/17
Parks, Recreation and Culture

Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the minutes of the Parks, Recreation and Culture Committee meeting on March 7th, 2017 be approved with the following:

1-Centennial Park Upgrades
that the additional payment request by the contractor working on the Centennial Park upgrades be denied with the understanding that the final completion deadline must still be met.

CARRIED.

No. R.0031/17
Economic and Sustainable
Development

Moved: Councillor Day
Seconded: Councillor Vomacka
that the minutes of the Economic and Sustainable Development
Committee meeting held on March 14th, 2017 be approved, as
presented.

CARRIED.

Ohtaki Twinning Committee

The minutes of the Ohtaki Twinning Committee meeting from
March 14th, 2017 was treated as Information.

Cowichan Lake Recreation

Mayor Forrest stated that was no meeting for the Cowichan
Lake Recreation Commission this month.

Vancouver Island Regional
Library

Councillor Vomacka presented highlights from the last
Vancouver Island Regional Library which included Sooke
getting a new library and the first Lego meeting which was very
well attended.

Advisory Planning Commission

Councillor McGonigle advised that at the last meeting of the
Advisory Planning Commission was postponed until Thursday,
March 30th, 2017.

Community Forest Co-
operative

Councillor McGonigle reported that on March 16th, 2017,
members of the Community Forest Co-operative and
Pacheedaht First Nation met with the Forest Minister, Steve
Thomson, in regards to a new Community Forest Agreement.
The license area of Qala:yit which has been offered consists of
about 8000 Hectares, in five blocks, situated between Port
Renfrew and Lake Cowichan.

(b) Other Reports

Cowichan Valley Regional
District Board

(i) Councillor Day gave a verbal report to Council on his
attendance at the March, 2017 Cowichan Valley Regional
District's Board meeting. Some of the highlights from the
meeting included the Municipality of North Cowichan trying to
curb outdoor burning; possible wastewater parcel tax levy
increases; the Regional Services grant in aid allocations; raw
data from the watershed report (to be updated at a later date);
and the press release on grants that have been given to
communities within the Cowichan Valley Regional District.

Community Outreach Team

(ii) Councillor Austin reported on the last meeting of the
Community Outreach Team which was that Sarah deBodt is the
new chair, Tanya Kaul of Cowichan Lake Recreation, being
involved with Assistance Programs for low income families and
appointments to the Youth Addictions group.

Seniors' Care Facility

(iii) Councillor McGonigle informed council that at the last Senior
Care Facility meeting on March 27th, 2017 an email from Dave
Darwin describing a proposed building for the care facility. He
also stated the committee was in need of restructuring so
appropriate funding may be secured.

Community Safety Advisory

(iv) Councillor Austin is no longer on that committee and Councillor
Vomacka will take her place starting in May 2017.

(c) Staff Reports

None.

8. BYLAWS

No. R.0032/17
No. 986-2016
Zoning Amendment

(a) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the "Town of Lake Cowichan Zoning Amendment for Services Bylaw No. 986-2017" be read a third time.
CARRIED.

No. R.0033/17
No. 986-2016
Zoning Amendment

(b) Moved: Councillor McGonigle
Seconded: Councillor Day
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 986-2017" be reconsidered and adopted.
CARRIED.

No. R.0034/17
No. 987-2016
Building Code

(c) Moved: Councillor McGonigle
Seconded: Councillor Day
that the "Town of Lake Cowichan Building Code Bylaw No. 987-2017" be reconsidered and adopted.
CARRIED.

9. NEW BUSINESS

None.

10. MAYOR'S REPORT

The Mayor presented his report for March which highlighted:

- The amendments that require to be made to the zoning bylaws to permit columbariums;
- The benefits of the partnership between the Pacheedaht First Nation and the Cowichan Lake Community Forest Co-operative for a new Community Forest Agreement;
- March is distracted driving awareness month with ICBC launching its road safety campaign on March 3rd, 2017;
- The Cowichan Lake Chamber of Commerce awarded its yearly awards on March 9th, 2017 and congratulations go to Greg Adams, Betty Lou Riel, Barb and Mike Bedard, Gordon Davidson, Honeymoon Bay Lodge and Retreat and Brandi Arkell;
- The Countrywide Realty Midgets and the BRI Security Bantams minor hockey teams deserve congratulations on their great success this year with both teams winning their respective playoff championships and earning banners which are to be proudly displayed in our arena; and
- April 2nd, 2017 is Autism Awareness Day and the Town will be recognizing autism by lighting Ts'uubaa-asatx Square blue.

11. NOTICES OF MOTION

None.

12. IN CAMERA

No. R.0035/17

Moved: Councillor Austin
Seconded: Councillor Vomacka
that Council close the meeting to the public to deal with issues relating to labor relations or other employee relations, and the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the

municipality under Section 90(1) (c) and (e) of the Community Charter, respectively (7:50 p.m.).

CARRIED.

13. ADJOURNMENT

No. R.0036/17
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that we adjourn at 10:00 p.m.

CARRIED.

Certified correct _____.

Confirmed on the _____, day of _____, 2017.

Mayor



TOWN OF LAKE COWICHAN
Minutes of Finance & Administration Committee
Tuesday, April 11th, 2017

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

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendent, Public Works and Engineering Services
Ronnie Gill, Director of Finance
Jill Walters, Recording Secretary

PUBLIC: 2

1. CALL TO ORDER

The Chair called the meeting to order at 5:05 p.m.

