



## TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council

Tuesday, November 27th, 2018

PRESENT: Mayor Rod Peters  
Councillor Carolyne Austin  
Councillor Tim McGonigle  
Councillor Lorna Vomacka  
Councillor Kristine Sandhu

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

PUBLIC: 13

**1. CALL TO ORDER**

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

**2. AGENDA**

No. R.00164/18

Moved: Councillor Austin

Seconded: Councillor Sandhu

that the agenda be approved with the following additions:

**New Business:**

(b) Letter to Ministry of Transportation re: Highway safety concerns; and

(c) Council Appointments to Community Forrest Co-op.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.00165/18

**(a)** Moved: Councillor Vomacka

Seconded: Councillor Austin

that the minutes of the Regular Meeting of Council held on October 23<sup>rd</sup>, 2018 be adopted.

CARRIED.

No. R.00166/18

**(b)** Moved: Councillor Sandhu

Seconded: Councillor Vomacka

that the minutes of the Inaugural Meeting of Council held November 6<sup>th</sup>, 2018 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

**(a)** Wayne Stinchcombe representing the Cowichan Lake Elder Community Society (CLEC) gave a power-point presentation that highlighted the following:

- Property requirements of the society;
- Design plans; and
- Aging population statistics.

He also stated that the society is making a grant-in-aid application for 2019.

No. R.00167/18

**(b)** Moved: Councillor McGonigle  
Seconded: Councillor Vomacka

that the concerns raised by Gilbert Beaudry for the property at

87/89 South Shore Road be referred to staff for input.

CARRIED.

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

David Ridley and Lynn Klein requested clarification on the presentation by Mr. Stinchcombe and asked if the Cowichan Lake Elder Care Society had approached the local Member of the Legislative Assembly.

**7. CORRESPONDENCE**

**(a) Action Items**

**(i)** Linda Blatchford, Manager, CVRD re: Application for Community Child Care Planning Grant was deferred to later under staff report on the matter.

**(b) Information or Consent Items**

**(i)** The e-mail from Natasha Horsman, District of North Cowichan re: Public Engagement Training was treated as information.

**8. REPORTS**

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

No. R.00168/18  
Finance and  
Administration

**(i)** Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the minutes of the Finance and Administration Committee meeting held on November 13th, 2018 be approved with the following:

1-Fire Department Incident Report September, 2018  
that Lake Cowichan Fire Department's incident report for September 2018 in the total amount of \$10,058.08 be approved;

2- Fire Department Incident Report October, 2018  
that the Lake Cowichan Fire Department's incident report for October 2018 in the total amount of \$6,798.05 be approved;  
and

3-Cowichan Lake Elder Care Society Property Request  
that the request from Cowichan Lake Elder Care Society regarding the procurement of the property identified as Plan VIP 73709 be discussed at a closed meeting.

CARRIED.

Cowichan Lake Recreation **(v)** No report was available for the Cowichan Lake Recreation Commission.

Vancouver Island Regional Library **(vi)** No report was available for the Vancouver Island Regional Library.

Advisory Planning Commission **(vii)** Councillor Austin discussed aspects of the draft Official Community Plan which were reviewed at the meeting that included wildfire guidelines.

Community Forest Co-op **(viii)** The annual general meeting for the Forest Co-op was held on November 20, 2018. Two grant applications are considered each year for review by a panel of five and then forwarded on to the entire board. Criteria for selection is currently being considered.

