



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, December 22nd, 2020

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

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Jas Sandhu, Superintendent, Public Works and Engineering Services

PUBLIC: 2

1. CALL TO ORDER

Mayor Day called the meeting to order at 6:13 p.m.

2. AGENDA

No. R.00190/20
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Austin
that the agenda be approved with the following additions:

BUSINESS ARISING AND UNFINISHED BUSINESS

(1) Appointments for Deputy Mayor; and

IN-CAMERA

(a) Discussions under *s. 90(1)(a)* of the *Community Charter* dealing with person being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality and *s. 90(1)(k)* of the *Community Charter* dealing with negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages.

CARRIED

3. ADOPTION OF MINUTES

No. R.00191/20
Regular
Meeting

(a) Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the minutes of the Regular meeting of Council held on November 24th, 2020 be adopted.

CARRIED.

No. R.00192/20
Special Meeting
of Council

(b) Moved: Councillor Austin
Seconded: Councillor McGonigle
that the minutes of the Special meeting of Council held on December 15th, 2020 be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

No. R.00193/20
Appointment –
Deputy Mayor

(a) Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that Councillor Austin be appointed as the Deputy Mayor for the term ending December 31st, 2021; and

that Councillor Sandhu be appointed as the Deputy Mayor for the remainder of the term ending in 2022.

CARRIED.

5. DELEGATIONS AND REPRESENTATIONS

- (a) Brent Clancy and Catherine Worsley, Cowichan Lake District Chamber of Commerce, attended electronically to discuss the renegotiation of the fee for service contract with the Town for the Information Centre.

Mr. Clancy proposed the following contract changes:

- A 2-year term, rather than 5-year term;
- Desire to be a function of the Regional District;
- Mobile service unit to be provided a parking stall fronting the Information Centre;
- Timely repairs to be undertaken by the Town on the building with the ability of the Chamber to address repairs if the safety of its operations is affected, with reimbursement to the Chamber for these costs;
- Reimbursement of all advertising for maps and brochures with costs to be shared equally by all stakeholders;
- Removal of the utility charges including \$100 per month;
- Increase of annual contribution to \$50,000 from the Town and the electoral areas; and
- With payments to be made bi-annually.

The Chair afforded Council members an opportunity to ask questions of the delegates.

Councillor McGonigle advised the delegates that Council does not make decisions at the time of the delegation's presentation. He requested that the matter be referred to an In-Camera meeting as it pertains to contract negotiations.

Councillor Sandhu requested clarification on the Town's contribution for the fees for services as to whether it would be shared equally with all 3 stakeholders. Mr. Clancy advised that the contract does stipulate that the Town will not pay more than what the two Electoral Areas combined would contribute. Mrs. Worsley further clarified that the Town would be required to contribute \$25,000 with Electoral Area "F" and "I" each contributing \$12,500.

Councillor Vomacka asked if the Lake Cowichan First Nation had been approached to share in the costs. Mr. Clancy advised that he had spoken with Mr. Hamilton and that at this time, they were not able to commit to the organization.

The Chief Administrative Officer asked if the repair costs, maintenance and utility costs are entirely the Town's responsibility. Mr. Clancy replied in the affirmative as the building was the Town's.

Councillor Sandhu asked for clarification of the emergency repairs and if a tender process would be considered. Mr. Clancy responded on what would constitute emergency nature repairs - broken stairs, a leaking off or a broken window.

Councillor Vomacka asked if the mobile unit was insured for the season or annually. Mr. Clancy confirmed that the mobile unit is insured for the annual term.

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

None.

7. CORRESPONDENCE

(a) Action Items:

None.

(b) Action Items:

None.

(b) Information or Consent Items

8. REPORTS

(a) Council and other Committee Reports

(i) Moved: Councillor McGonigle
 Seconded: Councillor Sandhu
 that the minutes of the Finance and Administration Committee meeting held electronically on December 8th, 2020 be approved with the following:

1- Fire Department Incident Report

that the Lake Cowichan Fire Department's incident report in the amount of \$8,970.62 for October 2020 be approved;

2- Fire Department Incident Report

that the Lake Cowichan Fire Department's incident report in the amount of \$13,666.31 for November 2020 be approved;

3- Relocation of Buildings and Structures

that the Town of Lake Cowichan does not permit pre-1990 buildings and structures to be relocated or moved into Lake Cowichan;

4- Meeting Schedule for 2021

that the Council and Committee meeting schedule for 2021 as presented be approved;

5- Backyard Chickens

that staff be directed to formulate a new animal husbandry bylaw and to amend the zoning bylaw to allow for backyard chickens;

6- Letter of Support – Community to Community Forum

that a letter of support be provided to the Lake Cowichan First Nation on its Regional Community to Community Forum Program 2020/2021 Application; and

7- Formation of Committee

that the Town of Lake Cowichan establish a Strategic Planning Committee of the Whole to be held on the second Tuesdays of each month.

CARRIED.

No. R.00194/20
 Finance and
 Administration

(ii) Moved: Councillor Vomacka

Seconded: Councillor Austin
 that the minutes of the Public Works and Environmental Services Committee meeting held electronically on December 15th, 2020 be approved with the following:

1- Organic Waste Collection Programme

that the organic collection programme be instituted on a bi-weekly basis for the period from November 2021 to January 2022 on a pilot project basis.

