



TOWN OF LAKE COWICHAN

Minutes of the Committee of the Whole meeting
Held and transmitted electronically via temporary Council Chambers
located at 38 King George Street, Lake Cowichan, BC
on Tuesday, January 10th, 2023

PRESENT: Councillor Lorna Vomacka, Chair
Mayor Tim McGonigle
Councillor Carolyne Austin
Councillor Aaron Frisby

REGRETS: Councillor Kristine Sandhu
(with prior notice)

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

PUBLIC: 1

1. CALL TO ORDER

The Chair called the meeting to order at 5:00 pm.

3. AGENDA

No. CW.01/23
Agenda

Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the agenda be approved with the following addition under:

NEW BUSINESS

(c) Leave of Absence for Councillor Sandhu.

CARRIED.

4. MINUTES

The minutes of the Committee of the Whole meeting held on Tuesday, December 13th, 2022 were treated as information.

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

Updates on the following were brought forward and responses as follows:

- The request to invite 4VI (formerly Tourism Vancouver Island) to discuss the Lake Cowichan First Impressions Community Assessment was deferred until after its representatives meet with the Chamber of Commerce is held; and
- Update on the unsightly property at 65 Cowichan Lake Road with response that no update was available.

6. DELEGATIONS AND REPRESENTATIONS

7. CORRESPONDENCE

(a) Action Items

None.

(b) Information or Consent Items

None.

8. REPORTS

(a) Finance, Administration and Strategic Planning

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

No. CW.02/23
Fire Department –
Incident Report

(ii) Moved: Mayor McGonigle
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report in the amount of \$17,516.55 for November 2022.

CARRIED

- (iii) The staff report on the municipal hall upgrades to December, 2022 was treated as information.

The Chief Administrative Officer reported that change order #10 will be forwarded to Council for its consideration.

- (iv) The Strategic Plan document was treated as information. The plan will be reviewed during budget considerations and updated accordingly.

- (v) The report provided by the Contract Planner on the proposed amendments to the subdivision works and services bylaw was discussed by the Committee members.

The concerning issues will be addressed and forwarded to Council through amendments to the subdivision bylaw.

- (vi) The Council Code of Ethics document was provided to the Committee for review.

This matter has been referred to the next meeting of Council for review and modifications, if required, as per the legislated requirements.

(b) Parks, Recreation and Culture

None.

(c) Public Works and Engineering Services

- (i) The Committee reviewed the information provided on the BC Hydro Beautification Fund.

The Committee members discussed the feasibility of placing hydro in-ground during development stages.

Mayor McGonigle reported that the Regional District was looking into a communication strategy with regards to connectivity issues in the local areas. He will provide further details once the matter is presented to the Board.

9. NEW BUSINESS

- (a) The staff report on the Select Committee – Ohtaki Twinning Committee was treated as information.

Councillor Austin reported the following:

- She had a meeting of parents and students on Monday, January 9th with 14 parents and 12 students in attendance and she will arrange another meeting on Wednesday, January 11th;
- The parents are discussing fundraising ideas;
- She was working with Ayako on the itinerary for the visit to Ohtaki, Japan;
- She has arranged for a secretary and a treasurer for the group;
- That she will be emailing the travel agent on January 11th regarding travel requirements;
- That she would like to see a teacher or the principal travel with the group and possibly asking board members from the School District; and
- that she has invited Elvin Hedden and Duncan Brown to attend as they have travelled to Ohtaki, Japan and would be good sources of information.

- (b) The Terms of Reference for the Ohtaki Twinning Select Committee were reviewed and may be amended to reflect current requirements.

Mayor McGonigle stated that there was more interest in students participating in the exchange programme and that he would like to see two members of Council on the Select Committee; Councillor Vomacka and Councillor Austin.

No. CW.03/23
Leave of Absence

(c) Moved: Mayor McGonigle
Seconded: Councillor Vomacka
that the Committee recommend a leave of absence for Councillor Sandhu this meeting day be approved.

CARRIED

10. NOTICES OF MOTION
None.

11. QUESTION PERIOD

12. IN-CAMERA
None.

13. ADJOURNMENT

No. CW.04/23
Adjournment

Moved: Councillor Vomacka
Seconded: Mayor McGonigle
that the meeting adjourn (5:45 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2023.

Chair