



TOWN OF LAKE COWICHAN

Advisory Planning Commission

Thursday, March 22nd, 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 January 25th, 2018.

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4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.
5. **DELEGATIONS AND REPRESENTATIONS**

None.
6. **CORRESPONDENCE**
 - (a) Mike Tippett, CVRD, re: OCP Update.

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 - (b) Chief G. Livingstone, Lake Cowichan First Nation re: OCP Update.

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7. **REPORTS**
 - (a) Working Groups Meeting Notes:
 - (i) Built Environment – February 1st, 2018 & March 13th, 2018;

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 - (ii) Natural Environment - February 1st, 2018 & March 15th, 2018; and

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 - (iii) Social Environment - February 1st, 2018 & March 15th, 2018.

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 - (b) Downtown Concept Plan – Cultural vs Business centres.

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8. **NEW BUSINESS**

None.
9. **NEXT MEETING DATE**

April 26th, 2018
10. **ADJOURNMENT**

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TOWN OF LAKE COWICHAN
Minutes of Advisory Planning Commission held on
Thursday, January 25th, 2018



PRESENT: Les Bowd, Chair
Darlene Ector
Brian Locher
Janice New
Robert Patterson

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

1. CALL TO ORDER

Les Bowd was elected Chair and he called the meeting to order at 4.05 p.m.

2. APPROVAL OF AGENDA

No. APC.01/18 Moved: Darlene Ector
Seconded: Brian Locher
that the agenda, as presented, be approved.

CARRIED.

3. ADOPTION OF MINUTES

No. APC.02/18 Moved: Darlene Ector
Seconded: Brian Locher
that the minutes of the meeting held on November 23rd, 2017 be approved.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) The Contract Planner introduced Tricia Reynes, the student planner, to the members present.

5. DELEGATIONS AND REPRESENTATIONS

None.

6. CORRESPONDENCE

(a) The correspondence item from Angela Wheeler, Island Health, was treated as information.

(b) The letter from Ryan Evanoff, Ministration of Transportation and Infrastructure was treated as information.

(c) The response from Willi Jansen, Fisheries and Oceans, was noted.

7. REPORTS

(a) The Contract Planner went over the revised schedule for

the update for the Official Community Plan.

- (b) The Contract Planner reviewed for the members' benefit the highlights of the 2016 Census for Lake Cowichan.
- (c) The Contract Planner spoke on the composition of the three working groups and their tasks. Many of the members were in the audience.

8. NEW BUSINESS

None.

9. NEXT MEETING DATES

February 25th, 2018 at 4.00 p.m.

10. ADJOURNMENT

Adjournment The Chair adjourned the meeting at 5.55 p.m.

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2018.

Chair



175 Ingram Street
Duncan, BC V9L 1N8
www.cvrld.bc.ca

Office: 250.746.2500
Fax: 250.746.2513
Toll Free: 1.800.665.3955

January 25, 2018

Joseph Fernandez, CAO
Town of Lake Cowichan
PO Box 860
LAKE COWICHAN BC V0R 2G0

Dear Mr. Fernandez:

Re: Town of Lake Cowichan Official Community Plan Update

Thank you for your letters dated December 5, 2017, to Ross Blackwell and Jon Lefebure of the Cowichan Valley Regional District (CVRD) concerning the above-noted project.

The CVRD Land Use Services Department is definitely interested in being a participant in a stakeholder interview concerning your Official Community Plan (OCP) update. Please feel free to contact Mike Tippett at mtippett@cvrd.bc.ca for this.

We regret that our staff resources are stretched to the limit, so participating in one of the three working groups will not be possible.

We wish the Town of Lake Cowichan great success with this project.

Yours truly,

Mike Tippett, MCIP, RPP
Manager
Community Planning Division
Land Use Services Department

MT/ct

pc: Jon Lefebure, Chair
Ross Blackwell, General Manager, Land Use Services Department



LAKE COWICHAN FIRST NATION
313B Deer Road
PO Box 159
Lake Cowichan, BC
V0R 2G0

January 29, 2018

Town of Lake Cowichan

Attention Joe Fernandez

Re: Town of Lake Cowichan Official Community Plan Update

We are in receipt of your letter on December 5th, 2017 in respects to the Town of Lake Cowichan's OCP update. This letter is to formally request that we be kept apprised of the process and information provided as we feel that we are a key stakeholder in the development within our traditional territory. We feel that participation in this process will further solidify our continued government-to-government relationship and will provide an opportunity for our leadership to convey their concerns and input.

