



TOWN OF LAKE COWICHAN

Regular Meeting of Council

Tuesday, April 24th, 2018 at 6:00 p.m. – Council Chambers

| | Page # |
|--|-----------------------------------|
| 1. AGENDA | |
| <u>CALL TO ORDER</u> | |
| <u>INTRODUCTION OF LATE ITEMS</u> (if applicable) | |
| 2. APPROVAL OF AGENDA | |
| 3. ADOPTION OF MINUTES | |
| (a) Minutes of the Regular Meeting of Council held on March 27 th , 2018. | 3 |
| 4. BUSINESS ARISING AND UNFINISHED BUSINESS | |
| None. | |
| 5. DELEGATIONS AND REPRESENTATIONS | |
| (a) Presentation by Denise Allan, Lady of the Lake Society and the Lady of the Lake Candidates 2018. | |
| 6. CORRESPONDENCE | |
| (a) Action Items | |
| (b) Information or Consent Items- (a member may ask that an item be dealt with separately) | |
| (i) John Lefebure, Chairperson, CVRD re: Letter of Support-Overdose Prevention Site | 7 |
| (ii) John Lefebure, Chairperson, CVRD re: Letter of Support-Sharp's Pickup Program | 8 |
| (iii) Shane Brienen, Mayor Houston, B.C. re: Human Trafficking Task Force | 9 |
| 7. REPORTS | |
| (a) <u>Council and Other Committee Reports</u> | |
| (i) Finance & Administration • April 10 th , 2018. | Councillor McGonigle 11 |
| (ii) Public Works & Environmental Services • April 3 rd , 2018. | Councillor Austin 14 |
| (iii) Parks, Recreation & Culture • April 3 rd , 2018. | Councillor Vomacka 17 |
| (iv) Economic & Sustainable Development • April 10 th , 2018. | Councillor Day 19 |
| (v) Cowichan Lake Recreation Commission | Mayor Forrest |
| (vi) V.I.R.L. | Councillor Vomacka |
| (vii) Advisory Planning Commission | Councillor McGonigle |
| (viii) Community Forest Co-op | Councillor McGonigle |
| (b) <u>Other Reports</u> | |
| (i) Cowichan Valley Regional District Board Meeting – Councillor Day. | |
| (ii) Community Outreach Team Committee - Councillor Austin. | |
| (iii) Community Safety Advisory Commission-Councillor Austin | |
| (iv) Cowichan Lake Elder Care Initiative. | 21 |

(c) **Staff Reports**

- (i) CAO re: AB Greenwell School property

8. BYLAWS

- (a) "Town of Lake Cowichan Financial Plan Bylaw No. 1003-2018" may be given first, second and third reading.
- (b) "Town of Lake Cowichan 2018 Annual Rates Bylaw No. 1004-2018" may be given first, second and third reading.

23

29

9. NEW BUSINESS

10. MAYOR'S REPORT

11. NOTICES OF MOTION

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

13. IN CAMERA

14. ADJOURNMENT



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council
Tuesday, March 27th, 2018

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
Jill Walters, Recording Secretary

PUBLIC: 7

1. CALL TO ORDER

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

2. AGENDA

No. R.0035/18

Moved: Councillor Day
Seconded: Councillor Austin
that the agenda be approved as amended with the following addition under:

In-camera:

Dealing with following relevant sections of the Community Charter: 90(1) (c) on labor relations or other employee relations; and 90(1) (e) the acquisition, disposition or expropriation of land or improvements, and 90(1) (f) law enforcement.

CARRIED.

3. ADOPTION OF MINUTES

No. R.0036/18

(a) Moved: Councillor Day
Seconded: Councillor McGonigle
that the minutes of the Regular Meeting of Council held on February 27th, 2018 be adopted.

CARRIED.

No. R.0037/18

(b) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Public Hearing held on March 6th, 2018

be adopted.

CARRIED.

No. R.0038/18

- (c) Moved: Councillor Vomacka
Seconded: Councillor Austin
that the minutes of the Special Meeting held on March 6th, 2018 be adopted.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

- (a) Brent Clancy, Cowichan Lake District Chamber of Commerce gave a 2017 year in review presentation on the Chamber of Commerce' activities.

6. **CORRESPONDENCE**

(a) **Action Items**

- (i) Moved: Councillor Vomacka
Seconded: Councillor McGonigle

that approval of the use of Saywell Park by Lake Days Society for the Lake Days Celebration between June 8th, 2018 and June 10th, 2018 be given;

and that Lake Days Society be authorized to hold a Beer Garden on June 9th, and June 10th, 2018 between the hours of noon and 6 pm subject to the following conditions:

- Proof of third party liability insurance with the Town named as an added insured for all of the events planned; and
- Compliance with park policies and the installation of appropriate to segregate the beer garden from other planned events.

CARRIED.

- (ii) The correspondence item from Jon Roler, Royal Self Storage Ltd, re: 21 Oak Lane is to be responded by staff.

- (iii) The correspondence item from Satdev Gill, 2030 Investments Inc., re: properties in MacDonald and Neva Rd is to receive an appropriate response from staff.

(b) **Information or Consent Items**

- (i) The letter from Cindy Fortin, Mayor of the Corporation of the

District of Peachland, re: Cannabis Sales Revenue Sharing was treated as information.

