



**TOWN OF LAKE COWICHAN**  
Minutes of a Special meeting of Council  
Friday, May 8<sup>th</sup>, 2020

PRESENT: Mayor Rod Peters  
Councillor Carlyne Austin  
Councillor Tim McGonigle  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

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  
Roni-Lee Roach, Executive Secretary

**1. CALL TO ORDER**

Mayor Peters called the meeting to order at 4:00 pm

**2. AGENDA**

No. R.0068/20  
Agenda

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the agenda be approved with the following addition:

**NEW BUSINESS**

(c) Cowichan Valley Regional District Agreement for Services re:  
Mutual Aid Agreement.

CARRIED.

**3. ADOPTION OF MINUTES**

No. R.0069/20  
Special Meeting of  
Council Minutes

(a) Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the minutes of the Special Meeting of Council held on April 27<sup>th</sup>,  
2020 be adopted.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

Councillor McGonigle requested an update on the property at 95 North  
Shore Road.

The Chief Administrative Officer reported that he had emails on the  
matter between himself and the property owner that he could forward  
to members of Council. He further advised that the Bylaw  
Enforcement Officer had attended the property.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT  
ITEM ON THE AGENDA**

**7. CORRESPONDENCE**

(a) **Action Items:**

(b) **Information or Consent Items**

(i) The correspondence item from Peter Patsula regarding concerns with  
the Point Ideal Drive Development was discussed and treated as  
information.

The Chief Administrative Officer reported that a preliminary layout approval (PLA) has been issued to BV Developments with conditions that had to be met before final approval of the subdivision could be given. On the issues of steep slope hazards and riparian protection approval through the Development Permit process is required.

**8. REPORTS**

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

None.

**(b) Other Reports**

None.

**(c) Staff Reports**

- (i)** The Financial Report for the period ending April 30<sup>th</sup>, 2020 was treated as information.

Council members discussed the matter of the billing of water use overages during the COVID pandemic and whether they could be waived so residents could be sustained the by growing of their own food. Further discussion was held on the matter of delaying invoices that are less than \$2 until the next billing cycle.

Council consensus was to advise residents that the allocation of 35m<sup>3</sup> is substantial and that the policies and procedures will not be changed at this time.

Councillor McGonigle requested clarification on the due date for taxes and for the information to be posted in the tax newsletter and social media. July 2<sup>nd</sup> is the deadline date for municipal taxes and utilities.

Mayor Peters asked if cash will be an acceptable form of payment and was advised that the Town was awaiting word from the Province on the matter before advising the public.

No. R.0070/20  
Fire Department –  
Incident Report

- (ii)** Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council approve the Lake Cowichan Fire Department’s incident report for March 2020 in the total amount of \$8,479.08.

CARRIED.

- (iii)** The Building Inspector’s report for April, 2020 was treated as information.

**9. BYLAWS**

No. R.0071/20  
Financial Plan –  
1037-2020

- (a)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan Financial Plan Bylaw No. 1037-2020” be read a first, second and third time.

CARRIED.

No. R.0072/20  
Financial Plan –  
1037-2020

- (b)** Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the “Town of Lake Cowichan Financial Plan Bylaw No. 1037-2020” be reconsidered and adopted.

CARRIED.

No. R.0073/20  
2020 Annual Rates –  
1038-2020

**(c)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the “Town of Lake Cowichan 2020 Annual Rates Bylaw No. 1038-2020” be read a first, second and third time.

CARRIED.

No. R.0074/20  
2020 Annual Rates –  
1038-2020

**(d)** Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that the “Town of Lake Cowichan 2020 Annual Rates Bylaw No. 1038-2020” be reconsidered and adopted.

CARRIED.

**10. NEW BUSINESS**

No. R.0075/20  
2019 Audited Financial  
Statements

**(a)** Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Council approve the 2019 Audited Financial Statements as presented.

CARRIED.

No. R.0076/20  
Leave of Absence

**(b)** Moved: Councillor Sandhu  
Seconded: Councillor McGonigle  
that Council approve a leave of absence for Mayor Peters for a two-month period with no loss of the mayor’s remuneration for this period.

CARRIED.

No. R.0077/20  
Mutual Aid Agreement

**(c)** Moved: Councillor McGonigle  
Seconded: Councillor Austin  
that Council approve the Agreement for Services between the Cowichan Valley Regional District and neighboring municipalities for firefighting mutual aid.

CARRIED.

**11. MAYOR’S REPORT**

Mayor Peters shared his personal reasons for his leave of absence and thanked his fellow council members for their understanding during this difficult time of having to deal with family matters.

No. R.0078/20  
Appointment of Acting  
Mayor

**(c)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that Council appoint Councillor Tim McGonigle as the Acting Mayor during the 2-month leave of Mayor Peters.

CARRIED.

**12. NOTICES OF MOTION**

**13. QUESTION PERIOD**

**14. IN CAMERA**

No. R.0079/20  
Retire to In-Camera

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that Council close the meeting to the public to deal with labour relations or other employee relations which fall under Section 90(1)(c) of the *Community Charter* (4:42 pm).

CARRIED.

**15. ADJOURNMENT**

No. R.0080/20  
Arise/Report from In-  
Camera

Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that Council arise with no report and adjourn (5.50 pm).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor