



TOWN OF LAKE COWICHAN

Ohtaki Twinning Committee Meeting
Tuesday, February 14th, 2017 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 October 4th, 2016.
- 4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.
- 5. CORRESPONDENCE**
 - (a) Hideyoshi Kikuya, Mayor of Date City- Letter to Mayor Forrest.
- 6. OTHER REPORTS**

None.
- 7. NEW BUSINESS**
 - (a) 2017 Visit to Ohtaki:
 - Student Applications.
- 8. NEXT MEETING**

Tuesday, May 2nd, 2017
- 9. ADJOURNMENT**

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PRESENT: Mayor Ross Forrest, Chair
Councillor Carolyne Austin
Councillor Bob K. Day
Councillor Tim McGonigle
Councillor Lorna Vomacka

ALSO
PRESENT: Joseph Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Kari Lingren, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 6:50 p.m.

2. AGENDA

No. OC.16/16

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

Business Arising:

- official meeting with the Ohtaki delegation.

CARRIED.

3. ADOPTION OF MINUTES

No. OC.17/16

Moved: Councillor McGonigle
Seconded: Councillor Vomacka
that the minutes of the Ohtaki Twinning Committee meeting held
on September 6th, 2016 be approved.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

- (a) The Council was informed of a homestay that had a family medical emergency and was unable to host a delegation member. At the time of the meeting, a replacement homestay had not yet been found.

5. CORRESPONDENCE

None.

6. OTHER REPORTS

None.

7. NEW BUSINESS

- (a) **Planning of October Visit:**
(i) Itinerary -

A Minor change was made to the itinerary with the addition of an official meeting with the adult members of the delegation to take place on Friday, October 7th, 2016. The time will be determined once the delegation has arrived.

(ii) Bussing Requirements -

The 2016 Ohtaki delegation co-ordinator updated the committee that the Community Services bus will be picked up on Friday by Mayor Forrest. Mayor Forrest is to drive the bus on Saturday for the planned events for that day.

(iii) Banquet-

The tender for the Ohtaki dinner banquet was awarded to the Cowichan Lake Arena which will include a traditional Thanksgiving dinner. Entertainment details have been worked out. Ian Morrison has kindly agreed to say grace before dinner.

8. NEXT MEETING

To be determined in the New Year.

9. ADJOURNMENT

No. OC.18/16

Moved: Councillor Vomacka
Seconded: Councillor Day
that the meeting be adjourned (7:20 p.m.).

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2016.

Chair

RECEIVED JAN 26 2017

Mr. Ross Forrest
Mayor of Lake Cowichan
PO Box 860
Lake Cowichan, B.C.
CANADA

January 16th, 2017

Dear Mr. Ross Forrest

Thank you for your hospitality to our delegation this past October. We are looking forward to welcoming your delegation this July with the same enthusiasm.

We have decided to continue hiring an International Exchange personnel from your community, and would be very grateful if you could assist us in advertising this position.

Our requirements are as follows:

1. Teaching certificate or Bachelor's degree
2. Resident of Cowichan Valley
3. Valid driver's license
4. Eager to learn Japanese
5. Eager to communicate with the people of Ohtaki

The period of employment is from September 1st, 2017 to July 31st, 2018. The monthly salary is approximately 200,000 yen. Date City will reimburse the travel expenses (flight only) to and from Ohtaki for the successful applicant. Please discontinue advertising the position by the end of March. Please forward all applications to Ms. Ayako Shishido, Date City Hall, Ohtaki branch office.

We greatly appreciate your cooperation.

Sincerely yours,



Hideyoshi Kikuya
Mayor of Date City