7. REPORTS

No. R.0039/18
Finance and
Administration

Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Finance and Administration Committee meeting held on March 13th, 2018 be approved with the following:

Lake Cowichan Fire Department-

that the Lake Cowichan Fire Department's incident report expense for February 2018 in the total amount of \$8,565.60 be authorized.

CARRIED.

No. R.0040/18
Public Works and
Environmental Services

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Public Works and Environmental Committee meeting held on March 6th, 2018, be approved as presented.

CARRIED.

No. R.0041/18
Parks, Recreation and
Culture

Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the minutes of the Parks, Recreation and Culture Committee meeting held on March 6th, 2018 be approved.

CARRIED.

No. R.0042/18
Economic and
Sustainable
Development

Moved: Councillor Day
Seconded: Councillor Austin
that the minutes of the Economic and Sustainable Development Committee meeting held on March 13th, 2018 be approved as presented.

CARRIED.

Cowichan Lake
Recreation

No report was received from Cowichan Lake Recreation.

Vancouver Island
Regional Library

Councillor Vomacka reported that many smaller communities are having their libraries moved into modular buildings for cost-saving purposes. She also highlighted some of the many events at our local library such as the Camera Club, Wood working, Spring Break Activities. She also reported the Library was looking for donations of yarn to knit scarves and gloves for

people in need.

Advisory Planning Commission

The Chief Administrative Officer reported that the 3 working groups for the Advisory Planning Commission have been working on updates to the Official Community Plan. The downtown area as separate districts are to be included in future discussions.

Community Forest Co-operative

Councillor McGonigle said the Community Forest Co-op is still awaiting final approval from the Province for the community license in partnership with Pacheedaht. Lorne Scheffer, Chair of the Community Forrest Co-op was voted Lake Cowichan Citizen of the Year for 2017.

(b) Other Reports

Cowichan Valley Regional District Board

- (i) Councillor Day gave a verbal report to Council on his attendance at the recent Cowichan Valley Regional District meetings. He highlighted the following:
 - Hosting of the BC Senior Summer Games;
 - At the Regional Services meeting the gifting of \$5 million to Cowichan Hospice towards the cost of building a 10-room hospice on the property at Cairnsmore was reported;
 - On Mar 28 the proposed Watershed Service Establishment Bylaw will be presented;
 - The issue of affordable housing was discussed.

Community Outreach Team

- (ii) Councillor Austin reported the Community Outreach Team will continue with dialogue regarding the Opioid Crisis.

Community Safety Advisory

- (iii) Councillor Austin reported that David Striker from Warmlands had attended the last meeting giving an update on that facility.

Seniors Care Facility

- (iv) Councillor Day reviewed the minutes of the Seniors Care Facility. He also reported that Kayla Strand of Makola Housing Society had attended the meeting with ideas onaffordable housing and elder care. She suggested acquiring the land first and that the project would not be feasible without at least 50 beds. Councillor Day also discussed the possibility of the funneling donations for CLECI through the King George Housing Society and Olson Manor. A Represenative for Habitat for Humanity will attend the April meeting.

(c) Staff Reports

No. R.0043/18

- (i) Moved: Councillor McGonigle
Seconded: Councillor Day

that the purchase of a Elgin Crosswind Sweeper with the required options for a total of \$309,741 plus taxes be approved.

CARRIED.

8. BYLAWS

None.

9. NEW BUSINESS

None.

10. MAYOR'S REPORT

The Mayor presented his report for March 2018 which included the following:

- Matters raised at the recent Mayors Caucus held at Squamish, BC that included the Opioid Crisis, Cannabis Regulations, and the Smart City Challenge.
- Offered congratulations to Judy Caplette on her recent retirement;
- The recipients of the Chamber of Commerce 2017 awards were congratulated;
- April is again Autism Awareness Month; and
- Catalyst Paper has received authorization to begin storage of water in advance of April 1st, 2018.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

13. IN CAMERA

Moved: Councillor McGonigle

Seconded: Councillor Austin

that pursuant to Section 92 of the Community Charter, Council closes the meeting to the public to deal with issues relating to the following relevant sections of the Community Charter: 90(1) (c) on labor relations or other employee relations; and 90(1) (e) the acquisition, disposition or expropriation of land or improvements, and 90(1) (f) law enforcement (7:23p.m.).

CARRIED.

14. ADJOURNMENT

Moved: Councillor Day

Seconded: Councillor Vomacka

that we arise and adjourn at 8.30 p.m., without report.

No. R.0044/18
Adjournment

RECEIVED APR 19 2018



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Duncan, BC V9L 1N8
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Toll Free: 1.800.665.3955

April 11, 2018

File No.

0220-01

The Honourable Judy Darcy
Minister of Mental Health and Addictions
Room 346 Parliament Buildings
VICTORIA BC V8V 1X4

Dear Honourable Judy Darcy:

RE: Letter of Support - Overdose Prevention Site

At its Regular meeting of March 28, 2018 The Cowichan Valley Regional District passed the following resolution:

"That a letter of support for the continuation of an Overdose Prevention Site be sent to Island Health, Cowichan Mental Health Association, School District 79, and the Honourable Judy Darcy, Minister of Mental Health and Addictions."

The Overdose Prevention Site was established in September 2017 with funding from Island Health to help respond to the opioid crisis in the Cowichan Region and in BC. Since September 2017, the Overdose Prevention Site has had over 2000 visits and in that time has provided services for individuals from all over the Cowichan Region. Research evidence has supported the need for overdose prevention sites as just one of the ways that can help address the opioid crisis.

