



File No.: GM-6500-20 (Gambier Island OCP Review)

DATE OF MEETING: April 1, 2021

TO: Gambier Island Local Trust Committee

FROM: Marnie Eggen, Island Planner
Northern Team

COPY: Heather Kauer, Regional Planning Manager

SUBJECT: Gambier Island Official Community Plan Review – interim report

RECOMMENDATION

1. That the Gambier Island Local Trust Committee request staff to pursue [insert Consultant Involvement option #...] as a part of the Gambier Official Community Plan Review Project.

REPORT SUMMARY

The purpose of this interim report is to request direction on the desired level of involvement of consultant(s) in the Gambier Island Official Community Plan Review Project.

BACKGROUND

The LTC passed the following resolutions at their February 2, 2021 business meeting:

GM-2021-007

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee request staff to amend the Gambier Island Official Community Plan to reflect a semi-comprehensive OCP review that includes: forest protection and conservation of the Douglas Fir Zone and Associated Ecosystems; protection of archaeological and cultural sites; and shoreline protection and marine designations.

CARRIED

GM-2021-008

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee ask staff to bring a revised Project Charter with budgets and timelines to a future Local Trust Committee meeting.

CARRIED

At that meeting, the LTC also indicated their interest in contracting a consultant to undertake some portion of the project.

ANALYSIS

Issues and Opportunities

Consultant Involvement

In light of the interest of involving a consultant and before a project charter can be fully developed, staff request that the LTC provide further direction with respect to the desired level of consultant involvement for the project. The following table summarizes the options available to the LTC. Attachment 1 provides a supplemental summary of options for public consultation available to the LTC for the OCP review, including expanded explanations of the options below.

Staff request that the LTC provide a resolution with respect to the level of consultant involvement they would like the project to proceed with. They may do this by identifying their desire for one of the options as a package and/or by choosing alternative element(s).

Table 1: Consultant Involvement Options for the Gambier Island OCP Review

	Option 1	Option 2	Option 3
Consultant	Consultant for First Nation engagement only <i>(Less/smaller scope of consultation)</i>	1 Consultant for First Nation engagement; and 1 Consultant for Public Engagement	1 Consultant for First Nation engagement; and 1 consultant for all OCP engagement and drafting <i>(More robust consultation, multiple events)</i>
Staff	Minimal staff public engagement and document drafting	Staff drafts OCP document and in charge of legislative processing	Staff in charge of legislative processing
Working Group	1 working group managed by staff	1 + working groups managed by consultant	1 + working groups managed by consultant
Budget	\$19,000	\$30,000	\$50,000
Timeline	2.5 - 4 years	2.5 years	2 – 2.5 years
Scope	Includes discussion papers with implementation options on main topics of interest - protection of: forest ecosystems (on crown and private lands), shorelines, and First Nations archaeological and cultural heritage.		

Rationale for Recommendation

Staff request direction on the LTC’s desired level of consultant involvement in the Gambier OCP Review Project. Staff’s recommendation is found on Page 1 of the report.

NEXT STEPS

Staff will continue with preparing amendments to the project charter for LTC consideration at a future LTC meeting.

Submitted By:	Marnie Eggen, RPP, MCIP Island Planner	March 24, 2021
Concurrence:	Heather Kauer, MPA, RPP, MCIP, AICP Regional Planning Manager	March 24, 2021

ATTACHMENT(S):

1. OCP Public Engagement Strategy Briefing, dated April 1, 2021

Subject: OCP Public Engagement Strategy

Briefing Type: LTC Decision Briefing

Briefer: Heather Kauer, Regional Planning Manager

Executive Summary:

While there are specific types of public consultation built into procedural requirements for bylaw adoption in provincial regulation, the LTC has the discretion to add other types of public consultation. Consideration of consultation should take into account project budgets as well as staffing resources. Staff have provided four possible options related to public consultation.