How this unfolds and where Lake Cowichan First Nation's participation via stakeholder review or engagement on the working groups, is yet to be determined, however we feel that as long as we are engaged, at least we will have the opportunity to participate where possible.

We thank you for your attention to this matter and if you could please forward your responses to our administrator that would be much appreciated.

Klecko, klecko (Thank You),

Chief Councillor
Georgina Livingstone

**February 1, 2018
Town of Lake Cowichan**

**Official Community Plan Update
Creating Our Future
Built Environment Working Group**

Meeting Commenced at: 2:06pm

1. Introductions

Present:

Angela Wheeler
Betty McGonigle
Dennis Peters
John Kirkpatrick
Michele March
Brian Rucker

Special Guests:

Angela Wheeler
Alison Gardner

Missing:

Barry Marcoux
George Gonzo
Robert Withers
Joe Allan
Robert Patterson

2. Protocol

- This is a place to speak freely, there is no just idea as a dumb idea
- If there is an area where we don't agree, that is not a bad thing. It is good to have different perspectives

3. The Mysteries of the Official Community Plan

- It is required by provincial legislation
- Certain items (climate change, and housing supply) must be included
- Topics like: Land use, Transportation, and the Natural environment are included
- The over all goal is to envision how we see the town moving forward
- The Town has been very successful at getting grants through the OCP

Comments:

- There needs to be metrics and action items in order to get things achieved
- Where are the priorities of the plan?
- The direction of the plan needs to be highlighted in the plan

4. Presentation by Island Heath

-Handout summarized main points of presentation

5. Comments and review of introductory chapters 1-3

- The age friendly action plan does have built environment recommendations
- The aging population has an implication on the built environment

6. Review of Chapter 7 Downtown

- There has been a commercial redevelopment potential study
- The piece of downtown by country grocery is the basic needs shopping center
- All of the parcels along the highway (the east end of two) are spread out and not connected
- Towards Saywell park the commercial is more tourist oriented
- These policies speak to the core area of downtown
- More or less the boundaries of downtown are highlighted in pink on the land use map

What is the policy? How do you decide what comes in and out?

- It is critical to have more industrial/ commercial uses within the town
 - o This will help the town generate more revenue for capital projects

Goal

It doesn't have any comments about residential, what are our opinions?

- The goal doesn't say you can have residential space
- If we are not careful and proactive the First Nations redevelopment process might result in the town competing with the first nations
- Should the town hall remain where it is??
 - o There is no direction one way or another in the OCP
- Maybe the Town hall should re-develop to include other services? Maybe the health unit or the community service buildings could move into another building?
- The shape and condition of building in the town is poor

What do we want downtown to look like?

- We are missing signage and way finding to make the waterfront more accessible
- Tourism is our future
- There is huge potential
- Bypass road for the logging trucks

Is the Goal adequate?

- We should specifically address mixed use – so residential can be a component of the Commercial
- Do we want government as a focal point for the downtown
 - o **Public services** instead of government
- We address the use of the downtown core. Accessibility for all (8-80yrs)
- The word focal point may be too strong the word 'Hub' may be more appropriate

Objectives

- a) the term 'small town' may not be appropriate
lakeside character
make an element of history the towns focal point
local
- b) add universally accessible
- c) we do have legislation in the province to address under utilized commercial buildings
we want to reference brownfield and mitigation actions
- d) remove the repeated objective

Some discussion on branding the town to attract the missing Millennial generation
For example, see what Cumberland has done.

What is the definition of Downtown? What would we like downtown to be in 10 years time?
- the biggest danger in the town is designating too much land for downtown

7. Review of Chapter 8 Highway Commercial, Neighbourhood Centre and Tourism
-not done

8. Review of Chapter 9 Industrial Development
-not done

Next meetings – Tuesday, March 13th at 2:00pm
- Tuesday, April 10th at 2:00pm

Actions:

9. Adjourn

The meeting was adjourned at 4:06 p.m.

March 13, 2018
Town of Lake Cowichan

Official Community Plan Update
Creating Our Future
Built Environment Working Group

Meeting Commenced at: 2:05 pm

Present:

James VanHemert
Angela Wheeler, VIHA (telephone)
Betty McGonigle
Dennis Peters
John Kirkpatrick
Michele March
Brian Locher
George Gonzo
Robert Withers

Missing:

Our Intern...