The Community Safety Advisory Commission (CSAC) and its partners works with the Canadian Mental Health Association – Cowichan Valley Branch, on many community safety initiatives. CSAC supports the ongoing funding for the Overdose Prevention Site beyond the summer of 2018.

Yours truly,

A handwritten signature in black ink, appearing to read "Jon Lefebure".

Jon Lefebure
Chairperson

JL/ge

pc: Peter de Verteuil, CAO, City of Duncan
Ted Swabey, CAO, Municipality of North Cowichan
Guillermo Ferrero, City Manager, Town of Ladysmith
Joseph A. Fernandez, CAO, Town of Lake Cowichan



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April 11, 2018

File No. 0220-01

James Tousignant, Executive Director
Cowichan Mental Health Association
371 Festubert Street
DUNCAN BC V9L 3T1

Dear James Tousignant:

RE: Letter of Support – Sharps Pickup Program

At its Regular meeting of March 28, 2018 The Cowichan Valley Regional District passed the following resolution:

“That a letter of support for the continuation of the Sharps Pickup Program be sent to, Island Health, Cowichan Mental Health Association and School District 79.”

Warmland recently established a sharps pick up team with funding from Island Health to respond to the number of discarded needles being discovered around the Cowichan Region. Since July 2017, the Sharps Pickup Team has picked up over 12,000 needles and continues to provide an essential service to the community by routinely checking schools, parks and public spaces for discarded needles seven days a week.

The Community Safety Advisory Commission (CSAC) and its partners works with Warmland on many community safety initiatives including the distribution of the Barefoot in the Park Toolkit which educates community members on discarded needles and safe disposal. CSAC supports the ongoing funding for the Sharps Pickup Team beyond the summer 2018.

Yours truly,

Jon Lefebure
Chairperson

JL/ge

pc: Peter de Verteuil, CAO, City of Duncan
Ted Swabey, CAO, Municipality of North Cowichan
Guillermo Ferrero, City Manager, Town of Ladysmith
Joseph A. Fernandez, CAO, Town of Lake Cowichan



OFFICE OF THE MAYOR

March 29, 2018

Honorable John Horgan
Premier of British Columbia
PO BOX 9041
STN PROV GOVT
Victoria, BC
V8W 9E1

Honorable Mike Farnworth
Minister of Public Safety and Solicitor
General
Room 128 Parliament Buildings
STN PROV GOVT
Victoria, BC
V8V 1X4

Dear Premier Horgan and Minister Farnworth,

RE: Human Trafficking Task Force

At the Regular Meeting on March 6th, 2018 the District of Houston received the attached email from Cathy Peters, BC's Anti-Human Trafficking Educator, Speaker, and Advocate, dated February 26th, 2018.

At that meeting Council passed the following resolution:

"That Council resolves to issue a letter to the Minister of Public Safety requesting the establishment of a Human Trafficking Task Force and the enforcement of the federal Protection of Communities and Exploited Persons Act."

Thank you for your attention to this matter.

Sincerely,

Shane Brienen
Mayor

Attach: Email from Cathy Peters dated February 26th, 2018 Re: Child Sex Trafficking in BC Municipalities and How to Stop it.

cc: Cathy Peters, BC's Anti-Human Trafficking Educator, Speaker and Advocate
All UBCM member municipalities

Dy-HM 0100-60

Filed

| | |
|------------------------|--|
| Public Works | |
| Finance | |
| Legal Services | |
| City | |
| Police | |
| Fire | |
| Health Services | |
| Human Resources | |
| Information Technology | |
| Community Development | |
| City Clerk | |
| City Council | |

Deena Farrell

From: Cathy Peters <ca.peters@telus.net>
Sent: Monday, February 26, 2018 4:36 PM
To: Houston General
Subject: FEB 27 2018 Child sex trafficking in BC Municipalities and how to stop it
Attachments: WHAT CAN I DO AS A PARENT TO STOP MY CHILD FROM BEING TRAFFICKED.docx; Some Ways to Prevent Your Child from Being Recruited Into Prostitution.docx; UBCM & Bill C-36.docx; Ontario unveils funds for Human trafficking.docx

Importance: High

Dear Mayor Shane Brienen and City Councillors,
Child Sex trafficking (including child pornography) is the fastest growing crime in the world, Canada and in BC.
I have been raising awareness to this issue for the past 5 years.

I have included two attachments addressing how to stop this crime and the UBCM 2015 Resolutions on Human trafficking/Rape culture.

BC needs a properly funded Human Trafficking Task Force (like Ontario) for awareness, education and training for law enforcement.

Also, the current Federal Law, "Protection of Communities and Exploited Persons Act" needs to be properly enforced.

ASK: Would you please write a letter to the BC Premier John Horgan and the Public Safety Minister/Solicitor General Mike Farnworth that we need a Human Trafficking Task Force AND the Federal Law enforced (it is in the rest of the country), and send me a copy of that letter.

#MeToo and #TimesUp are 2 timely anti- sexual abuse campaigns. Please write me if you support these campaigns.

Sincerely, Mrs. Cathy Peters BC's anti-human trafficking educator, speaker, advocate
#302-150 W. 15th St., North Vancouver, BC V7M 0C4

Mission statement: A Modern Equal Society does not buy and sell women and children.
My goal: to traffick-proof every community in BC and insure there is not another Robert Pickton (Port Coquitlam serial killer) situation.
Strategy: the 2 E's- Education (of the problem), Enforcement (of the Law, The Protection of Communities and Exploited Persons Act)
Result: to make it known that British Columbia is a bad place (for buyers of sex, traffickers, facilitators) for the business of sexual exploitation.



