



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, March 8th, 2022

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

REGRETS: Councillor Lorna Vomacka
(with prior notice)

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

- No. CW.031/22
Agenda
1. **CALL TO ORDER**
The Chair called the meeting to order at 5:00 pm.
 2. **AGENDA**
Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the agenda be approved with the addition of the following under:
 - Reports - an update from the Mayor; and
 - New Business – Lakeview Beach gate.

CARRIED.
 4. **MINUTES**
The minutes of the Committee of the Whole meeting held February 8th, 2022, had been previously approved by Council and were treated as information.
 5. **BUSINESS ARISING AND UNFINISHED BUSINESS**
Ongoing Items Still Being Addressed:
 6. **DELEGATIONS AND REPRESENTATIONS**
 7. **CORRESPONDENCE**
 - (a) **Action Items**
 - (b) **Information or Consent Items**
 8. **REPORTS**
 - (a) **Finance and Administration**
 - (i) The Financial Report for the period ending February 28th, 2022, was treated as information. The Director answered queries arising from the report.
 - (ii) The Building Inspector's report for February 2021 was treated as information.
 - (iii) The Chief Administrative Officer spoke on a proposal that would entail the use of a consultant for a new council orientation that could include a series of workshops on conflict of interest, conduct at meetings and passage of resolutions and bylaws.

Councillor McGonigle shared his view that it was incumbent that outgoing council members be used mentors to the new council members.

Councillor Sandhu shared her observations at the recent Regional District meeting where this was a subject matter and which would include meetings with local First Nation Council, with the department heads coupled with tours of its facilities and infrastructure and would include the learning the roles and responsibilities of elected officials.

- (iv) The Committee members discussed suitable dates and times to undertake a tour of the Lakeview Park campground.

Friday, March 25th, 2022, with the time to be determined closer to the date.

(b) Public Works

- (i) The Chief Administrative Officer’s memorandum on the legality of private sani-dump station was treated as information.

The Chief Administrative Officer stated that a use is prohibited if not expressly permitted and therefore a sani-dump station on private property is not permitted nor allowed with fines of up to \$2,000.

(c) Strategic Planning

- (i) Dalton Smith, Manager spoke to the Committee and reported that the Education Centre is currently doing a business plan and that the upcoming summer season is booked solid. He could report that 7 bookings have been confirmed for this year.

Mayor Day pointed out that the Town’s strategic plan reflected working with some outside organizations in 2022. Mr. Smith stated that he was unable to name the organizations, nor give any further details at this time.

Councillor Sandhu asked if previous groups or organizations have been reached out through mailings. Mr. Smith indicated that the Centre’s webpage has contact forms that can be submitted and that the Research station in Mesachie Lake has been sending referrals to the Centre.

- (i) The Committee members discussed the matter of tourism and the influx of visitors to the community which should require the hosting of another roundtable with stakeholders.

Dalton Smith reported that the Info Centre will be reopening a week before the May long weekend, May 23rd, 2022.

- (iv) Mayor Day reported on a recent meeting held with interested residents of upper Neva Road to enhance services and discussions on a possible boundary extension.

The Chief Administrative Officer reported that the residents are aware that the costs of hooking up to the municipal services would be borne solely by the residents.

Mayor Day did reiterate that the Town’s sewage treatment plant capacity needs to be increased.

No. CW.032/22
Lakeview Park
Beach Access

9. NEW BUSINESS

- (a) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that the Committee recommend that the Lakeview Park Beach access gate be opened to the public from March 1st to October 31st with the provision of a port-a-potty to be made available for public use during Lakeview Park Campground’s off-season.

CARRIED.

10. NOTICES OF MOTION

11. QUESTION PERIOD

12. IN-CAMERA

None.

13. ADJOURNMENT

No. CW.033/22
Adjournment

Moved: Councillor Sandhu
Seconded: Mayor Day
that the meeting be adjourned. (5:59 pm)

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2022.

Chair