2. AGENDA

No. FA.0016/17

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

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

(a) The Chief Administrative Officer updated the committee on a grant application that is to be made for retrofitting the municipal hall. An update from the architect with the revised costs is being awaited.

No. FA.0017/17

(b) Moved: Councillor Austin
Seconded: Councillor Day
that council recommend the signing of the community gardens agreement with the Cowichan Lake Community Garden Society

CARRIED.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

(a) The correspondence item from Dalton Smith with copies of letters to Teal Cedar Products Ltd were received and filed.

6. REPORTS

(a) The financial report for the period ending March 31st, 2017 was treated as information.

(b) The Building Inspector's Service Report for March, 2017 was treated as information.

No. FA.0018/17

(c) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report for February, 2017 in the total

amount of \$6,427.45.

CARRIED.

7. NEW BUSINESS

No. FA.0019/17

- (a) Moved: Councillor Day
 Seconded: Councillor Vomacka
 That the committee recommend approval of Katie Burrige's proposed design for Sahtlam Park for submission to the BCAA Play Here contest with the recommendation that it be for \$100,000 so that drainage upgrades and playground equipment purchases may be made.

CARRIED.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

- (a) The All Candidates meeting will be held on April 26th, 2017.
- (b) The Town's Public Meeting will be held on May 29th, 2017 at the Centennial Hall from 6:30- 8:30 pm.

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. FA.0020/17
Adjournment

- Moved: Councillor Day
- Seconded: Mayor Forrest
- that we adjourn (5:45 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2017.

Chair



TOWN OF LAKE COWICHAN
Minutes of Public Works and Environmental Services Committee
Tuesday, April 4th, 2017

PRESENT: Councillor Carolyne 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
Kari Lingren, Recording Secretary

1. **CALL TO ORDER**

The Chair called the meeting to order at 5:01 p.m.

2. **AGENDA**

No. PW.008/17
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Day
that the agenda be approved with the following under:
Business Arising and Unfinished Business
(a) (vi) Lighting Update and Landscaping for Wye the Entrance;
and
New Business
(d) Recycling Audit.

CARRIED.

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

- (a)** The Superintendent, Public Works and Engineering Services informed Council that the tender has been issued for the Wilson Road and Park Road water main upgrades with a closing date of April 18th, 2017. The Superintendent, Public Works and Engineering Services also said that the Greendale Road design work has begun. He noted a survey has been done as of April 4th, 2017. The Ohtaki Footbridge and Greendale Trestle water main upgrades are still at the design stage and the projects have yet to be begun.

(vi) The Superintendent, Public Works and Engineering Services said he met with the electrical contractor and is still awaiting a quote from him. Also, in regards to landscaping, the inclement weather has not been helpful.

(b) Ongoing Items Still Being Addressed:

- (i)** The Chief Administrative Officer said that the North Shore Road sidewalk and trail plan is an ongoing agenda item.
- (ii)** The Superintendent, Public Works and Engineering Services reported that on the Water Treatment Plant project quotes for equipment have been received with 4 of the 5 quotes being approved by council. He also explained the purpose of each piece of equipment and how these would be incorporated into the new water treatment plant facility.

4. **DELEGATIONS**

None.

5. CORRESPONDENCE

- (a) The Superintendent, Public Works and Engineering Services spoke on the correspondence item from Roger Cavadini, Ministry of Environment- Environmental Protection Officer, and said it was for the committee's information that our application package has passed the screening phase under the Environmental Management Act waste discharge authorization process. The application will now move forward to the Review and Decision phase.
- (b) The correspondence from various residents of 138 South Shore Road stated that the utility bills for those living in apartments were too high.

The Chief Administrative Officer advised that there are fixed standard costs that had to be recovered for all of the utility services for water, sewer and garbage and that residents of 138 South Shore Road are already paying a lower amount of \$582.24 while the annual charge for a single family dwelling was \$748.68. He added that there are many 1 or 2 person families and seniors living in single family dwellings that pay the higher amount.

6. REPORTS

None.

7. NEW BUSINESS

- (a) The information on National Disaster Mitigation Program on Federal floodplain mapping framework was reviewed and staff was directed to look at potential storm water projects under this programme.
- (b) The reports on water consumption for the Town of Lake Cowichan for 2015 and 2016 were treated as information. Mayor Forrest was concerned that the consumption for 2016 was higher. Councillor Day inquired if a report on consumption overages could be provided for the next meeting.
- (c) A discussion was held on the on the deteriorating condition of the Marine Circle Route from Lake Cowichan to Port Renfrew. Mayor Forrest was concerned as he has received an email commenting on how terrible the road is right now with the tourism season just beginning. He mentioned that the communities of Port Renfrew and Sooke have both written letters to the Ministry of Highways and Infrastructure and hoped we could also do the same.

Councillor McGonigle supported the idea but added that the road was used by more than the tourists.

- (d) The Chief Administrative Officer reported on the audit that was conducted by Brendan McShane of Recycle BC the day before. Overall contamination on recycled materials for the Town has been reported at between 9% and 12%. The acceptable rate should be no more than 3% which has been achieved by the City of Duncan. The committee felt that the public need to be better informed.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

- (a) Councillor Austin note that the first public meeting with be held on May 29th, 2016 at the upper Centennial Hall.
- (b) Councillor McGonigle congratulated the Lake Cowichan Minor Hockey players who won awards at the recent banquet held on April 2nd, 2017 at the curling arena. He said the lunch was great and was well attended.

