

TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council *Tuesday, February 26th, 2019*

PRESENT: Mayor Rod Peters

Councillor Carolyne Austin Councillor Lorna Vomacka Councillor Kristine Sandhu Councillor Tim McGonigle

STAFF: Joseph A. Fernandez, Chief Administrative Officer

Jill Walters, Recording Secretary

PUBLIC: 12

1. CALL TO ORDER

Mayor Peters called the meeting to order at 6:01 p.m.

2. AGENDA

No. R.0011/19

Moved: Councillor Vomacka Seconded: Councillor Austin

that the agenda be approved with the following additions:

STAFF REPORTS:

(iii) CleanBC Fund re: Municipal Building Grant Application; and

NEW BUSINESS:

(b) Appointments to the Agenda Committee.

CARRIED.

3. ADOPTION OF MINUTES

No. R.0012/19

(a) Moved: Councillor Austin

Seconded: Councillor Vomacka

that the minutes of the Public Hearing held on January 22nd,

2019 be adopted.

CARRIED.

No. R.0013/19

Moved: Councillor Sandhu Seconded: Councillor Vomacka

that the minutes of the Regular Meeting of Council held on

January 22nd, 2019 be adopted.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. <u>DELEGATIONS AND REPRESENTATIONS</u>

No. R.0014/19

Gilbert Beaudry appeared before council to report he had made the required modifications to the residential units to remove their use as such and would convert these to commercial use.

Moved: Councillor McGonigle Seconded: Councillor Austin

that the matter be referred to the next Finance and

Administration meeting.

CARRIED.

6. <u>VERBAL COMMENT FROM THE PUBLIC ON A</u> SUBSEQUENT ITEM ON THE AGENDA

7. **CORRESPONDENCE**

Action Items (a)

None.

Information or Consent Items (b)

The letter from Selina Robinson, Minister of Municipal Affairs and (i) Housing, regarding AB Greenwell, was treated as information.

8. **REPORTS**

Council and other Committee Reports (a)

No. R.0015/19 Finance and Administration

(i) Moved: Councillor McGonigle Seconded: Councillor Sandhu

> that the minutes of the Finance and Administration Committee meeting held on February 5th, 2019 be approved with the following:

1—Fire Department's Incident for December 2018

that the Committee recommend approval of the Lake Cowichan Fire Department's incident report for December 2018 in the total amount of \$12,735.96.

2—Seniors' Lease

that Council renew the lease with the Cowichan Lake District Seniors Association from February 1st, 2019 to January 31st, 2024.

3—Upgrades to Municipal Hall

that upgrades to municipal hall be commenced.

CARRIED.

No. R.0016/19

(ii) Moved: Councillor Vomacka

Seconded: Councillor McGoniale

that the minutes of the Public Works and Environmental Services Committee meeting held on February 19th, 2019 be approved as presented:

1—Approved Councillor Absence

that Councillor Austin's absence from the Public Works and Parks meetings held Tuesday February 19th, 2019 be approved.

CARRIED.

No. R.0017/19

(iii) Moved: Councillor Sandhu

Seconded: Councillor Vomacka

that the minutes of the Parks, Recreation and Culture Committee held on February 19th, 2019 be approved as presented.

CARRIED.

Cowichan Lake Recreation

(iv) Mayor Peters reported that the 2019 budget has been completed for the Cowichan Lake Sports Arena.

Vancouver Island Regional Library

- (v) Councillor Vomacka reported that there was no meeting in February 2019. She presented the following items of note:
 - Press release issued by the Library on the new Tinker Tote program that allows library card holders to sign out STEAM learning totes for 3 weeks at a time. There are 5 different kits that are available for sign out; and
 - The Lego program continues on Wednesdays and the Stitching program continues on Thursdays.

Advisory Planning Commission

(vi) Councillor Austin reported that Darlene Ector is the new Chair of the Advisory Planning Commission with Brian Locher as the Vice Chair. Pat Lamont and Janet Kirk were newly welcomed to Commission members. The Commission has reviewed the full updated OCP document.

The open house which was held on January 31st, 2019 to review the OCP document, was well attended. The next meeting of the APC is to be held Thursday February 28th, 2019.

