



## 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, June 14<sup>th</sup>, 2022

PRESENT: Councillor Tim McGonigle, Chair  
Mayor Bob K. Day  
Councillor Carlyne Austin  
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 called the meeting to order at 5:00 pm.

**2. AGENDA**

No. CW.047/22  
Agenda

Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the agenda be approved as amended with the following addition  
under:

**IN-CAMERA**

Mayor Day re: addition of s.90 (1) (k) on provision of municipal  
services.

CARRIED.

**4. MINUTES**

The minutes of the Committee of the Whole meeting held May 10<sup>th</sup>,  
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**

Councillor McGonigle advised that the delegate was not able to attend  
the meeting, this day.

**7. CORRESPONDENCE**

**(a) Action Items**

**(b) Information or Consent Items**

**8. REPORTS**

**(a) Finance and Administration**

**(i)** The Financial Report for the period ending May 31<sup>st</sup>, 2022, was treated  
as information.

**(ii)** The Building Inspector's report for May 2022 was not available.

**(iii)** Moved: Councillor Sandhu

Seconded: Councillor Austin

that the Committee recommend that the Town enter into an agreement  
with the property owner of 38 King George Street to lease the building  
for temporary office space for the administrative staff until the  
municipal hall upgrades have been completed.

CARRIED

No. CW.048/22 Mu  
Municipal Hall –  
Lease of  
Temporary Offices

**(iv)** Moved: Councillor Sandhu

Seconded: Councillor Austin

that the Committee recommend approval of the Lake Cowichan Fire  
Department's incident report in the amount of \$9,461.65 for April 2022.

CARRIED

No. CW.049/22  
Fire Department  
Incident Report

No. CW.050/22  
Ministerial  
Meetings - UBCM

- (v)** Moved: Mayor Day  
Seconded: Councillor Sandhu  
that the Committee recommend that meetings with ministerial staff be arranged previous to UBCM to discuss the Town’s sewage treatment plant upgrade application, as well as letters requesting a follow up for prior meetings in Victoria with the following Provincial ministers:
- Minister of Municipal Affairs;
  - Minister of Land, Water and Resource Stewardship;
  - Minister of Environment and Climate Change Strategy; and
  - Minister of Forests, Lands, Natural Resource Operations and Rural Development.

CARRIED

Councillor McGonigle requested that a meeting be held with the Minister of Transportation and Infrastructure regarding the ongoing safety of Highway 18 in light of wildlife encounters.

**(b) Public Works and Recreation**

No. CW.051/22  
Water Treatment  
Plant – Aluminum  
Readings

- (i)** Moved: Mayor Day  
Seconded: Councillor Sandhu  
that the Committee recommend approval for Stantec Consulting Services to undertake the work in conformance with Island Health’s mandated requirements on meeting the established aluminum levels in the amount of \$29,900 plus taxes.

CARRIED

- (ii)** The Committee members discussed dog park location(s) in the community.

No. CW.052/22  
Strategic Planning  
2023 - Dog Park

Moved: Mayor Day  
Seconded: Councillor Vomacka  
that the Committee recommend that the matter of dog parks be added to the Town’s 2023 Strategic Plan.

CARRIED

No. CW.053/22  
Duck Pond Park  
Improvements

- (iii)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend approval of the progress update provided, in principle as follows:
- an agreement that the Superintendent is to be involved on the location of the benches provided by the Kin;
  - an agreement is to be drawn up to limit the number of benches to 14 and that future installations will be the responsibility of the Town;
  - a tender award has been issued to Swingline to undertake ground and site improvements in the amount of \$44,821.35, inclusive of taxes; and
  - signage improvements are being worked on to ensure that the Town emblem is displayed on the park signage, so ownership of the park is evident.

CARRIED

**(c) Strategic Planning**

- (i)** The Tourism roundtable was held on the zoom platform on May 12<sup>th</sup>, 2022 at 10:00 am. One of the matters of concern raised was safety to access around the Duck Pond.

The next meeting is scheduled for Thursday, June 23<sup>rd</sup> at 10:00 am.

**(d) Ohtaki Twinning**

- (i)** The Committee members reviewed the correspondence and delegation itinerary provided by Date City on the delegation and its arrival to Lake Cowichan from September 30<sup>th</sup> to October 3<sup>rd</sup>, 2022.

Staff was directed to arrange a dinner or luncheon for the group during their stay. Further, the matter be posted to social media and that an updated list of those still involved with the Ohtaki exchange programme be provided for inclusion in plans being made for the visit.

**9. NEW BUSINESS**

**(a)** Councillor Sandhu was asked to leave the meeting at 5:44 pm to discuss the next item matter.

No. CW.054/22  
FCM Expense  
Claim

Moved: Councillor Austin  
Seconded: Mayor Day  
that the Committee recommend that Council approve the reimbursement of \$673.26 to Councillor Sandhu for the vehicle rental expense incurred.

COUNCILLOR VOMACKA OPPOSED  
CARRIED

**(b)** The Chief Administrative Officer reported on the municipal services agreement with Ts'uubaa-asatx and his recent meeting with Aaron Hamilton, Operations Manager.

**10. NOTICES OF MOTION**

No. CW.055/22  
Leave of Absence

Moved: Mayor Day  
Seconded: Councillor Austin  
that the Committee recommend that approval be given for a leave of absence for Councillor McGonigle from the Annual General meeting to be held on June 21<sup>st</sup>, 2022.

CARRIED

**11. QUESTION PERIOD**

**12. IN-CAMERA**

No. CW.056/22  
In-Camera

Moved: Mayor Day  
Seconded: Councillor Vomacka  
that the Committee close the meeting to the public to deal with issues which fall under s. 90 (1) of the *Community Charter* as follows:  
s.90 (1) (k) provision of municipal services at (6:02 pm).

CARRIED.

**13. ADJOURNMENT**

No. CW.057/22  
Adjournment

Moved: Mayor Day  
Seconded: Councillor Vomacka  
that the meeting arise without report and be adjourned. (6:35 pm)

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_ , 2022.

\_\_\_\_\_  
Chair