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. PW.009/17
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that this meeting adjourn. (5:56 p.m.)

CARRIED.

Certified correct _____

Confirmed on the _____ day of _____, 2017.

Chair



TOWN OF LAKE COWICHAN

Minutes of Parks, Recreation and Culture Committee
Tuesday, April 4th, 2017

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

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendent, Public Works and Engineering Services
Karl Lingren, Recording Secretary

PUBLIC: 8

1. CALL TO ORDER

The Chair called the meeting to order at 6:01 p.m.

2. AGENDA

No. PR.007/17 Moved: Councillor Austin
Seconded: Councillor Day
that the agenda be approved, as presented.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

- (i) The Superintendent, Public Works and Engineering Services updated the committee on the Centennial Park upgrades and said that an attempt is being made to complete the project within the established timelines but that the weather has not been helpful in that regard.

Councillor McGonigle informed the committee that minor baseball registrations have increased this year that include a peewee team and a midget team. He said that this was very encouraging for the growth of baseball in Lake Cowichan, and the planned Centennial Park upgrades are timely as both those teams can now look forward to utilizing the fields when the upgrades are completed.

- (ii) The Superintendent, Public Works and Engineering Services informed the committee that some Lake Cowichan themes like fish/water, tubing, elk/animals and camping would be used on the new street banners. Councillor Day suggested the use of musical and Canada 150 themes for the banners.

Councillor Austin said she has spoken with the art teacher at Lake Cowichan School and was told the students are going to try to create a few banners for the Town.

- (iii) Councillor Austin said she will get volunteers to stain the Trans Canada kiosk closer to the end of May, 2017 when the weather improves.

- (iv) Councillor Day spoke on the upcoming 75th birthday celebrations for the Town of Lake Cowichan and suggested groups be invited to form a committee for the planning of this event.

(b) Ongoing Items:

- (i) There was no update on the trail connection plans for the Riverfront Parkway.
- (ii) The water park proposal will remain on the agenda as a possible future project.

4. DELEGATIONS

- (a) Loretta Puckrin, Cowichan Lake Arts and Culture Society, gave a presentation to the committee of the potential ways that the Cowichan Lake Arts and Culture Society could be of benefit the Town. Some of the projects they are hoping to be a part of are the Canada Day celebrations, banners for the 75th birthday of the Town and the placement of murals around town.

The committee asked if the group would make a presentation to the Advisory Planning Commission on April 27th, 2017 to discuss its ideas for murals in Lake Cowichan.

5. CORRESPONDENCE

- (a) The correspondence item from Dennis Peters to the Vancouver Island Pickle ball championships on the possible hosting of the event was treated as information.
- (b) The correspondence item the Vancouver Island Pickle ball Association to Dennis Peters was also treated as information.
- (c) Councillor Day left the meeting declaring a possible conflict of interest on the next item:

No. PR.008/17

Moved: Councillor McGonigle
Seconded: Councillor Austin
that the committee recommend approval of the use of Saywell Park on June 9th, 10th and 11th, 2017 for the Lake Days celebration;
and that approval be given to the Lake Days Society to have a beer garden at Saywell Park on June 9th, 2017 from 4 p.m. to 10 p.m., and on each of June 10th and 11th, 2017 from noon to 6 p.m. under the following stipulated conditions;
that park policies be abided by;
appropriate fencing must be used; and
proof of liability insurance with the Town of Lake Cowichan as a named insured for the events, be provided.

CARRIED.

Councillor Day returned to the meeting.

- 6. REPORTS**
None.

- 7. NEW BUSINESS**
None.

- 8. NOTICES OF MOTION**
None.

- 9. PUBLIC RELATIONS ITEMS**

- (a) Councillor Austin reminded the committee that the Health Fair will be held on April 20th, 2017 at the Lake Cowichan School.

11. ADJOURNMENT

No. PR.009/17
Adjournment

Moved: Councillor Day
Seconded: Councillor Austin
that the meeting be adjourned. (7:31 p.m.)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2017.

_____ Chair



TOWN OF LAKE COWICHAN

Minutes of Economic and Sustainable Development Committee
Tuesday, April 11th, 2017

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

STAFF: Joesph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendent, Public Works and Engineering Services
Ronnie Gill, Director of Finance
Jill Walters, Recording Secretary

OTHER: 10

1. CALL TO ORDER

The Chair called the meeting to order at 6:08 p.m.

2. AGENDA

No. SPD.008/17 Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the agenda be approved as presented.

CARRIED.

3. (a) BUSINESS ARISING AND UNFINISHED BUSINESS

(i) Amy Melmock, Manager, Economic Development, CVRD provided an update on the Economic Readiness Assessment Project report. She feels that Lake Cowichan's tourism opportunities are now and she is ready to help with the advancement of any economic opportunities available to the Town. For any community to be successful, Amy added, that local residents have to be excited about promoting growth before that actually occurs.

(ii) The Chief Administrative Officer suggested making an application to Timberwest for additional water lot space before expansion of the floating dock at Saywell Park can be considered.

