



## 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, October 22<sup>nd</sup>, 2024

PRESENT: Tim McGonigle, Mayor  
Councillor Carolyne 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: 3

**1. CALL TO ORDER**

The Mayor called the meeting to order at 5:00 pm.

**3. AGENDA**

No. R.0100/24  
Agenda

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the agenda be approved as presented.

CARRIED.

**4. PUBLIC INPUT**

None.

**5. ADOPTION OF MINUTES**

No. R.0101/24  
Public Hearing  
Meeting Minutes

- (a)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the minutes of the Public Hearing meeting held on September 24<sup>th</sup>,  
2024, be adopted.

CARRIED.

No. R.0102/24  
Regular Council  
Meeting Minutes

- (b)** Moved: Councillor Frisby  
Seconded: Councillor Vomacka  
that the minutes of the Regular meeting of Council held on September 24<sup>th</sup>,  
2024, be adopted.

CARRIED.

**6. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**7. DELEGATIONS AND REPRESENTATIONS**

- (a)** Jacqueline Sherk and Vicki Pauze were on hand to update the Council on the  
Lake Cowichan Bear Aware Association's activities and its requests for the  
2025 bear season.

Jacqueline Sherk stated that the Town had implemented new waste  
regulations in 2022 to address the issue of wildlife attractants but little to no  
enforcement has been undertaken on this issue including the 22 locations  
which reportedly had fruit bearing trees.

Vicki Pauze spoke on the inability of the BearSmart representative to  
operate beyond August, as no funding had been provided to the BearSmart  
programme for 2024.

The Lake Cowichan Bear Aware Association requests will be forwarding further items for council consideration.

Vicki Pauze presented a petition of residents and visitors to Lake Cowichan requesting that the Town supply bearproof trash cans in the downtown core of Lake Cowichan that would include parks.

**8. CORRESPONDENCE**

**(a) Action Items:**

No. R.0103/24  
VIRL Board Trustee  
representative

- (i) Moved: Mayor McGonigle  
Seconded: Councillor Sandhu  
that Councillor Vomacka be appointed as the Town’s Board Trustee representative on the Vancouver Island Regional Library Board for a term from January 1<sup>st</sup> to December 31<sup>st</sup>, 2025.

CARRIED.

No. R.0104/24  
VIRL Alternate Board  
Trustee  
representative

- (i) Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Councillor Austin be appointed as the Town’s alternate Board Trustee representative on the Vancouver Island Regional Library Board for a term from January 1<sup>st</sup> to December 31<sup>st</sup>, 2025.

CARRIED.

No. R.0105/24  
Letter of Support –  
Cowichan Tech and  
Innovation  
Ecosystem

- (ii) Moved: Councillor Frisby  
Seconded: Councillor Sandhu  
that the Town of Lake Cowichan support the Cowichan Valley Regional District’s two funding applications to support the implementation of the Cowichan Tech and Innovation Ecosystem project.

CARRIED.

**(b) Information or Consent Items**

- (i) The correspondence item from the Youth Parliament of British Columbia’s 96<sup>th</sup> Parliament was treated as information.

**9. REPORTS**

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

No. R.0106/24  
Committee of  
the Whole

- (i) Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the minutes of the Committee of the Whole meeting held on October 8<sup>th</sup>, 2024, be approved, as amended, with the following:

**1—Audio and Video Record of Advisory Planning Commission meetings**

that that all Advisory Planning Commission meetings be recorded for Council access;

**2— Rates for Water, Sewer and Waste Services**

that Council approve the water, sewer and refuse rates with the proposed rate increases as follows:

an increase of 4% per year for water and sewer rates for 2025, 2026, and 2027; and

an increase of 3.6% to 5% for the waste, organics and recycling services for 2025 and 2026;

**3— Fire Department – Incident Report**

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$10,767.99 for September 2024;

**4 – Approval for Town Logo Use**

that approval be given to the 2025 Ohtaki student delegation for the use of the Town’s logo for its use on such items such as shirts for fundraising and travel;

**5—Leave of Absence**

that a leave of absence for Councillor Austin be approved for the Committee of the Whole meeting held this day.

CARRIED.