- Cowichan Valley Regional District Board
- (b) Other Reports**
- (i)** Councillor McGonigle gave a synopsis of the Inaugural Meeting of the Cowichan Valley Region District held on November 2, 2018. Councillors McGonigle and Sandhu were sworn in then. Ian Morrison was elected as the CVRD Board Chair and Sierra Acton, the Vice Chair.
- Community Outreach Team
- (ii)** Councillor Austin reported the following from the meeting of the Community Outreach Team:
- Christmas Hamper Day is to be held on December 19, 2018;
  - Seniors Wellness Clinic is to be held on November 30 at the 55+ Centre;
  - Let's Talk Health will occur November 29 at the Arena;
  - Housing Action Plan is to take place November 29 at the 55+ Centre; and
  - Rapid Access Clinic will be held in Duncan.
- (iii)** Councillor Austin reported on the 3 clinics she attended at the Vancouver Island Economic Summit: FutureScapes, Me Too and Cannabis Business Development.
- No. R.00169/18
- (c) Staff Reports**
- (i)** Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that a Development Permit be issued to the owner of Lot 14, Section 5 Renfrew District, Plan 50930 at 267 North Shore Road, subject to the following conditions:
- 1) Prior to the issuance of a building permit, any retaining walls and structures higher than 1.0 metres in the rear, front, and side yards must be designed by a professional geoscientist or structural engineer to the satisfaction of the town's building inspector and must be located entirely on the parcel;
  - 2) A rainwater management plan prepared by a qualified consultant must be submitted as part of the building permit application. The plan must demonstrate that all rainwater and run-off will be managed on-site and will not impact the downstream or adjacent properties; and
  - 3) Prior to the issuance of a building permit, the driveway access point on North Shore Road and its slope and configuration on a site plan must be approved by the Superintendent, Public Works and Engineering Services.
- CARRIED.
- No. R.00170/18
- (ii)** Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that council approve the making of a grant application under the Community Resiliency Investment (CRI) program for a minimum of \$100,000;
- and that it further provides assurance that it would support all the proposed activities under the plan and would undertake the overall proper fiscal management of the grant.
- CARRIED.
- No. R.00171/18
- (iii)** Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that council approve the submission and support for the

proposed evacuation route planning grant under the Community Emergency Preparedness Fund administered by the Union of British Columbia Municipalities for an amount not to exceed \$25,000;

and that it further provides assurance that it would support all of the proposed activities under the plan and would undertake the overall management of the grant.

CARRIED.

No. R.00172/18      **(iv)**      Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the Town of Lake Cowichan authorizes the Cowichan Valley Regional District to be the primary applicant to the Community Child Care Planning Program to apply for, receive and manage the grant funding, on its behalf, to create a child care space creation action plan.

CARRIED.

**9.      BYLAWS**

No. R.00173/18      **(a)**      Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that "Town of Lake Cowichan Inter Community Business Licence Bylaw No. 1012-2018" be reconsidered and adopted.

CARRIED.

No. R.00174/18      **(b)**      Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that "Town of Lake Cowichan Water Regulations and Rates Bylaw No. 1013-2018" be reconsidered and adopted.

CARRIED.

No. R.00175/18      **(c)**      Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that "Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 1014-2018" be reconsidered and adopted.

CARRIED.

No. R.00176/18      **(d)**      Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that "Town of Lake Cowichan Waste Regulations and Rates Bylaw No. 1015-2018" be given reconsidered and adopted.

CARRIED.

No. R.00177/18      **(e)**      Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that "Town of Lake Cowichan Zoning Amendment Bylaw No. 1016-2018" be given first and second readings.

CARRIED.

**10.      NEW BUSINESS**

No. R.00178/18      Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the council delegates for the Federation of Canadian Municipalities' conferences be approved as follows:

Quebec City - May 30- June 2, 2019  
Mayor Peters and Councillor Vomacka;

Toronto – June 4 – June 7, 2020  
Mayor Peters and Councillor Sandhu;

Montreal – June 3- June 6, 2021  
Mayor Peters and Councillor McGonigle; and

Regina – June 2- June 5, 2022  
Mayor Peters and Councillor Austin.

CARRIED.

- (b)** Council has requested that staff dictate a letter to the Ministry of Transportation regarding Highway safety and concerns with the amount of animal deaths.

No. R.00179/18

- (c)** Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Mayor Peters and Councillor McGonigle be appointed to the Community Forest Co-op.

CARRIED.

**11. MAYOR'S REPORT**

The Mayor presented his report for November 2018 with the following highlights:

- Has been very busy since October 20, 2018, after being out of politics since 1986 and is getting used to the new technology;
- He appreciates the support from Council;
- Has attended several meetings on Arena Commission, including the Island Coastal Economic Trust on November 23, 2018, where changes due to elections caused a need to nominate new members. Reported that he is now Chairman; and
- Enjoys working with the staff and feels he is fitting into the position of mayor.

**12. NOTICES OF MOTION**

None.

**13. QUESTION PERIOD**

**14. IN CAMERA**

No. R.00180/18

Moved: Councillor McGonigle  
Seconded: Councillor Austin

(a) Section 92 of the *Community Charter* requires that before a meeting or part of a meeting is closed to the public, the council must state, by resolution, that the meeting is to be closed, and

(b) The basis on which the meeting is to be closed falls under the following: s.90 (1) (c) labor relations or other employee relations (7:21pm).

**15. ADJOURNMENT**

No. R.00181/18

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that we arise and adjourn (8:45 p.m.), without report.

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor