

## TOWN OF LAKE COWICHAN

Minutes of Advisory Planning Commission  
held on September 21<sup>st</sup>, 2023, at the Council Chambers,  
at 39 South Shore Road, Lake Cowichan, BC.



PRESENT: Robert Patterson, Chair  
Duncan Brown  
Bill Garret  
Bev Litster

REGRETS: Pat Lamont

ALSO PRESENT: James van Hemert, Contract Planner

### 1. **CALL TO ORDER**

The meeting was called to order by the Chair at 4:00 p.m.

### 2. **INTRODUCTION OF LATE ITEMS**

### 3. **ADOPTION OF MINUTES**

No. APC.16/23  
Minutes

- (a) Moved: Bev Litster  
Seconded: Duncan Brown  
that the minutes of the meeting held on July 27<sup>th</sup>, 2023, be approved.  
CARRIED.

### 4. **BUSINESS ARISING AND UNFINISHED BUSINESS**

None.

### 5. **DELEGATIONS AND REPRESENTATIONS**

None.

### 6. **CORRESPONDENCE**

None.

### 7. **REPORT**

None.

### 8. **NEW BUSINESS**

- (a) The OCP Workshop is to be held at the "new" municipal hall and the contract planner gave a verbal presentation of what will be covered.

The contract planner introduced the commission members to the posters on the wall and central table. He described the flow of the room, the use of sticky notes and coloured dots. Commission members all posters.

- (b) Code of Conduct.

The Town's Code of Conduct was distributed. The Commission awaits the presence of the Town's CAO before commenting and discussing.

### 9. **NEXT MEETING DATE and zoning changes**

October 26<sup>th</sup>, 2023 at 4.00 p.m.

**10. ADJOURNMENT**

No. APC.17/23  
Adjourned

Moved: Bev Litster  
Seconded: Duncan Brown  
that the meeting be adjourned at 5.42 p.m.

CARRIED.

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

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Chair