



TOWN OF LAKE COWICHAN

Ohtaki Twinning Committee Meeting
Tuesday, October 4th, 2016 at 7:00 p.m. – Council Chambers

AGENDA

Page #

1. CALL TO ORDER

INTRODUCTION OF LATE ITEMS (if applicable)

2. AGENDA

3. APPROVAL OF MINUTES

(a) Minutes of meeting held on September 6th, 2016.

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4. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) Need Homestay- Last Minute Cancellation

5. CORRESPONDENCE

None.

6. OTHER REPORTS

None.

7. NEW BUSINESS

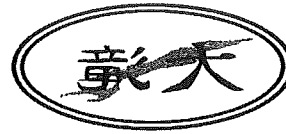
(a) Planning of October Visit:

- i) Itinerary - Final Itinerary Update
- ii) Bussing Requirements- Community Service Van/Transportaion
- iii) Banquet- Update

8. NEXT MEETING

Tuesday, November 1st, 2016 at 7:00 p.m.

9. ADJOURNMENT



PRESENT: Mayor Ross Forrest, Chair
Councillor Carlyne Austin
Councillor Tim McGonigle
Councillor Lorna Vomacka
Laurie Johnson, Ohtaki Committee Member

REGRETS: Councillor Bob K. Day
(with prior approval)
Wanda Wiersma, Ohtaki Committee Member

ALSO
PRESENT: Ronnie Gill, Director of Finance
Kari Lingren, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 7:03 p.m.

2. AGENDA

No. OC.13/16

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

Business Arising:

-delegation welcoming signage for Town businesses; and

Correspondence:

-Email from Ayako requesting copy of the itinerary.

CARRIED.

3. ADOPTION OF MINUTES

No. OC.14/16

Moved: Councillor Vomacka
Seconded: Councillor McGonigle
that the minutes of the Ohtaki Twinning Committee meeting held
on August 2nd, 2016 be approved.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) Councillor Vomacka requested that local businesses post signage
welcoming the Ohtaki delegation to Lake Cowichan. Councillor
Austin volunteered to distribute the signs to each business after
they are produced.

5. CORRESPONDENCE

(a) Councillor McGonigle read aloud an email that he received from
Ayako in Japan requesting the itinerary and homestay list for the
Japanese delegation visiting Lake Cowichan this October. A draft
itinerary had been sent to Ayako in August and the final draft is
to be finalized later during the meeting.

6. OTHER REPORTS

None.

7. NEW BUSINESS

(a) Planning of October Visit:

(i) Homestays-

The 2016 Ohtaki delegation co-ordinator updated the committee that more homestay families for the Ohtaki delegation are needed. The sub-committee has contacted past homestay families but many already have made prior commitments for the Thanksgiving weekend and hence unable to be hosts during the visit.

(ii) Itinerary and Bussing Requirements-

The 2016 Ohtaki delegation co-ordinator updated the committee that the Community Services bus has been reserved for outings for the delegation. She noted to Council that a driver has been arranged for Saturday but will require one for the Friday afternoon. Minor changes were made to the itinerary with the addition of a tour to the Raptor Center in Duncan and the cancellation of a trip to the BC Forest Museum as the museum is closed at that time of the year.

(iii) Banquet-

Tenders for the banquet have been issued with a closing date of September 12th, 2016. The committee members gave ideas on decorating for the multi-purpose room. Entertainment details are still being worked on. The Committee was interested in trying to find local talent to showcase our community. The First Nations were to be contacted if they could give a traditional blessing for the event.

8. NEXT MEETING

The next meeting is to be held on October 2nd, 2016 at 7:00 p.m.

9. ADJOURNMENT

No. OC.15/16

Moved: Councillor Vomacka
Seconded: Councillor Austin
that the meeting be adjourned (7:50 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2015.

Chair