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, April 28th, 2026

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

STAFF: John Thomas, Chief Administrative Officer (remotely)
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services
Brigid Reynolds, Contract Planner
Roni-Lee Roach, Executive Secretary

PUBLIC: 18

1. CALL TO ORDER

The Mayor called the meeting to order at 5:09 pm.

2. INTRODUCTION OF LATE ITEMS

- Association of Vancouver Island Coastal Communities (AVICC) conference – update;
- Elect Respect campaign;
- Public meeting of Council – May 4th, 2026

3. AGENDA

No. R.050/26
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Frisby
That the agenda be approved as amended.

CARRIED.

4. PUBLIC INPUT

None.

5. ADOPTION OF MINUTES

No. R.051/26
Regular Council Meeting Minutes

(a) Moved: Councillor Sandhu
Seconded: Councillor Frisby
That the minutes of the Regular meeting of Council held on February 24th, 2026, be adopted.

CARRIED.

No. R.052/26
Regular Council Meeting Minutes

(b) Moved: Councillor Vomacka
Seconded: Councillor Austin
That the minutes of the Regular meeting of Council held on March 24th, 2026, be adopted.

CARRIED.

No. R.053/26
Committee of the Whole Meeting Minutes

(c) Moved: Councillor Vomacka
Seconded: Councillor Frisby
That the minutes of the Committee of the Whole meeting held on April 14th, 2026, be adopted.

CARRIED.

No. R.054/26
Advisory Planning Commission Meeting Minutes

(d) Moved: Councillor Sandhu
Seconded: Councillor Frisby
That the minutes of the Advisory Planning Commission meeting held on March 26th, 2026, be treated as information.

CARRIED.

No. R.055/26
Parcel Tax Roll Review Panel Meeting Minutes

(e) Moved: Councillor Sandhu
Seconded: Councillor Austin
That the minutes of the Parcel Tax Roll Review Panel meeting held on April 14th, 2026, be treated as information.

CARRIED.

6. BUSINESS ARISING AND UNFINISHED BUSINESS

No. R.056/26
Actionable Resolutions – April 14th, 2026

(a) Moved: Councillor Frisby
Seconded: Councillor Sandhu
That Council adopt the actionable resolutions from the April 14th, 2026, Committee of the Whole as presented:

1—Correspondences – Received and Filed
That Council receive and file all correspondences as follows:

(a) Provincial Agricultural Land Commission – ALC Staffing and Budget Pressures; and
(b) City of Duncan – Request for Support.

2—Building Permit Summary
That Council accept the Building Permit Summary Report for the month of March 2026.

3— Grant-in-Aid 2026 – Palsson Elementary

That Council approve an in-kind contribution for donation of garbage bags and gloves to Palsson Elementary School for its Earth Day on April 22nd, 2026.

4—Grant-in-Aid 2026- River Notes Community Choir
That Council approve the Rivernotes Community Choir request for a grant-in-aid in the amount of $250.

5—Grant-in-Aid 2026 – Cowichan Lake Community Services
That Council approve the Cowichan Lake Community Services request for a grant-in-aid in the amount of $2,800 with funds allocated from the 2026 Grant-in-Aid budget for $1,000 and balance of $1,800 from the contingency fund.

6—Grant-in-Aid 2026- Cowichan Lake and River Stewardship
That Council approve an in-kind contribution to the Cowichan Lake and River Stewardship for the use of the Town's garbage picker equipment to the Cowichan Lake and River Stewardship Society for its Street to Stream litter pickup event in 2026.

7—Fire Department Incident Report
That Council approve the Lake Cowichan Fire Department's incident report in the amount of $12,836.16 for March 2026.

8—Bylaws to Council for Consideration
That the following bylaws be referred to Council for consideration of first and second reading:

- Development Approval Procedures Bylaw No. 1125;
- Public Notice Bylaw No. 1129; and
- Fees and Services Amendment Bylaw No. 1130 and

That the Committee recommend that staff be directed to complete advertising for a public hearing for each bylaw.

9—Lake Days BBQ
That the Town of Lake Cowichan Lake Days Barbecue tickets be sold for $12 per person.

10 – Mildred Child Annex Recognition Plaque
That Council approve the PVC sign, light choice, for installation at the Mildred Child Annex building site of 49 South Shore Road to recognize the historical site.

CARRIED.

7. DELEGATIONS AND REPRESENTATIONS

(a) The current 2025-2026 Cowichan Lake Ambassadors were on hand to give an update on the local programme and to introduce the candidates vying to represent the community in 2026-2027.

Each candidate made a brief introduction to Council on their sponsors and representatives and shared a fun fact about themselves.

Jeanae Weir, the 2025-2026 BC Ambassador and Lara Court, the 2026-2027 candidate for the Cowichan Lake area were also presented.

Council members welcomed and congratulated each of the candidates and took photographs with the group.