1. Open Space

- James stated the importance of having Island Health at the table, housing and health go together.
- General agreement that housing should be discussed in this working group, as part of the Built Environment.
- Two points were revisited from the previous meeting:
 - Derelict properties should be actionable objective. General agreement that the downtown area needs to be cleaned up, to present a better first impression to visitors.
 - Need to develop clear vision for the Town.
- Working groups will submit their information to the APC for consensus and final decisions. There will also be workshops and a survey for input from the community at large.
- We should ensure the OCP is more accessible, easier for policy makers and establish an "Open For Business" attitude in the wording through positive language.

2. Continue Review of Chapter 7 Downtown, Policies

- 7.3(1) needs to be updated, include new zone district. Too many statements of fact?
- Develop a policy for developers to contribute to a housing fund through DCC's.
- 7.3(2) Delete "affordable & rental housing in Lake Cowichan".
- 7.3(3) Suggest no housing on ground floor in Downtown, example IDA building, but max 3 storeys, to keep small town form and character.
- 7.3(4) Change "screened and landscaped" to "screened or landscaped".
- 7.3(5) Verify DPA 3 or should be 4? Add Policy (11) to Policy (5). Amend "existing scale" to scale larger to support retail.
- 7.3(7) Refer to DPA#. Amend zoning....build "Coastline" to add interest to retail area. Add Policy (10) to Policy (7).
- 7.3(8) "Encourage and support" instead of "plan".

- 7.3(9) This guideline should be reflected in other chapters.
- 7.3(12) Action Item...Town should promote.
- Add specific policies regarding public access to waterfront.
- For discussion in Chapter 8:
 - Address public parking for RV's, trailers, motorhomes;
 - Discourage further retail beyond current core. Discussion required.

3. Next Meeting – Bring Images “Vision Downtown”

Adjourned 4:03 pm

Next Meeting: Tuesday, April 10th at 2 pm

Meeting Notes

Town of Lake Cowichan Creating Our Future Official Community Plan Update

February 1, 2018

Natural Environment Working Group

Meeting Commenced at: 5:04pm

1. Introductions

Darlene Ector, Local resident, APC member
Janice Newman, 25 year resident, Landscaper APC
Robert Patterson, APC, Marketing Sales and Logistics
Cara Smith, 9 year resident, Community Garden society
Pat LaMont, Full time resident for 2 years, previously a commuter, interested in process of how things occur
John Kirkpatrick, New resident, mechanical engineer
Barbra Liske

2. Protocol

- feel free to ask or say anything
- speak freely
- Big ideas – whatever

3. The mysteries of the OCP revealed

- Some of you are used to this document, there is a logic to how it has been organized
- Lots of background information on the Town, it is just background it is not technically policy. It is in this document so that it doesn't disappear
- The vision statement was made back in 2010 at the tail end of an OCP update process. The statement provides direction for the entire document
- Each chapter has one goal.
- The objectives are more specific on what we are going to do – more action oriented
- Policies come from the objectives and are more like “action items”

4. Comments and review of introductory chapters 1-3

Vision Statement – a little piece of this statement is on the entrance sign to town.
- Working on creating a town that works for those from 8-80yrs old

Should the opening chapters address the natural environment?

- I feel like it is currently there indirectly

No other comments on the opening Chapters.

5. Review of Chapter 4 Natural Environment

Most of the important mapping for the natural environment is in the Development Permit Area maps.

The DPA

- Flood plains (200 year flood projections) and steep slopes
- The fact is part of the town is within the flood plain and we have to deal with it

Steep Slopes:

- sluffing and drainage issues, it is a hazard issue
- The more you do cut and fill in steep slopes, there is no guarantee that the engineering will hold up
- Single family home require retaining wall, geotechs, onsite rainwater management etc, is required

Our system can old handle so much water, but there are other means of managing the rainwater.

- Previously there was no rainwater management systems

Do we update the OCP language to reflect the Town's rainwater management plan?

- There should be some reference to it
- We should add it in
- We should also add forest fire boundaries to the maps

The rainwater management plan takes into account all of the town infrastructure and makes recommendations to the town.

The OCP doesn't reference fire issues. Should the Town create fire breaks or a fire management plan?