TOWN OF LAKE COWICHAN
Minutes of Finance & Administration Committee
Tuesday, April 10th, 2018

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

ABSENT: Councillor Tim McGonigle
(with prior notice)

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

PUBLIC: 3

1. CALL TO ORDER

The Chair called the meeting to order at 5:07 p.m.

2. AGENDA

No. FA.0017/18

Moved: Councillor Austin

Seconded: Councillor Vomacka

that the agenda be approved with the following additions under:

Notice of Motions

Resolution for UBCM; and

New Business

Councillor McGonigle's absence from the day's Finance and Administration meeting.

CARRIED.

Mayor Forrest offered his condolences to the residents and City of Humboldt, Saskatchewan on the untimely passing of members of the Humboldt Broncos caused by a collision of their team bus with a transport truck. A sympathy card will be sent to the City of Humboldt.

3. BUSINESS ARISING AND UNFINISHED BUSINESS
Ongoing Items Still Being Addressed:

- (a) The budget for Municipal Upgrades has been allocated on the assumption that a grant is forthcoming. Other options will have to be considered if the application for the grant is unsuccessful.
- (b) Tenders have been issued for the Columbarium Facility with a closing date of April 27th, 2018. The tender call includes a request for a design layout. A discussion was had on whether to allow the pre-purchase of niches.
- (c) The draft Employment Code of Ethics has been referred to the Union and staff for input.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

None.

6. REPORTS

- (a) The Financial Report for the period ending March 31st, 2018 was treated as information.

- (b) The Building Inspector's Service Report for March 2018 was treated as information.

No. FA.0018/18 (c) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report for March 2018 in the total amount of \$6,677.59.
CARRIED.

No. FA.0019/18 (d) Moved: Councillor Vomacka
Seconded: Councillor Austin
that the committee recommend approval of the Grants-in-Aid to the following:

| | |
|--------------------------------------|---------|
| • Cowichan Lake Lady of the Lake | \$ 500 |
| • 1 st Cowichan Scouts | 750 |
| • Lake Cowichan Dry Grad 2018 | 500 |
| • LCS Scholarships two at \$500 each | 1,000 |
| for a total of | \$2,750 |

CARRIED.

No. FA.0020/18 (e) Moved: Councillor Day
Seconded: Councillor Austin
that until a new timer system for sirens can be implemented the current system of fire siren notification should remain in place; and that serious consideration should be given at that time to eliminating the use of the siren between the hours of 10pm each night and 7 am the next morning, with the sirens when used should only be sounded for shorter durations.
CARRIED.

7. NEW BUSINESS

No. FA.0021/18 (a) Motioned: Councillor Austin
Seconded: Councillor Vomacka
that Councillor McGonigle be excused from this meeting.

No. FA.0022/18 (b) Motioned: Councillor Day
Seconded: Councillor Vomacka
that the 2018 Meeting Schedule be revised to reflect that future Finance and Administration Meeting are begin at 6:00pm.
CARRIED:

8. NOTICES OF MOTION

Councillor Day would like to present a resolution to UBCM to present to the Provincial government that a fund be created to surplus and unused schools be kept in good repair. Other UBCM resolutions can be considered.

9. PUBLIC RELATIONS ITEMS

- (a) 6 pm, April 1, 2018 Lake Cowichan School(LCS) - Alex van Tols to make a Mental Health Presentation;
- (b) LCS Health Fair is on April 12, 2018 from 10am to 1 pm.;
- (c) April 19, 2018 at 5:30 pm for a Shattering Myths Opioid Community Dialogue.
- (d) April 16, 2018 from 9am to 6pm - Summer Games Volunteer Appreciation at 540 Cairnsmore St., Duncan, BC

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

No. FA.0023/18
Adjournment

Moved: Councillor Vomacka
Seconded: Councillor Day
that we adjourn (5:47 p.m.).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2018.

Chair



TOWN OF LAKE COWICHAN
Minutes of Public Works and Environmental Services Committee
Tuesday, April 3, 2018

PRESENT: Councillor Carolyne Austin, Chair
Mayor Ross Forrest
Councillor Lorna Vomacka
Councillor Tim McGonigle

ABSENT: Councillor Day

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

PUBLIC: 4

1. **CALL TO ORDER**

The Chair called the meeting to order at 5:07 p.m.

2. **AGENDA**

No. PW.09/18
Agenda

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

NEW BUSINESS

(b) Absence of Councillor Day;

(c) Solid Waste Management Plan Advisory Committee - Terms of Reference; and

(d) Cowichan Water Use Plan-Public Advisory Group Meeting.

CARRIED.

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

(a) (i) The Superintendent, Public Works and Engineering Services, reported that good weather will permit the patching where the Greendale Road water main line was installed. He will be meeting with consultants next week to mark out the area for patching.

(ii) The Superintendent, Public Works and Engineering Services, reported that he is working with contractors to answer questions on the Ohtaki Footbridge and Greendale Trestle water main crossing projects.

(b) The Superintendent, Public Works and Engineering Services, reported that the Water Treatment Plant upgrades are right on schedule with some change order revisions. The equipment components for the Plant have started to arrive.

