



STAFF REPORT

TO: MAYOR AND COUNCIL
FROM: CHIEF ADMINISTRATIVE OFFICER
SUBJECT: ACTIONABLE RESOLUTIONS FROM OCTOBER 14TH, 2025 COMMITTEE MEETING
MEETING DATE: OCTOBER 28TH, 2025

PURPOSE

The purpose of this report is to provide Council with the recommendations from the recent Committee of the Whole meeting held on October 14th, 2025.

BACKGROUND

A requirement for Council to move its recommendations as listed in Attachment 1 [with additional information provided for any amendments or changes required].

IMPLICATIONS

- a. **Financial:**
N/A
- b. **Policy/Legislation:**
N/A
- c. **Strategic Priority:**
N/A.
- d. **Sustainability:**
N/A
- e. **Communication:**
N/A
- f. **Staffing Implication:**
N/A

Options:

- 1) Proceed with adopting the actionable resolutions - Recommended
- 2) Proceed with adopting the actionable resolutions, with the following amendments [state the amendments]; or
- 3) Defer to a future date.

THAT Council adopted the actional resolutions from the October 14th, 2025, Committee of the Whole [as presented];

THAT Council adopted the actional resolutions from the October 14th, 2025, Committee of the Whole [as amended];

THAT Council defer the actional resolutions from the October 14th, 2025, Committee of the Whole meeting until [state the date]

RECOMMENDATION

Staff is recommending **option1**.

THAT Council adopted the actionable resolutions from the October 14th, 2025 Committee of the Whole [as presented].

Sincerely,

John Thomas
Chief Administrative Officer

Attachment 1

1—Veteran’s Themed Crosswalk

that Council approve the installation of a Veteran’s crosswalk to be installed at the Stanley Road and South Shore Road intersection leading the cenotaph to be completed before the 2025 November 11th ceremony; and

that the Lake Cowichan Legion Branch No. 210 be advised of the approval to their request for a Veteran’s Themed crosswalk.

2 – Strategic Planning Workshop – Fall 2025

that Council direct staff to organize a Council Workshop for the purposes of discussing the Strategic Plan to be held on November 6th and November 7th, 2025, facilitated by the CAO.

3—Inspection of 135 North Shore Road

that the staff report be received; and

that Council pause further consideration of the Zoning Bylaw amendment until such time that deficiencies are remedied, and the property is compliant with the BC Building Code

4—Pause on Future Amending Zoning Bylaw Applications for Short Term Rentals

that Council pause further consideration on short term rental application(s) until a report is brought forward no later than January, 2026.

5—Finance Report

that the staff report be received.

6—Fire Department – Incident Report

that Council approve the Lake Cowichan Fire Department’s incident report in the amount of \$12,107.44 for September, 2025.

7—Fire Department – Grant Application for Equipment and Training

that the Town of Lake Cowichan submit an application under the UBCM Community Emergency Preparedness Program (CEPP) for equipment and training for the Lake Cowichan Volunteer Fire Department, in the amount of \$30,000.

8—Sidewalk Repairs

that Council approve replacement of sidewalks using asphalt, achieving cost savings and improved asset resilience;

that Council direct staff to move forward with implementation as soon as practicable using currently budgeted funds for sidewalks; and

that Council direct staff to proceed develop a multi-year Sidewalk Renewal and Maintenance Program based on this material standard.

9—Leave of Absence

that Council approve a leave of absence for Councillor Austin from meetings held this day.