- There is a real risk here; it could be a bigger risk than flooding and steep slopes
- If the forests on the slopes burn come winter rainfall there will be a big issue
- We should address this with mapping
- We should reference the Fire Smart plan
- Wild fire hazard mitigation maps. The data is available, what do we do with it?
- We need to make sure we are comfortable with what the CVRD has done

If we bring it into the OCP there is more strength in the future

Natural environment goal:

- are preserve and maintain the same thing? Preserve is left alone; maintain removing things and enhancing it making it better.
- There may be something missing

Objectives:

- a) elk corridors, (or wildlife corridors) may be important and might need to be included
- the Wildlife Watch may know information about this
 - we should at least recognize it if not map wildlife corridors
 - recognize wildlife other not just fish

- b) if you wanted it to get done it this may be better as a policy

- there is a man who runs a hatchery – there is an old report done by ted burns

Communities have things happen that don't have logic to them. Things can go wrong even if people have the best intentions

- c) - wood burning smoke/ air quality should there be something to encourage people to clean and update their infrastructure

- it is worth bring up wood burning – the firewood and the state of the smoke stack

- People are burning and selling wet wood- how do you regulate that?

- Wood stove exchange programs

- Educational awareness

- d) it should be either maintain clean water quality or improve . Maintain isn't enough!

- e) Doesn't make sense. Isn't that life?

- is this dying trees or erosions, maybe add an example

- This is intended to relate to our DPA's

The language isn't clear enough, It is too broad.

- f)

Policies

- 1) LIDar mapping via CVRD? Better mapping

2) – no comments

3) Rainwater management, not stormwater management

4) – some concerns about people building on slopes that have previously failed

5) – no comments

6) – no comments , only says fish - add wildlife if it is included in one maybe it should consider other

7) – no comments

8) – no comments

9) – people are dumping their garden wastes. Ivy and English laurel are being spread into environmental areas

Recognize that this happens, and the town needs to get on top of it.

There is a need to name plants

- prevention – education – eradication

- an educational element around invasive species

- should be something about developing a community action plan for eradication

o this should include a disposal method

o there is a place for the municipality to do something

▪ river cleanup model

****10) Add a policy surrounding wildfire**

Tree bylaws? No there is currently no tree bylaw

Tree management for older trees

Hazardous tree identification

- this ties in with being Firesafe

Recommendation: Tree Bylaw

6. Review of Chapter 5 Climate Change

- this section was not covered We will start the next meeting with this topic

7. Review of Chapter 7 Downtown- specific objectives and policies related to Brownfield's and highlighted properties (if time)

- this section was not covered

Next meeting – Thursday March 15th 5:00pm

Action:

- from the data we have available report back on the town climate change efforts

8. Adjourn

The meeting was adjourned at 7:02 pm



Town of Lake Cowichan

Creating our Future Official Community Plan Update

Natural Environment Working Group

Meeting Notes

March 15, 2018, 5:00 PM, Council Chambers

1. Open space
Present: James, Darleen, John, Caroline, Robert. Cara, Pat
2. Review Chapter 5 Climate Change
 - There was a push by the provincial government in 2010 to promote climate protection strategies
 - There are two aspects to climate change – Mitigation and adaptation
 - The province produced a report of GHG emissions for each community
 - Some things have been done to lower greenhouse gas emission
 - The town has done most of its work in the efficiency of the infrastructure
 - Ideally we would have received information from the province every year on how each community had done.....
 - Do we need more realistic projections?
 - The area that produces the most greenhouse gases is transportation
 - We are ahead of the game because the majority of our electricity is hydro electric
 - What is an approach which is reasonable?
 - o Do we stay with this program? Without external government support how do we accomplish this?
 - If you are fully heated by wood it is carbon neutral
 - New construction is much more energy efficient

Do we keep the high standard? Or do we find something more realistic?

 - Keep to the high projection levels and push the dates out so the town could possibly receive funding from the government
 - If we are going to push it out to be more progressive
 - We should align it with the Paris Accord – the liberals haven't don't much since Harper so there are numbers which we can use
 - At least by revising and updating the targets we can bring it back to council and hopefully do a better job at monitoring the numbers

Are there other things that can be done to offset carbon emissions?

- Ideally, we could have a program to help people insulate their houses
- This should reflect BC Hydro energy saving programs
- We can update this with the current reality of what it is possible to do.

Can we dispose of our waste within town instead of trucking it out of town?

