



TOWN OF LAKE COWICHAN
Minutes of a Regular meeting of Council
Tuesday, June 30th, 2020

PRESENT: Acting Mayor Tim McGonigle
Councillor Carolyne Austin
Councillor Kristine Sandhu
Councillor Lorna Vomacka

REGRETS: Mayor Rod Peters
(with prior approval)

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Dalton Smith, Acting Superintendent, Public Works, and Engineering Services/
Manager, Cowichan Lake Education Centre
James van Hemert, Consulting Planner
Jill Walters, Recording Secretary

PUBLIC: 2 (at a time)

1. CALL TO ORDER

Acting Mayor McGonigle called the meeting to order at 6:05 p.m.

2. AGENDA

No. R.00104/20
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Austin
that the agenda be approved as amended with staff reports moved
up.

CARRIED.

3. ADOPTION OF MINUTES

No. R.00105/20
Regular
Meeting
Minutes

Moved: Councillor Sandhu
Seconded: Councillor Austin
that the minutes of the Regular meeting of Council held on June 16th,
2020 be adopted as amended.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

None.

6. REPORTS

(a) Staff Reports

No. R.00106/20
Development Permit
124/130 Elk Road

(i) Moved: Councillor Sandhu
Seconded: Councillor Austin
that Council approve the development permit for 124 and 130
Elk Road-Lots A and B, Plan 30829 subject to the following
conditions:

- 1) Site clearing, vegetation management, and storage of building materials or soil deposition shall be in accordance with the report, 'Riparian Reconnaissance on Property Adjacent to 124 Elk Road, Lake Cowichan,' prepared by Madrone Environmental Services Ltd., dated January 10, 2020, and on file in the Town Office;
- 2) The extent of the permit area is illustrated in Schedule A of the Permit which specifically excludes the steeper sloped area;
- 3) Subject to the height limitations in the Zoning Bylaw, prior to the issuance of a building permit, any retaining walls and structures higher than 1.0 metres in the rear, front, and side yards must be designed by a professional geoscientist or structural engineer to the satisfaction of the Town's building inspector and these must be located entirely on the parcel; and
- 4) A rainwater management plan prepared by a qualified consultant must be submitted as part of a subdivision or building permit application and which plan must demonstrate that all rainwater and run-off will be managed on-site and will not impact downstream or adjacent properties.

CARRIED.

No. R.00107/20
Development Permit
Rem. Lot A, Plan
VIP64669, District Lot
13, Cowichan Lake
Land District

(ii)

Moved: Councillor Sandhu
Seconded: Councillor Austin
that Council approve a Development Permit for lands described as Rem. Lot A, Plan VIP64669, District Lot 13, Cowichan Lake Land District be approved with the following conditions:

- 1) Development must comply with all Town Bylaws, specifically including, but not limited to:
 - a. Zoning Bylaw
 - b. Subdivision, Works, & Services Bylaw;
- 2) That development proceeds to the satisfaction of the Town in accordance with the recommendations of the Riparian Areas Regulations (RAR) –Qualified Environmental Professional (QEP)—Assessment Report as originally prepared by Justin Lange of Madrone Environmental Services on October 18, 2018 and in accordance with Section 11 of the Water Sustainability Act;
- 3) The Stream Protection and Enhancement Area (SPEA) shall be subject to a conservation covenant;
- 4) Prior to initiating any land clearing on the site, the SPEA boundaries must be marked on the ground with a form of fencing that will prevent inadvertent encroachment;
- 5) Once construction is complete a permanent form of SPEA delineation, such as a split rail fence, shall be installed for the long-term protection of the SPEAs;
- 6) At regular intervals, the installation of informative signage along the SPEAs to explain the sensitivity of riparian habitats and their importance to fish and.
- 7) Approval of this Development Permit does not constitute approval of Building Permits and any required sign permits.

CARRIED.

