



**Official Community Plan (OCP) Advisory Committee**  
**Thursday, December 17, 2020 at 10:00 a.m.**  
**Electronic Meeting via Microsoft Teams**

**MINUTES**

**Committee Members Present:**

Norman Amirault  
Terry Cristall  
Steve Grundy  
Ellen Lewers  
Linda MacMillan  
Siomonn Pulla  
Helen Ritts  
Councillor Al Beddows

**Staff:**

Matthew Pawlow, Director of Planning  
Katherine Lesyshen, Senior Planner  
Sarah Temple, Corporate Services Assistant  
Christina Moog, Communications Coordinator

**ITEM**

**1. Call to Order**

Councillor Beddows called the meeting to order at 10:01 a.m.

**2. Ministerial Order M192**

**MOVED BY: Councillor Beddows**

THAT the Committee is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT the Committee is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comment, and the provision of opportunity to participate as a pre-registered participant in the electronic meeting.

**CARRIED UNANIMOUSLY**

Councillor Beddows acknowledged the T'Sou-ke Nation upon whose territory Council and Committee meetings take place.

**3. Approval of the Agenda**

**MOVED BY: Steve Grundy**

THAT the agenda of the December 17, 2020 meeting of the OCP Advisory Committee be approved with the addition of New Business Item – Committee Member Reflections.

**CARRIED UNANIMOUSLY**

**4. Adoption of Minutes**

**MOVED BY: Terry Cristall**

THAT the minutes of the November 25, 2020 meeting of the OCP Advisory Committee

be adopted as circulated.

**CARRIED UNANIMOUSLY**

**5. Correspondence**

- Sooke Region Multi-Belief Initiative

Councillor Beddows confirmed that committee members had reviewed the correspondence from the Sooke Region Multi-Belief Initiative and acknowledged its receipt for information.

**6. Appointment of Chair**

**MOVED BY: Norman Amirault**

THAT Councillor Al Beddows serve as Chair of the OCP Advisory Committee for a three-month period.

**CARRIED UNANIMOUSLY**

**7. Stakeholders List:**

- **Update List**
- **Delegate Committee Follow-up**

Katherine Lesyshen gave an overview of the updated stakeholders list. The intention is to update this list in advance of the second round of public engagement. Please continue to send suggestions to Katherine.

**Committee discussion:**

- Clarification required regarding committee involvement in contacting stakeholders.
- Second round of public engagement will include a suite of tools, including additional community sounding boards.
- Discussion regarding best practices for committee members to use when soliciting feedback. Desire for consistent line of questioning and method for recording and providing information to staff and consultant.
- Online outreach has had great response when compared to similar processes in other municipalities.
- Encouraging people to use the survey is efficient, but some people are just not going to fill it out or participate online. Alternative solutions for qualitative and off-line interviewing should be found.
- Possibility of tailoring surveys to specific interest groups.
- People want to comment on how this process affects their specific interests/groups, not necessarily on everything that an OCP covers.
- Clarification that the initial round of public engagement was meant to ask broad questions to set overarching themes. Subsequent rounds of engagement will start to ask more specific questions, which will inspire new people and groups to respond.
- Committee members who are interested could make calls to demographics or organizations that are not completing the survey.
- Common speaking notes could be drafted and provided to committee members with a focus on informing people, rather than interviewing. Perhaps one or two specific questions with responses, themes, and specific concerns brought back to the committee.
- Staff to consider committee request for additional tools for qualitative interviewing/public education and bring back suggestions back to committee.

- Discussion of possibly postponing the OCP timeline until COVID restrictions ease to allow for face-to-face engagement. Discussions between staff and consultants would be required to determine timeline and budget implications before a recommendation could be put forward to Council for consideration.
- Committee would like to see next survey before it is sent out.

## **8. Timeline**

- **What to expect for project engagement in January/February.**

Katherine Lesyshen gave an overview of project timelines moving into the new year.

- An OCP Committee meeting will be scheduled for January to hear from Dialog regarding refining vision and goals.
- Next engagement period is planned for February/early March. Materials to be prepared in advance and provided to committee members for feedback.