- We want it here to make compost
- Council to continue to pursue the management of green waste within the town

Better management of rain water

- We have a fairly progressive rain water management bylaw in town
- Rain water management on site reduces demands of the city surfaces

Solar panels for electricity

- The town could make money by putting solar panels on its own buildings and then feed energy back into the grid

Wind Power

- The places where it is worth putting up turbines is on the top or hills or on the ocean

Micro Hydro in the river

- You could explore some form of hydro electric

3. Review of Chapter 7 Downtown

- A brownfield property is a property that has ground contamination in the soil
 - o The former service station at the round a bout is a brownfield site
 - o The site across from the co-op
 - o The public works site is at risk of being brownfield
- It is not health to have these sites contaminated
- What actions do we take?
- Should the town be strategic and find funding to help solve brownfield issues
 - o Where it is along the main drag through town it would be beneficial to get the sites remediated

We need a clearer action-oriented policy regarding brown fields.

We may be able to acquire AB Greenwell

- The building is blighted and the town is working on it
- Public works or the town hall may end up there

The remediated brownfield site could be beautified for the time being

- Volunteers could help with this
- It would be nice if it was planted with native species

4. Development Permit Areas

- This is fairly crude mapping
 - o Rough 30m buffers around all wetlands
 - o The only way you can intrude into the 30m is if the town approves
 - o There is a lot of existing development within the buffers

There is a lot of miss-understand about what you can and cannot do within the buffer zone

- An illustration in the OCP would help clear up any of these misunderstandings

The removal of non-native species

- Add something about the dumping of yard waste
- This is an enforcement issue
- There needs to be an educational component to this
- Possibly a mail out with the tax notice

5. Development Permit Area 2

- James will get rid of the GSC acronym and write it out in full

The area that is the biggest challenge in the town is the slopes

- We require a development permit for lands of 30% slope or more
- If we think there is a 30% slope on the land we can still require a development permit
- As soon as you cut into a slope you change its stability
- When someone comes forward with a development proposal they have to demonstrate how they are going to work with the slope

More than half the town is within hazard areas

- Slopes have been one of the biggest issues in the town
- We try to avoid engineered retaining walls as much as possible because they often fail

We need better information about what is beyond the boundaries

- The idea map would be one with a satellite image

6. Adjourn

5:57pm

Next meeting Thursday April 12th at 5:00 pm

Action Item

- Approach the CVRD to see if they have any updated mapping for us of the wetlands
- Approach the province to see if there are any wetland updates
- The sections of the Local Government Act may be incorrect – just refer to the Local Government Act
- Provide an illustrative example of the DPA limitations

**February 1, 2018
Town of Lake Cowichan**

**Creating our Future
Official Community Plan Update**

Social Environment Working Group

Meeting Commenced at: 1:32pm

1. Introductions

Participants:

- Tim McGonigal, member of council
- Sandy Stinson, Remax
- Duncan Brown, former school board
- Rodger Young, Behaviour Interventionist, museum board
- Robert Patterson, APC,
- Cara Smith, 9 yr Resident, Director of the community garden society
- Larry Olson, 23 yr Resident, RCMP officer
- Janet Lemieux
- Rocky Wise

2. Protocol

- speak freely, your thoughts matter, that's what we are here for
- we want this to be a citizen driven plan
- let's listen to each other, we may not reach agreement but that fine we will take note of it while we move forward

Comment on process- we many not reach consensus on every topic
How are decisions made?

- ultimately the APC will make the decisions
- If it is a really important question, for example, on the shape and direction of housing Single family vs. Infill – it is entirely possible to see two different directions emerge

DPA guideline? Is that zoning

- a development guideline, is part of a development permit area,
- the social environment does not have a DPA within the section
-

3. The mysteries of the Official Community Plan

- James provided an overview of the structure of the plan:
 - i. Introductory and explanatory paragraphs
 - 1. existing paragraphs do not have to remain in the new document if we don't want it to be
 - ii. Goals –broad, aspirational

1. Objectives--specific topic, achievable means to achieve goal
 - a. Policies—specific actions related to objectives and may be measurable, time specific; may give clear direction to council on a topic

Who uses the OCP?

- ultimately it is a document which is adopted as a bylaw of the town and used by Council to guide decision making
- land use decisions must be consistent with the Official Community Plan per Provincial legislation
- it can be useful for those interested in business and development
- it can influence economic activity
- it presents a vision
 - There is a vision statement which informs what we want to see as a town going into the future. There is a reflection of the vision statement from the OCP on the new entrance sign coming into town. The vision statement dives much of what the plan says
 - council approved and brought to life the existing vision statement
- bylaws such as the Zoning Bylaw, Subdivision, Works and Services Bylaw flow from and implement the OCP

Additional comments

- we have a recent (2016) census, we are fortunate to be doing this with recent data
- Plan is primarily policy text and maps; without the maps all of those words lack meaning, maps show what is and will be happening on the ground

Do you look at 20 yrs total?

