



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council

Held and transmitted electronically via the Lake Cowichan Fire Hall located at 3 North Shore Road, Lake Cowichan, BC on Tuesday, June 28th, 2022.

PRESENT: Mayor Bob K. Day, Chair
Councillor Carolyne Austin
Councillor Tim McGonigle
Councillor Kristine Sandhu

REGRETS: Councillor Lorna Vomacka
(with prior notice)

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.072/22
Agenda

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

NEW BUSINESS

9(c) Leave of Absence for Councillor Vomacka; and

IN-CAMERA

s.90 (1) (c) labour relations or other employee relations.

CARRIED.

3. ADOPTION OF MINUTES

No. R.073/22
Regular Meeting

- (a)** Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that the minutes of the Regular meeting of Council held on May 24th, 2022, be adopted.

CARRIED.

- (b)** Moved: Councillor Sandhu
Seconded: Councillor Austin
that the minutes of the Annual General meeting of Council held on June 21st, 2022, be adopted.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

- (a)** Brian Kapuscinski, BJK Architecture Inc. was on hand to provide a progress report on the municipal hall renovations.

Mr. Kapuscinski reported that the municipal hall project is been undertaken in three phases:

Phase 1 – reroofing of the building in 2019;

Phase 2 – demolition of the 3 vehicle bays and stabilization completed in the Fall of 2021; and

Phase 3 – Renovation of current building and the construction of the council chambers which is now underway.

- (b) John Elzinga, General Manager, Community Services, Cowichan Valley Regional District gave a power point presentation on the Regional Recreation Services Bylaw and provided details and information on the usage-based funding summary which will be the basis for region wide assent voting opportunity.

6. CORRESPONDENCE

(a) Action Items:

- (1) The correspondence item from the Town of View Royal regarding its request for support of the Island Rail Corridor was treated as information.
- (2) The correspondence item regarding the annual Panago Grande Parade to be held on July 9th, 2022 was treated as information.

6. CORRESPONDENCE

(b) Information or Consent Items

- (1) The correspondence item from Island Health regarding extreme heat information for community health partners and local governments was treated as information.
- (2) The correspondence item from Island Health regarding wildfire smoke information for community health partners and local governments was treated as information.

Council requested that the two items from Island Health be shared through social media.

- (1) The correspondence item from Melissa Black regarding the fire siren was treated as information.

7. REPORTS

(a) Council and other Committee Reports

- (i) Moved: Councillor McGonigle
Seconded: Councillor Austin
that the minutes of the Committee of the Whole meeting held electronically on June 14th, 2022, be approved with the following:

1-Municipal Hall – Lease of Temporary Offices

that the Town enter into an agreement with the property owner of 38 King George Street to lease the building for temporary office space for the administrative staff until the municipal hall upgrades have been completed;

2—Fire Department Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$9,461.65 for April 2022;

3—Ministerial Meetings – UBCM

that meetings with ministerial staff be arranged during the UBCM and to discuss the Town’s sewage treatment plant upgrade application and other matters with the following Provincial ministers:

- Minister of Municipal Affairs;
- Minister of Land, Water and Resource Stewardship;
- Minister of Environment and Climate Change Strategy; and
- Minister of Forests, Lands, Natural Resource Operations and Rural Development.

4-Water Treatment Plant – Aluminum Readings

that Council approve Stantec Consulting Services to undertake the work in conformance with Island Health’s mandated requirements on

No. R.075/22
Committee of
the Whole

meeting the established aluminum levels in the amount of \$29,900 plus taxes;

5—Strategic Planning 2023 – Dog Park

that the matter of dog parks be added to the Town’s 2023 Strategic Plan;

6—Duck Pond Park Improvements

that Council approve the progress update provided, in principle as follows:

- an agreement that the Superintendent is to be involved on the location of the benches provided by the Kin;
- an agreement is to be drawn up to limit the number of benches to 14 and that future installations will be the responsibility of the Town;
- a tender award has been issued to Swingline to undertake ground and site improvements in the amount of \$44,821.35, inclusive of taxes; and
- signage improvements are being worked on to ensure that the Town emblem is displayed on the park signage, so ownership of the park is evident.

