

**AGENDA**

**TOWN OF LAKE COWICHAN**

Economic and Sustainable Development Committee Meeting to be held on  
Tuesday, February 9<sup>th</sup>, 2016 at 6:00 p.m.



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**1. CALL TO ORDER**

**INTRODUCTION OF LATE ITEMS** (if applicable)

**2. APPROVAL OF AGENDA**

**3. BUSINESS ARISING AND UNFINISHED BUSINESS**

(a) Article "13 Ways to Kill Your Community" – Review of Previously Circulated Memo.

**Previous  
Agenda**

(b) **Ongoing Items Still Being Addressed:**

(i) Affordable Housing.

**4. DELEGATIONS AND REPRESENTATIONS**

None.

**5. CORRESPONDENCE**

None.

**6. REPORTS**

None.

**7. NEW BUSINESS**

(a) Infrastructure Required to Address Community Concerns re: Maximize Sunfest.

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(b) Economic Development Leadership Team – Update.

(c) Resolution for 2016 AVICC- Business Facade Improvement Program.

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(d) Infrastructure Improvements.

**8. NOTICES OF MOTION**

**9. PUBLIC RELATIONS ITEMS**

**10. MEDIA/PUBLIC QUESTION PERIOD**

**11. ADJOURNMENT**

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*Infrastructure Required to Address Community Concerns re: Maximize Sunfest*

**1. PARKING AREAS**

There may be an influx of vehicles

- a) where do they park; we need to identify parking areas
  - i) Fields,
  - ii) Existing lots
  - iii) Empty spaces,
  - iv) Areas that WILL NOT block driveways, businesses or impede delivery or emergency vehicles.
  - v) Actual number of spaces must be identified

**2. TRAFFIC CONTROL**

Along with vehicles, traffic control is another necessity

- a) a street/road plan must be developed to determine flow...entrance and egress
  - i) Coming into the Town is obvious, but once we determine parking, then vehicles leaving will need attention
  - ii) We will need traffic control people at intersections and at the circle

**3. TRANSPORTATION SERVICES**

We will quickly determine if we can, in fact, supply enough parking spaces (here is where the number of spaces is vital); perhaps a Shuttle Bus service ought to be considered:

- a) a Laketown Ranch shuttle bus bringing people from Sunfest and returning OR
- b) a Lake Cowichan Bus providing this service
- c) Transportation around Town for L.E.A.D. Committee and Council
  - i) Golf carts
  - ii) Vans

**4. CROWD CONTROL**

As important as vehicles...directing people to various venues around town:

- a) Shopping areas
- b) Entertainment areas
- c) Sanitary Services
- d) Lost and Found
- e) Rest Areas
- f) Weather Protection
  - i) in case of a sudden storm, consider protection; tents, empty buildings, etc.

## **5. SIGNAGE / BARRIERS**

Signs will be needed: a) Parking  
b) Shuttle Bus Stops and Pick-ups  
c) Lost and Found  
d) Directional

Barriers may be needed:  
a) To control flow of people  
b) Security and safety

## **6. WATER & FOOD SUPPLIES**

Additional supplies of water must be identified:

- a) Country Grocer
- b) Restaurants
- b) Other?

None of the Restaurants in Town can supply enough food by themselves:

- a) Food Trucks
- b) Vending Carts

## **7. SANITARY SERVICES / GARBAGE / RECYCLE**

This is an obvious service:

- a) Male and Female Portables
  - i) Placed at Entertainment venues
    - Saywell Park
    - Central Park
    - Other strategic points:
- b) Containers for garbage and recycle must be placed around town
  - i) Map of locations (pick-up trucks will have a route)

## **8. HANDICAP SERVICES**

We must identify Strategic Areas around town that ought to have and do not have wheelchair access; the list may be small, but nonetheless important

## **9. SECURITY**

Security will be necessary; once the activity/entertainment areas are identified, we must have a survey or plan developed:

- a) Personnel required
- b) Barriers needed
- c) Areas that are not safe ought to be blocked off

## **10. EMERGENCY SERVICES**

- a) Access of emergency vehicles must be guaranteed
- b) All planning of flow patterns must take Emergencies into consideration
- c) Quick communication must be arranged
  - i) A member of the R.C.M.P. ought to be involved in the Security plan
  - ii) A sudden medical emergency must be dealt with quickly; a plan or method to implement is a necessity
  - iii) Traffic flow patterns must take into consideration the quick access of all emergency vehicles
- d) St. John's Ambulance must be on-site

## **11. COMMUNICATION**

Efficient and reliable contact between L.E.A.D. members, Councillors, appropriate Town Staff, Emergency Services is important

- a) Communication devices
  - i) Cell phones
  - ii) Walkie-Talkies
  - iii) Other efficient method?

## **12. LOST & FOUND**

Everything from lost pets to lost children must be considered

- a) Located on-site, with good signage
- b) Must be manned continually.
- c) Stocked with water and snacks, for children; water for pets might be good
- d) Covered containers to keep lost items
  - i) Record kept of when and where the item was found
- e) Access to a sound-system

## RESOLUTION for 2016 AVICC

### **BUSINESS FAÇADE IMPROVEMENT GRANT PROGRAMME**

WHEREAS the smaller municipalities and communities are looking at ways and means of encouraging the revitalization of their downtowns through incentives that would encourage small businesses to undertake much needed improvements to building facades, signage and siding;

AND WHEREAS the Province had previously instituted a grant programme that provided financial assistance to businesses so they may undertake improvements through application to their respective local governments;

THEREFORE BE IT RESOLVED that the Province be petitioned to re-implement the Business Improvement Grant Programme that will provide local governments an annual intake to a maximum of \$20,000 so local businesses may participate in a programme that would see the rejuvenation of business areas with the end goals of enhancing community appearance and pride which are integral to economic activity and growth.

#### Background Information

The Town instituted a tax exemption programme in 2011 to provide accelerated private sector investments but there has not been a single interest in the programme despite our interest in seeing the remediation of existing properties.

The Town had support from UBCM members on the levy of separate taxation rates for land and improvements but the Province did not support the initiative.

Communities can undertake public infrastructure upgrades but have few tools at their disposal to effect cosmetic improvements to commercial buildings without resorting to punitive measures as provided in the Community Charter which are often unpleasant, unpopular and onerous.

Business improvements and community pride can certainly assist with the development of economic activity through the attraction of visitors and local shopping which are necessary if the community is to be assured of its viability and its continued existence.