- Yes, it looks forward to that point
- we have to update it every five years

4. Comments and review of the introductory chapters

- we know that a lot of retirees come to town as well as young families
- school enrolment in the younger grades has increased
- we can't predict everything
- the primary school is packed
- the background information in the early chapters will be updated

One question on the mapping – What area is Lake Cowichan

- the Town of Lake Cowichan is completely covered by the OCP- Everything in color on this map fall within the jurisdiction of the town
- **For update**, label lakes on the map as well as surrounding context including political jurisdictions, natural features, roads, see additional comments below

- Maybe the land use plan needs a little more information on what is what
- Where are the First nation lines??? They are not in our jurisdiction but
- The piece of crown land next to lake view park is going to be transferred to first nation territory
- May be important to identify crown land on the land use map
- The OCP designates land for future land use, we call it urban reserve but what don't know what it will be – there is no zoning or servicing
- The AB greenwood school is now part of the ALR – it has been returned to the province as part of the ALR
- The land may not have been returned to the ALR because of logistics with the school board because the process would have been liable for millions of remediation
- We have no jurisdiction over provincial land, if land is owned fee simple then the town does have jurisdiction
- A lot of the land adjacent to the town is owned by Timber West, or privately held

Informal Review of the Land Use Map

What is the Scale of the map?

- there is a scale shown in the legend
- a clearer map for the update may be helpful
- we need to make to context more clear
- the zoning map has more context because it shows property lines of surrounding area

What are the stars?

- the stars represent areas which may be neighbourhood centers, current or future
- The stars suggest that these areas may need various housing typologies and maybe a center to support the housing in the area
- In Point Ideal there is a bit of a neighbourhood center with the marina
- It is important to plan for some form of a center

An updated map?

- parks and open spaces are not correct on the current map
- Road names should be added

Gravel Deposits

- the color is the same as the water
- make that more clear
- we are required by provincial legislation to identify gravel deposits
-

Land Use Categories

When looking at a map it is good to visualize where you can do housing and where it can go in the future.

Where can you put housing?

- the lighter shade of yellow is clearly just residential
- the urban reserve is unspecified
- it is not necessary that everything is broken up into specific land uses

Most zoning districts allow only a single primary use; several now permit mixed use developments

Is the way forward to only develop areas for one specific use?

There is nothing on this map that covers agricultural land?

- the town has never identified rural land for farming
- the community garden is urban farming
- in the past it hasn't been viewed as important enough to put on the map

The old school site—AB Greenwell. The school district would like schools to remain P1 zoning after school closures. Has this council adopted that? Also, there was a lobby to the government to try to get the community to get first dibs on the land. If we look at the Cowichan hub it is now a community center. The zoning will unlikely change then, which keeps the property affordable.

Lot 200 –undeveloped land, this is east, just beyond the treatment plant the white area between the river

5. Review of chapter 10 Recreation, Parks and Institution

The first few paragraphs of this will be updated. Any ideas are welcome but it will be update. It covers government services

Parks

There is a little bit of history, and we have seen some improvements since this was written. We didn't anticipate that the library would be looking for new land. If you haven't already seen this, the town has a wealth of park land compared to its population; historically much park land not well developed; town now catching up with major improvements in the new town square and Centennial for example.

Institutions, the school, district and the history of the schools.

This will be updated a little bit.

We don't mention the RCMP because it just never came up before. Should reference in plan update.

There is language that perhaps there could be consideration regarding land acquisition. This is something that could be raised to a policy level.

During the school closure process, the Yates report argued that the numbers did not reflect Lake Cowichan but they reflected those of the CVRD. The elementary level is going up, that cohort will move through this school district. This is important. When

the arguments for the closure was going on they promised they would build a new school, the point being made is there is a demand for schools.

There is a fear that we will lose the high school. No community want to lose their school.

Is there any reason why the goal on the top of page 39 should be changed or expanded? Have we missed anything?

- When we use language like that we are looking for a *complete community* where all of the people in the community have access to all of the services you need from birth to the time you die....
- We don't have a long-term care facility
- The columbarium comes out of the desire for a complete community
- Greendale trestle – the columbarium will not interfere if the trestle needs to be accessed as a road
-

The public does not know what is going on in this town.

