



TOWN OF LAKE COWICHAN

Minutes of the Committee of the Whole meeting

Held and transmitted electronically via Council Chambers, located at 39 South Shore Road, Lake Cowichan, BC on Tuesday, January 11th, 2022

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

STAFF: Joseph Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services

1. CALL TO ORDER

The Chair began the meeting by acknowledging the recent passing of two local residents; Kristal Mayo and Cara Smith.

The Chair called the meeting to order at 5:01 pm.

2. AGENDA

No. CW.01/22
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the agenda be approved with the addition of a Notice of Motion item.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS
Ongoing Items Still Being Addressed:

None.

4. ADOPTION OF MINUTES

None.

5. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

6. DELEGATIONS AND REPRESENTATIONS

Graham Roberts, representing MNP Chartered Professional Accountants, presented the Audit Service Plan and its approach on the financial audit for 2021.

7. CORRESPONDENCE

No. CW.02/22
Poverty Reduction
Strategy – Phase 2

(a) Action Items

(i) Moved: Councillor McGonigle

Seconded: Councillor Austin

that the Committee recommend that the Town of Lake Cowichan endorse an application to be made by Social Planning Cowichan for an amount up to \$50,000 for the Poverty Reduction Planning and Action programme so that some of the actions listed in the Poverty Reduction Strategy may be implemented.

CARRIED.

(b) Information or Consent Items

Moth Eradication
Aerial Spray
Treatment: Lake
Cowichan

(i) The correspondence item received from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development on the matter of its planned moth eradication aerial spray treatment in the municipal boundaries was treated as information.

The Committee felt that the residents and public need to be made aware of the planned spraying within the Town of Lake Cowichan.

8. REPORTS

(a) Finance and Administration

(i) The Financial Report for the period ending December 31st, 2021, was treated as information.

The matter of recent increases to property assessments and how property taxation will be affected was brought up by Councillor McGonigle. Mayor Day stated that the BC Assessment website had a very clear explanation on this matter.

No. CW.03/22
Election Procedure
Modifications

- (ii) The Building Inspector’s report for December 2021 was treated as information.
- (iii) Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the Committee recommend that staff be directed to bring forward appropriate amendments to the election bylaw that incorporates the following:
 - (i) Amend sections 6 and 7; and
 - (ii) Addition of new section for mail ballot voting.

and the sign bylaw on regulations relating to the posting of election signs.

CARRIED.

(b) Public Works

- (i) The Chief Administrative Officer reported that a funding application for the sewer plant upgrade would be submitted with a deadline date of January 26th, 2022.

A meeting with WSP, the engineering consultant was held on January 10th 2021 and the Superintendent, Public Works and Engineering Services gave a verbal update on the proposed sewer plant upgrades.

(c) Strategic Planning

- (i) The Committee discussed the Strategic Plan for 2021-2022 and directed staff to report back on the state of projects outlined in the document for the next meeting.

9. NEW BUSINESS

No. CW.04/22
Policy: Freedom of
Information

- (a) The Audit Service Review was addressed earlier in the meeting.
- (b) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend that the Freedom of Information policy be approved as presented.

CARRIED.

- (c) The Mayor shared the recent Emergency Programme Management meeting held with all the members in attendance which included Mayor, Town management staff, Doug Knott, Fire Chief, BC Ambulance Unit Chief and Sergeant Watson of the Royal Canadian Mounted Police.

Another roundtable meeting will be held on February 27th, 2022.

Councillor Sandhu asked if representatives from Community Services would be included, as well as the Electoral Area Directors and staff from the Cowichan Valley Regional District.

At this time, discussions are centered around communication and how to prepare for an emergency situation extending beyond 72 hours.

The Chief Administrative Officer reported the following observations and comments on some matters affecting the Town:

- 1) His concern with the recent large snowfall over the holidays with the snowfalls exceeding 25 cm daily over a two-day period and the unacceptable abuse including some negative and abusive behaviour by the public in person, over the phone and on social media that employees were subjected to;
- 2) Notification that Copcan would be starting this week on the municipal hall upgrades; and
- 3) He stated that with the upcoming election year that Council must be realistic in its budgeting process and must be prepared to consider appropriate parcel taxes.

The Committee members agreed that the public needed to be more understanding of the Town’s staff and employees.

(d) Budget meetings have been set for

- Tuesday, January 18th, 2022 at 5:00 pm;
- Wednesday, January 19th, 2022 at 2:00 pm; and
- Thursday, January 20th, 2022 TBD.

10. NOTICES OF MOTION

(a) Councillor McGonigle requested that the matter of safety on Highway 18 due to encounters with wildlife be brought forward again in light of the past week snowfall and the four incidents that were encountered were quite serious in nature. He shared his view that the flashing lights were not enough at this time and that other alternatives needed to be explored to limit animal encounters along the highway corridor.

Staff was directed to garner up to date information from the local police of wildlife encounters along the Highway 18 corridor and forward the information to the Ministry of Transportation and Infrastructure and a meeting between Ministry staff and members of Council be arranged.

11. QUESTION PERIOD

12. IN-CAMERA

No. CW.05/22
In-Camera

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the Committee close the meeting to the public to deal with issues dealing with labour relations or other employee relations which falls under s. 90(1) (c) of the *Community Charter*. (6:08 pm).
CARRIED

13. ADJOURNMENT

No. CW.06/22
Adjourn

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the meeting arise without report and adjourn (6:50 pm).
CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2022.

Chair