### **Committee discussion:**

- Specifics regarding next round of engagement to be provided at January meeting.
- Desire to see how committee will integrate into this round, review survey questions in advance, receive details on locations for planned community sounding boards.
- Staff to provide committee members with speaking notes and/or specific questions for targeted outreach.

## **9. Committee Member reflections**

Terry Cristall prepared a list of questions for self-reflection on behalf of the committee, which was provided as a supplemental agenda item.

### **Committee discussion:**

- As the OCP's Vision and Growth scenarios are being completed, the committee may benefit from some introspection regarding the process thus far.
- Must be cognizant not to cross-purpose with the roles and responsibilities of municipal staff or consultants.

Committee has previously requested an update of all planning/development projects currently underway. Staff provided a PowerPoint presentation (attached to minutes) in response to this request.

### **Committee discussion:**

- Climate focus is common theme in Council discussions.
- Staff to provide committee members with Regional Growth Strategy and specific land use policies as requested. Future policy changes will be identified in the OCP process and will be written to support and implement the OCP vision and goals.
- Sewer Specified Area (SSA) as a means of controlling urban sprawl. High density development can't be supported outside of the SSA.
- Feedback that OCP amendment signs appear frequently throughout the community.
- Staff clarification that there have been only 11 amendments to the 2010 OCP, many of which are to bring the OCP into compliance with higher legislation and regional issues.
- Signs are for both zoning and OCP amendments, and largely indicate zoning

changes.

- Staff will be providing PowerPoint to Council in January (postponed from December meeting) and discussing options for public awareness and possible online interactivity with this information. Following this discussion, zoning amendment/OCP signs may change to direct people to appropriate online resources.

## **10. Adjournment**

**MOVED BY: Steve Grundy**

THAT the December 17, 2020 Official Community Plan Advisory Committee meeting be adjourned at 11:52 a.m.

**CARRIED UNANIMOUSLY**

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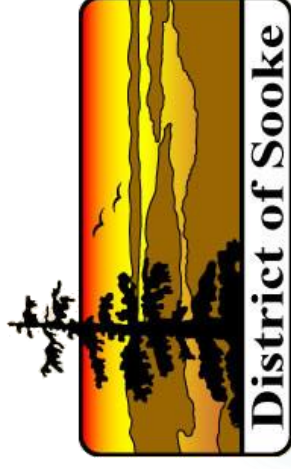
Chair

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Recorder

# Planning Context & Update

OCP-AC MEETING  
DECEMBER 17, 2020





# Introduction

- ▶ Legislation – what OCP’s MUST and MAY contain
- ▶ Changing context
- ▶ Long Range Planning – recent work
- ▶ Current Planning - Development

# What we expect to be included in the OCP



1. Vision & Goals



2. Define & Map Land Use Designations



3. Regional Context Statement\*



4. GHG Targets



5. Land Use Policy including housing,  
transportation, parks,  
infrastructure, environmentally sensitive lands  
etc



6. Development Permit Guidelines and various  
mapping

# The things we may include:

## Policy statements that may be included (Section 474)

- (1) An official community plan may include the following:
  - (a) policies of the local government relating to social needs, social well-being and social development;
  - (b) a regional context statement, consistent with the rest of the plan, of how matters referred to in section 429 (2) (a) to (c) [**required content for regional growth strategy**], and other matters dealt with in the plan, apply in a regional context;
  - (c) policies of the local government respecting the maintenance and enhancement of farming on land in a farming area or in an area designated for agricultural use in the plan;
  - (d) policies of the local government relating to the preservation, protection, restoration and enhancement of the natural environment, its ecosystems and biological diversity.