Community Forest Co-op

(vii)

Councillor McGonigle reported January 19th, 2019 was the annual thank you dinner for the directors of the Community Forest Co-op. The second growth cut at Qaly?it has now now been completed. Logging will begin at Bolduc Mountain when the weather improves. The profits from these operations will be distributed to the Pacheedaht and Lake Cowichan. There will be two uptakes of grants each year in differing amounts. These grants will be available to non-government applicants. It will be posted on the Town website and Facebook page when applications will be accepted.

(b) Other Reports

Cowichan Valley Regional District Board

Councillor Sandhu attended the Cowichan Valley Regional District meeting held January 31st, 2019 in Councillor McGonigle's absence. Budget discussions were completed, but not finalized at this meeting. Councillor Sandhu reported that Lake Cowichan will now have one full time employee at the Meades Creek Recycling facility.

Community Outreach Team

(ii) Councillor Austin reported the following highlights from the February, 2019 meeting:

- The housing needs presentation at the Riverside was well attended;
- Seniors Housing has contacted Vancouver Island University to see if a student would be interested in doing a business plan and conceptual drawing;
- The Emergency Preparedness Task Force meeting will be held Wednesday February 27th, 2019;
- A community BBQ to develop community connections is being considered;
- Lake Cowichan Food Bank is again looking for permanent facilities;
- The residents/seniors reading program with Palsson students will be held at the Library once a week;
- Kaatza Health Unit reported there have been no measles outbreaks reported on Vancouver Island;

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• The next meeting of the Community Outreach Team is Thursday March 21st, 2019.

Our Cowichan

(iv) The next meeting of Our Cowichan will be held March 14th,2019 at the Ramada Inn in Duncan.

(c) Staff Reports

No. R.0018/19

(i) Moved: Councillor McGonigle Seconded: Councillor Vomacka

That the approval of a Development Permit to the owner of Lot 2, Section 5 Renfrew District Plan 50930 at 301 North Shore Road, with the following conditions:

- 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 these 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 downstream or adjacent properties;
- 3)All issues raised in the geotechnical assessment must be clearly addressed which includes the evaluation of bearing soils and whether subgrade reinforcement and structural fill is required; and
- 4) Prior to the issuance of a building permit, the driveway access point on North Shore Road and its slope and configuration must be approved by the Superintendent of Public Works and Engineering Services and must be paved by time of the completion of the construction of the residences.

CARRIED.

No. R.0019/19

(ii) Moved: Councillor Sandhu Seconded: Councillor Austin

that council approve the execution of the Lease Agreement for a Five-Year term with British Columbia Emergency Health Services for the premises located at 3 North Shore Road on the same basis as previously, except for some minor housekeeping modifications.

CARRIED.

No. R.0020/19

(iii) Moved: Councillor Austin

Seconded: Councillor McGonigle

that Council approve the submission of an application under the CleanBC Fund to undertake the Energy Retrofit Improvements and Modifications to the Existing Municipal Administration Building;

and that it further undertakes to cover any cost overruns that exceed the grant funding provided under this program and that it provides assurance that it would cover at a minimum its contribution of 26.67% of the cost of the project.

CARRIED.

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9. BYLAWS

No. R.0021/19

Moved: Councillor McGonigle Seconded: Councillor Sandhu

that the "Town of Lake Cowichan Zoning Amendment Bylaw

1018-2019" be given first and second readings.

CARRIED.

10. <u>NEW BUSINESS</u>

(a) The letter from the Cowichan Valley Regional District regarding Bylaw No. 4202 Drinking Water and Watershed Protection was treated as information.

No. R.0022/19

(b) Moved: Councillor McGonigle Seconded: Councillor Austin

that Mayor Peters, Councillor Sandhu and the Chief Administrative Officer, be appointed to the Council Agenda

Committee.

CARRIED.

11. MAYOR'S REPORT

The Mayor presented his report for February, 2019 with the following highlights:

- Budget discussions are upcoming; and
- Thanks were expressed to the Chief Administrative Officer, Staff and the Public Works employees for the great job in keeping up with the recent winter weather conditions.

12. NOTICES OF MOTION

None.

13. **QUESTION PERIOD**

14. IN CAMERA

None.

15. ADJOURNMENT

No. R.0023/19

Moved: Councillor McGonigle Seconded: Councillor Austin that we adjourn (6:58 p.m.).

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Certified correct		
Confirmed on the	day of	, 2019
 Mayor	<u>.</u>	