



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council

Held and transmitted electronically via Council Chambers, located at 39 South Shore Road, Lake Cowichan, BC on Tuesday, November 23rd, 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
Jas Sandhu, Superintendent, Public Works and Engineering Services
Ronnie Gill, Director of Finance

1. CALL TO ORDER

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

2. AGENDA

No. R.0173/21
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the agenda be approved as amended with the following additions under:

CORRESPONDENCE

Action Items

(3) An email from a property owner.

Information Items

(4) Heinz Dyck, Chief Negotiator, Ministry of Indigenous Relations and Reconciliation re: Crown Land Transfer related to the British Columbia-Ts'uubaa-asatx First Nation Incremental Treaty Agreement.

STAFF REPORTS

(ii) CAO re: Municipal Hall Tender Award.

CARRIED.

3. ADOPTION OF MINUTES

No. R.0174/21
Regular Meeting

(a) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the minutes of the Regular meeting of Council held on October 26th, 2021, be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

None.

6. CORRESPONDENCE

(a) **Action Items:**

No. R.0175/21
VIRL Appointment

(1) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that Councillor Lorna Vomacka be appointed as the Town's Trustee representative to the Vancouver Island Regional Library Board; and that Councillor Carlyne Austin be appointed as the Town's alternate Trustee representative to the Vancouver Island Regional Library Board.

CARRIED.

No. R.0176/21
Letter of Support MRDT
Renewal

(2) Moved: Councillor McGonigle
Seconded: Councillor Austin
that Council support the Cowichan Valley Regional District's application to renew the two percent Municipal and Regional District Tax (MRDT) on accommodation within the boundaries of the CVRD to support tourism marketing and development initiatives.

CARRIED.

No. R.0177/21
Staff Report Addressing
Residents Email

(3) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that a staff report regarding the concerns raised in the email by a property owner be provided to Council.

CARRIED.

(b) Information or Consent Items

- (1)** The correspondence from Lavinia Rojas regarding Legislative Action on Consumer Fireworks is to be treated as information.
- (2)** The correspondence from Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs regarding Regional meetings is to be treated as information.
- (3)** The correspondence from Bill Dingwall, Mayor, City of Pitt Meadows regarding Unfair Taxation Benefitting Railway and Industrial Operations is to be treated as information.
- (4)** The correspondence from Heinz Dyck, Chief Negotiator, Ministry of Indigenous Relations and Reconciliation regarding Crown Land Transfer related to the British Columbia-Ts'uubaa-asatx First Nation Incremental Treaty Agreement was treated as information.

7. REPORTS

(a) Council and other Committee Reports

No. R.0178/21
Finance and
Administration

(i) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Finance and Administration Committee meeting held electronically on November 9th, 2021 be approved with the following:

1-Property Insurance Renewal

that the renewal of property insurance from Aon Reed Stenhouse be approved for payment to a maximum of \$85,000.

2- Lake Cowichan Fire Department – Incident Report

that the Lake Cowichan Fire Department's incident report in the amount of \$9,067.00 for September 2021 be approved.

3-Development Cost Charges Review

that the contract to undertake a review of Development Cost Charges for the Town of Lake Cowichan be awarded to Urban Systems for the quoted bid of \$38,828, with the Town being responsible for any ancillary costs for additional work it may require of the successful bidder.

CARRIED.

No. R.0179/21
Public Works and
Environmental Services

Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the minutes of the Public Works and Environmental Services
Committee meeting held electronically on November 16th, 2021, be
approved with the following:

1-Greendale Road Sewer Main Extension

that at the Engineering Services contract for the sewer main extension
to Greendale Road be awarded to Herold Engineering for the tender
price of \$88,707 which is inclusive of taxes, with the additional
requirement that a sewer modelling and impact analysis for beyond
the proposed extension area be provided.

2-LGLA Conference

that the attendance of Council to the LGLA conference held in
Richmond B.C. February 9-11, 2022 be approved.

CARRIED.

No. R.0180/21
Parks,
Recreation and
Culture

(iii) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Parks, Recreation and Culture Committee
meeting held electronically on November 16th, 2021, be approved as
presented with the following:

1-Outdoor Concert Series

that the request from Kent Ball regarding a 2022 Outdoor Concert
Series be approved in principle.

CARRIED.

No. R.0181/21
Strategic Planning

(iv) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the minutes of the Strategic Planning Committee meeting held
electronically on November 9th, 2021, be approved as presented.

CARRIED.

Cowichan Lake
Recreation
Commission

(v) Mayor Day reported on the following highlights from the meeting held
on October 28th, 2021;

- Cowichan Lake Recreation has hired a new
Programmer;
- Budget meetings are being held December 16th, 2021;
and
- Commission appointments expire on December 31st,
2021.

Vancouver Island
Regional Library

(vi) Councillor Vomacka reported the following:

- Kristin Rumohr at the Lake Cowichan Library is busy
everyday with projects and programs. Events are posted
daily on the VIRL website; and
- The next meeting is on Saturday November 27th, 2021.
Councillor Austin is to attend by Zoom in Councillor
Vomacka's absence.

Advisory Planning
Commission

(vii) Councillor Austin reported the following highlights from the meeting
held on October 28th, 2021;

- The draft revision of the Subdivision, Works and
Services Bylaw was reviewed.

