



TOWN OF LAKE COWICHAN

Minutes of the Committee of the Whole meeting
Held and transmitted electronically via the Lake Cowichan Fire Hall
located at 3 North Shore Road, Lake Cowichan, BC
on Tuesday, May 10th, 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
Dalton Smith, Manager, Cowichan Lake Education Centre

1. CALL TO ORDER

The Chair called the meeting to order at 5:35 pm.

2. AGENDA

No. CW.043/22
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the agenda be approved as presented.

CARRIED.

4. MINUTES

The minutes of the Committee of the Whole meeting held April 12th, 2022, had been previously approved by Council and were treated as information.

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

No. CW.044/22
2022 Grant-in-Aid –
WildsafeBC
Cowichan Valley

- (a) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend that the WildSafeBC Cowichan Valley
be approved for \$1,000 through the Town's 2022 Grant-in-Aid budget.
CARRIED

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 April 30th, 2022, was treated as information.

The Director answered queries arising from the report.

- (ii)** The Building Inspector's report for April 2022 was treated as information.

- (iii)** The Mayor's memorandum on the matter of a municipal hall upgrade oversight committee was treated as information.

Staff was directed to request a quarterly report from its contractor on the status of the municipal hall upgrades to date.

(b) Public Works

- (i)** The Superintendent, Public Works and Engineering Services provided a verbal update on infrastructure improvements for 2022 which included:
- Phase 1 of the bus shelter on Cowichan Lake Road is completed;
 - The Kinsmen report that Riverside Park (Duck Pond) has received all its funding for upgrades to the playground equipment;
 - The dangerous trees at the Duck Pond have been removed and site prep is underway for planned improvements;
 - The corner lot entering Centennial Park has been cleaned up and the cable link fence will be replaced with a new gate;
 - Drainage issues have risen around the field and are being addressed;
 - Repairs are required on the Centennial Park bleachers;
 - The water main on Nitinat Avenue is being designed; and
 - Request for consideration to have design work completed as shelf-ready projects for any future funding that becomes available for the Town to make application to allow for larger project to be undertaken and completed.

Councillor McGonigle shared concerns voiced by the public on odors from the sani-dump. The Superintendent stated that this could be caused by the standing water at the Centennial Park.

- (ii)** The Manager of the Cowichan Lake Education Centre gave a verbal report as follows:
- Gearing up for the softball event this coming Friday and their use of Lakeview Park Campground with summer students staffing the campsite;
 - Funding opportunities for the floating walkway retrofit need to be sought;
 - The Information Centre will be opening on the 15th of the month;
 - A new roof is being installed at the log building housing the Information Centre; and
 - The Education Centre has some bookings from June to September with a few other groups attending in October and into November.

Councillor Vomacka requested clarification on whether the gates at the beach area at Lakeview are open and the status of public washrooms at Saywell Park, Seniors Centre and Central Park.

(c) Strategic Planning

- (i)** The Tourism roundtable is scheduled to be held via zoom platform on May 12th, 2022 at 10:00 am.
- (ii)** The Chief Administrative Officer stated that the Town should have shelf-ready projects for grant applications similar to the water line projects on Park Road and along Greendale Road.

Councillor McGonigle concurred and shared his view that infrastructure priorities should be presented similar to what is done for municipal sidewalks.

(c) Ohtaki Twinning

- (i)** The Committee members discussed the proposed Ohtaki delegation and its arrival to Lake Cowichan from September 30th to October 3rd, 2022.

It was suggested that staff reach out to Ohtaki to get an itinerary of their stay and that the Town perhaps plan for a luncheon with the group during their stay.

9. NEW BUSINESS

- (a)** The Committee members were provided with the Code of Ethics for Council and Employment Code of Ethics.

No. CW.045/22
2022 Grant-in-Aid –
WildsafeBC
Cowichan Valley

(b) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the Committee recommend that the Social Media Policy be
adopted as presented.

CARRIED

10. NOTICES OF MOTION

11. QUESTION PERIOD

12. ADJOURNMENT

No. CW.046/22
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the meeting be adjourned. (6:39 pm)

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2022.

Chair