8. CORRESPONDENCE

Correspondence Items – Received and Filed

The Mayor reviewed the correspondence items (a) City of Langford – Permanent Daylight Savings and (b) Mosaic – Youbou Area Harvest Plans 2026 to 2028.

Councillor Austin spoke on the correspondence item (c) Cowichan Lake Elder Care Society – Lakewood Manor Update.

(d) The Quw'utsun' Cultural Connections Society – Reconciliation: Journey of Our Generation Workshop – May 8th, 2026 can be registered through the office if any member of Council is interested in attending.

9. COUNCIL AND OTHER COMMITTEE REPORTS

Committee of the Whole

(a) The Committee of the Whole meeting held on April 14th, 2026 was discussed earlier in the meeting.

Cowichan Lake Recreation Commission

(b) None.

Vancouver Island Regional Library

(c) Councillor Vomacka reported on the Vancouver Island Regional Library and the local branch's effort to engage youth with outside activities by providing sports equipment for use at the Town Square area.

Advisory Planning Commission

(d) Councillor Sandhu reported on the Advisory Planning Commission meeting held on April 23rd, 2026. The next meeting is scheduled for May 28th, 2026, at 3:00 pm.

Councillor Frisby asked if there were matters that could be provided to the Commission for their input. He also expressed his concern that more content of the discussion be provided in the minutes.

Community Forest Co-operative

(e) Mayor McGonigle provided a verbal report on the Annual General meeting held and his reappointment as the Vice-Chair of the organization.

Cowichan Valley Regional District

(f) Mayor McGonigle reported on the Cowichan Valley Regional District meeting held on April 22nd, 2026 which had the largest public input session on the topic of the amalgamation of the electoral zoning bylaws into one document with public outcry of opposition expressed by those in attendance.

Community Outreach Team

(g) Councillor Austin provided a report on her attendance at the recent Community Outreach meeting on April 16th, 2026.

Our Cowichan

(h) Councillor Austin reported on the last meeting's presentation by Our Cowichan on the Health Network findings.

Cowichan Watershed Board

(i) Councillor Sandhu reported on her attendance at the last Watershed Board meeting and reported that the River Cleanup event would be held on August 23rd, 2026. The next Board meeting will be held on May 26th, 2026.

Ohtaki Twinning

(j) Councillor Frisby reported on the plans underway to welcome the 13 delegates from Ohtaki, Japan to Lake Cowichan on October 10th, 2026, with the banquet to be held on October 13th, 2026.

Councillor Austin further shared that the Kaatza Museum would open for the group to tour with a luncheon to be planned for the delegates and a possible visit to the Ts'uubaa-asatx Nation.

10. OTHER REPORTS

(a) Sergeant Mack, Lake Cowichan RCMP provided a report on the activities of the department from January 1st to March 31st, 2026, and reviewed the annual performance plan update including motor vehicle safety, crime reduction and youth engagement.

(b) The 2026 Ohtaki Itinerary was treated as information.

11. STAFF REPORTS

No. R.057/26
Finance Report to March 31st, 2026

(a) Moved: Councillor Austin
Seconded: Councillor Frisby
That the finance report for the period ending March 31st, 2026, be received as information.

CARRIED.

(b) The report from the Contract Planner on the Bylaws for Council's consideration was treated as information.

No. R.058/26
Development Permit DP2025-01-01
228 Johel Road

(c) Moved: Councillor Frisby
Seconded: Councillor Sandhu
That Council approve DP2025-01-01 amendment to permit a garage for the property located at 228 Johel Road, on the lot legally described as Lot 20, District Lot 48, Cowichan Lake District, Plan 34628 (PID 000-299-162) subject to the following conditions.

All development shall be in accordance with:
a) The attached site plan prepared by Kenyon Wilson, dated December 11, 2025, and
b) The installation of some form of permanent demarcation of the SPEA.

CARRIED.

No. R.059/26
Development Permit DP2025-10-01
279 Tal Road

(d) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
That Council approve DP2025-10-01 amendment to accept the Condition & Impact Assessment Report prepared by QEP Environmental, dated March 14, 2026 for the property located at 279 Tal Road, on the lot legally described as Lot 15, District Lot 13, Cowichan Lake District, Plan VIP88703 (PID 028-497-121) subject to the following conditions being met prior to occupancy.

All development shall be in accordance with:
1. The replanting plan as identified in Attachment 1 be implemented.

2. A bond in the amount of $13,766.55 for the cost of replanting be submitted.

CARRIED.

No. R.060/26
Development Permit
DP2026-01-01
Phase 6 – the Slopes

(e) Moved: Councillor Frisby
Seconded: Councillor Austin
That Council approve DP2026-01-01 to permit development within the Natural Hazard Development Permit Area (DPA 3) for steep slopes and wildfire for the property legally described as Remainder Lot A, Section 6, Renfrew District Plan EPP103677 except Part on Plans EPP104021 and EPP109124 and EPP138345 (PID 031-159-851) subject to:

a. All works being consistent with
   i. Wildfire Hazard Assessment, prepared by Strathcona Forestry Consulting, dated April 7, 2026 and
   ii. Geotechnical Hazard Assessment, prepared by Lewkowich Engineering Ltd., dated August 26, 2025

b. Registration of a section 219 covenant for each assessment prior to final approval of the subdivision to indemnify and hold the Town harmless.