7—FCM Expense Claim

that Council approve the reimbursement of \$673.26 to Councillor Sandhu for the vehicle rental expense incurred; and

8—Leave of Absence

that approval be given for a leave of absence for Councillor McGonigle from the Annual General meeting to be held on June 21st, 2022.

CARRIED.

Cowichan Lake Recreation Commission

(ii) No report.

Vancouver Island Regional Library

(iii) No report.

Advisory Planning Commission

(iv) Councillor Austin reported on the Commission’s meeting held on Thursday, May 26th, 2022.

The next meeting will be held on June 30th, 2022.

Community Forest Co-operative

(v) No report.

Cowichan Valley Regional District

(b) Other Reports

(i) Councillor McGonigle gave a verbal report on his attendance at the Committee of the Whole and Board meetings that were held on June 22nd, 2022.

Community Outreach Team

(ii) Councillor Austin reported on her attendance at the Outreach Team meeting held on June 16th, 2022.

Councillor McGonigle shared the recent press release advising that a fitness studio will be established at the Cowichan Lake Recreation facility which would be great news for those residents that have lobbied for that service.

Our Cowichan

(iii) No Report.

Councillor Sandhu advised that the next Our Cowichan meeting would be held on July 14th, 2022.

Cowichan Watershed Board (iv) Councillor Sandhu reported on the Cowichan Watershed meeting that was held on June 27th, 2022.

The lower river cleanup event on the Cowichan River will be held on August 28th, 2022.

She further advised that the shoreline assessment meeting had been rescheduled to July 14th, 2022.

(c) **Staff Reports**

No. R.076/22
Statement of Financial
Information - 2021

(i) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that Council approve the Statement of Financial Information (SOFI) for 2021, as presented.

CARRIED.

8. BYLAWS

No. R.077/22
Water Rates and
Regulations Bylaw
No. 1076-2022

(a) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Water Rates and Regulations Bylaw No. 1076-2022" be read a first, second and third time.

CARRIED.

9. NEW BUSINESS

(a) The information provided on the Cowichan Valley Regional District's usage-based funding summary was discussed earlier in the meeting.

The matter will be part of the upcoming election process.

(b) The Island Coastal Economic Trust power point presentation was treated as information. Mayor Day advised that a motion will be brought forward at the upcoming Union of BC Municipalities conference in September.

Council directed that Brodie Guy, CEO of Island Coastal Economic Trust be invited to make a presentation to Council on efforts to request the Provincial government to provide generational funding for the organization so that it may continue its efforts in building sustainable and resilient communities.

No. R.078/22
Leave of Absence

(c) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that council approve a leave of absence for Councillor Lorna Vomacka from the meetings held this day.

CARRIED.

10. MAYOR'S REPORT

Mayor Day presented his Mayor's Report for June 2022 which included the following:

- The recent public meeting held with residents that was well attended;
- Lake Cowichan Minor Baseball has been able to hold a normal season with parents and family welcomed as spectators;
- The Lady of the Lake Society hosting the ambassador's programme;
- The Lake Cowichan School was able to hold the following events: scholarship awards ceremony, Grade 12 graduation ceremony and a very entertaining play in the theatre;
- The Kinsmen and Kinettes were able to reach their fundraising goals and work has begun at the Duck Pond with completion anticipated by early September;

- The community spirit makes us proud;
- With the summer season now upon us the local retailers are appreciating the additional business; and
- In closing, he reiterated that "Be Kind, Be Calm, Be Safe" would still apply to Lake Cowichan as we move through the busy summer season.

Councillor Austin reminded those in attendance that the Town would be holding Canada Day celebrations on July 1st from 11:00 am to 2 pm and encouraged everyone to come down and enjoy the music and food being made available for the event.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

13. IN CAMERA

No. R.079/22
In-Camera

Moved: Councillor Sandhu
Seconded: Councillor Austin
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) (c) labour relations or other employee relations; and
s.90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service.
at (7:30 pm).

CARRIED.

14. ADJOURNMENT

No. R.080/22
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the meeting arise with a report, as follows:
that Council approve the execution of the Municipal Services Agreement with Ts'uubaa-asatx for the provision of municipal water and wastewater and fire protection services to Reserve Lands that are being developed for market housing purposes and on the terms and conditions as stipulated in detail by this Agreement, which is to be effective from July 1st, 2022,
and be adjourned. (8.05 pm)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2022.

Mayor