- (2) **If a local government proposes to include a matter in an official community plan, the regulation of which is not within the jurisdiction of the local government, the plan may state only the broad objective of the local government with respect to that matter unless the minister has, under section 473 (1) (g), required or authorized the local government to state a policy with respect to that matter.**

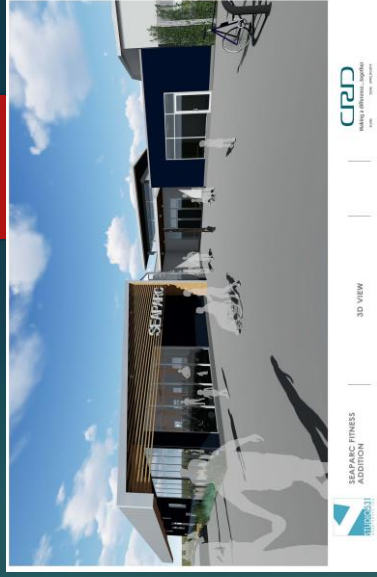




How are things different now?  
(since 2007-2010 engagement  
period of the last OCP)

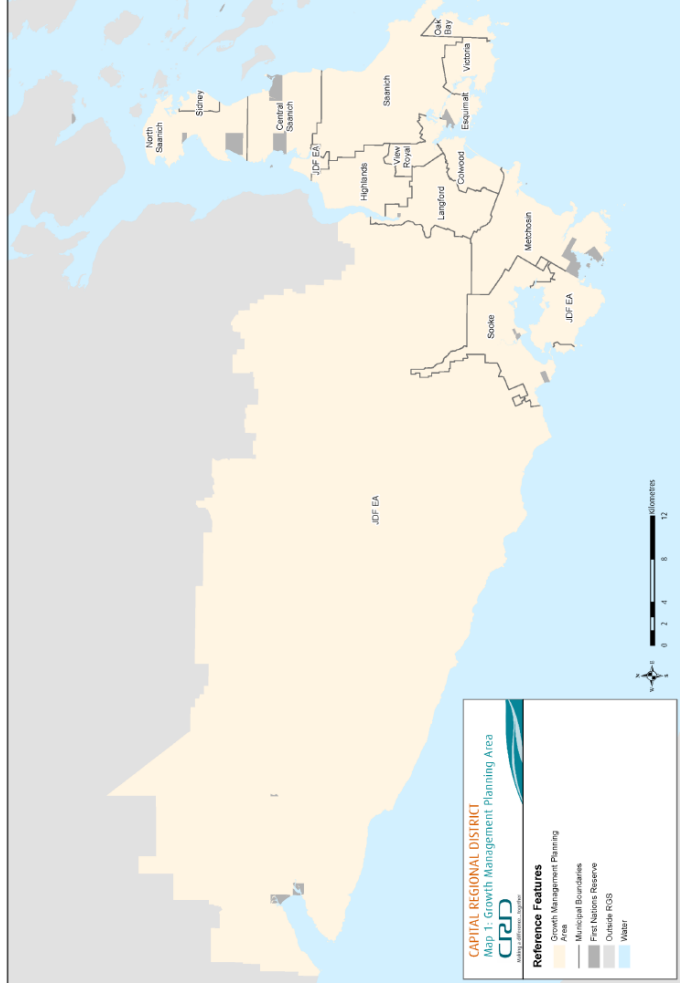
# Changing Legislation

# Big Moves



# A Changing Region

MAP 1: GROWTH MANAGEMENT PLANNING AREA



How can  
we  
make sure  
the next  
OCP is  
successful?

▶ Action Items

▶ Monitoring

▶ Policy Focus

▶ Development Permit  
Guidelines

▶ Other?



