



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, July 27th, 2021

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
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works, and Engineering Services

1. **CALL TO ORDER**

Mayor Day called the meeting to order at 6:00 pm.

2. **AGENDA**

No. R.0107/21
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the agenda be approved with the addition of:

CORRESPONDENCE – INFORMATION OR CONSENT ITEMS (B)

(2) Laurel Nash, Assistant Deputy Minister, Ministry of Environment
re: Air Quality Reports;

REPORTS – STAFF REPORTS (C)

(6) Chief Administrative Officer re: BC Active Transportation Network.
CARRIED

3. **ADOPTION OF MINUTES**

No. R.0108/21
Annual General
Meeting

(a) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the minutes of the Annual General Meeting held on June 22nd,
2021, be adopted.

CARRIED.

No. R.0109/21
Public Hearing

(b) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the minutes of the Public Hearing held on June 22nd, 2021, be
adopted.

CARRIED.

No. R.0110/21
Regular Meeting

(c) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that the minutes of the Regular meeting of Council held on June 22nd,
2021, be adopted.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

(a) April Diver, Emergency Coordinator for the Cowichan Valley Regional
District was on hand with John Elzinga, General Manager, Community
Services and Doug Knott, Fire Chief, Lake Cowichan Fire Department
to hear the presentation on the Regional Response Initiative.

Currently the blended model is utilized with some emergency
management services coordinated and managed by different entities
with some of the programs managed by each of the entities and some

centrally managed. The Regional model is being looked at with a unified approach as one organization that provides all emergency management requirements, similar to North Shore Emergency Management and Oceanside which allow for an efficiency of resources and increases public confidence. The new proposed model could be phased over the next few years.

Council was requested to support the establishment of a single regional Emergency management organization (EMO) for all the Cowichan area local authorities; and through a newly established "Cowichan EMO" with the Regional Response Initiative report's recommendations addressed through a phased approach.

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

7. CORRESPONDENCE

(a) Action Items:

- (1)** The correspondence item from Laurel Nash, Assistant Deputy Minister, Ministry of Environment on the matter to mitigate unintended wildlife poisonings was treated as information.

(b) Information or Consent Items

All correspondence items were treated as information.

8. REPORTS

(a) Council and other Committee Reports

- (i)** Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Finance and Administration Committee meeting held electronically on July 13th, 2021, be approved with the following:

1- Letter of Support

that the Town of Lake Cowichan approve the request from the Kaatza Station Museum on its new display location, as outlined in its proposal; and

2- Lake Cowichan Fire Department – Incident Report

that the Lake Cowichan Fire Department's incident report in the amount of \$7,381.01 for May 2021 be approved;

3- Leave of Absence

that Council approve a leave of absence for Mayor Bob K. Day from the Committee meetings to be held August 10th and August 17th, 2021.
CARRIED.

No. R.0111/21
Finance and
Administration

- (ii)** Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the minutes of the Public Works and Environmental Services Committee meeting held electronically on July 20th, 2021, be approved, as presented.

CARRIED.

No. R.0112/21
Public Works and
Environmental
Services

- No. R.0113/21
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 July 20th, 2021, be approved with the following:
- 1- Letter of Assurance**
that the Town of Lake Cowichan provide a letter of assurance to the Lake Cowichan Kinsmen stating the following on behalf of the Town:
- Authorize the Kinsmen to proceed with an application for recreational improvements on Town property and to manage the project;
 - A commitment to maintain the improvements on completion of the project for up to 10 years; and
 - As its contribution provide municipal funds up to \$50,000 to ensure the success of the project.
- CARRIED.
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- No. R.0114/21
Strategic Planning
- (iv)** Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Strategic Planning Committee meeting held electronically on July 13th, 2021, be approved, as presented.
- CARRIED.
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- Cowichan Lake Recreation Commission
- (v)** Mayor Day advised that the Cowichan Lake Recreation Commission held its meeting on July 22nd, 2021 and were advised that the ice would be reinstalled on August 1st, 2021. The Kraken Junior "B" hockey team would begin its season in September. Budget plans were underway and there would be a presentation to finalize those in December.
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- Vancouver Island Regional Library
- (vi)** Councillor Vomacka reported that a new Executive Director the Board has been announced and discussions of future format for meetings was being reviewed.
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- Advisory Planning Commission
- (vii)** Councillor Austin reported that the Advisory Planning Commission would not be meeting again until September, 2021.
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- Community Forest Co-operative
- (viii)** Councillor McGonigle reported that the Community Forest Co-operative had providing substantial funding to the Cowichan Valley Hospice and that it was currently looking at appropriate ways to support the newly established Junior "B" hockey team, the Lake Cowichan Kraken.
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- Cowichan Valley Regional District
- (b) Other Reports**
- (i)** Councillor McGonigle gave a verbal report on his attendance at the Regional District Board meeting held on July 14th, 2021 and advised that the Regional Services meeting was scheduled for July 28th, 2021.
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- Community Outreach Team
- (ii)** Councillor Austin advised that the Outreach team would not be meeting until September.
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- Our Cowichan
- (iii)** Councillor Sandhu reported on the meeting held July 8th, 2021. She further advised that the next meeting would be held on September 9th, 2021.
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- Cowichan Watershed Board
- (iv)** Councillor Sandhu reported on the in-person meeting held on Monday, June 28th, 2021 at Bright Angel Park and the subsequent field demonstration. She further advised that the Board would be looking at concerns over the water levels and temperatures of the Cowichan River and discussions will begin shortly on the increased concern of the annual recreational use on the Cowichan River.

