



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, July 9th, 2024

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

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

PUBLIC: 1

1. **CALL TO ORDER**
The Chair called the meeting to order at 5:00 pm.

No. CW.032/24
Agenda

3. **AGENDA**
Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the agenda be approved with the additions of the following:
BUSINESS ARISING AND UNFINISHED BUSINESS
(a) Council Chamber Furniture;

NOTICE OF MOTION
(a) Accessibility Tour of Lake Cowichan;

IN-CAMERA
(a) Matter falling under Section (90) (1) (c) dealing with personnel matters;

and the deletion of the following:

DELEGATIONS AND REPRESENTATIONS

(a) Kenzie Knight, Tourism Cowichan re: Town's Participation in Spirit Loop.
CARRIED.

4. **PUBLIC INPUT**
None.

5. **MINUTES**

The minutes of the Committee of the Whole meeting held on Tuesday, June 11th, 2024 were treated as information.

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

(a) Councillor Sandhu requested an update on the council chamber's furniture and when it was expected to be delivered.

Staff was requested to provide details, including date of availability at the next meeting.

7. **DELEGATIONS AND REPRESENTATIONS**

The Chair stated that Kenzie Knight will attend the September meeting.

8. **CORRESPONDENCE**

(a) **Action Items**
None.

(b) **Information or Consent Items**
None.

9. **REPORTS**

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

(i) The Financial Report for the 6-month period ending June 30th, 2024, was treated as information.

(ii) The Building Inspector’s report for June, 2024 was treated as information.

Mayor McGonigle reported that the newly appointed Building Inspector has begun his services for the Town.

No. CW.033/24
Fire Department –
Incident Report

(iii) Moved: Councillor Frisby
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$13,832.69 for June, 2024.

CARRIED.

No. CW.034/24
Noxious Weeds –
Amendment to Bylaw

(iv) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the Committee recommend that staff be directed to include the Himalayan Blackberry as a noxious weed within the Town of Lake Cowichan nuisance bylaw.

CARRIED.

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

(i) Councillor Austin reported on the recent Canada Day celebrations that were held at Central Park on July 1st, 2024.

(ii) Councillor Austin spoke on resident’s concerns with dead trees within Friendship Trail and asked if the Town’s Fire Department could undertake a FireSmart review.

The Chief Administrative Officer will contact the Fire Department.

Mayor McGonigle stated that the School District had ownership of the lands and that the Fire Department should reach out to them before undertaking the project.

(iii) Mayor McGonigle raised the matter of river access at Central Park and the possibility of improving the access.

Councillor Frisby declared a conflict of interest on the matter and excused himself from the meeting at 5:17 pm.

No. CW.035/24
River Access at
Central Park

Moved: Councillor Sandhu
Seconded: Mayor McGonigle
that the Committee recommend that staff be directed to look at additional river access and the improvement of the access at Central Park with recommendations to be brought to the next meeting of Council for consideration.

CARRIED.

Councillor Frisby returned to the meeting at 5:20 pm.

(iv) The Chief Administrative Officer reported on the matter of the Spirit Loop.

He advised that he had spoken with Kenzie Knight, Cowichan Tourism, last Friday as she had indicated that she was meeting with Donna Petrie, City of Langford this month and Kenzie may have an update next month. She thought it better if Ms. Petrie made a presentation to Council. At this time, Cowichan Tourism may pay for the Town of Lake Cowichan’s membership fees.

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

(i) Mayor McGonigle spoke on a topic that was raised at the recent public meeting on the matter of residents being able to access their water meter reads online.

Staff was directed to report back on this matter in the Fall.

(ii) The Chief Administrative Officer reported that the Parking Study has been undertaken with a 6-month timeline for completion.

10. NEW BUSINESS

(a) The departmental tour of the Education Centre, Lakeview Park and the Information Centre is scheduled for Friday, July 12th, 2024 at 10:00 am.

Council members will meet at the municipal office at 10:00 am.

11. NOTICES OF MOTION

Councillor Sandhu requested that the topic of "Accessibility Tour" be brought to the next meeting of Council.

Mayor McGonigle stated he would reach out to the delegation that made the presentation in 2023.

A campfire ban has been called for Friday, July 12th, 2024.

Dalton Smith advised that a Campfire Ban was initiated at Lakeview Park today, July 9th, 2024.

12. QUESTION PERIOD

The Superintendent, Public Works and Engineering Services advised that the Town would most likely go to Stage 2 water restrictions on Thursday, July 11th, 2024.

13. IN-CAMERA

No. CW.036/24
Retire to In-Camera

Moved: Mayor McGonigle
Seconded: Councillor Sandhu
that the Committee close the meeting to the public to deal with issues dealing with personnel which falls under s. 90(1) (c) of the Community Charter. (5:38 pm).

CARRIED.

14. ADJOURNMENT

No. CW.037/24
Adjournment

Moved: Councillor Sandhu
Seconded: Councillor Frisby
that the meeting arise with no report and adjourn. (6:19 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____, 2024.

Chair