



- PRESENT:

Mayor Tim McGonigle, Chair
Councillor Carolyne Austin
Councillor Kristine Sandhu
Councillor Lorna Vomacka
- REGRETS:

Councillor Aaron Frisby
- STAFF:

John Thomas, 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: 0

No. CW.067/25
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: Councillor Austin
that the agenda be approved with the addition of the following:

NEW BUSINESS
(a) Community Services Notice; and
(b) November 11th ceremony for Remembrance Day.

CARRIED.
4.

PUBLIC INPUT
None.
5.

MINUTES
None.
6.

BUSINESS ARISING AND UNFINISHED BUSINESS
Ongoing Items Still Being Addressed:
7.

DELEGATIONS AND REPRESENTATIONS
None.
8.

CORRESPONDENCE
(a) The correspondence item received from the Vancouver Island Regional Library on the matter of 2026 VIRL Board Appointments will be discussed with the Reports matter later in the meeting.

(b) The correspondence item received from the Federation of Canadian Municipalities on the FCM Communique for October 23rd, 2025 was treated as information.

(c) The correspondence item received from the Federation of Canadian Municipalities on the FCM Communique for October 30th, 2025 was treated as information.

(d) The correspondence item received from the Municipal Finance Authority of BC on the matter of Spring 2026 long-term debt issue information was treated as information.

(e) The correspondence item on the matter of the 2026 Association of Vancouver Island Coastal Communities (AVICC) AGM and convention was treated as information.



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, November 4th, 2025

No. CW.068/25
BC Council of Forest Industries Convention

(f) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend that Council approve Mayor McGonigle’s attendance at the BC Council of Forest Industries 2026 COFI Convention to be held in Vancouver, BC from April 8th to 10th, 2026.

CARRIED.

(g) The Association of Vancouver Island Coastal Communities (AVICC) resolution notice was treated as information.

Council noted the resolution deadline date of February 12th, 2026 and requested that the matter be referred to the Strategic Plan discussions.

(h) The Association of Vancouver Island Coastal Communities (AVICC) student participation program correspondence was treated as information.

(i) The Association of Vancouver Island Coastal Communities (AVICC) call for nominations for the AVICC executive was treated as information.

No. CW.069/25
Appointment to Committees, Boards and Commissions

9. **REPORTS**

(a) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Committee recommend that Council approve the following appointments to Committees, Boards and Commissions as presented for the remainder of its term, with new appointments as follows:

- Vancouver Island Regional Library Representative -Councillor Vomacka;
- Vancouver Island Regional Library Alternate Representative - Councillor Austin;
- Committee of the Whole Vice-chair -Councillor Vomacka;
- Deputy Mayor for remainder of term to 2026 -Councillor Vomacka;
- Our Cowichan Representative -Councillor Austin;
- Our Cowichan Alternate Representative -Mayor McGonigle.

CARRIED.

Councillor Austin clarified the name of the Community Outreach Team Committee.

No. CW.070/25
2026 Meeting Schedule and Calendar

(b) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Committee recommend that Council approve the 2026 Council Regular meeting schedule as presented; and

that the Committee recommend that staff be directed to finalize the 2026 meeting calendar, as amended and addition of public meeting being held on May 4th, 2026, for distribution.

CARRIED.

No. CW.071/25
Accessibility Committee

(c) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the Committee recommend that Council establish a new select committee structured to fully meet the *British Columbia’s Accessible Act* requirements for a dedicated accessibility committee; and

that the Committee recommend that staff be directed to advertise for membership from residents for this Committee.

CARRIED.

No. CW.072/25

(d) Moved: Councillor Austin
Seconded: Councillor Vomacka



Community Recognition

that the Committee recommend that Council direct staff to seek out the past members of the Sports Wall of Fame subcommittee to re-establish this community recognition for consideration and nominations for the Sports Wall of Fame.

CARRIED.

Direction was given to staff to seek interest on the reestablishment of the nomination committee and an update to the current policy and procedures.

(e) The Building Inspector’s report for October, 2025 was treated as information.

No. CW.073/25
Traffic and Uptown
Parking Plan

(f) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend that Council defer the Traffic and Uptown Parking Plan matter;

that the Committee recommend that staff be directed to review parking capacity Town-wide to identify opportunities to increase parking availability, including potential expansion of metered parking; and

that the Committee recommend that staff report back on a proposed plan, including costs and funding options, for consideration as part of the 2026 budget process.

CARRIED.

No. CW.074/25
Parks and Public
Spaces

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend that staff be directed to bring forward a staffing plan for 2026 to support increased weekend operations during the summer period (June through September), including associated costs and resource requirements, for Council’s consideration during the upcoming budget process.

CARRIED.

10. NEW BUSINESS

(a) Councillor Austin read out a letter from Community Services on the matter of the increase for hampers and that the organization will be accepting monetary donations. She further reported that applications for the hampers opens on November 1st and that the distribution date was Thursday, December 18th.

Councillor Sandhu asked if the Town had contributed to the hamper programme and what funds were available. The Director of Finance will provide a report back.

(b) Councillor Sandhu advised that the Remembrance Day ceremony would be held on November 11th, and encouraged people to attend and see the newly installed Veteran’s crosswalk on Stanley Road which has been well received by the public and residents.

John Thomas shared that the particular post on the sidewalk installation on social media had garnered over 40,000 views and has been well received.

11. NOTICES OF MOTION
None.

12. QUESTION PERIOD

13. IN-CAMERA



None.

14. ADJOURNMENT

No. CW.075/25
Adjournment

Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the meeting be adjourned. (5:57 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2025.

Vice-Chair

DRAFT