



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, October 10th, 2023

PRESENT: Councillor Kristine Sandhu, Chair
Mayor Tim McGonigle
Councillor Carolyne Austin
Councillor Lorna Vomacka

REGRETS: Councillor Aaron Frisby
(with prior notice)

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

PUBLIC: 3

1. CALL TO ORDER

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

3. AGENDA

No. CW.054/23
Agenda

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the agenda be approved with the addition of the following:

NEW BUSINESS

(d) Accessibility Committee.

CARRIED.

4. MINUTES

The minutes of the Committee of the Whole meeting held on Tuesday,
September 12th, 2023, were treated as information.

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

6. DELEGATIONS AND REPRESENTATIONS

- (a)** Dr. Shelley Cook, Cowichan Housing Association, gave a presentation to the
Committee on strategic priority housing areas and rental housing affordability
statistics for Lake Cowichan.

Dr. Cook provided additional details on the housing crisis and the loss of
affordable housing for the very low to moderate income sector.

No. CW.055/23
Delegation
Presentation

Moved: Councillor Austin
Seconded: Mayor McGonigle
that the Committee recommend that Dr. Shelley Cook's presentation be
afforded additional time beyond Council's Procedural requirements.

CARRIED.

Dr. Cook further reported on short-term and long-term rentals and the
income ranges comparisons and how that is impacting our community.

- (b)** Amanda Hieta was on hand to speak to the Committee on recreational
vehicle restrictions on human habitation and requested that the Town look at
revising its bylaws and policies to allow for alternatives to conventional
housing within the municipality which could include tiny homes or sites for
recreational vehicles for temporary placement.

Mayor McGonigle called a brief recess at 5:37 pm.

The meeting resumed at 5:40 pm.

Mayor McGonigle encouraged those in attendance to attend the upcoming
Cowichan Housing Forum to be held on November 3rd in Duncan, BC.

7. **CORRESPONDENCE**

- (a) **Action Items**
- (b) **Information or Consent Items**

8. **REPORTS**

(a) **Finance, Administration and Strategic Planning**

- (i) The Financial Report for the period ending September 30th, 2023, was treated as information.
- (ii) The Building Inspector’s report for September, 2023 was treated as information.

No. CW.056/23
Fire Department –
Incident Report

- (iii) Moved: Mayor McGonigle
Seconded: Councillor Austin
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$13,805.66 for August, 2023.
CARRIED.

No. CW.057/23
Cowichan Housing
Association – Housing
Forum

- (iv) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend the approval of members of Council attending the Cowichan Housing Association’s Housing Forum to be held on Friday, November 3rd, 2023 in Duncan, BC.
CARRIED.

No. CW.058/23
Corporate Response
Policy

- (v) Moved: Mayor McGonigle
Seconded: Councillor Vomacka
that the Committee recommend the approval of the Corporate Response Policy, as amended.
CARRIED.

Councillor Sandhu enquired on reports from the Bylaw Officer. The Chief Administrative Officer advised that quarterly reports could be forthcoming.

(b) **Parks, Recreation and Culture**

None.

(c) **Public Works and Engineering Services**

None.

9. **NEW BUSINESS**

- (b) The public open house and tour of the renovated municipal hall will be arranged once all the deficiencies with the contractor have been addressed.

Councillor Vomacka asked if the Ts’uubaa-asatx First Nation could be recognized in the new municipal hall facility.

- (c) The Committee discussed the matter of commemorating the incorporation of the Town’s 80th year in 2024.

No. CW.059/23
Accessibility
Committee
Formation

- (c) Moved: Mayor McGonigle
Seconded: Councillor Sandhu
that the Committee recommend members of the Advisory Planning Commission take on the responsibility of looking at accessibility issues within the Town of Lake Cowichan.
CARRIED.

10. NOTICES OF MOTION

- (a) Mayor McGonigle requested that the strategic plan be provided at the next Committee meeting.
- Councillor Sandhu requested that dates to tour municipal sites be considered at the next meeting.

11. QUESTION PERIOD

12. IN-CAMERA

13. ADJOURNMENT

No. CW.060/23
Adjournment

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the meeting be adjourned. (6:08 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____, 2023.

Chair