



TOWN OF LAKE COWICHAN

Minutes of a Special meeting of Council held and transmitted electronically via Council Chambers located at 39 South Shore Road, Lake Cowichan, BC on Tuesday, July 8th, 2025

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

STAFF: John Thomas, Chief Administrative Officer
Jas Sandhu, Superintendent, Public Works and Engineering Services
Dalton Smith, Manager, Cowichan Lake Education Centre
Brigid Reynolds, Contract Planner
Roni-Lee Roach, Executive Secretary

PUBLIC: 5

1. CALL TO ORDER

The Mayor called the Special meeting of Council to order at 4:30 pm.

2. INTRODUCTION OF LATE ITEMS

None.

3. AGENDA

No. R.0074/25
Agenda

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

CARRIED.

4. PUBLIC INPUT

None.

5. ADOPTION OF MINUTES

No. R.0075/25
Regular Council
Meeting Minutes

(a) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Regular meeting of the Council held on May 27th, 2025, be adopted.

CARRIED.

6. BUSINESS ARISING AND UNFINISHED BUSINESS

7. DELEGATIONS AND REPRESENTATIONS

8. CORRESPONDENCE

- (a) Action Items:**
- (b) Information or Consent Items**

9. REPORTS

(a) Council and other Committee Reports

(b) Other Reports

(c) Staff Reports

No. R.0076/25
Development Variance
Permit DP2025-03
283 Castley Heights

(i) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve the Development Permit DP2025-03 for construction within the Natural Hazard Development Permit Area (DPA 2) for steep slope and Interface Fire Hazard for 283 Castley Heights, legally described as Lot 15, Section 5, Renfrew District, Plan VIP54940 (PID: 017-909-252), subject to the following:

- All development shall be in accordance with Geotechnical Hazard Assessment prepared by Lewkowich Engineering Ltd., dated May 30th, 2025 and Stormwater Management Plans prepared by Lewkowich Engineering Ltd., dated May 20th, 2025 (Attachment 2 and 3).



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- Prior to issuance of the building permit submit:
 - A save harmless section 219 covenant that includes the Geotechnical Hazard Assessment prepared by Lewkowich Engineering Ltd., dated May 30th, 2025 shall be registered on the certificate of title of the subject property.

CARRIED.

No. R.0077/25
Development Variance
Permit DP2025-04
276 Tal Road

- (i) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve the Development Permit DP2025-05 for construction within the Streamside Protection Permit Area (DPA1), Natural Hazard Development Permit Area (DPA 2) for steep slope and Interface Fire Hazard for 276 Tal Road, legally described as Lot 5, District Lot 13, Cowichan Lake District, Plan VIP88703 (PID: 028-497-023), subject to the following conditions:
- I. No development shall begin until the Town has received confirmation from the Province of its acceptance of the Riparian Area Assessment.
 - II. All development shall be in accordance with the Riparian Area Assessment Report prepared by Swordfern Environmental, dated May 29, 2025, the Geotechnical Design Report prepared by Coast Geotechnical dated May 20, 2025, and Interface Fire Hazard Assessment, prepared by Inwood Forestry Services Ltd., dated June 3, 2025;
 - II. Silt fencing shall remain in place for the duration of the development of the property.
 - V. Prior to the issuance of a building permit the following are required to be submitted or completed:
 - a) Schedule B Letter of Assurance prepared by the Geotechnical Engineer.
 - b) A planting plan for the disturbed Streamside Protection and Enhancement Area prepared by a Qualified Environmental Planning, including a security bond in the value of labour and plants.
 - c) Register a section 219 covenant on the certificate of title to include FireSmart standards and to save the Town harmless.
 - V. Prior to the issuance of an occupancy permit submit a Schedule C-B Letter of Assurance prepared by the Geotechnical Engineer.

CARRIED.

10. **BYLAWS**
11. **NEW BUSINESS**
12. **MAYOR’S REPORT**
13. **NOTICES OF MOTION**
14. **QUESTION PERIOD**
15. **IN CAMERA**
16. **ADJOURNMENT**

No. R.0078/25
Adjournment

Moved: Councillor Frisby
Seconded: Councillor Vomacka
that Council adjourn the meeting (4:46 pm).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2025.

Mayor