



## TOWN OF LAKE COWICHAN

Minutes of Strategic Planning Committee

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192  
on Tuesday, March 9<sup>th</sup>, 2021

PRESENT: Mayor Bob K. Day, Chair  
Councillor Carlyne Austin  
Councillor Tim McGonigle  
Councillor Kristine Sandhu  
Councillor Lorna Vomacka

STAFF: Joseph Fernandez, Chief Administrative Officer  
Jas Sandhu, Superintendent, Public Works and Engineering Services  
Dalton Smith, Manager, Cowichan Lake Education Centre  
Ronnie Gill, Director of Finance

**1. CALL TO ORDER**

The Chair called the meeting to order at 7:05 pm

**2. AGENDA**

Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that Rosalie Sawrie be approved as a delegation this meeting.

UNANIMOUSLY CARRIED

No. SP.007/21  
Delegation Item

Moved: Councillor Austin  
Seconded: Councillor McGonigle  
that the agenda be approved, as amended.

CARRIED

No. SP.008/21  
Agenda

**3. BUSINESS ARISING AND UNFINISHED BUSINESS**

**Ongoing Items Still Being Addressed:**

None.

**4. DELEGATIONS AND REPRESENTATIONS**

- (a) Rosalie Sawrie was on hand to give a presentation from the working group that is engaging the public for the poverty reduction plan and initiative in partnership with the Town through a power point presentation.

**5. CORRESPONDENCE**

None.

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

**7. REPORTS**

- (a) The Chief Administrative Officer report on strategic planning for the Town of Lake Cowichan and available facilitators to undertake the project was reviewed by the Committee.

No. SP.009/21  
Strategic Plan and  
Session Facilitator

Moved: Councillor McGonigle  
Seconded: Councillor Sandhu  
that the Committee recommend that the strategic planning for the Town of Lake Cowichan's strategic sessions be facilitated by Allison Habkirk at a cost of \$3,800 plus applicable taxes.

CARRIED

The Chief Administrative Officer reported that 121 completed Strategic Planning Questionnaires had been returned and the successful facilitator will undertake reporting on the results.

**8. NEW BUSINESS**

- (a) The Committee members discussed meeting times for the upcoming Committee meetings and the feasibility of changing to an earlier time to accommodate staff.

The Chief Administrative Officer advised that a change in meeting times for Committee meetings would not be an issue whereas changes to the Council meeting schedule would, however, require public notification as per legislation.

No. SP.0010/21  
Committee Meeting  
– Change of Time

Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend that all Committees of Council meeting times be changed from 6:00 pm to an earlier time of 5:00 pm for the remainder of the 2021 meeting schedule year from April, 2021; and

that the Committee recommend that all regular meetings of Council remain at 6:00 pm for the 2021 year; and

that the Committee recommend a review of all meeting times of meetings for 2022 and beyond after pandemic restrictions have been eased.

CARRIED

**9. NOTICES OF MOTION**

None

**10. PUBLIC RELATIONS ITEMS**

None.

**11. QUESTION PERIOD**

**12. IN-CAMERA**

None.

**13. ADJOURNMENT**

No. SP.0011/21  
Adjourn

Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that the Committee adjourn (7:48 pm).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_ , 2021.

\_\_\_\_\_  
Chair