



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 28th, 2023.

PRESENT: Mayor Tim McGonigle
Councillor Aaron Frisby
Councillor Carlyne Austin
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
Dalton Smith, Manager, Cowichan Lake Education Centre

PUBLIC: 3

1. CALL TO ORDER

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

2. AGENDA

No. R.0110/23
Agenda

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

NEW BUSINESS

- (e) Palsson Strong Start Programme; and
- (f) Public Meeting Schedule for 2024;

and deletion of the following under:

DELEGATIONS AND REPRESENTATIONS

- (b) Alex Fallon re: Ts'uubaa-asatx First Nation re: Nation's Economic Development.

CARRIED.

PUBLIC INPUT

Council received public input from one person.

3. ADOPTION OF MINUTES

No. R.0111/23
Regular Council
Minutes -
Amendment

- (a) Moved: Councillor Frisby
Seconded: Councillor Sandhu
that motion R.0106/23 of the Regular meeting of Council held October 24th,
2023 be rescinded.

CARRIED.

No. R.0112/23
Regular Council
Minutes -
Amendment

Moved: Councillor Frisby
Seconded: Councillor Sandhu
that a referral motion on the matter of the Mildred Child Annex demolition
be noted in the minutes of the Regular meeting of Council meeting held on
October 24th, 2023.

CARRIED.

No. R.0113/23
Regular Council

Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the minutes of the Regular meeting of Council held October 24th, 2023,
be adopted as amended with the foregoing resolutions.

CARRIED.

No. R.0114/23
Live Transcription of
Council and
Committee meetings

Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the Executive Secretary attend all future meetings and record the
minutes in person.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

No. R.0115/23
Delegation
Presentation –
Additional Time

Moved: Councillor Vomacka
Seconded: Councillor Austin
that Council approve that the delegate be afforded additional time beyond
Council’s Procedural requirements.

CARRIED.

- (a) Westley Davidson, CPO, CDH Replacement Project, Island Health was on hand to make a power point presentation on the program of the Cowichan District Hospital Project on Bell McKinnon Road.

Donna Jouan-Tapp, Project Director also spoke on the Health and Care Plan which is the sister project to the current hospital project. This was launched in 2021 with the goal of investing in community services with the intent of preventing the need for hospitalization over the requirement for provision of an increase in beds at the hospital and hospital visits. This included the opening of a senior’s care facility, The Hamlet, and the Cowichan Hospice and transitional care.

In closing, Mr. Davidson spoke on the fundraising efforts of the Cowichan District Hospital Foundation.

The Mayor provided an opportunity for Council members to ask questions of the delegates.

6. CORRESPONDENCE

No. R.0116/23
Request for
Letter of Support

(a) Action Items:

- (i) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the proposed reallocation of Online Accommodation Platform (OAP) Municipal Regional District Tax (MRDT) revenue towards the provision of affordable housing within the Cowichan Valley Regional District (CVRD) effective January 1, 2024 be supported by the Town of Lake Cowichan.

Councillor Vomacka Against
CARRIED.

No. R.0117/23
Proposal –
Referral for
Future meeting

- (ii) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Town of Lake Cowichan invite the Cowichan Lake Arts and Culture Society members to a future meeting to discuss its proposal on painting a large image for the Council chambers.

CARRIED.

(b) Information or Consent Items

None.

7. REPORTS

(a) Council and other Committee Reports

No. R.0118/23
Committee of
the Whole

- (i)** Moved: Mayor McGonigle
Seconded: Councillor Austin
that the minutes of the Committee of the Whole meeting held on November 14th, 2023, be approved with the following:

1— Fire Department – Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$8,503.57 for September, 2023;

2— Mildred Child Annex Demolition

that the contract to abate and demolish the building described as the Mildred Child Annex located at 49 South Shore Road be awarded to Brod Demolition Ltd. for the quoted price of \$37,500.00 plus taxes;

3—Waste Water Treatment Plant – Project Management and Preliminary Design Approval

that WSP be instructed to complete the project management and preliminary design of the required upgrades to the wastewater treatment plan for the quoted price of \$418,667 plus taxes with the preliminary stage to be completed by June 30th, 2024.

CARRIED.

Cowichan Lake
Recreation Commission

- (ii)** Councillor Sandhu gave a verbal report on her attendance at the Cowichan Lake Recreation Commission meeting held on November 27th, 2023 with budget discussions on the arena condenser replacement, the HVAC system and the Kraken dressing room’s HVAC.

Councillor Sandhu encouraged Council members to visit the facility to see the recent improvements.

The Commission has determined that it would hold its meetings every second month, beginning in 2024.

Vancouver Island
Regional Library

- (iii)** Councillor Austin gave a verbal report on her attendance of the Library Board’s hybrid meeting held on November 25th, 2023.

She advised that the next meeting would be held on February 10th, 2024.

Advisory Planning
Commission

- (iv)** Councillor Austin gave a verbal report on her attendance at the Advisory Planning Commission meeting held on November 16th, 2023. The Commission reviewed the recommendations and comments made at the recent open house held in September, 2023 and have incorporated some of those in the draft Official Community Plan.