CARRIED.

No. R.061/26
Development Variance
Permit DVP2025-09
38 Prospect Avenue

(f) Moved: Councillor Sandhu
Seconded: Councillor Austin
That Council approve DVP 2025-09 to vary section 5.1.6.f. i. of the Zoning Bylaw to reduce the front yard setback from 6.1 m to 1.3 m for an accessory building for the property located at 38 Prospect Ave, on the lot legally described as Lot 1, District Lot 12, Cowichan Lake District, Plan 7213 (PID 005-760-518) subject to the following conditions:

a. prior to the issuance of the building permit submit a refundable bond to remove the storage container in the amount of $1,500 and
b. remove the storage container.

CARRIED.

Council took a short break at 6:26 pm and returned at 6:32 pm.

12. <u>BYLAWS</u>

No. R.062/26
Development
Application
Procedures
No. 1125-2026

(a) Moved: Councillor Frisby
Seconded: Councillor Austin
That the "Town of Lake Cowichan Development Application Procedures Bylaw No. 1125-2026" be given first, second and third readings.

CARRIED.

No. R.063/26
Public Notice
No. 1129-2026

(b) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
That the "Town of Lake Cowichan Public Notice Bylaw No. 1129-2026" be given first, second and third readings.

CARRIED.

No. R.064/26
Fees and Charges for
Services Amendment
No. 1130-2026

(c) Moved: Councillor Frisby
Seconded: Councillor Sandhu
That the "Town of Lake Cowichan Fees and Charges for Services Amendment Bylaw No. 1130-2026" be given first, second and third readings.

CARRIED.

No. R.065/26
Financial Plan
2026 -2030
No. 1131-2026

(d) Moved: Councillor Frisby
Seconded: Councillor Austin
That the "Town of Lake Cowichan Financial Plan 2026-2030 Bylaw No. 1131-2026" be given first, second and third readings.

CARRIED.

No. R.066/26
2026 Annual Rates
No. 1132-2026

(e) Moved: Councillor Frisby
Seconded: Councillor Austin
That the "Town of Lake Cowichan 2026 Annual Rates Bylaw No. 1132-2026" be given first, second and third readings.

CARRIED.

13. NEW BUSINESS

The Mayor afforded an opportunity for each member of Council that attended the Association of Vancouver Island Coastal Communities (AVICC) Conference in Victoria, BC to speak on their attendance at learning and information sessions.

Councillors Austin and Vomacka gave a verbal report on their attendance at the AVICC conference.

Mayor McGonigle spoke on the "Elect Respect" campaign that is underway on the need for the growing movement of leaders and citizens stating that it is time to restore civility and respect to the public square. The campaign goal is to rebuild a culture where everyone – candidates, elected officials and the public can participate in democracy free from fear or intimidation.

14. MAYOR'S REPORT

Mayor McGonigle reported on Council's attendance at the Annual Day of Mourning ceremony that was held earlier that day.

He also spoke on his attendance at meetings held on the Vancouver Island Health Network matter and shared the executive summary with respect to health care in the West Cowichan area survey results. A meeting of the Community Resiliency is to be held on May 11th, 2026.

The public information meeting will be held on Monday, May 4th, 2026 in Council Chambers, starting at 6:30 pm with no set agenda, just an invitation to the public to come speak with members of Council.

Councillor Sandhu requested that information for water conservation be provided and forms for registering for health care and how people can try to obtain a doctor and/or nurse practitioner.

In closing, he spoke on the recent two (2) wildfires in our area.

15. NOTICES OF MOTION

Mayor McGonigle requested that the topic of storage containers and placement be brought forward to the next Committee of the Whole meeting to discuss the feasibility of the implementation of a time-based permit.

16. QUESTION PERIOD

Bill Garrett spoke on the matter of the minutes and discussions at the Advisory Planning Commission and spoke as the Chairperson of the Commission when enquiring about the legality of members of Council having access to the recordings of the meetings. The Chief Administrative Officer provided a response to the question.

17. IN CAMERA

No. R.067/26
Retire to In-Camera

Moved: Councillor Vomacka
Seconded: Councillor Austin
That the Council close the meeting to the public to deal with matters which falls under s. 90(1) (c) of the Community Charter. (7:02 pm).

CARRIED.

18. ADJOURNMENT

No. R.068/26
Adjournment

Moved: Councillor Vomacka
Seconded: Councillor Austin
That Council arise without report and adjourn the meeting (8:03 pm).

CARRIED.

Certified correct Original Signed .

Confirmed on the 26th day of May, 2026.

Original Signed .
Mayor