



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, July 23rd, 2024

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

ABSENT: 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: 3

1. **CALL TO ORDER**

The Mayor called the meeting to order at 5:01 pm.

3. **AGENDA**

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

NEW BUSINESS

a) Leave of Absence for Councillor Vomacka.

CARRIED.

4. **PUBLIC INPUT**

None.

5. **ADOPTION OF MINUTES**

No. R.0080/24
Annual General
Meeting Minutes

(a) Moved: Councillor Sandhu
Seconded: Councillor Frisby
that the minutes of the Annual General meeting held on June 25th, 2024, be
adopted.

CARRIED.

No. R.0081/24
Public Hearing
Minutes

(a) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the minutes of the Public Hearing held on June 24th, 2024, be adopted.

CARRIED.

No. R.0082/24
Regular Council
Meeting Minutes

- (a) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the minutes of the Regular meeting of Council held June 25th, 2024, be adopted.

CARRIED.

6. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

7. **DELEGATIONS AND REPRESENTATIONS**

- (a) Fire Chief Doug Knott, Lake Cowichan Volunteer Fire Department was on hand to provide details of the Town's FireSmart programme which the Town adopted in 2016. This programme allows for the property owner(s) and community to remove fire hazard(s) and be educated on the programme.

Mr. Knott detailed the terms of the current funding which will create a full-time position to assist with home evaluations and assist property owners with receiving financial assistance in removing fire hazards on their property. Further, the funding will assist with the completion of the Town's fire protection trailer for additional structure protection.

8. **CORRESPONDENCE**

Mayor McGonigle recused himself from the meeting as the correspondence item is from a family member.

Councillor Sandhu took the Chair at 5:18 pm.

(a) **Action Items:**

- (i) Moved: Councillor Sandhu
Seconded: Councillor Frisby
that Council approve the Landmark Recognition and designation of Wilson Road as Charleigh's Way, with costs associated with installation to be borne by the applicant.

CARRIED.

Mayor McGonigle resumed the Chair at 5:20 pm.

(b) **Information or Consent Items**

No. R.0083/24
Heritage Signage
Approval –
Charleigh's Way

9. REPORTS

(a) Council and other Committee Reports

No. R.0084/24
Committee of
the Whole

- (i) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the minutes of the Committee of the Whole meeting held on July 9th, 2024 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 \$13,832.69 for June, 2024;

2—Noxious Weeds – Amendment to Bylaw

that staff be directed to include the Himalayan Blackberry as a noxious weed in the Town of Lake Cowichan’s nuisance bylaw.

3—River Access at Central Park

that staff be directed to look at additional river access and the improvement of the access at Central Park with recommendations to be brought to the next meeting of Council for consideration.

CARRIED.

Cowichan Lake
Recreation Commission

- (ii) Councillor Sandhu reported that the Recreation Commission meeting was held on July 22nd, 2024.

Vancouver Island
Regional Library

- (iii) Councillor Austin reported that the local branch had begun its annual summer reading programme. She further advised that the facility was also being utilized as a cooling centre.

Advisory Planning
Commission

- (iv) Councillor Austin reported that the Advisory Planning Commission meeting would be held on Thursday, July 25th, 2024. She advised that the Commission would be discussing the recent Cowichan Region Workforce Housing Strategy and local poverty rates.

Councillor Austin also reported that the matter of murals and banners were discussed by the members and that with the Town’s inability to regulate these. It felt that the signage bylaw is adequate and any bylaw infractions should be fined. There was a recommendation from the Planning Commission to not make any signage bylaw amendments.

Councillor Frisby requested clarification on the matter of murals and what steps Council could take due to the disrepair of some of the murals in the Town currently.

Mayor McGonigle stated that a Notice of Motion could be brought forward at the appropriate time in the meeting.

- Community Forest Co-operative (v) Mayor McGonigle reported that the Forest Cooperative was still undertaking renovations at its new facility which included removal of the hedge fronting the property and installation of a fence.
- (b) **Other Reports**
- (i) Mayor McGonigle reported on his attendance at the recent Regional District Board meetings which included discussions on the following:
- Land matching update on agricultural lands for the Young Agrarians;
 - 2023 Annual report and 2024 Business Plan for the Cowichan Watershed Board;
 - Governance committee gave direction to organize a governance check that was held in Cowichan Bay;
 - Affirmation of support for a workshop or clinic on the Community Healthcare System Support Playbook;
 - Update from Economic Development on the Workforce Housing Strategy and state of the Economy Spring 2024 update;
 - The 2023 financial statements were presented; and
 - Entering into financial agreements for financial contributions to various organizations for ground and marine search and rescue groups for services in 2024 and 2025.
- Community Outreach Team (ii) Councillor Austin reported that the next Outreach meeting will be held on September 19th, 2024 which due to a conference, she is unable to attend.
- Our Cowichan (iii) Councillor Sandhu reported that the next Our Cowichan 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 with a watershed tour starting in Duncan and making its way back to Lake Cowichan for a tour of the weir and lunch at Saywell Park.
- She spoke on the recent festival held by the Cowichan Lake River Stewardship Society which was held at Saywell Park this past weekend. She stated that the event was very well attended with over 100 people attending.
- Ohtaki Twinning (v) Councillor Austin reported that fundraising efforts were underway and that the group at the moment consisted of 12 students and a number of adults that will travel to Ohtaki, Japan in July, 2025.
- She also spoke on the need to revert back to the original travel dates, prior to the COVID pandemic to allow for the Town to send delegations in the opposite year as Ohtaki with 2026 as the next travel year.
- (c) **Staff Reports**

10. BYLAWS

The Chief Administrative Officer introduced the “Rental Only” bylaw presented for Council’s consideration.

James vanHemert, Contract Planner was on hand to give a synopsis of the proposed zoning amendment bylaw for “rental only” designation. He stated that he would be in attendance at the next Committee of the Whole meeting scheduled for September 10th, 2024 to provide additional details to Council prior to the public hearing to be held on September 24th, 2024.

No. R.0085/24
Zoning Amendment
No. 1106-2024

- (a) Moved: Councillor Frisby
Seconded: Councillor Austin
that the “Town of Lake Cowichan Zoning Amendment No. 1106-2024” be read a first and second time.

CARRIED.

11. NEW BUSINESS

No. R.0086/24
Leave of Absence

- (a) Moved: Councillor Austin
Seconded: Councillor Frisby
that Council approve a leave of absence for Councillor Vomacka from the Regular meeting of Council held this day.

CARRIED.

12. MAYOR’S REPORT

13. NOTICES OF MOTION

For the Committee of the Whole meeting on September 24th, 2024 a staff report on the concerns raised by Advisory Planning Commission on murals within Lake Cowichan was requested.

14. QUESTION PERIOD

15. IN CAMERA

No. R.0087/24
Retire to In-Camera

- Moved: Councillor Frisby
Seconded: Councillor Sandhu
that Council close the meeting to the public to deal with issues dealing with labour relations, law enforcement and litigation which falls under s. 90(1) (c), (f) and (g) of the Community Charter. (6:00 pm).

CARRIED.

16. **ADJOURNMENT**

No. R.0088/24
Adjournment

Moved: Councillor Frisby
Seconded: Councillor Sandhu
that the meeting arise without report and be adjourned (6:47 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2024.

Mayor