(c) **Ongoing Items Still Being Addressed:**

(i) The Superintendent, Public Works and Engineering Services, reported that work will continue on the Boat Ramp when the weather permits.

(ii) The Superintendent, Public Works and Engineering Services,

reported that an underground source of water for the CLEC facility is being considered. If the well flows are appropriate it would be more cost effective.

4. DELEGATIONS

None.

5. CORRESPONDENCE

None.

REPORTS

6. None

7. NEW BUSINESS

(a) The Chief Administrative Officer reported that he had met with Aaron Hamilton of Lake Cowichan First Nation regarding its future utility service demands and expansion plans. The Superintendent, Public Works and Engineering Services, reported that the proposed upgrades would be of benefit to both the Town and the Lake Cowichan First Nation. The impact on the sewer lagoon has still to be determined.

No. PW. 10/18 (b) Moved: Councillor Vomacka
Seconded: Mayor Forrest
that Councillor Day's absence from the day's meetings.

CARRIED.

(c) The Superintendent of Public Works attended the Solid Waste Management Plan Advisory Committee Meeting March 29 on the Town's behalf. He provided the committee with its Terms of Reference for its information.

(d) The Superintendent, Public Works and Engineering Services, attended the Cowichan Water Use Plan Meeting on March 8. Highlights included water use in the Cowichan Watershed and the 13 options for water storage on Cowichan Lake and Cowichan River. Councillor McGonigle would like to see other storage alternatives.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

None.

10. MEDIA/PUBLIC QUESTION PERIOD.

11. ADJOURNMENT

No. PW.011/18
Adjournment Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that this meeting adjourn. (5:28 p.m.)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2018.

Chair



TOWN OF LAKE COWICHAN
Minutes of Parks, Recreation and Culture Committee
Tuesday, April 3rd, 2018

PRESENT: Councillor Lorna Vomacka, Chair
Mayor Ross Forrest
Councillor Carolyne Austin
Councillor Tim McGonigle

ABSENT: Councillor Day

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

PUBLIC: 4

1. CALL TO ORDER

The Chair called the meeting to order at 5:34 p.m.

2. AGENDA

No. PR.0012/18

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

CARRIED.

3.(a) BUSINESS ARISING AND UNFINISHED BUSINESS

(i) Advertising to form a committee for the Towns 75th Birthday Celebration will begin at a later date.

(b) Ongoing Items:

(i) There was no update on the Riverfront Walkway and Trail Connections.

(ii) No update on the Water Park item was available.

(iii) Councillor Austin reported that the banners made by the students of LCS have been picked up by Public Works. The banners will be hung soon. A thank you card will need to be sent to Ms. Scheer and the students.

(iv) Councillor Austin stated that she had walked the trail and that the First Nation will be removing any blowdowns.

(v) The Superintendent of Public Works reported that the Centennial Park temporary fencing is being removed. The fencing will remain above the sani-dump until a permanent solution can be found.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

None.

No. PR.0013/18
6. **REPORTS**
Moved: Councillor McGonigle
Seconded: Mayor Forrest
that it be recommended that the larger ball field be named Dawn Coe Jones Field and the smaller field be named Appollos Field with the soccer field naming to be posted on Facebook for public input between two choices Kaatza and Doble Summerville.
CARRIED.

7. **NEW BUSINESS**
Councillor Austin had attended a Gil Penalosas 8-80 Seminar. She inquired about budgeting for a hockey box and swings at the west side of the pickle ball courts. Councillor McGonigle suggested focusing on 8-80 for Centennial Park in the next phase of grant applications. Councillor Austin also noted that volunteers will be clearing broom from Dashwood Park.

8. **NOTICES OF MOTION**
None.

9. **PUBLIC RELATIONS ITEMS**
(a) Councillor Austin reported that the Lake Cowichan School Health Fair will take place April 12. She will arrange for Councillor Day to drop off a box of apples.

10. **MEDIA/PUBLIC QUESTION PERIOD**

11. **ADJOURNMENT**

No. PR.0014/18
Adjournment
Moved: Councillor Austin
Seconded: Mayor Forrest
that the meeting be adjourned. (6:17 p.m.)
CARRIED.

Certified correct _____

Confirmed on the _____ day of _____, 2018.

Chair



TOWN OF LAKE COWICHAN

Minutes of Economic and Sustainable Development Committee

Tuesday, April 10th, 2018

PRESENT: Councillor Bob Day
Mayor Ross Forrest
Councillor Tim McGonigle
Councillor Lorna Vomacka
Councillor Carlyne Austin

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Nagi Rizk, Superintendent, Public Works and Engineering Services
Dalton Smith, CLEC Manager
Jill Walters, Recording Secretary

PUBLIC: 3

1. CALL TO ORDER

The Chair called the meeting to order at 6:00 p.m.

2. AGENDA

No. SPD.009/18

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

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) Recent Items:

- (i)** The redistricting of the Downtown area and appropriate concept planning of the Downtown district has been referred to the Advisory Planning Commission during its review of the Official Community Plan.
 - (ii)** The Cowichan Valley Regional District is in the midst of addressing the issue of affordable housing. The Town could provide input on this matter.
 - (iii)** A discussion was had regarding the cost of joining the Laketown Ranch app for community events.
 - (iv)** The Tourism Cowichan Website only displays a few local campsites and business. Councillor Day will look into the cost of advertising on that website.
- (b) Ongoing Items Still Being Addressed:**
- (i)** Amy Melmock from the CVRD had suggested a meeting around April 26-27, 2018 where a list of questions could be prepared for presentation at the Business Walkabout.
 - (ii)** There was no update on the Sustainable Waste and Composting item.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

None.

