



## TOWN OF LAKE COWICHAN

### Advisory Planning Commission

Thursday, October 25<sup>th</sup>, 2018 at 4.00 p.m. – Council Chambers

## AGENDA

Page #

1. **INTRODUCTION OF LATE ITEMS** (if applicable)
2. **AGENDA**
3. **ADOPTION OF MINUTES**  
(a) Minutes of meeting held on October 25<sup>th</sup>, 2018. 2
4. **BUSINESS ARISING AND UNFINISHED BUSINESS**  
None.
5. **DELEGATIONS AND REPRESENTATIONS**  
None.
6. **CORRESPONDENCE**  
None.
7. **VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA** – (maximum 3 minutes per speaker and maximum time allotted 15 minutes)
8. **REPORTS**  
None.
9. **NEW BUSINESS**  
(a) Meeting notes from working groups  
(b) [Full OCP document for review.](#) 4
10. **QUESTION PERIOD** (maximum 3 minutes per speaker and maximum time allotted 15 minutes)  
- Limited to items on the agenda.
11. **NEXT MEETING DATE**  
December 20<sup>th</sup>, 2018 at 4.00 p.m.
11. **ADJOURNMENT**

**TOWN OF LAKE COWICHAN**  
Minutes of Advisory Planning Commission held on  
Thursday, October 25<sup>th</sup>, 2018



**PRESENT:** Darlene Ector, Acting Chair  
Brian Locher  
Robert Patterson

**REGRETS:** Les Bowd  
Janice New

**ALSO, PRESENT:** Councillor Tim McGonigle  
Councillor Carlyne Austin  
Joseph A. Fernandez, CAO  
James van Hemert, Contract Planner

**1. CALL TO ORDER**

The acting Chair called the meeting to order at 4.12 p.m.

**2. APPROVAL OF AGENDA**

No. APC.16/18 Moved: Robert Patterson  
Seconded: Brian Locher  
that the agenda, as amended, be approved.

CARRIED.

**3. ADOPTION OF MINUTES**

No. APC.17/18 Moved: Robert Patterson  
Seconded: Brian Locher  
that the minutes of the meeting held on September 27<sup>th</sup>, 2018 be approved.

CARRIED.

**4. BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

**5. DELEGATIONS AND REPRESENTATIONS**

None.

**6. CORRESPONDENCE**

None.

**7. REPORTS**

- (a)** The meeting notes from the working groups were reviewed for the benefit of the members. The contract planner noted that the groups were getting smaller. Another recap of the review process is to be presented to the new council in December, 2018.

The Built Environment group had focused on the distinction of "uptown" and "downtown" areas, the active transportation plan, the mobility plan and the logging truck diversion objective aspects of the proposed revisions to the Official Community Plan.

The Natural Environment working group had reviewed corporate greenhouse gas and stressed the need to maintain established greenhouse reduction targets through the publicizing of federal and provincial incentives, encouraging use of electric vehicles and making the Town more "walkable".

The Social Environment group had discussed among other things, adding agriculture use on employment lands.

- (b) Discussion was limited to just the maps contained in the proposed Official Community Plan: landmarks, demarcation of the uptown and downtown areas, and the other revised maps.

**8. NEW BUSINESS**

None.

**9. NEXT MEETING DATES**

December 20<sup>th</sup>, 2018 at 4.00 p.m.

**10. ADJOURNMENT**

The Chair adjourned the meeting at 5.50 p.m.

Certified correct \_\_\_\_\_

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chair



## Town of Lake Cowichan

### Creating our Future: Official Community Plan Update

#### Social Environment Working Group

#### Meeting Notes

Thursday, November 8, 1:30 pm, Council Chambers

Present: Rocky Wise, Duncan Brown, Robert Patterson, Roger Young, Janet Lemieux, James van Hemert

1. Open Space
2. Review Section 5.3 Recreation
3. Review Section 5.4 Parks
4. Review Section 5.5 Institutions
  - Correct statement regarding AB Greenwell on p. 76 –drop rationale for closing and simply state the year
  - Add paragraph and supporting objectives and policies on community services, noting that the Town owns a 2 story community services building housing a variety of services
  - Add a paragraph and supporting objectives and policies on emergency shelter, for use by women, homeless, and others who may need short term accommodation; there are unused apartments available in the community service building
5. Review Section 5.6 Community
  - Add policy/ action on hosting the BC Seniors' Games
  - Add paragraph and supporting objectives and policy on 'aging in community' , e.g. care in homes; James to speak to Island Health regarding the support and outreach they are providing locally for home support services
6. Review maps
7. Adjourn

#### Actions:

- James to follow up with the RCMP and Carol Blatchford at Community Services to explore feasibility of emergency shelter
- James to follow up with Island Health re support services for aging at home, an update
- **UPDATE:** *After discussion with RCMP officer Stu Foster and Director of Cowichan Lake Community Services a short term accommodation facility may not viable, largely because of the lack of support services. There is no longer unused space in the community service building*



## Town of Lake Cowichan

### Creating our Future: Official Community Plan Update

#### Built Environment Working Group

#### Meeting Notes

Tuesday November 6, 2:00pm, Council Chambers

Present: Robert Patterson, Betty McGonigle, Joe Allan, James van Hemert

1. Open Space
2. Review Section 5.1 Economic Development
  - 5.1.5.2 Jobs Policies: add term 'such as' so as to not single out TELUS as the only option, likewise for 'PureFibre'
3. Review Section 6.5 Downtown, Neighbourhood Centre, Tourism Areas, and Highway Commercial Development Permit Area (DPA 4)
  - Update 6.5.4 9) to read the same as #9 in the Multi-unit Residential DPA
  - Include concrete as a suitable finish for pedestrian and parking areas
4. Review Section 6.6 Multi-unit Residential Development Permit Area (DPA 5)
5. Review Section 6.7 Industrial Development Permit Area (DPA 6)
  - Add images to illustrate guidelines as done in other DPA s
6. Review maps
7. Adjourn

Post meeting telephone call with Jade Yehia of Island Health

- Incorporate a short section in the beginning of Part 5 Community Health & Wellness that frames the linkages between the social determinants of health and plan policies. Some information available in the Local Health Area report.

**Action items:** send full updated OCP to all working group members in early December



**Town of Lake Cowichan**

**Creating our Future: Official Community Plan Update**

**Natural Environment Working Group**

**Meeting Notes**

Thursday November 8, 5:00 pm, Council Chambers

1. Open Space
2. Review Section 6.1 Watercourse and Streamside Protection Development Permit Area (DPA 1)
  - a. Review definition and application of SPEA
3. Review Section 6.2 Natural Hazard Lands Development Permit Area (DPA 2)
  - a. Various revisions to the Wildfire Hazard guidelines were suggested and Margaret Symon offered to review the updates.
4. Review Section 6.3 Greenhouse Gas Reduction Development Permit Area (DPA 3 )
5. Review maps
  - a. Revisions to Map 2 Mobility and Transportation were suggested:
    - i. Future crosswalk on Cowichan Valley Hwy at Neva Road/ Greendale trestle
    - ii. Show a multi-purpose trail connection via Neva Road and Oak Lane to Grosklegg
6. Adjourn