- Cowichan Lake Recreation Commission (ii) Councillor Sandhu reported that the next Recreation Commission meeting would be held in November 2024.
- Vancouver Island Regional Library (iii) Councillor Austin reported that the next VIRL Board meeting would be held on October 25<sup>th</sup>, 2024.
- Advisory Planning Commission (iv) Councillor Austin reported that the Advisory Planning Commission meeting would be held on Thursday, October 24<sup>th</sup>, 2024.
- Community Forest Co-operative (v) Mayor McGonigle had no report on the Community Forest Cooperative.
- (b) **Other Reports**
  - (i) Councillor Vomacka, Regional District Alternate, provided an update on September 25<sup>th</sup>, 2024, Board meeting.
  - (ii) Councillor Austin reported that she had sent out the minutes for the Community Outreach meeting held. She advised that the Community Services hamper applications would be made available by November 12<sup>th</sup>, 2024, with delivery of the hampers to occur on December 19<sup>th</sup>, 2024.
  - (iii) Councillor Sandhu reported that the next Our Cowichan meeting would be held on November 14<sup>th</sup>, 2024.
  - (iv) Councillor Sandhu reported that the next Watershed Board meeting would be held on October 28<sup>th</sup>, 2024.  
  
She reported that the Watershed Board held its quarterly speaker series on October 21<sup>st</sup>, 2024, and the Town had representatives of the Town attending with Dr. Ken Ashbey speaking on the 2023 fish kill and how the Town has responded very proactively on the matter.  
  
Mayor McGonigle stated the biggest impact on him was how the sewer lagoon affluent and its treatment has changed and how that has affected the performance of the lagoon.
- Ohtaki Twinning (v) Mayor McGonigle asked members of Council to consider the possibility of a council member travelling Ohtaki, Japan in 2025 to represent the Town.  
  
Councillor Austin provided an updated report on the fundraising efforts of the group travelling to Ohtaki, Japan in July 2025. She further advised that the delegation from Ohtaki, Japan will visit Lake Cowichan in 2027 and plans are underway for another delegation to travel in 2026 from Lake Cowichan.
- (c) **Staff Reports**
  - (i) Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Council approve the acceptance of the proposal by Fort Garry Fire Trucks to supply a replacement for Tender #8 in early 2027, with the payment for the chassis in 2025 in the amount of \$200,000.

CARRIED.

**10. BYLAWS**

No. R.0108/24  
Zoning Amendment  
No. 1106-2024

**(a)** Moved: Councillor Frisby  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Zoning Amendment Bylaw No. 1106-2024”  
be read a third time, as amended.  
OPPOSED: Councillors Sandhu and Vomacka  
CARRIED.

No. R.0109/24  
Zoning Amendment  
No. 1106-2024

**(b)** Moved: Councillor Frisby  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Zoning Amendment Bylaw No. 1106-2024”  
be reconsidered and adopted.  
OPPOSED: Councillors Sandhu and Vomacka  
CARRIED.

Councillor Sandhu declared a perceived conflict of interest on the next matter and left the meeting at 6:17 pm.

No. R.0110/24  
Permissive Tax Exemption  
– Churches and Not-for-Profit  
No. 1107-2024

**(c)** Moved: Councillor Frisby  
Seconded: Councillor Vomacka  
that the “Town of Lake Cowichan Permissive Tax Exemption – Churches and  
Not-for-Profit Bylaw No. 1107-2024” may be reconsidered and adopted.  
CARRIED.

Councillor Sandhu returned to the meeting at 6:18 pm.

No. R.0111/24  
Permissive Tax Exemption  
– Boat Launch on North  
Shore Road  
No. 1108-2024

**(d)** Moved: Councillor Frisby  
Seconded: Councillor Sandhu  
that the “Town of Lake Cowichan Permissive Tax Exemption – Boat Launch  
on North Shore Road Bylaw No. 1108-2024” may be reconsidered and  
adopted.  
CARRIED.

No. R.0112/24  
Respectful Spaces  
No. 1094-2024

**(e)** Moved: Councillor Austin  
Seconded: Councillor Frisby  
that the “Town of Lake Cowichan Respectful Spaces Bylaw No. 1094-2024”  
may be reconsidered and adopted.  
CARRIED.

No. R.0113/24  
Zoning Amendment  
No. 1110-2024

**(f)** Moved: Councillor Frisby  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Zoning Amendment Bylaw No. 1110-2024”  
may be read a first and second time.  
CARRIED.

No. R.0114/24  
Fees and Charges for  
Services  
No. 1111-2024

**(g)** Moved: Councillor Frisby  
Seconded: Councillor Vomacka  
that the “Town of Lake Cowichan Fees and Charges for Services Bylaw No.  
1111-2024” may be read a first, second and third time.  
CARRIED.

No. R.0115/24  
Water Regulations and  
Rates  
No. 1112-2024

**(h)** Moved: Councillor Sandhu  
Seconded: Councillor Frisby  
that the “Town of Lake Cowichan Water Regulations and Rates Bylaw No.  
1112-2024” may be read a first, second and third time.  
CARRIED.