Councillor Day asked that this matter to remain on the agenda. Councillor McGonigle felt we should consider this matter in the 5, 10 or 15 year plans of the Town of Lake Cowichan.

(iii) Councillor Day attended the Cowichan Lake Recreation Commission meeting and had asked the group if there would be any interest in the possibility of marketing the Centennial Park facility once the upgrades have been completed but did not receive a response.

(b) Ongoing Items Still Being Addressed:

(i) There was nothing to report at this time on this in-house sustainable waste item.

(ii) Councillor Day said there is work being done now to update the Cowichan Lake area event calendar on the Chamber of Commerce website.

4. DELEGATIONS AND REPRESENTATIONS

- (a) Calum Matthews, Community and Industry Specialist, Tourism Vancouver Island gave a presentation to council that highlighted the value of tourism around the Cowichan Valley.
- (b) Tom Rutherford, Cowichan Watershed Board, gave a presentation to council that included an overview of the Cowichan Watershed board, its origin and organization and purpose.

5. CORRESPONDENCE

None.

6. REPORTS

None.

7. NEW BUSINESS

- (a) The City of Kamloops' "Sustainable Plan" was tabled to a future date.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

- (a) The Health Fair Is to be held on April 20th, 2017 at Lake Cowichan School.

10. MEDIA/PUBLIC QUESTION PERIOD

None.

No. SPD.009/17
Adjournment

11. ADJOURNMENT

Moved: Councillor Vomacka
Seconded: Councillor McGonigle.
that the meeting adjourn. (8:10 p.m.).

CARRIED.

Certified correct _____,

Confirmed on the _____ day of _____, 2016.

Chair



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

ALSO
PRESENT: Joseph Fernandez, Chief Administrative Officer
Kari Lingren, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 7:37 p.m.

2. AGENDA

No. OC.8/17

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

CARRIED.

3. ADOPTION OF MINUTES

No. OC.9/17

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the minutes of the Ohtaki Twinning Committee meeting held
on March 14th, 2017 be approved.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

Kelly McClure joined the Ohtaki Twinning Committee meeting via Facetime to discuss ideas on the upcoming Japanese visit and how to elicit more interest. She also discussed her teaching position in Japan and that her term is coming to an end in September and ways to try and find a replacement for her.

Kelly suggested creating a list of past delegates and possibly forming a group that could speak to students that may be interested in traveling to Japan but need more information. She also suggested that Lake days may be a great way to see past delegates and get input from them on how to inform more people about the program.

Councillor Day suggested that the Town fund an event that would possibly form a committee. Councillor Vomacka volunteered to start to compile the names and contact information for that event.

5. CORRESPONDENCE

None.

6. OTHER REPORTS

None.

7. NEW BUSINESS

- (a) The Chief Administrative Officer informed the committee that the job posting for the AET teaching position in Japan closed on March 31, 2017 with no applications received.
 - (b) The Chief Administrative Officer said an email has been sent to Japan in regards to the delegation visit to Japan. There has been no response yet.
8. **NEXT MEETING**
Tuesday, May 2nd, 2017 at 7:00 pm.

9. **ADJOURNMENT**

No. OC.10/17

Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the meeting be adjourned (8:27 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Chair



Memo

TO: Mayor and Council

SUBJECT: Required Remedial Action – 182 Neva Road Property

DATE: April 21, 2017

FROM: Chief Administrative Officer

BACKGROUND

With the public's concerns regarding vacant buildings, their dilapidated condition, as well as concerns about public safety, Council at various times have directed staff to work on resolving these issues. Staff generally makes a concerted effort at seeking voluntary compliance from the property owners that are the subject of remedial orders.

182 Neva Road

Mr John Bower is the registered Owner of the property at the address, above described. In 2007, the Town enforced remedial action at this property at the owner's cost. Since then complaints have again arisen on matters affecting the property that include the condition of the "improvements" at the same address but the owner has proven recalcitrant and for that reason direct Council action is being sought.

We have been served with numerous written and verbal complaints of the subject property that it is incumbent on Council to act if public safety is to be protected.

The last written notice mailed to John Bower on November 25th, 2016 was returned unopened, with the note that it was refused by the addressee and the post box has been closed. Mr Bower's whereabouts are unknown at this point and it is apparent that he cannot and does not inhabit the property at the above address as it is clearly uninhabitable given its present condition. The improvements on the property have depreciated to such an extent it is now assessed at below one-third the value of homes in the neighbourhood. The abject neglect of the property by the owner has made the property a nuisance and a clear and present danger to the community.

Under Division 12 of the Community Charter, Council may impose remedial action requirements in relation to hazardous conditions and/or nuisance related to buildings:

Council may impose remedial action requirements

- 72.(1) A council may impose remedial action requirements in relation to
- (a) matters or things referred to in section 73 [*hazardous conditions*],
 - (b) matters or things referred to in section 74 [*declared nuisances*], or
 - (c) circumstances referred to in section 75 [*harm to drainage or dike*].