# Planning Update

# Long Range Planning - Plans and Policies



Parks and trails – Master Plan  
2020



Transportation – Master Plan  
2020



Housing Needs – Study/Policy  
2019



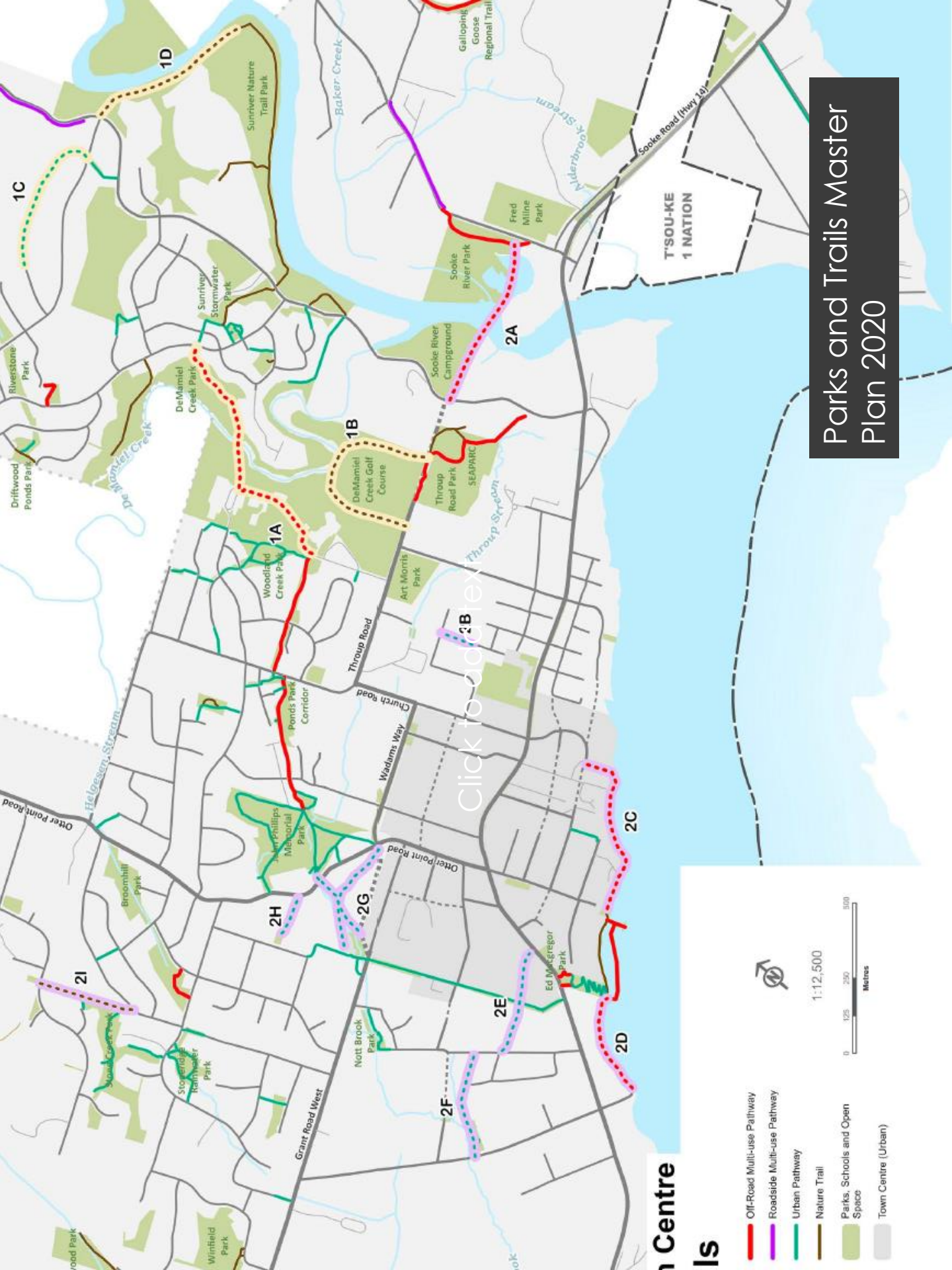
Economic Development –  
Study/Policy 2019



