



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, January 9th, 2024

PRESENT: Councillor Carolyne Austin, Chair
Councillor Aaron Frisby
Councillor Kristine Sandhu
Councillor Lorna Vomacka

REGRETS: Mayor Tim McGonigle

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works, and Engineering Services
Roni-Lee Roach, Executive Secretary

PUBLIC: 9

1. **CALL TO ORDER**

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

3. **AGENDA**

No. CW.01/24
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the agenda be approved with the additions of the following under:

NEW BUSINESS

- (d) Leave of Absence for Mayor McGonigle; and
- (e) Town Hall Open House – Date and Time.

CARRIED.

4. **PUBLIC INPUT**

5. **MINUTES**

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

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

7. **DELEGATIONS AND REPRESENTATIONS**

- (a) Loretta Puckrin, President, Cowichan Lake Arts and Culture Society presented
an Art Plan Policy draft for Council's consideration.

Councillor Sandhu stated that this was a great project and suggested that a
Council designate be connected with a member of the Arts and Culture group
to work collaboratively to identify and make recommendations to Council for
implementation of the proposed art policy.

Councillor Vomacka stated that she was happy to see the Ohtaki and
Ts'uubaa-asatx history be recognized in the draft policy.

- (b) Lorna Morrison, Lake Cowichan Community Gardens introduced the
executive members of the Community Garden and reported that the
community gardens' group a very healthy group with donations of
approximately 600 pounds of food to community groups including
Community Service's soup kitchen.

The Garden Club was seeking the Town's approval on the expansion of the
Lake Cowichan Community Garden on Stone Avenue by twelve (12) feet on
the West side of the garden location with an aerial map identifying the
location of the requested expansion.

The Chair afforded members to ask questions of the delegate.

8. CORRESPONDENCE**(a) Action Items**

- (i) The correspondence item received from the Lake Cowichan Community Garden on its request for expansion was treated as information.

(b) Information or Consent Items

None.

9. REPORTS**(a) Finance, Administration and Strategic Planning**

- (i) The Financial Report for the year ending December 31st, 2023, was treated as information.

The report indicated that the Town was now accepting credit cards for the payment of utilities and property levies with the property owner accessing the online service cloud through the Town's website. The property owner will be charged the additional credit card fee in addition to the payment amount.

Further, the Town is anticipating that credit card use will be available for business owners to pay licensing fees for 2025.

Councillor Sandhu requested clarification on the unexpended budget for water main capital and whether it carries over into the new budget year.

Councillor Vomacka enquired into the new recycling totes and how the Town would ascertain contaminants. The Chief Administrative Officer responded that the truck has cameras so the toter contents as tipped can be viewed.

- (ii) The Chief Administrative Officer reported that the issues related to the hotel/motel operations in the C-3 zone were being addressed by staff.

The Superintendent, Public Works and Engineering Services advised that staff was working with the owner of the property and that he would be able to provide a report next month to the Committee.

- (iii) No report was available from the Manager of the Education Centre on the strategic and business plan and future operations of the Education Centre and Lakeview Park.

(b) Parks, Recreation and Culture**(c) Public Works and Engineering Services**

- (i) The Chief Administrative Officer advised that he would have a report on the matter of the Spirit Loop for the next meeting.

10. NEW BUSINESS

- (a) The three members of Council had a departmental tour of the Public Works operations which included the water treatment plant and the sewer treatment plant.

Councillor Sandhu shared that watching the process of the backwash of the filter which occurs every 40 hours was very interesting to watch.

Councillor Austin stated that the Town was still currently seeking its own Class 3 operator for the water treatment plant facility.

- (b) The next departmental tour will include the Education Centre, Lakeview Park and the Information Centre. Dates for the tour have yet to be determined.

- (c) The Chief Administrative Officer reported that the Emergency Management Planning Session for Council would be held on January 15th, 2024 from 10 am to 12 noon or at 1:00 pm to 3:00 pm.

Councillor Sandhu is unable to attend, so staff will look at other dates, with Thursday as the suitable day of the week, and report back.

No. CW.02/24
Leave of Absence

- (d) Moved: Councillor Frisby
Seconded: Councillor Sandhu
that the Committee recommend approval of a leave of absence for Mayor McGonigle from the meeting held this day.

CARRIED.

- (e) The Chair advised earlier in the meeting that the date of the Public meeting to be held on Monday, March 4th, 2024 would also be the date and time for the Open House for residents to tour the newly renovated municipal hall and offices.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

13. IN-CAMERA

None.

14. ADJOURNMENT

No. CW.03/24
Adjournment

- Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the meeting adjourned. (5:28 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____, 2024.

Chair