- there will be some effort to introduce the town to the OCP and what is going on
- There will be a survey undertaken to try to bring more people into this review process and through Facebook
- If you don't get the paper, or look for the notes of the town meetings, you don't know what's going on in this town

Objectives:

Promoting active and passive recreational opportunities

Opportunities for people of all capabilities

- good

Access to watercourse

-good

the boundaries of the electoral areas need to be shown on the map

- There should be recognition of any links to the CVRD trails and parks

Objective c)

- Let's bring CVRD land into the Town of Lake Cowichan. The town is full; there is no land for business and industrial land. It has been said that if you are interested in industrial development you are better off inside the town boundaries rather than the CVRD because of timeliness of processing permits. (Note: this comment is fitting for a possible new section on Economic Development)

Economic Development readiness report completed March of 2017: are we ready for economic development?

Actively seek or invite land into this town.

Economic development is not addressed in the OCP.

Should the OCP address economic development?

- yes
- just alone the tax base would be big
- right now, Lake Cowichan is very limited when it comes to tax dollars
- the only take based is residential
- Should the town be more active about this?

Objective D- To provided institutional facilities

- Town did an age friendly action plan which identified accessibility to facilities

The health clinic doesn't meet basic accessibility standards

If the clinic is owned by the town and a provincial outlet why is there no provincial funding?

It is not always the private companies which need to provide economic development.

First Nations plan for development. How does it tie into the OCP?

- the First Nation has many plans that are not reflected in our OCP
- We have invited them to participate
- We need to reflect their plans

Objective E – this does reflect that the land owned by the school district has appropriate zoning. Does the entire institutional plan all need to be reserved as institutional? Is there an opportunity to do something mixed used?

- support for the text in the existing OCP

We need to think of a place for a hospital or old age care facility. Let's keep it the way it is and open to other institutional uses

Not just for schools but for the full range of institutional options.

Public Works yard is currently showed within a residential area.

Does public works count as an institution? Public works yard is currently zoned R1A

The current Town policy is to eventually relocate the public works yard

If we lose our doctors how long can we support life labs, the pharmacy etc. We need the property to support doctors.

Economic development is institutional.

We are going to need to add an objective on economic development.

Discussion on population pyramids, to show the demographics and relative size of different age groups and anticipated change.

The more institutions you have, the more services that will be inspired by the use of these.

At a policy level, we could create a committee to get grants for supportive housing.

There are 7 general policies

1. Improved access

As a policy wouldn't you want to identify where improved access could be?

- The age friendly action plan has some specific recommendations for facilities.

2. Coordinate recreational and institutional development

3- Additional building space

- It is action oriented

There is no reason to remove or change this

4- The upgraded recreational center

Sometimes I wonder if the buildings in the town are affectively utilized. E.g. the community service, maybe some of the services could be amalgamated, to provide better more consistent service

- The services seem scattered; it would be nice if they were easy to access
- Efficiently locating services so they are not centered
- Possible consolidation of some service centers

Lots of empty store fronts

- you can't online order doctors
- some services could be located in store front properties

The heath clinic just lost a bunch of services

- exercise classes, lost and a behavioural consultant gone, nutritionist gone, a huge chunk of services has been lost

As far a policy – pressure services offered by island health

- there is strength in bringing people together to talk about services

The community service center had safe housing for women and children – facilities have been lost

General policy

5. Community gardens

- good

6. Lands zoned public use

- Keep

7. Enhance educational opportunities? – No one opinionated but it can just be left

No dog park.

6. Review of Chapter 16 Urban agriculture

** We did not cover this section of the agenda at the February 1 2018 meeting.

Next meeting: Thursday, March 15th 1:30 pm

For those who can't make it please send any input in writing.

Meeting notes will be sent out.

Materials will be sent out via PDF, 4 hard copies of materials

For next Thursday

Action items:

- provincial legislation regarding school district land being made
- what is the towns current policy on this topic
- we will contact the school district to get the current enrolment statistics and forecasted enrolment
- school districts long term plan
- Order a large 24x36 map
- Hard copies of the documents: Age friendly Action Plan, the Hansen report, the Downtown Revitalization Strategy from 2005
- Can we get the name of the people doing the outreach for the complex care facility?

