



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, March 11th, 2025

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

STAFF: Mark Brown, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services
Dalton Smith, Manager, Cowichan Lake Education Centre
Roni-Lee Roach, Executive Secretary

PUBLIC: 6

No. CW.011/25
Agenda

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

3. AGENDA

Moved: Councillor Vomacka
Seconded: Mayor McGonigle
that the agenda be approved as presented.

CARRIED.

4. PUBLIC INPUT

None.

5. MINUTES

The minutes of the Committee of the Whole meeting held on Tuesday, February 11th, 2025, were treated as information.

6. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

None.

7. DELEGATIONS AND REPRESENTATIONS

- (a)** Vanessa Daether, the incoming Executive Director of Cowichan Green Community and Judy Stafford, the outgoing Executive Director were on hand to make a video presentation on the organization’s 2024 year in review with highlights, updates and statistics.

The Cowichan Green Community provides regional services and community access and procurement of foods in the Cowichan Valley and in particular, the ReFresh programme that is provided to residents of the Town through Community Services.

The Chair afforded an opportunity to Committee members for questions and comments of the delegates.

- (b)** Chelsea Lake, Executive Director, Youth Excellence Society (the YES Camp) provided a brief slide show and video of the YES Summer Camp programme that is held annually at the Cowichan Lake Education Centre.

Ms. Lake provided details on programming for the youth from over 80 BC communities that attend the camps to help them build meaningful connections by providing life skills outlining the Vision and Mission of the summer camp. The YES organization works with schools and youth organizations to build co-operative leadership skills and develop young leaders while canoeing, hiking, and swimming with youth from all over the Province.



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, March 11th, 2025

In closing, she encouraged more local youth to apply to receive subsidies through local credit unions and cooperatives to sponsor participants to attend these local camps.

She spoke on the Board of Directors support of the Education Centre by way of financial support for trail development and development of the website for the Centre.

The Chair afforded an opportunity to Committee members for questions and comments of Ms. Lake.

8. CORRESPONDENCE

(a) Action Items

(i) None.

(b) Information or Consent Items

None.

9. REPORTS

(a) Finance, Administration and Strategic Planning

(i) The Financial Report for the period ending February 28th, 2025 was treated as information.

No. CW.012/25
Digital Display
Board

Moved: Councillor Sandhu

Seconded: Councillor Austin

that the Committee recommend approval of the purchase of a higher resolution digital display board at the municipal office at a cost of \$6,393.71 plus applicable shipping costs and taxes.

Councillor Frisby OPPOSED
CARRIED.

No. CW.013/25
2025 Budget –
Consultant Fees

Moved: Mayor McGonigle

Seconded: Councillor Sandhu

that the Committee recommend the approval for consultant fees in the amount of \$30,000 for recruitment costs prior to the approval of the 2025 financial budget .

CARRIED.

Mayor McGonigle directed staff to bring forward the matter of the traffic study budgeted in April, 2023 from reserves which was never undertaken or completed.

Councillor Frisby requested clarification on the budget and plans for the parking lot at 49 South Shore Road, former Mildred Child Annex building and requested that the designs for project be made available.

(ii) The Building Inspector's report for January, 2025 was treated as information.

(iii) The Building Inspector's report for February, 2025 was treated as information.

No. CW.014/25
Fire Department –
Incident Report

(iv) Moved: Councillor Austin

Seconded: Councillor Vomacka

that the Committee recommend approval of the Lake Cowichan Fire Department's incident report in the amount of \$9,828.05 for February, 2025.

CARRIED.

(v) The matter of budget meetings was discussed and no dates had been determined at this time.



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, March 11th, 2025

No. CW.015/25
Statement –
Sunscreen Sales in
Lake Cowichan

(b) Parks, Recreation and Culture

- (i) Moved: Councillor Frisby
Seconded: Mayor McGonigle
that the Committee recommend that the Town of Lake Cowichan put out a statement advising residents and business of our stance on the sale of harmful sunscreens in our community and that the statement be released on International Water Day on March 22nd, 2025; and

that staff be directed to research the legality of a bylaw that bans all sunscreens that are not non-nano mineral sunscreens being sold in the Town of Lake Cowichan and our capacity to enforce such a bylaw.

Statement as follows:

The Sale of Harmful Sunscreens within the Town of Lake Cowichan

In celebration of World Water Day, the Town of Lake Cowichan finds it fitting to update our community on the initiatives we are working on to preserve our surrounding waterways.

In early 2024, the BC Conservation Foundation presented findings of high levels of oxybenzone at our popular recreational beaches around the lake and river. Following that presentation, the Town of Lake Cowichan was challenged to take action against the sale of sunscreens that were harmful to our pristine lake and heritage river.

Over the past few months, the Town of Lake Cowichan has been approaching local retailers and discussing a potential bylaw being implemented, that would prohibit the sale of any sunscreen that is not a non-nano mineral sunscreen within the Town's boundaries. We have been met with positivity and encouragement from our local businesses on this initiative and are now exploring the legality and enforcement challenges that such a bylaw may represent.

Although we understand that visitors to our community can bring sunscreens purchased from outside of our town, we are trying to educate as well as encourage businesses outside of Lake Cowichan, to take similar action.

For more information on what sunscreen to use this summer, please visit <https://www.bccf.com/aqua-safe-sunscreen>.

CARRIED.

(c) Public Works and Engineering Services

- (i) The Superintendent, Public Works and Engineering Services, Jas Sandhu, gave a progress update on the sanitary sewer and reported that the lagoon cell #1 desludging has started and area residents have been notified.

10. NEW BUSINESS

No. CW.016/25
Approval for
Attendance at
Conference

- (i) Moved: Mayor McGonigle
Seconded: Councillor Sandhu
that the Committee recommend approval of the attendance of Mark Brown, Chief Administrative Officer at the Association of Vancouver Island Coastal Community conference to be held in Nanaimo, BC on April 11th to 13th, 2025.

CARRIED.

11. NOTICES OF MOTION

None.



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, March 11th, 2025

12. QUESTION PERIOD

13. IN-CAMERA

No. CW.017/25
Retire to In-Camera

Moved: Mayor McGonigle
Seconded: Councillor Vomacka
that the Committee close the meeting to the public to deal with issues dealing with labour relations or other employee relations, litigation or potential litigation affecting the municipality and proposed provision of municipal service which fall under s. 90(1) (c), (g) and (k) of the Community Charter. (6:06 pm).

CARRIED.

14. ADJOURNMENT

No. CW.018/25
Adjournment

Moved: Councillor Frisby
Seconded: Councillor Vomacka
that meeting arise without report and be adjourned (6:38 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2025.

Chair