



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, February 8th, 2022

PRESENT: Councillor Tim McGonigle, Chair
Mayor Bob K. Day
Councillor Carolyne Austin
Councillor Lorna Vomacka

REGRETS: Councillor Kristine Sandhu
(with prior notice)

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 called the meeting to order at 5:00 pm.

2. INTRODUCTION OF LATE ITEMS

Councillor Austin re: Leave of Absence for Councillor Sandhu from the meeting.

3. AGENDA

No. CW.022/22
Agenda

Moved: Mayor Day
Seconded: Councillor Vomacka
that the agenda be approved with the addition of a business arising matter.

CARRIED.

4. MINUTES

The minutes of the Committee of the Whole meetings held they are to be approved by Council were treated as information:

- January 11th, 2022;
- January 18th, 2022; and
- January 19th, 2022.

The draft minutes of the Committee of the Whole meetings held that will be forwarded to Council for ratification were treated as information:

- January 24th, 2022; and
- February 1st, 2022.

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

No. CW.023/22
Leave of Absence

(a) Moved: Councillor Austin
Seconded: Mayor Day
that the Committee approve a leave of absence for Councillor Sandhu from the meeting held this day.

CARRIED.

6. DELEGATIONS AND REPRESENTATIONS

No. CW.024/22
Delegation
Presentation

(a) Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend that by resolution and unanimous consent, the delegates from Tourism Cowichan and Tourism Vancouver Island be allowed to address the meeting for a longer period than the allocated 10 minutes.

CARRIED.

Martina Morgan, Marketing and Engagement Coordinator, Tourism Cowichan and Calum Matthews, Director, Destination Development at Tourism Vancouver Island made a presentation on marketing and visitor services provided by their organization.

Ms. Morgan spoke on tourism development which included marketing and visitor services which reflected priorities for 2022 and included brand development and visitor services.

Mr. Matthews spoke on the pandemic recovery and industry resiliency issues, and he reported that the top industry concerns were labour and skills shortage, lack of access and reduced transportation connectivity.

He further reported on a destination development strategy for Vancouver Island which includes indigenous tourism, trail development and enhancement, and wayfinding, directional and interpretive signage.

7. CORRESPONDENCE

No. CW.025/22
Arts and Culture
Event

(a) Action Items

- (i)** Moved: Mayor Day
Seconded: Councillor Vomacka
that the Committee recommend that the Town of Lake Cowichan approve in principle the Cowichan Lake Arts & Culture Society's "Art Bombing" event to be held April 9th to 18th, 2022.

CARRIED.

6. DELEGATIONS AND REPRESENTATIONS

- (b)** Josh Handysides, Malahat Nations was on hand to make a presentation on the South Island Spirit Loop marketing campaign.

He advised that the tourism marketing cooperative was formed in 2019 with financial support from Destination BC to highlight some of the communities and partners around the Pacific Marine Circle Route. It was established to complement and enhance the region's existing marketing strategy already in place. The Town of Lake Cowichan and the Lake Cowichan First Nations, Ts'uubaa-asatx would be a natural fit as they are connected to this route.

He suggested that members and the public go to the Spirit Loop website to view the social media and online advertising campaign, as well as a documentary that was launched last Fall.

8. REPORTS

(a) Finance and Administration

- (i)** The Financial Report for the period ending January 31st, 2022, was treated as information.

The Director of Finance advised the following:

- the auditors would begin work in March;
- the water and sewer parcel tax bylaws would be brought forward for the next meeting for Council's consideration;
- 2022 utility notices have been mailed out; and
- work on development cost charges is ongoing.

- (ii)** The Building Inspector's report for January 2021 was treated as information.

Councillor Austin asked if the fire siren was being moved to the Fire Hall. The Chief Administrative Officer advised that the siren would remain at the municipal hall.

No. CW.026/22
Fire Department
Incident Report

- (iii)** Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report in the amount of \$10,031.17 for December 2021.

CARRIED.

No. CW.027/22
Water Consumption Plan

(b) Public Works
(i) Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend that Council endorse the updated 2022 Water Conservation Plan to ensure that its water resources are always used in an environmentally sustainable manner that should result in reductions in liquid waste and the use of energy.

CARRIED.

Councillor Vomacka asked about conservation of water for those businesses such as restaurants and hairdresser/beauty salons. The Chief Administrative Officer indicated that they were not a major component to water usage.

No. CW.028/22
Utility Leak Policy

(ii) Moved: Mayor Day
Seconded: Councillor Austin
that the Committee recommend that Council approve the Water Utility Leaks Policy, as presented.

CARRIED.

No. CW.029/22
Community Garden Agreement Renewal

(iii) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend that Council enter into a further 5-year agreement term with the Community Garden, effective May 1st, 2022.

CARRIED.

(c) Strategic Planning

(i) The Committee discussed the Strategic Plan for 2021-2022 and the updated status provided by staff.

The Chief Administrative Officer reported on the application being submitted for the sewer plant upgrade and reported on the Class "D" costs for project of \$10.1 million.

9. NEW BUSINESS

(a) Councillor Austin brought forward the matter of Canada Day celebrations and whether grants were being made available for the Town and the Ts'uubaa-asatx Nation to host.

(b) Councillor McGonigle spoke on the matter of requesting a meeting with Ministry of Highways and Infrastructure on the matter of Highway 18 safety and the recent wildlife encounters.

Staff was directed to gather data and initiate a meeting with stakeholders on this safety concern to our residents and the travelling public.

10. NOTICES OF MOTION

11. QUESTION PERIOD

12. IN-CAMERA

None.

13. ADJOURNMENT

No. CW.030/22
Adjournment

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the meeting be adjourned. (6:29 pm)

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____, 2022.

Chair