

TOWN OF LAKE COWICHAN

Minutes of Advisory Planning Commission
held on January 26th, 2023, at the Council Chambers,
temporarily located at 38 King George Street N., Lake
Cowichan, BC.



PRESENT: Robert Patterson, Chair
Duncan Brown
Bill Garrett
Pat Lamont
Bev Litster

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

Election Robert Patterson was elected chair of the Advisory Planning Commission.

1. **CALL TO ORDER**

The meeting was called to order by the Chair at 4:30 p.m.

2. **APPROVAL OF AGENDA**

No. APC.01/23 (a) Moved: Duncan Brown
Minutes Seconded: Bev Litster
that the agenda be approved, as amended.

CARRIED.

3. **ADOPTION OF MINUTES**

No. APC.02/23 (a) Moved: Pat Lamont
Minutes Seconded: Bev Litster
that the minutes of the meeting held on November 10th, 2022, be approved.

CARRIED.

4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

5. **DELEGATIONS AND REPRESENTATIONS**

None.

6. **CORRESPONDENCE**

None.

7. **REPORT**

(a) The CAO reviewed for the members' benefit their responsibilities and pitfalls with respect to possible areas of conflict of interest.

(b) The Contract Planner briefly outlined the highlights of the provincial legislation that circumscribed the responsibilities of the commission.

(c) The Contract Planner outlined a recommended process to deal with the proposed update of the Official Community Plan which included the following:

- Latest population census;
- Housing needs assessment;
- Structure and approach for public input;
- Infrastructure requirements;

- Climate adaption;
- Update mapping; and
- Suggested timelines for completion of project.

8. NEW BUSINESS

(a) The members were each provided a copy of an article on measuring progress towards clean growth as an information item.

9. NEXT MEETING DATE

February 23rd, 4.30 pm.

10 ADJOURNMENT

No. APC.03/23
Adjourned

Moved: Bev Litster
Seconded: Pat Lamont
that the meeting be adjourned at 5.30 p.m.

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2023.

Chair