- (2) In the case of matters or things referred to in section 73 or 74, a remedial action requirement
- (a) may be imposed on one or more of
 - (i) the owner or lessee of the matter or thing, and
 - (ii) the owner or occupier of the land on which it is located, and
 - (b) may require the person to
 - (i) remove or demolish the matter or thing,
 - (ii) fill it in, cover it over or alter it,
 - (iii) bring it up to a standard specified by bylaw, or
 - (iv) otherwise deal with it in accordance with the directions of council or a person authorized by council.
- (3) In the case of circumstances referred to in section 75, a remedial action requirement
- (a) may be imposed on the person referred to in that section, and
 - (b) may require the person to undertake restoration work in accordance with the directions of council or a person authorized by council.

2003-26-72.

Hazardous conditions

73. (1) Subject to subsection (2), a council may impose a remedial action requirement in relation to any of the following:
- (a) a building or other structure, an erection of any kind, or a similar matter or thing;
 - (b) a natural or artificial opening in the ground, or a similar matter or thing;
 - (c) a tree;
 - (d) wires, cables, or similar matters or things, that are on, in, over, under or along a highway;
 - (e) matters or things that are attached to a structure, erection or other matter or thing referred to in paragraph (a) that is on, in, over, under or along a highway.
- (2) A council may only impose the remedial action requirement if
- (a) the council considers that the matter or thing is in or creates an unsafe condition, or
 - (b) the matter or thing contravenes the Provincial building regulations or a bylaw under section 8 (3) (1) [*spheres of authority – buildings and other structures*] or Division 8 [*Building Regulation*] of this Part.

RECOMMENDATION

The Property at the address, above stated and described, has been vacant for some time and at this time is so dilapidated and has been left accessible to the public at large that it has the potential to create hazardous conditions for the safety of the general public that it is recommended that Council pass the following resolution:

WHEREAS Division 12 of Part 3 of the Community Charter (the "Charter") authorizes Council to impose a remedial action requirement on the owner or owners of a building including a requirement to remove or demolish the building where:

- 1) Council considers that the buildings are in or create an unsafe condition;
- 2) Council considers that the buildings contravenes the Provincial building regulations or a Town bylaw under s. 8(3) (1) (buildings and other structures); and

3) Council declares the building is a nuisance;

AND WHEREAS John Bower is the registered owner (the "Owner") of the property at 182 Neva Road, Lake Cowichan, British Columbia, PID # 005-641-667 (the Property);

AND WHEREAS the building on the Property are in a state of disrepair and have been left vacant and unsecure for a considerable period of time and are a threat to public safety and have not been repaired or demolished, despite the Town's efforts to persuade the owner to take action;

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

1. that Council hereby considers that the buildings located at 182 Neva Road, Lake Cowichan, BC are in a hazardous condition, within the meaning of Section 73(2)(b) of the Community Charter in that it contravenes the building regulations for British Columbia and the Town of Lake Cowichan Building Bylaw No. 987-2017 (the Building Bylaw) and the Town of Lake Cowichan Fire Protection Bylaw 865-2009 ;
2. that Council hereby considers that the buildings on the Property are in and create an unsafe condition within the meaning of Section 73(2)(a) of the Community Charter, as a result of the buildings being vacant and insecure, the buildings continuing to deteriorate and/or the building contravening the Building Bylaw;
3. that Council hereby declares that the buildings on the Property are a nuisance, within the meaning of Section 74(2) of the Community Charter, as Council considers the buildings on the Properties to be so dilapidated as to be offensive to the community;
4. that Council hereby declares that the buildings on the Property are nuisances, within the meaning of Section 74(2) of the Community Charter, as Council has received community complaints about the unsightliness of the Properties;
5. that Council hereby requires pursuant to its remedial action powers under Part 3, Division 12 of the Community Charter that the Owner:
 - (a) demolish the buildings on the Property and remove all remnants of the demolished buildings no later than thirty (30) days after notice of this remedial action requirement under s. 77 of the Charter has been sent by the Town to the Owner;
 - (b) erect a strongly constructed fence at least 1.5 meters tall around the area where the building was formerly located immediately after the building is demolished and removed and maintain the fence until the requirement in s. 5(c) of this resolution has been complied with; and

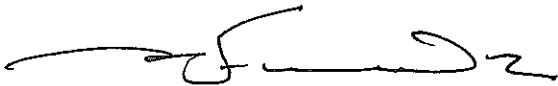
(c) fill in and level any hole created by the removal of the building no later than thirty (30) days after notice of this remedial action requirement under s. 77 of the Community Charter has been sent by the Town to the Owner;

6. and that the Town advise the Owner that he may request that Council reconsider the Remedial Action Requirement by providing the Town written notice within 14 days of the date on which notice under s. 77 of the Community Charter was sent and that if any or all of the actions required by the Remedial Action Requirement is not completed by the date specified for compliance, the Town may take action in accordance with section 17 of the Community Charter and undertake any or all of the actions required by the Remedial Action requirement without further notice to and at the expense of the Owner.

CONCLUSION

While staff can issue safety orders and remedial orders, it is quite apparent that the subject property owner has made no attempt to undertake repairs to any of the buildings or secure entry to the buildings.

It is recommended that immediate enforcement actions as outlined in the proposed resolution above should be commenced to compel the owner to remove or remediate the buildings.