No. R.00108/20
Development
Variance Rem. Lot A,
Plan VIP64669, District
Lot 13, Cowichan Lake
Land District

- (iii) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve a variance to the Zoning Bylaw No. 935-2013, Section 4.10 'Fences and Retaining Walls', to vary the 2.0 metre maximum height of a retaining wall and fence for the Point Ideal subdivision, legally described on this date as the Remainder Lot A, Plan VIP64669, District Lot 13, Cowichan Lake Land District, and as described in the Preliminary Lot Layout approval of March 8, 2018, as follows:
 1. A variance of additional height for a retaining wall as itemized for the following lots:
 - a. Lot 15: 4.0 metres for the 3.0 metre horizontal distance along the rear lot line extending eastward beginning at the point at which Lot 15 adjoins Lot 16;
 - b. Lot 16: 4.0 metres;
 - c. Lot 17: 2.5 metres;
 - d. Lot 18: 3.0 metres;
 - e. Lot 31: 1.5 metres;
 - f. Lot 32: 4.0 metres;
 - g. Lot 33: 5.0 metres; and
 - h. Lot 34: 2.0 metres.
 2. A variance of an additional 1.2 metres for a transparent chain link fence for lots 15-18 and 31-34; and
 3. The application of the variance for the retaining wall heights for all lots shall be confirmed in the 'as-built' condition by a certified BC land surveyor.

CARRIED.

7. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA

8. CORRESPONDENCE

(a) Action Items:

No. R.00109/20
Safe Cowichan
Signage

- (i) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the funding request from the Chamber of Commerce for "Safe Cowichan Lake" signage be denied.

CARRIED.

No. R.00110/20
Safe Cowichan Sign
Placement

- Moved: Councillor Austin
Seconded: Councillor Sandhu
that the "Safe Cowichan Lake" signs be approved with that at the Y entrance to the Town to be relocated to the bulletin board.

CARRIED.

(b) Information or Consent Items

- (i) The correspondence item from UBCM was received and filed.

6. REPORTS (cont'd)

(b) Council and other Committee Reports

- (i) The Finance and Administration Committee
No report.
- (ii) The Public Works and Environmental Services Committee
No report.

- (iii) The Parks, Recreation and Culture Committee
No report.
- Cowichan Lake Recreation (iv) No report.
- Vancouver Island Regional Library (v) Councillor Austin reported that the library is working on a reopening plan. She also stated one of our local librarians passed away.
- Advisory Planning Commission (vi) No report.
- Community Forest Co-operative (vii) No report.
- (c) **Other Reports**
- Cowichan Valley Regional District Board (i) No report.
- Community Outreach Team (ii) The Community Outreach Team held a zoom meeting on June 18th, 2020. Councillor Austin reported that the Cowichan Valley Recreation Programs will be reopening their outdoor programs. The Health unit will have a nurse practitioner working part time soon. Sarah Debot, Counsellor at Community Services will be leaving and is being replaced by Counsellor Hannah Metcalfe. The next meeting will be held in September 2020.
- Our Cowichan (iii) No report.
- L.I.F.T. (iv) No report.
- Cowichan Watershed Board (v) No report.
- (d) **Staff Reports**
- No. R.00111/20 Municipal Services Agreement with Ts'uubaa-asatx (iv) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve execution of an agreement with Ts'uubaa-asatx for the provision of municipal water and waste water and fire protection services for additional improved properties located on First Nation lands and at fees both of which are identified and stipulated in the Agreement to be effective from January 1st, 2021.
CARRIED.
- 9. BYLAWS**
- No. R.00112/20 Emergency Plan 1039-2020 (a) Moved: Councillor Vomacka
Seconded: Councillor Austin
that the "Town of Lake Cowichan Emergency Plan Bylaw No. 1039-2020" be given third reading.
CARRIED.
- 10. NEW BUSINESS**
- (a) Sgt Lita Wilson and Cpl. Dave Motley gave a presentation on their efforts to increase their presence within the Town. They also presented crime statistics for Lake Cowichan and the surrounding areas.
- 11. MAYOR'S REPORT**
- No report.

12. NOTICES OF MOTION

None

13. QUESTION PERIOD

14. IN CAMERA

No. R.00113/20
Retire to In-Camera

Moved: Councillor Sandhu
Seconded: Councillor Austin
that Council close the meeting to the public to deal with issues relating to law enforcement which fall under Section 90(1) (f) of the *Community Charter* (8:35 pm)

CARRIED.

15. ADJOURNMENT

No. R.00114/20
Arise/Report from In-Camera

Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that Council arise with no report and adjourn (9:30 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2020.

Mayor