



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council
Held and transmitted electronically via the temporary Council Chambers
located at 38 King George Street, Lake Cowichan, BC
on Tuesday, October 25th, 2022.

PRESENT: Mayor Bob K. Day, Chair
Councillor Tim McGonigle
Councillor Kristine Sandhu
Councillor Lorna Vomacka

REGRETS: Councillor Carlyne Austin
(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 6:02 pm.

2. **AGENDA**

No. R.0105/22
Agenda

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

NEW BUSINESS

(a) Leave of Absence – Councillor Austin; and

STAFF REPORTS (C)

(iii) Municipal Insurance.

CARRIED.

3. **ADOPTION OF MINUTES**

No. R.0106/22
Regular Meeting

(a) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that the minutes of the Regular meeting of Council held on September 27th, 2022, be adopted as amended.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

6. **CORRESPONDENCE**

(a) **Action Items:**

None.

(b) **Information or Consent Items**

None.

7. **REPORTS**

No. R.0107/22
Committee of
the Whole

(a) **Council and other Committee Reports**

(i)

Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the minutes of the Committee of the Whole meeting held electronically on October 11th, 2022, be approved with the following:

1-Municipal Hall Upgrade Project

that a report on the costs and budget projections be provided on the municipal hall upgrade project which would include work order changes to date;

2—Fire Department Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$15,260.23 for August 2022;

3—Fire Department Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$8,836.24 for September 2022;

4—Wildlife Attractants

that the matter of refuse collection at local parks and public spaces remain on the agenda as a subject for the next incoming Council;

5—Strategic Plan

that the remediation of the current public works yard be added to the Strategic Plan under Beyond 2022;

6—Strategic Plan

that the creation of a dog park be included in the Strategic Plan under Beyond 2022.

CARRIED.

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| Cowichan Lake Recreation Commission | (ii) | Mayor Day reported that the next meeting of the Cowichan Lake Recreation Commission would be held on Thursday, November 17 th , 2022. |
| Vancouver Island Regional Library | (iii) | Councillor Vomacka advised that Councillor Austin had attended the strategic planning meeting of the Vancouver Island Regional Library board and that she would provide a report at an upcoming meeting. |
| Advisory Planning Commission | (iv) | Councillor Austin provided a written report on the Advisory Planning Commission’s meeting held on September 22 nd , 2022 which were read by the Chief Administrative Officer.

Councillor Austin requested that the connectivity strategy be brought forward to the Cowichan Valley Regional District by Mayor-elect McGonigle. |
| Community Forest Co-operative | (v) | Councillor McGonigle reported that the Cowichan Lake Forest Co-operative would hold its Annual General meeting on Thursday, October 27 th , 2022 at 7:00 pm. |
| Cowichan Valley Regional District | (b) | <u>Other Reports</u> |
| | (i) | Councillor McGonigle reported on the Board meeting held on October 12 th , 2022 which recognized the retiring directors that were not seeking reelection in their areas.

He further reported on the Committee of the Whole meeting which dealt with the following topics: <ul style="list-style-type: none"> • watershed protection program provided a power point presentation; • transit use agreement was reamended; • FireSmart funding for North Oyster and Malahat departments; • Amendments to the five-year financial plan; • Cannabis use bylaw changes; and • Connectivity strategy dealing with cell and internet services. |
| No. R.0108/22
Connectivity Strategy -
Endorsement | (a) | Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the Town of Lake Cowichan endorse, in principle, the Cowichan Valley Regional District’s connectivity strategy. |
| | | CARRIED. |
| Community Outreach Team | (ii) | Councillor Austin’s written report indicated that the next Outreach Team meeting would be held on October 20 th , 2022. |