(c) Staff Reports

- (b)** The Fire Chief’s report on the proposed Zoning Amendment Bylaw No. 1058-2021 was reviewed with its contents noted.
- (a)** The Chief Administrative Officer’s report on the proposed Zoning Amendment Bylaw No. 1058-2021 was reviewed and treated as information.

No. R.0115/21
Municipal Insurance
Association of BC

- (c)** Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that Council approve the following appointments for the Municipal Insurance Association of British Columbia’s (MIABC) 34th Annual General meeting:
Voting Delegate: Mayor Bob K. Day; and
Alternate Voting Delegate: Councillor Tim McGonigle.

CARRIED.

No. R.0116/21
Award of Tender –
Arbutus Street W.
Sanitary Main
Replacement

- (d)** Moved: Councillor Sandhu
Seconded: Councillor Austin
that Council approve the awarding of the Arbutus Street W Sanitary Main Replacement Project to LRD Contracting Ltd. for the tender price of \$99,000, exclusive of taxes with the Town separately purchasing the required materials including piping and completing the ancillary works which would include paving, concrete repairs and the addition of gravel to the shoulder areas.

CARRIED.

No. R.0117/21
Emergency
Management in Lake
Cowichan

- (e)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council support the establishment of a single regional Emergency management organization (EMO) for all the Cowichan area local authorities;
and further that through a newly established “Cowichan EMO” with the Regional Response Initiative report’s recommendations to be addressed in a phased approach and that notwithstanding the regional organization model, the Town of Lake Cowichan will continue to have control over its own emergency programmes that include Fire Smart.

CARRIED.

No. R.0118/21
BC Active
Transportation
Infrastructure Grants
Program

- (f)** Moved: Councillor Austin
Seconded: Councillor Sandhu
that Council of the Town of Lake Cowichan support the “Duck Pond Bridge Enhancement and Safety Improvements and River Road Multi-Use Pathway Connection to North Shore Road” project for a total cost of \$350,000 and that the local share of funding of \$105,000, representing 30% of the estimated project cost, will be funded by the Town;
and further this project is ‘shovel ready’ as per the criteria established with supporting design documentation and is a municipal priority as expressed in the objectives of the Official Community Plan and the project priorities listed in the recent completed Active Transportation Network Plan with a commitment to having the project be completed by the end of 2023 in accordance with the grant requirements.

CARRIED.

9. BYLAWS

No. R.0119/21
Zoning Amendment
Bylaw
No. 1058-2021

(a) Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1058-2021" be read a third time.

IN FAVOUR
Councillor Vomacka
Mayor Bob K. Day

AGAINST
Councillor Sandhu
Councillor Austin
Councillor McGonigle

DEFEATED.

The Council meeting took a short 5-minute break and returned back at 7:53 pm.

No. R.0120/21
Council Procedure
Bylaw
No. 1059-2021

(c) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the "Town of Lake Cowichan Council Procedure Bylaw No. 1059-2021" be read a first, second and third time.

CARRIED.

No. R.0121/21
Sign Regulation Bylaw
No. 1060-2021

(d) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Sign Regulation Bylaw No. 1060-2021" be read a first, second and third time.

CARRIED.

No. R.0122/21
Official Community
Plan Amendment
Bylaw
No. 1061-2021

(e) Moved: Councillor Austin
Seconded: Councillor McGonigle
that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 1061-2021" be read a first and second time.

CARRIED.

10. NEW BUSINESS

None.

11. MAYOR'S REPORT

Mayor Day gave his Mayor's Report for July 2021 which included the following:

- July was a time of reflection on the recent tragic findings at residential school sites;
- The Province has reached level 4 drought conditions and the Town and neighboring municipalities have moved into the Stage 3 water restrictions;
- The Province has declared a State of Emergency over the growing wildfires in the Province and with the lack of water, has put the community on alert;
- With the lower Cowichan River levels, pumping of water from the weir will be lowered to 5.5m³ and further reduced to maintain required levels
- Advised that the weir construction will start in 2024;
- His planned attendance with Councillor McGonigle to a meeting about modernizing forests;
- The Town is bustling with tourists and the business community has been fortunate with this increase in traffic;
- Request that everyone continue to respect those around them by the wearing of facial masks and social distancing; and

- In closing, he thanked Council and staff for all their continued hard work and his hope that they enjoy the rest of their summer where and when they can.

12. NOTICES OF MOTION

None.

13. QUESTION PERIOD

14. IN CAMERA

No. R.0123/21
Retire to In-Camera

(a) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that Council close the meeting to the public to deal with issues which fall under s. 90 (1) of the *Community Charter* as follows:
s.90 (1) (e) the acquisition, disposition or expropriation of land or improvements.
at (8:06 pm).

CARRIED.

15. ADJOURNMENT

No. R.0124/21
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Austin
that the meeting arise without report and adjourn (8:29 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2021.

Mayor