CARRIED.

No. R.00195/20
 Public Works and
 Environmental
 Services

No. R.00196/20
Parks, Recreation and Culture

(iii) Moved: Councillor Austin
Seconded: Councillor McGonigle
that the minutes of the Parks, Recreation and Culture Committee meeting held electronically on December 15th, 2020 be approved, as presented.

CARRIED.

Cowichan Lake Recreation Commission

(iv) Mayor Day reported that the Commission held a Webex meeting on December 17th, 2020 and highlighted that the Recreation Commission is moving forward on a partnership with the Lake Cowichan School on the construction of a climbing wall with \$10,000 allocated for the project.

Vancouver Island Regional Library

(v) Councillor Austin reported that the Library Board will be meeting in the New Year and Councillor Vomacka will be attending those meetings as the Town’s representative. She reported on a correspondence item advising that Rosemary Bonnano will be retiring in September 2021.

Advisory Planning Commission

(vi) Councillor Austin reported that the Advisory Planning Commission would be meeting in January 2021 and these would be held virtually through zoom.

Community Forest Co-operative

(vii) There was no report for the Community Forest Co-operative.

(b) Other Reports

Cowichan Valley Regional District

(i) Councillor McGonigle gave a verbal report on the meeting held on December 9th, 2020 which ran for approximately 10 hours on the 2021 budget discussions and how these would affect the Town. Further budget discussions would be held again in January 2021.

The meetings held are all available for viewing on the Regional District YouTube channel.

Community Outreach Team

(ii) Councillor Austin advised that there would be no meetings for the Community Outreach Team until January 2021.

Our Cowichan

(iii) Councillor Sandhu reported that the next meeting of Our Cowichan is January 14th, 2021 and is planned to be held electronically.

Cowichan Watershed Board

(iv) Councillor Sandhu reported that the Board would be hold its next meeting on January 25th, 2021.

No. R.00197/20
Appointment

Moved: Councillor McGonigle
Seconded: Councillor Austin
that Councillor Sandhu be appointed as the Town’s representative to the Cowichan River Sustainability Water Supply Project Technical Advisory Committee (PTAC).

CARRIED.

(c) Staff Reports

Mayor Day advised that the matter of the Advisory Planning Commission appointments have been moved to the In-Camera portion of the meeting as the number of applicants have exceeded the number of vacancies for the Commission.

9. BYLAWS

No. R.00198/20
Fees and
Charges for
Services Bylaw
No. 1044-2020

(a) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Fees and Charges for Services Bylaw
No. 1044-2020" be reconsidered and adopted. CARRIED.

No. R.00199/20
Water
Regulations
and Rates
Bylaw No.
1045-2020

(b) Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Water Regulations and Rates Bylaw
No. 1045-2020" be reconsidered and adopted. CARRIED.

No. R.00200/20
Sewer
Regulations
and Rates
Bylaw No.
1046-2020

(c) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw
No. 1046-2020" be reconsidered and adopted. CARRIED.

10. NEW BUSINESS

None.

11. MAYOR'S REPORT

Mayor Day gave each member of Council an opportunity to address its constituents and the public.

Councillor Vomacka spoke on the challenges faced this year and that our community has banded together and done well with social distancing and masks. We are truly blessed to be in the community we live in and extended thanks and Christmas greetings to staff and our residents.

Councillor Austin wished everyone a Merry Christmas and health and happiness and hoped that 2021 be a better year for everyone.

Councillor Sandhu wished the staff, the businesses and residents a very Merry Christmas and thanked every business that opened its doors for the residents.

Councillor McGonigle extended his thanks to all members of Council for getting through a difficult year. He wished staff and employees all the best during this festive and joyous time while maintaining "bubbles" that are small.

Mayor Day closed by addressing the following:

- Thanked the numerous service groups for their contributions and service to the community;
- Expressed sincere thanks to the front-line workers for their service during the pandemic and by putting their lives and that of their family members at risk;
- Reflecting back on the year just ending and to acknowledge the adversities caused by COVID-19;
- Celebrating the joys of births, retirements, graduations of the past year;
- "Be Kind, Be Calm, and Be Safe" has been the message for 2020 and stated that the holiday season should one of giving, thankfulness, and generosity; and

- Hoping the year ahead will be a lot easier as we begin to put the negative effects of COVID-19 behind us so we may carry on our lives.

He closed by wishing Merry Christmas to those on Town Council and staff and to the entire community.

12. NOTICES OF MOTION

Councillor Austin stated that on December 23rd, 2021 at 7pm residents would be encouraged to make a lot of noise to acknowledge the front line workers in the community.

13. QUESTION PERIOD

14. IN CAMERA

No. R.00201/20
Retire to In-Camera

Moved: Councillor McGonigle
 Seconded: Councillor Vomacka
 that Council close the meeting to the public to deal with issues relating to the following under s. 90(1) of the *Community Charter*:

- section (a) dealing with person being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- section (c) labour relations or other employee relations; and
- section (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages.

(7:18pm)

CARRIED.

15. ADJOURNMENT

No. R.00202/20

Moved: Councillor McGonigle
 Seconded: Councillor Austin
 that the meeting arise without report and adjourn (8:30 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2021.

Mayor