Joseph A. Fernandez

Memo



TO: Chief Administrative Officer
FROM: Director of Finance
DATE: April 21, 2017
SUBJECT: Grants-in-aid for 2017

Grants-in aid requests are submitted annually for Council consideration and approval. During budget discussions, Council reviewed and tentatively approved grants as follows:

Cowichan Lake Lady of the Lake	-Pageants and parades	\$ 600
Cowichan Rocks – Team Myrden	-Curling Provincials	600
Lake Cowichan Downtown Renewal Society	-LC farmers market	600*
CICV Radio Society	-Summer Nights	500*
<hr/>		
Total grants-in-aid		<hr/> \$2,300

*Note that the grant to Lake Cowichan Downtown Renewal Society and Summer Nights is pending submission of financial report or a presentation to Council from the board and application fee for park use.

Council motion is required to approve the \$2,300 in grants-in-aid as listed above.

A handwritten signature in black ink, appearing to read 'Ronnie Gill'.

Ronnie Gill, CPA, CGA
Director of Finance

TOWN OF LAKE COWICHAN

BYLAW NO. 988-2017

A Bylaw to Amend Zoning Bylaw No. 935-2013

WHEREAS the *Local Government Act* authorizes a local government to enact bylaws, 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. 988-2017".

2. AMENDMENTS

1) Schedule "A" to Zoning Bylaw No. 935-2013 is amended by rezoning a property described Lot 2, Section 5, Renfrew District, Plan VIP80887 as from General Commercial (C-1) to Multi-family Residential (R-3), which is outlined in heavy black ink and identified on Schedule "A" to this Bylaw.

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 _____th day of _____, 2017.

READ A SECOND TIME on the _____th day of _____, 2017.

PUBLIC HEARING held on the _____rd day of _____, 2017.

READ A THIRD TIME on the _____rd day of _____, 2017.

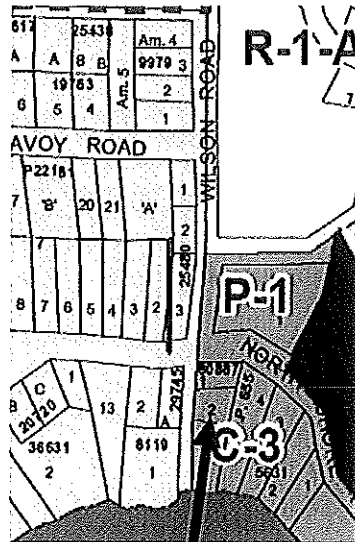
RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the _____rd day of _____, 2017.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer

SCHEDULE "A"

Attached to and Forming Bylaw No. 988-2017



Rezone from Lakefront and Riverfront Commercial (C-3) zone to Multi-Family Residential (R-3) zone

TOWN OF LAKE COWICHAN

Financial Plan Bylaw No. 989-2017

A Bylaw respecting the Financial Plan for the Town of Lake Cowichan

WHEREAS Section 165 of the *Community Charter* requires a Municipality to prepare and adopt, a Financial Plan for a period of five years commencing in 2017;

AND WHEREAS the plan must by bylaw be adopted before the annual property tax bylaw is adopted;

NOW THEREFORE, the Municipal Council of the Town of Lake Cowichan desires to adopt the Financial Plan, in open meeting assembled, enacts as follows:

1. Schedule "A" attached hereto and made part of this bylaw sets out the objectives and policies of the municipality.
2. Schedules "B" and Schedule "C" attached hereto and made part of this bylaw shall be the Financial Plan for the Town of Lake Cowichan for the years 2017 to 2021.
3. This bylaw may be cited for all purposes as the "Town of Lake Cowichan Financial Plan Bylaw. No. 989-2017".

READ A FIRST TIME on the ___th day of _____, 2017.

READ A SECOND TIME on the ___th day of _____, 2017.

READ A THIRD TIME on the ___th day of _____, 2017.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___th day of May, 2017.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



2017-2021 Financial Plan
Statement of Objectives and Policies
Schedule "A"

Section 165(3.1) of the Community Charter requires that the Financial Plan include the objectives and policies of the Town of Lake Cowichan in respect of funding sources, distribution of property tax rates and permissive tax exemptions.

Funding Sources:

Property taxation revenue is determined in accordance to the operating and capital needs of the general fund and is the major revenue source for that fund. User fees and charges for water, sewer and garbage services are used to finance those areas of expenditures. The campsite and education center contribute 11% of the total revenue source requirements. A breakdown of the revenue sources are summarized as follows:

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	31.49%	\$2,047,650
User fees and charges	7.34%	477,300
Recreational facilities	8.76%	570,000
Other sources	1.56%	101,750
Government grants	45.70%	2,971,900
Transfer from reserves	5.15%	335,000
Total	100%	\$6,503,600

Collections for other governments, fire service to CVRD, police levy, library levy and transfers from surplus and debt have not been included in the revenue sources in the above table.

Strategic Community Investment Funds:

Government grants include the Strategic Community Investment Funds which are provided by the Province of British Columbia. These funds reduce the level of municipal taxation and they may be used to fund infrastructure capital works. For a smaller municipality, these funds are instrumental to maintaining existing municipal service levels. In 2017, funds estimated in the amount of \$435,000 have been allocated to the Town.

Objective:

- The Town will attempt to increase the sources of government grants to complete much needed infrastructure capital projects in the municipality.
- Where feasible user fees will be levied where measurable level of services are rendered or provided.

Policies:

- The Town has implemented water metering and has setup metered user fees that include fixed fees and consumption charges based on usage.



