



## 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, November 14<sup>th</sup>, 2023

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

PUBLIC: 5

1. **CALL TO ORDER**

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

3. **AGENDA**

No. CW.061/23  
Agenda  
Moved: Councillor Vomacka  
Seconded: Councillor Austin  
that the agenda be approved as presented.

CARRIED.

4. **PUBLIC INPUT**

5. **MINUTES**

The minutes of the Committee of the Whole meeting held on Tuesday, October 10<sup>th</sup>, 2023, were treated as information.

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

7. **DELEGATIONS AND REPRESENTATIONS**

- (a) Patrick Smith and Sharon Combs were on hand to make a presentation to the Council on their proposal for a three-phase development of their properties at Lot 48 and Lot 20, which surround Kwassin Lake and Grants Lake.

Mr. Smith provided a brief history of the properties which they acquired in 2016 and 2016 and the proposal that had been discussed with staff in 2021. He further stated that they had attended the recent open house on September 25<sup>th</sup>, 2023 to discuss the proposed changes to the Official Community Plan where reference was made to expropriation of their privately owned lands which concerned them.

No. CW.062/23  
Delegation  
Presentation

Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the Committee recommend that the presentation be afforded additional time beyond the Council's procedural requirements.

UNANIMOUSLY CARRIED.

Ms. Combs outlined the three-phased project "Walking Eagle Bird and Wildlife Preserve" which would see the development of the area at the end of Johel Road with a 6 to 7 lot subdivision and cul-de-sac, creation of parkland, access road creation, and with ownership of the lands that the Town's current sewage pumping station is located transferred to the Town together with the donation of approximately 23 acres to the Town as a wildlife preserve with the applicable covenants registered.

Council members were invited to attend the site to see firsthand how special the area is and the need for preservation for future generations to enjoy its abundant wildlife and to keep the environment vibrant.

8. **CORRESPONDENCE**

(a) **Action Items**

- (i) The correspondence item received from Mike Hallat regarding 63 Cowichan Lake Road and his proposed development plans for the property was treated as information.

(b) **Information or Consent Items**

9. **REPORTS**

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

- (i) The Financial Report for the period ending October 31<sup>st</sup>, 2023, was treated as information.

Councillor Sandhu requested further details on the cost of the municipal hall renovations including any outside billables and architect fees to allow for the final cost of construction of the project.

Staff was directed to provide a detailed summary report covering the period of January, 2019 to date on the municipal hall project.

- (ii) The Building Inspector’s report for October, 2023 was treated as information.

No. CW.063/23  
Fire Department –  
Incident Report

- (iii) Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$8,503.57 for September, 2023.

CARRIED.

- (iv) The strategic plan will be made available at the December, 2023 meeting.

- (v) The Committee discussed emergency management planning. The Chief Administrative Officer reported that a workshop for Council members to attend will be arranged for January, 2024.

The Mayor directed that the Committee also look at specific areas which pertain to the Town of Lake Cowichan as it has its own autonomy and different priorities for local emergencies.

- (vi) Mayor McGonigle requested that the Town consider a Safe Space policy or bylaw to address the safety of staff and members of Council.

The Mayor directed that a bylaw be drafted for Council consideration.

No. CW.064/23  
Mildred Child Annex  
Demolition

- (vii) Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the Committee recommend that the contract to abate and demolish the building described as the Mildred Child Annex located at 49 South Shore Road be awarded to Brod Demolition Ltd. for the quoted price of \$37,500.00 plus taxes.

Councillor Sandhu Opposed  
CARRIED.

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

- (i) The Committee discussed the matter of Christmas lighting.

Councillor Sandhu asked about volunteers offering their time to help with the displays.

The Chief Administrative Officer spoke on the request by the Cowichan Lake District Chamber of Commerce to have the tree and Info Centre lit prior to the holiday event being held for November 26<sup>th</sup>, 2023.

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

No. CW.065/23  
Waste Water  
Treatment Plant –  
Project Management  
and Preliminary  
Design Approval

- (i) Moved: Councillor Vomacka  
Seconded: Councillor Sandhu  
that the Committee recommend that WSP be instructed to complete the project management and preliminary design of the required upgrades to the wastewater treatment plant for the quoted price of \$418,667 plus taxes with the preliminary stage to be completed by June 30<sup>th</sup>, 2024.

CARRIED.

**10. NEW BUSINESS**

- (a) The Committee members discussed the tour of municipal facilities by Council which included the water treatment plant, the wastewater treatment plant, the Education Centre and Lakeview Park and the Municipal Hall.

A date in January 2024 will be determined and brought forward.

**11. NOTICES OF MOTION**

**12. QUESTION PERIOD**

**13. ADJOURNMENT**

No. CW.066/23  
Adjournment

- Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the meeting be adjourned. (5:58 pm).

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Chair