6. STAFF REPORTS

None.

7. NEW BUSINESS

- (a)** A discussion was had on the need for budget dollars for Economic Development. This item will be further discussed during the next budget meeting.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

None.

10. MEDIA/PUBLIC QUESTION PERIOD

None.

11. ADJOURNMENT

No. SPD.0010/18
Adjournment

Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the meeting adjourns. (6:26 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2018.

Chair

COWICHAN LAKE ELDER CARE INITIATIVE

Meeting Minutes

March 7, 2018

Call to order: 6:00pm

Roll call: Don Beldessi, Marg McGillis, Bob Day, Ross Forrest, Carolyne Austin, Terry Hale, Michele March, Wayne Stinchcombe

Approval of minutes from last meeting: moved-Carolyne, 2nd-Terry, carried

- Guest speaker Kaela Schramm, Director of Projects & Planning, M'AKOLA Development Services: Highlights of Kaela's conversation> A brief history of M' Akola which was a response to a shortage of housing services for indigenous people in Victoria; they recognized a shortage of funding sources and initiated the development side of the business which is well staffed with experienced and skilled staff; 1600 resident units in BC; 45 projects of 2500 units under consideration. She suggested shared minimum beds should be 50-60 (60 preferred). They provide development support on a fee basis for project facilitation from the beginning to end; they will also entertain operational management; they would charge at least \$10,000.00 to complete a needs assessment; Kaela outlined a path to follow – land> supported by a needs assessment> business case with a vision of the end result> feasibility study. These as first steps and noted that it is key to have capital, likely in the form of land; she suggested considering courting political influence when the time is right.
- For reference it was noted that Evergreen has 31 units (16 subsidized) and a waiting list of 40; Olsen provides 16 units and a waiting list of 5.

Open issues

1. Committee welcome of Michele March as a new member.
2. Kaela Schramm (see above).
3. No update on First Nations.
4. CLECI will partner with King George Seniors Affordable Housing (KGS AH) and Cowichan Lake Seniors Housing (CLSH) societies in the initiative and future fund raising. In February the KGS AH Board approved the partnership and CLSH (who are awaiting full charitable status) will at their next Board meeting seek approval. The agreement will require Letters of Intention to each Society outlining the terms and names of the three partners. Followed by a jointly signed Letter of Understanding which will include a clause indemnifying the Town of Lake Cowichan and Partners. More review and detail will follow.
5. Tim was absent so Age Friendly Report copies moved to next month.

Seeing our Cowichan Lake residents living their entire lives in their homeland with health, safety, security and the support needs they require

6. Although mentioned a formal discussion of the needs assessment will be moved to next month.

New business

Michele shared that in her experience and in concert with Kaela's comments that the procurement of a property is a critical first step and is required if we are to be taken seriously by Island Health, BC Housing or other possible funders. This was followed by a discussion and review of real estate opportunities in our region. Michele volunteered to document the existing formats that Island Health and BC Housing would expect to see in a needs assessment. She also was going to search out CMHC's guidelines on providing seed money.

Bob suggested the next meeting include meaningful discussion on a fundraising strategy for CLECI.

Terry is arranging a speaker from Habitat for Humanity for the next meeting. Thanks
Terry

Adjournment: 7:40pm

Next Meeting: Wednesday April 4, 2018

Meeting Minutes Sign Off:

Date:

Seeing our Cowichan Lake residents living their entire lives in their homeland with health, safety, security and the support needs they require

TOWN OF LAKE COWICHAN

Financial Plan Bylaw No. 1003-2018

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 2018;

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 2018 to 2022.
3. This bylaw may be cited for all purposes as the "Town of Lake Cowichan Financial Plan Bylaw. No. 1003-2018".

READ A FIRST TIME on the ___th day of April, 2018.

READ A SECOND TIME on the ___th day of April, 2018.

READ A THIRD TIME on the ___th day of April, 2018.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___th day of May, 2018.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



2018-2022 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 7% 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 | 23.95% | \$2,126,663 |
| User fees and charges | 5.41% | 480,300 |
| Recreational facilities | 6.80% | 604,000 |
| Other sources | 1.15% | 101,700 |
| Government grants | 42.91% | 3,809,754 |
| Transfer from reserves | 19.78% | 1,756,500 |
| Total | 100% | \$8,878,917 |

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 2018, funds estimated in the amount of \$436,900 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 | 81.7% | \$1,737,583 |
| Utility | 0.3% | 6,576 |
| Industrial | 2.0% | 43,042 |
| Managed Forest | 0.3% | 5,622 |
| Commercial | 13.0% | 277,423 |
| Recreational | 0.1% | 1,717 |
| Grants-in-Lieu | 2.6% | 54,700 |
| Total | 100% | 2,126,663 |