Childcare Needs – Study/Policy  
2019

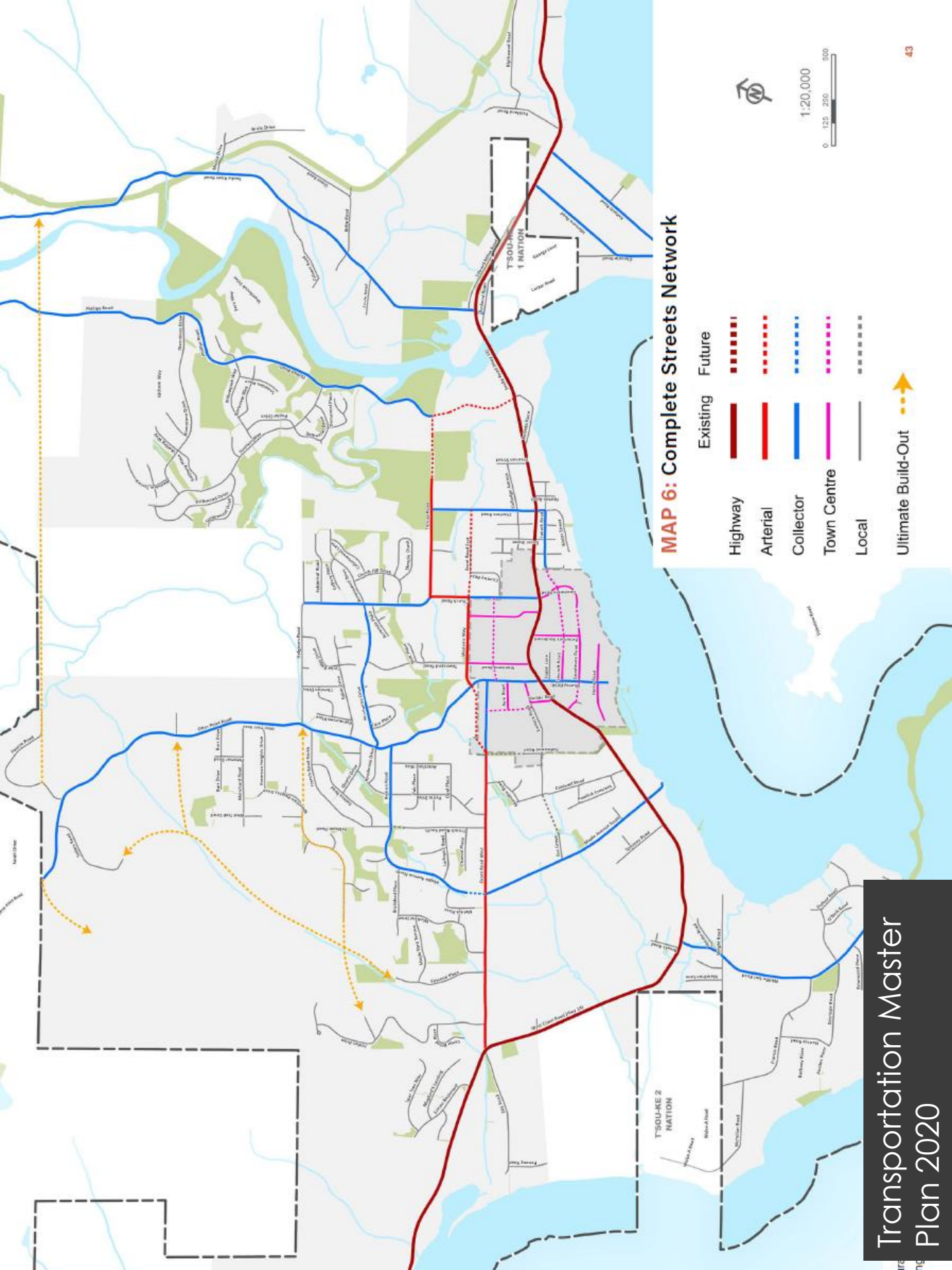


# Parks and Trails Master Plan 2020



Click to add text





**MAP 6: Complete Streets Network**

- |                    | Existing | Future |
|--------------------|----------|--------|
| Highway            |          |        |
| Arterial           |          |        |
| Collector          |          |        |
| Town Centre        |          |        |
| Local              |          |        |
| Ultimate Build-Out |          |        |

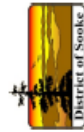
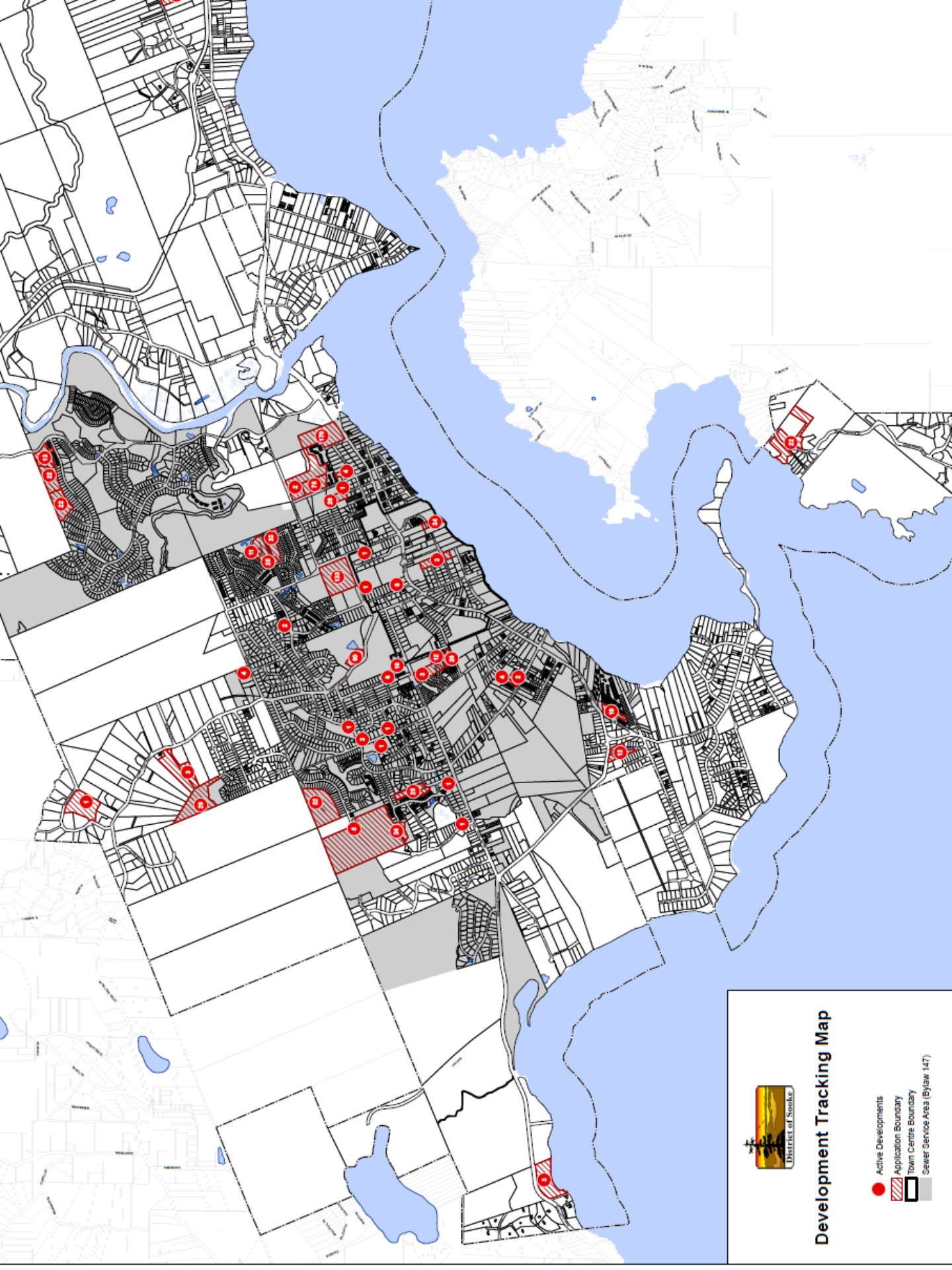


# Transportation Master Plan

# Current Planning - Development







## Development Tracking Map

- Active Developments
- ▭ Application Boundary
- ▭ Town Centre Boundary
- ▭ Sewer Service Area (Bylaw 147)

# Zoning