Situation and Background:

The following table outlines the required and discretionary steps in the OCP amendment process. The highlighted areas are those that indicate public consultation.

OCP Amendment Process:		
Required Steps	Discretionary Steps	Budget Impact
	Preliminary consultation	\$-\$\$\$\$
Preliminary Referral to specific agencies per protocol agreements		If paper mailing
1 st Reading		
	Legal Review	\$2,000 - \$3,000
Referral to FN, governments, and agencies	Referral to APC or Working Group	If Paper mailing
2 nd Reading		
	Community Information Meeting (CIM)	\$500 per CIM
Public Hearing		\$1,000
3 rd Reading		
EC Approval		
Ministry of Municipal Affairs approval		
Adoption		

Preliminary consultation can include a number of different methods with varying levels of time and budget allocation. Staff recommend that at a minimum:

- Affected First Nations are notified of consideration of the project prior to 1st Reading of bylaws

One aspect of the OCP project that staff are recommending is that staff or consultants develop topical “discussion papers” that will provide the LTC data and options related to the three focus topic areas of First Nations, Forest Ecosystems, and Docks. These discussion papers can serve as the basis for providing information to Gambier residents as we conduct public engagement in the community.

A decision about the methods of public consultation should be made as well as the timing and frequency of these efforts. With scheduled LTC meetings as benchmarks, staff have provided four possible options for preliminary public consultation for the LTC to consider:

Option 1 – Consultant for FN engagement; Staff Conduct minimum PE

May 27, 2021	Summer 2021		Summer / Fall 2021	Sept. 30, 2021	Nov. 4, 2021	1 st Meeting of 2022
LTC Endorses Project Charter	Draft and Implement Consultant Contract;	Staff present Engagement Plan to LTC for endorsement	Consultant Implements FN Engagement Plan			
	Consultant develops FN Engagement Plan;		Staff develops Discussion Papers	Staff Presents Discussion Papers and Implements Engagement Plan	Staff report to LTC with engagement status; Presents 2nd Discussion Paper	Staff report to LTC with engagement status and 3rd Discussion Paper
	Staff develop “other” engagement plan					

Option 2 – 1 Consultant for FN Engagement; 1 Consultant for Other Engagement

May 27, 2021	Summer 2021	Sept. 30, 2021	October	Nov. 4, 2021	1 st Meeting of 2022
LTC Endorses Project Charter	Draft and Implement Consultant Contracts;	Staff present Engagement Plans to LTC for endorsement and 1st Discussion paper	Consultants implement engagement plan	Staff report to LTC with engagement status and 2 nd and 3rd Discussion Papers	Consultants Present Preliminary Engagement Summary Reports
	Consultants develop FN and “other” Engagement Plan;				
	Staff begin developing discussion papers				

Option 3 – 1 Consultant for FN Engagement; 1 Consultant for other Engagement plus Drafting Document

May 27, 2021	Summer 2021	Sept. 30, 2021	October	Nov. 4, 2021	1 st Meeting of 2022	2 nd Meeting of 2022
LTC Endorses Project Charter	Draft and Implement Consultant Contracts;	Consultants present Engagement Plans to LTC for endorsement and Discussion papers	Consultants Implement Engagement Plans	Staff report to LTC with engagement status	Staff report to LTC with engagement summary	Staff present 1 st Reading
	Consultants develop FN and “other” Engagement Plan;					
	Consultant begin developing discussion papers					

Option 4 – Just Staff

May 27, 2021	Summer 2021	July 22, 2021	Summer / Fall 2021	Sept. 30, 2021	Nov. 4, 2021	1 st Meeting of 2022
LTC Endorses Project Charter	Staff develop engagement plan and begin FN consultation	Staff present Engagement Plan to LTC for endorsement	Staff develop Discussion Papers	Staff present Discussion Papers to LTC and commence Public Engagement	Staff report to LTC with engagement summary	Staff report to LTC with engagement summary