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 of 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 2018-2022

| | 2018 | 2019 | 2020 | 2021 | 2022 |
|-----------------------------------|-------------------|------------------|------------------|------------------|------------------|
| | Budget | Budget | Budget | Budget | Budget |
| REVENUES | | | | | |
| Residential | 1,737,583 | 1,789,710 | 1,825,504 | 1,862,014 | 1,899,255 |
| Utility | 6,576 | 6,773 | 6,908 | 7,046 | 7,187 |
| Industrial | 43,042 | 44,333 | 45,220 | 46,124 | 47,046 |
| Commercial | 277,423 | 285,746 | 291,461 | 297,290 | 303,236 |
| Managed Forest | 5,622 | 5,791 | 5,907 | 6,025 | 6,146 |
| Recreational | 1,717 | 1,767 | 1,800 | 1,840 | 1,880 |
| Taxes | 2,071,963 | 2,134,120 | 2,176,800 | 2,220,339 | 2,264,750 |
| Grants-In-Lieu | 54,700 | 55,790 | 56,910 | 58,050 | 59,210 |
| | 2,126,663 | 2,189,910 | 2,233,710 | 2,278,389 | 2,323,960 |
| Penalties and Interest on Taxes | 65,000 | 66,950 | 68,290 | 69,655 | 71,048 |
| Licenses and Permits | 45,100 | 46,454 | 47,380 | 48,328 | 49,290 |
| Solid Waste Revenues | 370,200 | 381,306 | 388,930 | 396,708 | 404,642 |
| Lakeview Campsite Revenues | 184,000 | 185,000 | 185,000 | 190,000 | 190,000 |
| CLEC Revenues | 420,000 | 422,000 | 423,000 | 425,000 | 428,000 |
| Lease Revenues | 61,500 | 62,500 | 63,000 | 63,500 | 63,500 |
| Interest on Investments | 30,000 | 25,000 | 20,000 | 20,000 | 20,000 |
| Other Revenue | 10,200 | 10,000 | 10,000 | 10,000 | 10,000 |
| Unconditional Transfers | 436,900 | 445,000 | 454,000 | 470,000 | 490,000 |
| Conditional Transfers | 3,372,854 | 10,000 | 10,000 | 10,000 | 10,000 |
| Fire Service to CVRD | 272,511 | 273,000 | 274,000 | 275,000 | 276,000 |
| Police Tax | 146,000 | 151,000 | 154,000 | 157,000 | 160,000 |
| Library Levy | 134,872 | 135,000 | 136,000 | 137,000 | 138,000 |
| Transfers from Reserve Funds | 1,756,500 | 330,000 | 120,000 | 100,000 | 100,000 |
| Collections for Other Governments | 2,208,970 | 2,225,000 | 2,245,000 | 2,265,000 | 2,270,000 |
| Debt | - | 250,000 | - | - | - |
| Transfer from Surplus | - | 52,880 | 276,190 | - | - |
| | 11,641,270 | 7,261,000 | 7,108,500 | 6,915,580 | 7,004,440 |
| EXPENDITURES | | | | | |
| General Government Services | 550,600 | 565,000 | 570,000 | 575,000 | 575,000 |
| Fire Department | 400,100 | 385,000 | 392,000 | 400,000 | 400,000 |
| Police Force | 146,000 | 151,000 | 154,000 | 157,000 | 160,000 |
| Building Inspection and Other | 59,000 | 61,000 | 61,500 | 62,000 | 62,000 |
| Public Works | 524,400 | 567,000 | 578,000 | 590,000 | 590,000 |
| Solid Waste Disposal | 394,200 | 389,000 | 392,000 | 395,000 | 395,000 |
| Planning, Health & Other | 49,000 | 45,000 | 46,000 | 47,000 | 49,000 |
| Lakeview Campsite Expenses | 178,400 | 181,000 | 182,000 | 184,000 | 188,000 |
| Parks | 263,500 | 265,000 | 269,000 | 275,000 | 280,000 |
| CLEC Expense | 484,000 | 485,000 | 486,000 | 487,000 | 488,000 |
| Transfer to Library | 134,872 | 135,000 | 136,000 | 137,000 | 132,000 |
| Transfers to Other Governments | 2,208,970 | 2,225,000 | 2,245,000 | 2,265,000 | 2,270,000 |
| Capital Expenditures | 5,904,445 | 1,500,000 | 1,245,000 | 904,000 | 899,000 |
| Debt Repayment | 186,200 | 171,000 | 216,000 | 195,000 | 180,000 |
| 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 | 21,583 | - | - | 106,580 | 200,440 |
| | 11,641,270 | 7,261,000 | 7,108,500 | 6,915,580 | 7,004,440 |

TOWN OF LAKE COWICHAN
Schedule "C"
Sewer Utility Fund - Financial Plan 2018 - 2022

| | 2018 Budget | 2019 Budget | 2020 Budget | 2021 Budget | 2022 Budget |
|------------------------------|----------------|------------------|------------------|------------------|----------------|
| REVENUES | | | | | |
| User Rates | 455,000 | 465,000 | 475,000 | 484,000 | 490,000 |
| Connection Fees | 2,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Penalties and Other Interest | 4,600 | 4,700 | 4,800 | 4,900 | 5,000 |
| Grants | - | 3,000,000 | 3,000,000 | - | - |
| Parcel Tax | 165,800 | 167,000 | 167,500 | 168,000 | 168,500 |
| Recovery from users | - | - | - | 750,000 | 150,000 |
| Transfer from Surplus | 105,400 | 67,300 | 1,092,700 | - | 170,500 |
| | 732,800 | 3,705,000 | 4,741,000 | 1,407,900 | 985,000 |
| EXPENDITURES | | | | | |
| Administration | 180,000 | 170,000 | 175,000 | 180,000 | 185,000 |
| Treatment and Collection | 262,800 | 300,000 | 306,000 | 310,000 | 320,000 |
| Inflow and Infiltration | 150,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Capital | 140,000 | 3,185,000 | 4,210,000 | 750,000 | 430,000 |
| Transfer to Surplus | - | - | - | 117,900 | - |
| | 732,800 | 3,705,000 | 4,741,000 | 1,407,900 | 985,000 |