- Where possible the Town will substitute revenues from user fees and charges and government grants rather than taxation.
- The Town will review municipal service and user fees to ensure that the operating and capital budgets are adequate while providing the residents with the service levels

Distribution of Property Tax Rates

The table below outlines the distribution of property taxes among the property classes. Residential property taxes account for more than three quarters of the taxes collected.

Property Class	% of Total Property Taxation	Dollar Value
Residential	83.29%	\$1,665,063
Utility	0.35%	6,997
Industrial	2.33%	46,526
Managed Forest	0.28%	5,576
Commercial	13.66%	272,994
Recreational	0.09%	1,894
Total	100%	1,999,050

Objective:

- The Town will strive to reduce the industrial and business tax rates to encourage investment and employment in the area. Currently there is a limited industrial taxation base within the municipality.

Policies:

- Encourage and promote economic development to increase commercial and retail businesses in the Town of Lake Cowichan;
- Supplement, where possible, revenues from user fees and government grants to keep the residential property tax increases to a manageable amount.

Parcel taxes:

The sewer parcel tax was implemented in 2010 and increased in 2013 to \$100 per parcel. This source of revenue is based on a set fee per parcel of land and offsets, in part, the costs of upgrading sewer infrastructure.

The water parcel tax has been increased to \$140 per parcel starting in 2016. A \$100 water parcel tax was implemented in 2013. This source of revenue is based on a set fee per parcel of land and offsets, in part, the costs of upgrading water infrastructure.



Permissive Tax Exemptions:

The Town's Permissive Tax Exemption policy provides property tax exemptions for properties meeting the requirements of Sections 224 and 226 of the *Community Charter*. Tax exemptions are provided for land and improvements owned or held by a charitable or other not-for-profit entity and for those land and buildings used for public worship or that meet the requirements of the Revitalization Tax Exemption Programme Bylaw. The annual municipal report contains a list permissive tax exemptions granted each taxation year and the amount of tax revenue foregone.

Objective:

- The Town will continue to strive to provide tax exemptions to charitable non-profit organizations and places of public worship as council recognizes the efforts and activities of volunteer and community groups but at the same time ensuring that these exemptions are periodically reviewed;

Policy:

- Continue to support the non-profit and charitable groups that operate for the benefit of all residents of the Town of Lake Cowichan;
- Provide support for the growth of sustainable development and investment in the Town.



TOWN OF LAKE COWICHAN
Schedule "B"
General Fund - Financial Plan 2017-2021

	2017	2018	2019	2020	2021
	Budget	Budget	Budget	Budget	Budget
REVENUES					
Residential	1,665,063	1,706,689	1,757,893	1,793,051	1,828,911
Utility	6,997	7,172	7,387	7,535	7,686
Industrial	46,526	47,690	49,121	50,104	51,109
Commercial	272,994	279,826	288,221	293,987	299,867
Managed Forest	5,576	5,714	5,888	6,006	6,126
Recreational	1,894	1,940	2,002	2,043	2,085
Taxes	1,999,050	2,049,025	2,110,499	2,152,709	2,195,762
Grants-In-Lieu	48,600	49,800	50,800	51,800	52,800
	2,047,650	2,098,842	2,161,807	2,205,044	2,249,148
Penalties and Interest on Taxes	64,500	66,120	68,104	69,460	70,854
Licenses and Permits	41,500	42,537	43,816	44,692	45,586
Solid Waste Revenues	371,300	380,582	392,003	399,844	407,842
Lakeview Campsite Revenues	173,000	174,000	175,000	176,000	177,000
CLEC Revenues	397,000	400,000	405,000	410,000	415,000
Lease Revenues	61,500	62,000	62,500	63,000	63,500
Interest on Investments	30,000	25,000	25,000	20,000	20,000
Other Revenue	10,250	10,000	10,000	10,000	10,000
Unconditional Transfers	436,900	450,000	460,000	470,000	480,000
Conditional Transfers	2,535,000	610,000	10,000	10,000	10,000
Fire Service to CVRD	230,000	232,000	235,000	237,000	239,000
Police Tax	145,171	148,000	151,000	154,000	157,000
Library Levy	127,782	128,000	129,000	130,000	131,000
Transfers from Reserve Funds	335,000	430,000	410,000	120,000	100,000
Collections for Other Governments	2,155,326	2,200,000	2,225,000	2,245,000	2,265,000
Debt	-	-	240,000	-	-
Transfer from Surplus	-	190,419	81,770	-	-
	9,161,879	7,647,500	7,285,000	6,764,040	6,840,930
EXPENDITURES					
General Government Services	558,300	560,000	565,000	570,000	575,000
Fire Department	370,200	377,000	385,000	392,000	400,000
Police Force	145,171	148,000	151,000	154,000	157,000
Building Inspection and Other	60,000	60,500	61,000	61,500	62,000
Public Works	527,400	556,000	567,000	578,000	590,000
Solid Waste Disposal	385,300	386,000	389,000	392,000	395,000
Planning, Health & Other	70,500	72,000	74,000	75,000	77,000
Lakeview Campsite Expenses	169,600	170,000	171,000	172,000	175,000
Parks	245,600	246,000	249,000	251,000	253,000
CLEC Expense	442,100	442,000	443,000	444,000	445,000
Transfer to Library	127,782	128,000	129,000	130,000	131,000
Transfers to Other Governments	2,155,326	2,200,000	2,225,000	2,245,000	2,265,000
Capital Expenditures	3,482,500	1,980,000	1,570,000	945,000	899,000
Debt Repayment	195,000	186,000	170,000	216,000	216,000
Transfers to Fire Dept. Reserves	85,000	85,000	85,000	85,000	85,000
Transfer to Parks Capital Fund	1,000	1,000	1,000	1,000	1,000
Transfer to Building Reserve Fund	50,000	50,000	50,000	50,000	50,000
Transfer to Surplus	91,100	-	-	2,540	64,930
	9,161,879	7,647,500	7,285,000	6,764,040	6,840,930