- Our Cowichan (iii) Councillor Sandhu reported that the next meeting of Our Cowichan meeting would be held on November 10th, 2022.
- Cowichan Watershed Board (iv) Councillor Sandhu reported that the next Cowichan Watershed Board meeting would be held on October 31st, 2022.
- (c) **Staff Reports**
- No. R.0109/22
Community Resiliency Program for 2023 (i) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve the making of a grant application under the Community Resiliency Investment program for a 2023 FireSmart Funding and Support project through UBCM;
- and that it further provides assurance that it would support all the proposed activities under the plan and would undertake the overall proper fiscal management of the grant.
- CARRIED.
- No. R.0110/22
Development Variance Permit – Lot 2, Plan VIP68603 (256 North Shore Road) (ii) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve a Development Variance Permit to vary by 15 metres the 30-metre setback prescribed in Subsection 4.3.13 Floodplain Provisions of the Zoning Bylaw, resulting in a 15-metre setback from the natural boundary of Cowichan Lake for the property legally described as Lot 2, Section 2, Section 5, Renfrew District, Plan VIP68603 (PID:024-425-125), with a street address of 256 North Shore Road.
- CARRIED.
- No. R.0111/22
Development Permit – Lot 2, Plan VIP68603 (256 North Shore Road) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that Council approve a Development Permit under the provisions of the Watercourse and Streamside Protection Development Permit Area (DPA 1) and Natural Hazard Lands Development Permit Area (DPA 2) for the construction of a single detached dwelling for the property legally described as Lot 2, Section 2, Section 5, Renfrew District, Plan VIP68603 (PID:024-425-125), with a street address of 256 North Shore Road, with the following conditions:
- i. Development proceeds in accordance with the measures identified in the Riparian Areas Protection Regulation Assessment Report prepared by the Qualified Environmental Professional, dated May 11, 2022;
 - ii. Development shall use the same building footprint as the previous dwelling;
 - iii. Development shall be subject to all existing bylaws and any development permit variances;
 - iv. Placement of a restrictive covenant with respect to Streamside Protection and Enhancement (SPEA) protection and maintenance, and to limit the principal dwelling to the building envelope identified in the Site Plan contained in the Riparian Areas Protection Regulation Assessment Report; and
 - v. Development shall adhere to any additional or modified Streamside Protection and Enhancement Area measures that may be required by the Province.
- CARRIED.
- No. R.0112/22
Town Property Insurance (iii) Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that Council approve the renewal of the Town of Lake Cowichan property insurance through AON Reed Stenhouse at a cost of \$111,319.00.
- CARRIED.

8. BYLAWS

No. R.0113/22
Zoning Amendment
Bylaw
No. 1079-2022

- (a)** Councillor McGonigle excused himself from the meeting at 6:29 pm for a potential conflict of interest on the next agenda item.
Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1079-2022" be read a first and second time.

CARRIED.

Councillor McGonigle returned to the meeting at 6:31 pm.

No. R.0114/22
Zoning Amendment
Bylaw
No. 1080-2022

- (b)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1080-2022" be read a first and second time.

CARRIED.

No. R.0115/22
Official Community Plan
Amendment Bylaw
No. 1081-2022

- (c)** Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 1081-2022" be read a first and second time.

CARRIED.

9. NEW BUSINESS

No. R.0116/22
Leave of Absence

- (a)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve a leave of absence for Councillor Austin for meetings held this day.

CARRIED.

10. MAYOR'S REPORT

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

- That over the last few years the local government has navigated through some difficult issues and events that have affected the populations daily routine and by sticking together as a community we all made it through;
- Extended his congratulations to the newly elected Mayor and Council and wished them the very best in their deliberations and their relationship as a governing body;
- He reflected back and thanked his family who supported him during his tenure;
- He thanked all the residents of the Town for their support and encouragement over the years and the critics that made one pause and reflect;
- He expressed his thanks to all management and staff both past and present for their daily commitment to the municipality;
- He also expressed his thanks to those he had served with in the past and present and reflected back on his 12 years where our community was made a better place to live for many;
- In closing, he wished that the Town's elected officials and staff advocate for a more inclusive community on issues such as housing, healthcare and recreation that is made affordable and accessible to all residents.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

No. R.0117/22
Retire In-Camera

13. IN CAMERA
(a) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that Council close the meeting to the public to deal with issues dealing with personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality and labour relations or other employee relations which falls under s. 90(1) ((a) and (c) of the *Community Charter*. (6:48 pm).

CARRIED.

No. R.0118/22
Adjournment

14. ADJOURNMENT
Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the meeting be arise without a report and adjourned. (6:55 pm)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2022.

Mayor