Water Utility Fund - Financial Plan 2018 – 2022

| | 2018 Budget | 2019 Budget | 2020 Budget | 2021 Budget | 2022 Budget |
|---------------------------------|------------------|------------------|----------------|----------------|----------------|
| REVENUES | | | | | |
| User Rates | 555,000 | 563,000 | 580,000 | 592,000 | 603,000 |
| Connection Fees and Other | 32,000 | 4,100 | 4,500 | 4,700 | 4,800 |
| Penalties and Other Interest | 5,500 | 5,600 | 5,700 | 5,800 | 5,900 |
| Grant – Water treatment Plant | 3,248,687 | - | - | - | - |
| Grant- Clean Water & Wastewater | 583,375 | - | - | - | - |
| Parcel Tax | 236,880 | 238,560 | 239,260 | 239,960 | 240,660 |
| Short term debt | - | 385,000 | - | - | - |
| Transfer from Surplus | 813,418 | - | - | - | - |
| | 5,474,860 | 1,196,260 | 829,460 | 842,460 | 854,360 |
| EXPENDITURES | | | | | |
| Administration | 219,400 | 157,000 | 160,000 | 163,000 | 163,000 |
| Treatment and Collection | 340,460 | 489,260 | 499,500 | 509,900 | 509,900 |
| Capital | 4,915,000 | 550,000 | 79,960 | 79,560 | 91,460 |
| Debt repayment | - | - | 90,000 | 90,000 | 90,000 |
| Transfer to Surplus | - | - | - | - | - |
| | 5,474,860 | 1,196,260 | 829,460 | 842,460 | 854,360 |



TOWN OF LAKE COWICHAN

2018 Annual Rates Bylaw No. 1004-2018

A bylaw for the levying of rates for Municipal, Debt, Regional Hospital, Regional District and Vancouver Island Regional Library purposes for the year 2018.

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 2018:
 - 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 2018 Annual Rates Bylaw No. 1004-2018".

READ A FIRST TIME on the ___th day of April, 2018.

READ A SECOND TIME on the ___th day of April, 2018.

READ A THIRD TIME on the ___th day of April, 2018.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the ___th day of May, 2018.

Ross Forrest
Mayor

Joseph A. Fernandez
Corporate Officer



Schedule "A"
Attached to and forming part of Bylaw No. 1004-2018

| CLASS | | General Municipal | General Debt | Vancouver Island Library | Regional District | Regional Hospital |
|------------------|---|----------------------|-----------------|--------------------------------|----------------------|----------------------|
| Residential | 1 | 3.66385 | 0.22165 | 0.25293 | 1.87654 | 0.51365 |
| Utility | 2 | 22.71587 | 1.37423 | 1.56817 | 6.56789 | 1.79778 |
| Heavy Industrial | 4 | 66.86526 | 4.04511 | 4.61597 | 6.38024 | 1.74641 |
| Light Industrial | 5 | 12.45709 | 0.75361 | 0.85996 | 6.38024 | 1.74641 |
| Business | 6 | 9.89240 | 0.59846 | 0.68291 | 5.06666 | 1.38686 |
| Managed Forest | 7 | 13.55625 | 0.82011 | 0.93584 | 6.94320 | 1.90051 |
| Recreational | 8 | 3.66385 | 0.22165 | 0.25293 | 1.87654 | 0.51365 |





Memo

TO: Mayor and Council
SUBJECT: AB Greenwell School property
DATE: April 19, 2018
FROM: Chief Administrative Officer

BACKGROUND

The process to acquire the AB Greenwell Scholl property was conditional on a number of issues being satisfied. We still have 2 requirements that are still outstanding.

While the subdivision plan was prepared some time ago, the Ministry of Forests, Lands, Natural Resource has with respect to the plan which defined the transfer lot and the balance as one lot remaining with the Province, requested that two lots rather than one be created that will remain with the Crown for future inventory purposes. This matter has been referred to the BC Land Surveyor for his action. The other required condition is for the Town to indemnify the Province and the School District.

The indemnification resolution is to be as stated in the recommendation.

STAFF RECOMMENDATION

that the Council adopt the following resolution:

WHEREAS the Town of Lake Cowichan ("the Town") is desirous of acquiring a portion of Lot A, Block 25, Cowichan Lake District, Plan VIP20496, together with improvements previously known as AB Greenwell Elementary School ("the Land") which the Town acknowledges has been declared surplus by the Ministry of Education ("MOE");

AND WHEREAS the Town has been made aware of the condition of the Land through reports made available by the Board of School Trustees of School District No. 79 ("the School District") identifying mould and asbestos in the building;

AND WHEREAS the Town wishes to use the Land for a public works yard and fire training facility;

AND WHEREAS the Ministry of Forests, Lands, Natural Resource Operations and Rural Development ("FLNRORD") has the statutory authority to dispose of the Land and the Town acknowledges that FLNRORD is only the facilitator authorized to dispose of the Land;

NOW THEREFORE the Town agrees to assume and indemnify the School District, MOE and FLNRORD for any costs and liabilities whatsoever arising from Town's ownership of the Land.



Joseph A. Fernandez