TOWN OF LAKE COWICHAN
Schedule "C"
Sewer Utility Fund - Financial Plan 2017 - 2021

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
REVENUES					
User Rates	440,000	453,000	466,000	480,000	490,000
Connection Fees	1,000	1,000	1,000	1,000	1,000
Penalties and Other Interest	4,600	4,700	4,800	4,900	5,000
Grants	1,305,900	652,900	3,095,900	520,000	-
Parcel Tax	164,100	164,500	164,800	165,000	165,400
Recovery from users	-	-	-	100,000	500,000
Transfer from Surplus	364,500	43,100	483,500	-	-
	2,280,100	1,319,200	4,216,000	1,270,900	1,161,400
EXPENDITURES					
Administration	133,800	134,500	136,000	138,000	140,000
Treatment and Collection	265,800	268,000	270,000	275,000	280,000
Inflow and Infiltration	132,200	-	-	-	-
Capital	1,748,300	916,700	3,810,000	830,000	600,000
Transfer to Surplus	-	-	-	27,900	141,400
	2,280,100	1,319,200	4,216,000	1,270,900	1,161,400

Water Utility Fund - Financial Plan 2017 -- 2021

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
REVENUES					
User Rates	532,000	547,000	564,000	581,000	592,000
Connection Fees and Other	4,000	4,200	4,400	4,600	4,800
Penalties and Other Interest	5,500	5,700	5,900	6,100	6,300
Grant - Clean Water & Wastewater	1,129,093	-	-	-	-
Grant	5,000,000	-	-	-	-
Parcel Tax	234,500	235,060	235,480	235,720	236,280
Transfer from Surplus	722,521	-	-	-	-
	7,627,614	791,960	809,780	827,420	839,380
EXPENDITURES					
Administration	153,000	154,000	157,000	160,000	163,000
Treatment and Collection	329,260	480,000	489,000	499,500	509,900
Capital	7,145,354	100,000	100,000	100,000	100,000
Transfer to Surplus	-	57,960	63,780	67,920	66,480
	7,627,614	791,960	809,780	827,420	839,380

TOWN OF LAKE COWICHAN

2017 Annual Rates Bylaw No. 990-2017

A bylaw for the levying of rates for Municipal, Debt, Regional Hospital, Regional District and Vancouver Island Regional Library purposes for the year 2017.

WHEREAS Section 197 of the *Community Charter* requires a council to impose property taxes for the year by establishing tax rates to meet its revenue requirements from taxation and the amounts to meet the taxing obligations of other local governments;

AND WHEREAS the Council is required to adopt the tax rates before May 15th in each year;

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

1. The following rates are hereby imposed and levied for the year 2017:
 - a) For all lawful general purposes of the Municipality on the value of land and improvements taxable for General Municipal Purposes, rates appearing in Column 1 of Schedule "A" attached hereto and forming a part hereof.
 - b) For debt purposes on the value of land and improvements taxable for General Municipal Purposes, rates appearing in Column 2 of Schedule "A" attached hereto and forming a part hereof.
 - c) For purposes of the Vancouver Island Regional Library on the value of land and improvements taxable for General Purposes, rates appearing in Column 3 of Schedule "A" attached hereto and forming a part hereof.
 - d) For purposes of the Cowichan Valley Regional District on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column 4 of Schedule "A" attached hereto and forming a part hereof.
 - e) For Hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column 5 of Schedule "A" attached hereto and forming a part hereon.
2. The minimum taxation upon a parcel of real property shall be One (1) dollar.
3. This Bylaw may be cited as "Town of Lake Cowichan 2017 Annual Rates Bylaw No. 990-2017".

READ A FIRST TIME on the ___th day of ____, 2017.

READ A SECOND TIME on the ___th day of ____, 2017.

READ A THIRD TIME on the ___th day of ____, 2017.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___th day of ____, 2017.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



Town of Lake Cowichan
Schedule "A"
Attached to and forming part of Bylaw No. 990-2017

<u>CLASS</u>		<u>General Municipal</u>	<u>General Debt</u>	<u>Vancouver Island Library</u>	<u>Regional District</u>	<u>Regional Hospital</u>
Residential	1	4.04319	0.24211	0.27406	2.13420	0.53875
Utility	2	25.06778	1.50108	1.69917	7.46970	1.88563
Heavy Industrial	4	73.78822	4.41851	5.00160	7.25628	1.83175
Light Industrial	5	13.74685	0.82317	0.93180	7.25628	1.83175
Business	6	11.05812	0.66217	0.74955	5.22879	1.31994
Managed Forest	7	15.16196	0.90791	1.02773	6.40260	1.61625
Recreational	8	4.04319	0.24211	0.27406	2.13420	0.53875