Community Forest Co-
operative

- (v)** Mayor McGonigle reported that the recent renovations to the Kraken dressing room project was funded by monies received from the Forest Co-op.

Cowichan Valley
Regional District

(b) Other Reports

- (i)** Mayor McGonigle advised that elections for the position of Chair and Vice-Chair had been held. He reported that Aaron Stone, Mayor of Ladysmith was again elected as Chair and Kate Segal, Mill Bay Electoral Area was elected as Vice-Chair on the Board of the Regional District.

Community Outreach
Team

- (ii)** Councillor Austin reported on her attendance at the meeting held on November 16th, 2023.

The next meeting will be held in January, 2024.

Our Cowichan

- (iii)** Councillor Sandhu reported that the next meeting would be held on January 11th, 2024.

Cowichan Watershed Board (iv) Councillor Sandhu reported on the recent meeting she attended and indicated that Tom Rutherford provided details through a 3-part series.

She also reported that the next meeting of the Board would be held on January 29th, 2024.

(c) **Staff Reports**

None.

8. BYLAWS

Greendale Road Sanitary Sewer Local Area Service Establishment Bylaw No. 1095-2023 (a) The Chief Administrative Officer reported that more than 58% of the assessed land and improvements for those property owners within the Greendale Road local service area have rejected the proposal to provide sanitary sewer services along a portion of Greendale Road. He further advised that those affected would have to wait the term of one year before the matter can be addressed again.

Mayor McGonigle shared his view that a meeting with the affected residential property owners should take place in 2024 and advised that any surfacing of the roadway of Greendale Road will have to await the installation of the sanitary sewer services.

No. R.0119/23 Fees and Services Bylaw No. 1096-2023 (b) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the "Town of Lake Cowichan Fees and Services Bylaw No. 1096-2023" be read a first, second and third time.

CARRIED.

9. NEW BUSINESS

Councillor Vomacka declared a possible conflict of interest on the next subject. She left the meeting at 7:31 pm.

No. R.0120/23 Donation Received (a) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the Town accept the gift of artwork from former Town Councillor Garth Sims with Council's thanks to be conveyed to him for his kind donation.

CARRIED.

Once an Art Plan has been established, a location for display of the artwork will be determined.

Councillor Vomacka returned to the meeting at 7:34 pm.

No. R.0121/23 Appointment (b) Moved: Mayor McGonigle
Seconded: Councillor Austin
that Councillor Vomacka be appointed as the Town's Alternate representative on the Cowichan Lake Community Forest Co-operative.

CARRIED.

(c) Councillor Frisby requested an update on the broadcasting equipment for Council chambers.

The Chief Administrative Officer reported on the matter and advised Council that an improved system will be completed by January, 2024.

(d) Councillor Frisby asked for clarification on what staff member was overseeing the demolition of the Mildred Child Annex and if any additional costs are discovered if there is a stipulation in the contract for additional cost overruns.

The Chief Administrative Officer reported that the contract is for the demolition and additional costs for the project are unlikely, however, if any unforeseen circumstances arise, he can approve and provide details to Council.

On the timing of the demolition, he responded that the demolition should start within a few days and should be completed within four weeks.

- (e) Council members shared their concerns and displeasure upon hearing the announcement of the closure of the Smart Start Programme in Lake Cowichan by School District No. 79.

No. R.0122/23
Strong Start Programme
in Lake Cowichan

Moved: Mayor McGonigle
Seconded: Councillor Sandhu
that a letter be sent to School District No. 79 and its trustees requesting that Council members be afforded an opportunity to meet and discuss the recent announcement of the closure of the Strong Start Programme in Lake Cowichan.

CARRIED.

- (f) The matter of scheduling Public Meetings in 2024 was discussed to allow for 3 meetings in the calendar year as follows:

- Monday, March 4th, 2024;
- Monday, June 3rd, 2024; and
- Monday, October 7th, 2024

These meetings will be included in the calendar of meetings for Council and they will take place at Council Chambers in the Municipal Hall located at 39 South Shore Road, Lake Cowichan, BC.

Council members felt having a list of topics to discuss through an agenda process would be helpful.

The March, 2024 Public Meeting will include an invitation to BC Conservation and the Bear Smart and Wildsafe BC organizations as a topic for discussion.

10. MAYOR'S REPORT

11. NOTICES OF MOTION

12. QUESTION PERIOD

None.

13. IN CAMERA

No. R.0123/23
Retire to In-Camera

Moved: Councillor Vomacka
Seconded: Councillor Austin
that Council close the meeting to the public to deal with issues dealing with the acquisition, disposition or expropriation of land or improvements, law enforcement, and litigation or potential litigation affecting the municipality which falls under s. 90(1) (e), (f) and (g) of the Community Charter. (8:00 pm).

CARRIED.

14. ADJOURNMENT

No. R.0124/23
Arise and Report with
Adjournment

Moved: Councillor Frisby
Seconded: Councillor Austin
that the meeting be adjourned (9:05 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2023.

Mayor