



TOWN OF LAKE COWICHAN

Minutes of the Committee of the Whole meeting
Held and transmitted electronically via temporary Council Chambers
located at 38 King George Street, Lake Cowichan, BC
on Tuesday, September 6th, 2022

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

STAFF: Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services
Dalton Smith, Manager, Cowichan Lake Education Centre
James Van Hemert, Contract Planner

1. CALL TO ORDER

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

2. AGENDA

No. CW.062/22
Agenda

Moved: Mayor Day
Seconded: Councillor McGonigle
that the agenda be approved as amended with the following addition
under:

REPORTS

(b) Public Works – Garbage pickups on weekends.

CARRIED.

4. MINUTES

No. CW.063/22
Committee of the
Whole Minutes

Moved: Councillor Austin
Seconded: Councillor Sandhu
The minutes of the Committee of the Whole meeting held July 12th,
2022 be approved as presented.

CARRIED.

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

6. DELEGATIONS AND REPRESENTATIONS

7. CORRESPONDENCE

(a) Action Items

(i) The request from BC Conservation Foundation for a free off season
stay at Lakeview Park was referred to the next Regular meeting of
Council.

(ii) The correspondence item received from Dorothy Nakahara was moved
for discussion under Public Works and Recreation 8(b).

(b) Information or Consent Items

8. REPORTS

(a) Finance and Administration

(i) The Financial Report for the period ending August 31st, 2022 was
treated as information.

(ii) The Building Inspector's report for July 2022 was treated as
information.

No. CW.064/22
Fire Department
Incident Report

(iii) Moved: Mayor Day
Seconded: Councillor Austin
that the Committee recommend approval of the Lake Cowichan Fire
Department's incident report in the amount of \$12,073.18 for July
2022.

CARRIED

(vi) The municipal hall field review report No. 8 was treated as information.

(b) Public Works and Recreation

Councillor Sandhu raised concerns with the need for garbage collection over long weekends. The Committee discussed the following:

- Bear issues;
- Increase and influx of tourists during long weekends and warm summer days;
- Installation of additional and/or larger receptacles in the busier and active parks;
- Review of the Town's bylaws;
- Need for staffing during weekends; and
- Installation of in-ground receptacles to allow for larger volume of waste.

Staff is directed to provide a report to the next meeting on the matter to address some of the questions and concerns raised.

The correspondence item received from Dorothy Nakahara was brought forward.

- (i)** The Superintendent, Public Works and Engineering Services gave a verbal update on sidewalks and paving projects.

The Committee directed that any unfinished sidewalk or paving project funding be allocated to the 2023 budget.

(c) Strategic Planning

Direction to staff to update the Strategic Plan and bring it forward to the next meeting.

(d) Ohtaki Twinning

- (i)** The itinerary for the visiting delegates from Ohtaki, Japan was treated as information.

Mayor Day thanked Councillor Austin for ensuring all the activities were kept local.

9. NEW BUSINESS

- (a)** The members discussed the report on Council's remuneration and benefits and provided comments as follows:

- Ensure that a defective Ipad is replaced at no cost to the elected official, however, a damaged, lost or stolen Ipad is to be replaced by the elected official;
- Request for clarification of borrowing money from the municipality for purchasing an e-bike; and
- Councillor remuneration should reflect 60% of the Mayor's wage, not 55% as suggested in the report.

- (b)** Representatives of Urban Systems were on hand to make a Powerpoint presentation on its recent report on development cost charges.

The presentation included the following:

- Current status of the development cost charges (DCCs);
- DCC program development;
- DCC bylaw update process;
- Proposed draft rates;
- Community comparisons;
- Stakeholders consultation; and
- DCC bylaw considerations.

The Chair afforded members of the Committee to ask the delegates questions on the update of the Development Cost Charges proposed.

The proposed bylaw will be considered at the Special meeting following the Committee meeting this evening.

(c) The wildfire attractant bylaw toolkit was treated as information.

Mayor Day requested that the matter be forwarded to staff for future consideration.

(d) Councillor McGonigle brought the matter of the JH Boyd property posing a risk to life and limb and asked what would be required for the current owner to demolish the building.

Staff was directed to request input from emergency services; including Fire Chief, Building Inspector, and local RCMP with a report to be provided to Council for its consideration on next steps to ensure the property is safe from fires and potential habitation by the less fortunate.

(e) The status of AB Greenwell property was discussed. The Committee members were advised that the property was still in review with the ALC and that the School District would be demolishing the building with the tender issued for the works.

Councillor McGonigle spoke on the access and egress required by the developer of an adjacent property to reduce congestion on the Sahtlam Avenue and Boundary Road roadways.

(f) The Committee discussed the matter of tourism strategy and options to improve on the following:

- Implementation of paid parking for 2023 in the downtown core area;
- Separate entrance and exit from the Centennial Park Parking lot;
- Garbage pick up; and
- Concerns with the large busses entering and exiting the Saywell Park parking lot and potential liability issues.

10. NOTICES OF MOTION

11. QUESTION PERIOD

12. IN-CAMERA

None.

13. ADJOURNMENT

No. CW.065/22
Adjournment

Moved: Councillor Austin
Seconded: Mayor Day
that the meeting be adjourned. (6:53 pm)

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2022.

Chair