



- PRESENT:** Councillor Aaron Frisby, Chair
Mayor Tim McGonigle
Councillor Carolyne Austin
Councillor Kristine Sandhu
Councillor Lorna Vomacka
- STAFF:** John Thomas, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services
Caroline von Schilling, Director of Bylaw and Development Services
Viktoria Muehlbauer, Manager of Tourism and Business Development
Roni-Lee Roach, Deputy Corporate Officer

PUBLIC: 29

1. CALL TO ORDER

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

The Chief Administrative Officer was invited to introduce the new team members.

Mr. Thomas introduced the Manager of Tourism and Business Development, Viktoria Muehlbauer who replaces Mr. Dalton Smith who recently retired after 20 plus years of services; and

Caroline Von Schilling, Director of Bylaw and Development Service responsible for planning, bylaw enforcement who joins us from another municipality within the region; and

The other teams members at the table; Director of Finance and the Superintendent, Public Works and Engineering Services.

2. INTRODUCTION OF LATE ITEMS

None.

3. AGENDA

No. CW.046/26
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Austin
That the agenda be approved as presented.

CARRIED.

4. PUBLIC INPUT

Jennifer Allen, local real estate agent in Lake Cowichan, spoke on the matter of short term rentals and the need for the Town to permit as it relies heavily on tourism traffic to remain viable.

A gentleman, identifying himself as Stephan, also spoke on the matter of short-term rental and the need in the community.

5. MINUTES

None.

**6. BUSINESS ARISING AND UNFINISHED BUSINESS
Ongoing Items Still Being Addressed:**

7. DELEGATIONS AND REPRESENTATIONS

- (a)** Daphne St. Mary, spoke on behalf of the Wellington residents, 138 South Shore Road, and their concerns with groups of teens frequenting Saywell Park late at night, drinking, causing public disturbances and acts of vandalism in the community which have been submitted to the Town for bylaw enforcement.



The Chair afforded an opportunity for Sergeant Kevin Mack, RCMP, to speak on the matter.

Sergeant Mack addressed Council and those in the gallery on the recent incidents with youth and their activities in the local park and his department’s work to identify those individuals. Sergeant Mack encouraged residents and the public to call and report to the police directly through the non-emergency number for future incidents.

- No. CW.047/26
Correspondence(s)

8.

CORRESPONDENCE
Moved: Councillor Vomacka
Seconded: Councillor Sandhu
That the Committee recommend that the following correspondence items be received and filed:

 - (a) Joint Letter to Minister of Health – repurposing of the Existing Cowichan District Hospital and Letter of Response from Minister of Health;
 - (b) AVICC at UBCM – 2026 Elections and Student Program;
 - (c) AVICC – Opportunities for AVICC Members; and
 - (d) District of Oak Bay – Local Government Climate Action Program (LGCAP) funding.

CARRIED.
- No. CW.048/26
Building Permit
Summary

9.

REPORTS

(a) The Administration Quarterly Report, ending June 30th, 2026 was reviewed with highlights of activities undertaken by Council and staff at the Town which is determined by Council’s Strategic Plan, Official Community Plan and Zoning bylaw.

The Chief Administrative Officer further highlighted each of the departments and provided additional facts and data in the report.

(b) Moved: Mayor McGonigle
Seconded: Councillor Austin
That the Committee recommend acceptance of the Building Permit Summary Report for the month of June, 2026.

CARRIED.
- No. CW.049/26
Financial Report to
June 30th, 2026

(c) Moved: Councillor Vomacka
Seconded: Councillor Austin
That the Committee recommend receiving the Finance report for the six months ending June 30th, 2026 as information.

CARRIED.
- No. CW.050/26
Fire Department
Incident Report

(d) Moved: Councillor Austin
Seconded: Mayor McGonigle
That the Committee recommend that the staff report be received; and

That the Committee recommend that Council approve the Lake Cowichan Fire Department’s Incident Report in the amount of \$14,345.00 for June, 2026.

CARRIED.
10.

NEW BUSINESS

(a) The matter of access to Point Ideal Drive through Fern Road as a one-way only route was discussed.

The Superintendent of Public Works and Engineering Services reported that the budgeted \$15,000 would allow for grading of the gravel portion to the



roadway. Further service updating including any pipe work, catch basin installation and paving would require further funds of \$100,000.

- (b) The matter of Short-term rentals and Air B&B was discussed by the Committee.

No. CW.051/26
Direction to Staff

Moved: Mayor McGonigle
Seconded: Councillor Vomacka
That the Committee recommend that staff be directed to report back on short term rental options with rental vacancy rates, if available, licensing options and other aspects of zoning allowances.

CARRIED.

11. **NOTICES OF MOTION**
None.

12. **QUESTION PERIOD**

Questions from the public were raised as follows:

- Update on the replacement of the weir;
- What the town has for rent to own situations for youth born in Lake Cowichan;
- Parking solution and the parking area on South Shore Road with suitable signage installed;
- Current process and why short-term rental process has been changed with the Province and why it cannot be reversed and bypassed by the Town;
- Status of the retirement centre behind the library;
- Stop work order issued on Point Ideal Drive and if zoning changes have been made regarding putting trailers on empty lots.

No. CW.052/26
Retire to In-Camera

13. **IN-CAMERA**
Moved: Councillor Vomacka
Seconded: Councillor Austin
That the Committee recommend closing the meeting to the public to deal with issues dealing with labour relations and the acquisition, disposition or expropriation of land or improvements which falls under s. 90(1) (c) and (e) of the Community Charter. (6:28 pm).

CARRIED.

No. CW.053/26
Adjournment

14. **ADJOURNMENT**
Moved: Mayor McGonigle
Seconded: Councillor Vomacka
That the meeting arise with a report when appropriate and be adjourned. (8:06pm).

CARRIED.

Certified correct _____ .

Confirmed on the ____ day of _____ , 2026.

Chair