The next meeting is being held Wednesday November 24th, 2021.
Keith Lawrence, CVRD is to give a presentation on Climate Change
Adaptation and Risk Management Strategy.

Community Forest
Co-operative

(viii) There was no report on the Community Forest Co-op.

Cowichan Valley
Regional District

(b) Other Reports

(i) Councillor McGonigle reported on the following from the meeting held on Wednesday November 10th, 2021:

- Director Iannidinardo was elected CVRD, Chair;
- Director Acton was elected CVRD, Vice-Chair;
- Director Wilson was elected to the VIRL Board with Director Smith as the alternate;
- Discussions regarding construction at the Lake Cowichan Arena for the Lake Cowichan Kraken were had;
- Soil deposit and development variance permits were issued; and
- Public hearings held.

Councillor McGonigle had also attended the Question Period at the Legislature held on Thursday November 17th, 2021 in support of the Forestry Industry and Resource Based Communities.

Community Outreach
Team

(ii) Councillor Austin reported the following highlights:

- Residents can now apply in person for Hampers at Community Services until December 8th, 2021;
- The Lake Cowichan Fire Department Toy Drive is being held December 3rd and 4th, 2021 at Community Services;
- A Community Navigator is starting at Community Services November 29th, 2021 to help with housing;
- The Soup Kitchen is being held Mondays and Thursdays from 12-2 at the Christian Fellowship Church;
- Amanda Sawatzky, Councillor hosts Teens Thursdays at Community Services, The Rainbow Tea Club during Lunch Hours at LCS and The Lunch Bunch at Palsson Elementary and LCS;
- Covid—19 Clinics are being held at the Kaatza Health Unit on Wednesdays;
- Shylo Miller, Public Health Nurse hosts the Youth Clinic at the Kaatza Health Unit on Wednesdays;
- Flu shots for Children 5 and under and their families are available at the Kaatza Health Unit; and
- Alethia Clarke from Work BC is available for employment counselling at Community Services.

Our Cowichan

(iii) Councillor Sandhu reported on the following from the meeting held on November 4th, 2021:

- The 10th Anniversary of Our Cowichan was celebrated at this meeting. Presentations and discussions were held with the Cowichan Green Community, Cowichan Valley Basket Society, Nourish Cowichan, Star Fish Program and Meals on the Ground.

Councillor Sandhu commended Meals on the Ground for all the great work they do in the Community.

Cowichan Watershed
Board

(iv) The next meeting is to be held on Monday November 30th, 2021.

Councillor Sandhu will also attend the Cowichan Watershed Society meeting being held on Wednesday November 24th, 2021.

No. R.0182/21
Development
Permit/Development
Variance Permit
118 Edgewood Drive

(c) Staff Reports
(i) Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that Council approve a Development Permit for a 12-unit town house project in the Multi-unit Residential Development Permit Area (DPA 5) on property legally described as Plan EPP107675, District Lot 48, Lot 1, PID 031-401-244, with a street address of 118 Edgewood Drive so long as it meets the following conditions:

- The new multi-unit residential development meets the form, materials and colours in accordance with the guidelines established for the multi-unit Residential Development Permit Area (DPA 5) and as the per recommendations outlined in the staff report; and
- The developer provides a cash bond or an irrevocable letter of credit for \$24,423 for the value of the landscaping to be held in surety for no less two years after completion of project; And that approval be given for a Development Variance Permit to vary the maximum height from 10.5 metres to 11.75 metre for the property legally described as Plan EPP107675, District Lot 48, Lot 1, PID 031-401-244, with a street address of 118 Edgewood Drive.

CARRIED.

(ii) The report from the Chief Administrative Officer regarding the Municipal Hall Tender Award will be forwarded to a Special Meeting of Council held on Tuesday November 30th, 2021.

8. BYLAWS

No. R.0183/21
Waste Regulations and
Rates Bylaw No. 1063-
2021

(a) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the "Town of Lake Cowichan Waste Regulations and Rates Bylaw No. 1063-2021" be given first, second and third readings.

CARRIED.

No. R.0184/21
Water Regulations and
Rates Bylaw No. 1064-
2021

(b) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the "Town of Lake Cowichan Water Regulations and Rates Bylaw No. 1064-2021" be given first, second and third readings.

CARRIED.

No. R.0185/21
Sewer Regulations and
Rates Bylaw No. 1065-
2021

(c) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Sewer Regulations and Rates Bylaw No. 1065-2021" be given first, second and third readings.

CARRIED.

No. R.0186/21
Fees and Charges for
Services Bylaw No.
1066-2021

(d) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Fees and Charges for Services Bylaw No. 1066-2021" be given first, second and third readings.

CARRIED.

9. NEW BUSINESS

None.

10. MAYOR'S REPORT

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

- Mayor Day thanked the staff at the Vancouver Island Health Authority for organizing and running the Covid-19 Vaccination Clinics. He also commended residents who had received their vaccinations and reminded residents that children 5 and up are now eligible to receive the vaccine;
- Mayor Day conveyed his concern for the residents of B.C. that have been affected by the recent flooding and reminded residents to donate and shop locally this holiday season to show support; and

- Mayor Day extended his thanks to Council, staff and Community Volunteers for keeping our Community safe and open for business.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

None.

13. IN CAMERA

None.

14. ADJOURNMENT

No. R.0187/21
Adjournment

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the meeting be adjourned. (7:30 p.m.)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2021.

Mayor