7. Adjourn

- Meeting Adjourned at: 3:38



Town of Lake Cowichan

Creating our Future Official Community Plan Update

Social Environment Working Group

Meeting Notes

March 15, 2018, 1:30 PM, Council Chambers

1. Open space

Present: Janet, Tricia, Les, Robert, Roger, Duncan, Rocky and James

- there is no 'd' in Roger
- Rocky has been here for 67 years
- James has been involved with the Town for 10 years.
- Concerns about town planning: the washrooms are not open 24/7, this needs to be re-addressed when we talk about recreation
- with the little industry area what we have, why are we not servicing it? Developers pay their way or it needs to be paid for by tax payers.
- The action items for the last agenda? Such as enrollment projection- not everything has been followed up on at this point. They will be pushed forward.
-

2. 2016 Census highlights

- A stable population has a silo, a young population is a pyramid, the Town population has a huge bulge where the baby boomers are
- Our largest group in the future is going to be people 75 and over
- The last few years has seen a significant influx of people

Census Highlights

- There has been a fairly robust increase over the past 5 years.
- Most of the dwellings are single detached dwellings
- Rocky: Are we going to be able to rent out basement out? We have expanded the zones in which suites are allowed. There has been a recent expansion in lots allowed to have secondary units.
- Income of households is a little lower than the BC average
 - o One participant: There is no way people are making \$92,000. People working here do not make that type of money .

- The unemployment rate in town is 12%. Retired people are not included in this statistic.
 - Class of workers: 13% of people are self-employed.
 - Construction, manufacturing and retail trade are the highest employers. It seems like there is a keen interest in diversifying the economy.
 - 33% of people work within the Town. 52% is within the CVRD, these people are commuting – but locally. Ideally you want to have more of your population living in the same place.
 - This data comes from the 2015 long form census
 - The vast majority of people commute in a car.
 - Are we classified as a bedroom community? Yes.
 - o Economic development readiness assessment was completed in 2015
 - o There are a number of young entrepreneurs who are pushing economic diversity
 - o The CVRD is working on trials and initiatives for people to come to lake Cowichan to spend a couple days for nature activities. This is part of the Tourism action plan.
3. Review of Chapter 16 Urban Agriculture
- The goal is to enhance food security and promotes and secure community gardens
 - The community garden is currently behind the old middle school
 - The community garden may not be currently located in the most accessible part of town
 - There is a chunk of land outside the Town boundaries which is currently is ALR
 - Do we have an opinion of chickens? There is a split opinion giving pros and cons
 - o Do you have to capacity to manage chickens? if that is the way you wanted to go.
 - o If there was a communal garden then there are more people managing the chickens
 - o Most people feel permits would be required to allow chickens

Economic development

- They wanted to be able to develop on the land without town servicing and they could not do that because they need to hook up to town sewer and water.
 - Where else could light industrial go? Or be a possibility?
 - Does the town expand its boundaries to include CVRD industrial lands? Or does the town zone new industrial lands
 - Block 200 could accommodate industrial development lands which is currently within the Town boundaries
4. Age-friendly Action Plan & Age-friendly OCP amendment
- Many of the recommendations in this action plan have been implemented
 - This was completed in 2015 and was funded by Union of BC municipalities
 - What about extended care? Are their plans to deal with extended care?
 - o There was a committee set up to deal with extended care
 - o There is someone who wants to build and extended care facility
 - This is one of the top priorities for the Town
 - The OCP needs stronger and more action-oriented policies in this plan
 - It might be worthwhile to have policies which support sidewalk improvements and pedestrian accessibility

- We may need some further emphasis on areas which need to be improved
- On pages 46-47 changes to local government operations
- The town doesn't have a lot of capacity to add services
 - o We need to find some ways to get money into this town
 - o If you can get more industry more money will come
- The towns radio station? Could it be run on the weekends or less hours?
- How do we communicate with seniors?
 - o Having printed copies prepared for the seniors
 - o Mail outs
 - o It is important to get information out to all the seniors
- Find a partner to make senior friendly booklets

There is new sections in the OCP about being a complete community

Key infrastructure deficiencies

- People on scooters cannot use the bridge during the winter and they had to use the road

5. Review of Chapter 6 Housing (if time; awaiting Housing Needs Assessment Report)

- We would like to create a tiny home zones
- There have been changes made in the zoning bylaws

6. Adjourn
3:36pm

Next meeting Thursday April 12th at 1:30 pm

Action Item

- Pull up the tiny home bylaw

