



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, June 25th, 2024

PRESENT: Mayor Tim McGonigle
Councillor Carlyne Austin
Councillor Aaron Frisby
Councillor Kristine Sandhu
Councillor Lorna Vomacka

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Roni-Lee Roach, Executive Secretary
James Van Hemert, Contract Planner

PUBLIC: 2

1. **CALL TO ORDER**

The Mayor called the meeting to order at 5:33 pm.

3. **AGENDA**

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

NEW BUSINESS

- a) Leave of Absence for Councillor Frisby;
- b) Municipal Insurance Association re: Appointee(s).

NOTICE OF MOTION

- a) Noxious Weeds;
- b) River access at Central Park;
- c) Water meter reads for owners to access online.

CARRIED.

4. **PUBLIC INPUT**

None.

5. **ADOPTION OF MINUTES**

- (a) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the minutes of the Regular meeting of Council held May 28th, 2024, be adopted.

CARRIED.

6. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

7. **DELEGATIONS AND REPRESENTATIONS**

- (a) Due to the technical difficulties with live streaming, the delegation of Chief Doug Knott, Lake Cowichan Volunteer Fire Department on the Town's FireSmart programme was rescheduled to the next meeting of Council in July 2023.

No. R.0065/24
Agenda

No. R.0066/24
Regular Council
Meeting Minutes

8. CORRESPONDENCE

(a) Action Items:

(b) Information or Consent Items

The following correspondence items were received and treated as information:

- (i) Union of BC Municipalities re: 2024 CRI FireSmart Community Funding and Supports Allocation-based Approval Agreement and Terms of Condition of Funding - LGPS-10588;
- (ii) Union of BC Municipalities re: 2023 CEPF Volunteer and Composite Fire Departments Equipment and Training – LGPS-10127;
- (iii) Union of BC Municipalities re: 2023 FireSmart Community Funding and Supports – CRI-613; and
- (iv) Union of BC Municipalities re: 2022 FireSmart Community Funding and Supports – CRI-523.

9. REPORTS

(a) Council and other Committee Reports

No. R.0067/24
Committee of
the Whole

- (i) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the minutes of the Committee of the Whole meeting held on June 11th, 2024 be approved with the following:

1— Funding for Ambassador Candidate

that Council approve a donation of \$250 to Elise Nelson, candidate in the BC Ambassador programme, allocated from the 2024 grant-in-aid budget;

2— Fire Department – Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$12,522.53 for April, 2024;

3—Fire Department – Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$8,885.15 for May, 2024;

4—Signage Bylaw Referral

that the matter of amendment(s) to the Town’s signage bylaw with respect to murals and requirement of maintenance and removal be forwarded to the Advisory Planning Commission for its input and recommendation(s).

5—Parking Study – Uptown Area

that Watts Consulting be awarded the Parking Study project to be undertaken in 2024 for a cost not to exceed \$37,535 plus applicable taxes.

CARRIED.

No. R.0068/24
Parking Study
Budget

- Moved: Councillor Vomacka
Seconded: Councillor Austin
that the additional funds required for the parking study project be reallocated from the 2024 paving budget.

CARRIED.

Cowichan Lake
Recreation Commission

- (ii) The next Recreation Commission meeting will be held on July 22nd, 2024.

Vancouver Island
Regional Library

- (iii) Councillor Austin reported that the next meeting of the Library Board would be held on September 14th, 2024.

- Advisory Planning Commission (iv) Councillor Austin reported that the Advisory Planning Commission meeting would be held on Thursday, June 27th, 2024. She advised that the Commission would be discussing a policy for murals and the Riparian Areas Protection Act.
- Community Forest Co-operative (v) Mayor McGonigle reported that the Forest Cooperative was still undertaking renovations at its new facility and utilizing as many local contractors as possible.
- (b) **Other Reports**
- (i) Mayor McGonigle reported that the Regional District Board meeting would be held on Wednesday, June 26th, 2024. He further reported that a Director’s report would be provided on financial investments and how those funds are being invested.
- Community Outreach Team (ii) Councillor Austin reported on her attendance at the recent Community Outreach Team meeting. She advised that there would be no further meetings until September, 2024.
- Our Cowichan (iii) Councillor Sandhu reported that the next meeting would be held on September 12th, 2024.
- Cowichan Watershed Board (iv) Councillor Sandhu reported that the Watershed Board meeting would be held on July 29th, 2024 to do a watershed tour and undertake a weir tour.
- Ohtaki Twinning (v) Councillor Austin reported that fundraising efforts were underway and that the group was looking to have a contact person to coordinate the fundraising.
- (c) **Staff Reports**
- No. R.0069/24 Council Chamber Audio and Video System (i) Moved: Councillor Sandhu
Seconded: Councillor Austin
that Promax Audio Visual Systems be awarded the Municipal Audio and Video Infrastructure project to be installed in August, 2024 for a cost not to exceed \$50,995.23 plus applicable taxes.

CARRIED
- No. R.0070/24 SOFI 2024 Moved: Councillor Frisby
Seconded: Councillor Austin
that Council approve the Statement of Financial Information (SOFI) for 2024, as presented.

CARRIED.
10. **BYLAWS**
- No. R.0071/24 Zoning Amendment No. 1104-2024 (a) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the “Town of Lake Cowichan Zoning Amendment No. 1104-2024” be read a third time.

Councillor Frisby OPPOSED
CARRIED.
- No. R.0072/24 Zoning Amendment No. 1104-2024 (b) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the “Town of Lake Cowichan Zoning Amendment No. 1104-2024” be reconsidered and adopted.

Councillor Frisby OPPOSED
CARRIED.

No. R.0073/24
Zoning Amendment
No. 1105-2024

(c) Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1105-2024"
be read a third time.

CARRIED.

No. R.0074/24
Zoning Amendment
No. 1105-2024

(d) Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1105-2024"
be reconsidered and adopted.

CARRIED.

11. **NEW BUSINESS**

No. R.0075/24
Leave of Absence

(a) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that Council approve a leave of absence for Councillor Frisby from the
Committee of the Whole meeting to be held on July 9th, 2024, the Regular
meeting of Council to be held on July 23rd, 2024, and the Cowichan Lake
Recreation meeting to be held on July 22nd, 2024.

CARRIED.

No. R.0076/24
Appointment

(b) Moved: Councillor Vomacka
Seconded: Councillor Austin
that Mayor Tim McGonigle be appointed as the Town's representative and
voting delegate for the Municipal Insurance Association of BC.

CARRIED.

No. R.0077/24
Appointment - Alternate

(c) Moved: Councillor Vomacka
Seconded: Councillor Frisby
that Councillor Carlyne Austin be appointed as the Town's alternate voting
representative for the Municipal Insurance Association of BC.

CARRIED.

12. **MAYOR'S REPORT**

Mayor McGonigle provided his 2nd Quarterly Mayor's report.

13. **NOTICES OF MOTION**

For the Committee of the Whole meeting on July 9th, 2024:

- a) Noxious Weeds;
- b) River access at Central Park;
- c) Water meter reads for owners to access online.

14. **QUESTION PERIOD**

Councillor Frisby and Mayor McGonigle spoke on their recent attendance at
the Federation of Canadian Municipalities held in Calgary, Alberta.

15. **IN CAMERA**

16. **ADJOURNMENT**

No. R.0078/24
Adjournment

Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the meeting arise with/without report and be adjourned (6:35 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2024.

Mayor