No. R.0116/24  
Sewer Regulations and  
Rates  
No. 1113-2024

**(i)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Sewer Regulations and Rates Bylaw No.  
1113-2024” may be read a first, second and third time.  
CARRIED.

No. R.0117/24  
Waste Regulations and Rates  
No. 1114-2024

(j) Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the “Town of Lake Cowichan Waste Regulations and Rates Bylaw No. 1114-2024” may be read a first, second and third time.

CARRIED.

No. R.0118/24  
Subdivision, Works and Services Amendment  
No. 1115-2024

(k) Moved: Councillor Frisby  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Subdivision, Works and Services Amendment Bylaw No. 1115-2024” may be read a first and second time.

CARRIED.

**11. NEW BUSINESS**

No. R.0119/24  
Leave of Absence

(a) Moved: Councillor Sandhu  
Seconded: Councillor Frisby  
that a leave of absence for Councillor Vomacka be approved for the Committee of the Whole meeting to be held on November 12<sup>th</sup>, 2024.

CARRIED.

No. R.0120/24  
Council Appointment – Deputy Mayor

(b) Moved: Mayor McGonigle  
Seconded: Councillor Vomacka  
that Councillor Frisby be appointed the Deputy Mayor for a one-year term beginning on November 1<sup>st</sup>, 2024.

CARRIED.

No. R.0121/24  
Council Appointment – Regional District Alternate

(b) Moved: Mayor McGonigle  
Seconded: Councillor Vomacka  
that Councillor Sandhu be appointed the Cowichan Valley Regional District Board Alternate Representative for a one-year term beginning on November 1<sup>st</sup>, 2024.

CARRIED.

No. R.0122/24  
Council Appointment – Committee of the Whole Chair

(b) Moved: Mayor McGonigle  
Seconded: Councillor Sandhu  
that Councillor Frisby be appointed the Chair of the Committee of the Whole for a one-year term beginning on November 1<sup>st</sup>, 2024.

CARRIED.

No. R.0123/24  
EMC 2025  
Emergency Management Grants

(c) Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Cowichan Valley Regional District apply for, receive, and manage the 2025 UBCM Community Emergency Preparedness Fund for Public Notification and Evacuation Route Planning grant funding up to \$200,000 on behalf of the Town of Lake Cowichan;

that the Cowichan Valley Regional District apply for, receive and manage the UBCM Community Emergency Preparedness Fund Emergency Support Services 2025 grant funding up to \$200,000 on behalf of the Town of Lake Cowichan; and

that the Cowichan Valley Regional District apply for, receive and manage the UBCM Community Emergency Preparedness Fund Emergency Operations Centre 2025 grant funding up to \$200,000 on behalf of the Town of Lake Cowichan.

CARRIED.

**12. MAYOR’S REPORT**

Mayor McGonigle provided his 3<sup>rd</sup> Quarter report for 2024 as follows:

“October 2024 marks the halfway point for this Council’s term, and with that, I would encourage you to take the time to watch Councillor Frisby’s video on Facebook showcasing the accomplishments to date. There are still several items that need to be addressed in the Strategic Plan, and Council will continue to work on those during our remaining term.

A special thank you to Councillor Sandhu, as Deputy Mayor, and the rest of Council for covering my duties as I recover from my hip replacement surgery, very much appreciated.

October also marks the return to a slower pace in Town, summer has come and gone and we saw a large influx of Tourists coming to our region to shop, visit our unique shops and recreate. A Parking Study was conducted during this time to identify areas that need addressing. Please consider shopping locally during the off-season to ensure the continued viability of our businesses.

The Provincial Election left us in suspense as a clear message was sent by the electorate on their frustrations with a number of issues. To all who were successful, congratulations, to those who put their names forward, a huge thank you. Let’s see where the next weeks and months lead us as the Province moves forward.

On behalf of Council, a shout out to all the great volunteers and Organizations in our community who go above and beyond to support the citizens of our area.”

Mayor McGonigle invited the public to come out and join Council at the Cenotaph on November 11<sup>th</sup>, 2024, to commemorate those that did not return.

**13. NOTICES OF MOTION**

None.

**14. QUESTION PERIOD**

**15. IN CAMERA**

No. R.0124/24  
Retire to In-Camera

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with issues dealing with acquisition, disposition or expropriation of land or improvements and law enforcement which falls under s. 90(1) (d) and (f) of the Community Charter. (6:40 pm).

CARRIED.

**16. ADJOURNMENT**

No. R.0125/24  
Adjournment

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the meeting arise without report be adjourned (7.15 pm).

CARRIED.

Certified correct \_\_\_\_\_.

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor