

Staff Report

Date: January 16, 2023
To: Chief Administrative Officer
From: James van Hemert, Consulting Planner
Re: Official Community Plan Update



RECOMMENDATION

Proposed terms of reference

- I. Update demographic profile with 2021 Census data
- II. Update social and economic profile with 2021 Census data
- III. Population forecast
- IV. Housing needs update, rely primarily on recent Housing Needs Assessment and Town amendments
- V. Public engagement
 - A. Structure and approach for public input
 1. Process:
 - a) What we know now
 - b) Learning together
 - c) Choosing our future
 2. People
 - a) Advisory Planning Commission
 - b) Possible short term ad hoc working groups on priority topics as needed
 - c) Stakeholders to be interviewed, sent a referral, or invited to public open house
 - (1) School District
 - (2) Chamber of Commerce
 - (3) Citizen's groups
 - (4) Developers & large property owners
 - (5) First Nations
 - (6) Health authority
 - (7) Ministry of Transportation and Infrastructure
 - (8) Youth
 - B. Tools
 1. Open house using workshop approach
 2. Interviews as needed
- VI. Major topics to review
 - A. Housing
 - B. Infrastructure, including transportation
 - C. Climate adaptation

- D. Land use map
 - 1. Updated mapping
 - a) Visit land use designations
 - b) LiDAR from regional district?
 - c) Explore Provincial resources
- VII. Time line:
 - Winter 2023 to winter 2024
 - A. What we know now
 - (a) Background analysis: population, social & economic profile, housing, infrastructure, climate –February/March 2023
 - B. Learning together
 - (a) APC workshop on major topics to determine priorities and direction—March / April 2023
 - (b) Stakeholder interviews or roundtables –March/April 2023
 - (c) APC review of draft policy amendments and revised land use map—May/June 2023
 - C. Choosing our future
 - 1. Community open house / workshop –September 2023
 - 2. Draft updated plan –October 2023
 - 3. APC review of draft plan November 2023
 - 4. Draft bylaw to Council and public hearing –January 2024



James van Hemert,
Consulting Planner