

REPORT*DEVELOPMENT SERVICES DEPARTMENT*

To: Mayor J Coté and Members of Council in Committee of the Whole Date: January 19, 2015

From: Beverly Grieve, Director of Development Services File: 13.2525.20

Subject: Consideration of Official Community Plan Review Consultation Requirements

RECOMMENDATIONS

THAT Council, with regard to the New Westminster Official Community Plan adoption:

- 1) *give consideration to the requirements of Section 879 and 881 as well as other relevant sections of the Local Government Act;*
- 2) *direct staff to advise and consult with:*
 - a. *Greater Vancouver Regional District (Metro Vancouver);*
 - b. *Councils of immediately adjacent municipalities;*
 - c. *Greater Vancouver Sewerage and Drainage District Board;*
 - d. *Qayqayt First Nation;*
 - e. *Ministry of Transportation and Infrastructure;*
 - f. *Ministry of Environment;*
 - g. *Federal Department of Fisheries and Oceans;*
 - h. *Port Metro Vancouver; and*
 - i. *the Board of Education of School District No. 40;*
- 3) *not require consultation with:*
 - a. *any First Nations other than as noted herein, as none are considered to be affected by this process;*
 - b. *any greater boards or improvement districts other than as noted herein, as none are considered to be affected by this process; and*
 - c. *any provincial or federal agency other than as noted herein, as none are considered to be affected by this process.*

THAT Council authorize the Mayor and the City Clerk, on behalf of the City of New Westminster, to enter into a Letter of Intent with Fraser Health regarding Fraser Health's input into the Official Community Plan review.

PURPOSE

The purpose of this report is to consider early and ongoing consultation regarding the Official Community Plan (OCP) review, as required by sections 879 and 881 of the *Local Government Act*. Fraser Health has expressed interest in contributing to the OCP review and has proposed entering into a Letter of Intent, which is also outlined in this report.

BACKGROUND

At its meeting of January 20, 2014, Council endorsed a general scope, work plan and budget for the Official Community Plan (OCP) review process. Work in 2014 focused on conducting background research and a traveling community workshop which went to different neighbourhoods and community events to let people know about the OCP review and start the community thinking about key ideas. Work in 2015 will focus on drafting policy and the land use designation map, followed by the development of the updated OCP document.

EXISTING POLICY/PRACTICE

Section 879 and 881 of the *Local Government Act* provides specific requirements for consultation that must occur prior to the consideration of the adoption of a new Official Community Plan. The Act requires local government to provide one or more opportunities it considers appropriate for consultation with the organizations and authorities it considers will be affected by the OCP. Under the *Local Government Act*, the local government must:

- a) consider whether the opportunities for consideration with one or more organizations and authorities should be early and ongoing; and
- b) specifically consider whether consultation is required with:
 - i) the board of the regional district in which the area covered by a plan is located;
 - ii) the board of any regional district that is adjacent to the area covered by the plan;
 - iii) the council of any municipality that is adjacent to the area covered by the plan;

- iv) First Nations;
 - v) greater boards and improvement boards;
 - vi) the Provincial and Federal governments and their agencies; and
- c) Consult with the Board of Education and seek input on the following:
- i) the actual and anticipated needs for school facilities and support services in the school districts;
 - ii) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (i);
 - iii) the type of school anticipated to be required on the sites referred to in paragraph (ii);
 - iv) when the school facilities and support services referred to in paragraph (i) are anticipated to be required;
 - v) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

Consultation under this section of the *Local Government Act* is in addition to the Public Hearing requirement.

ANALYSIS

Consideration of Consultation

Council is required to consider who could be affected by the proposed Official Community Plan (OCP) adoption and whether consultation with them should be early and ongoing. The *Local Government Act* requires that Council specifically consider whether consultation is required with the groups listed below. Staff has provided a recommendation for Council's consideration for each of the identified groups:

- a) The board of the regional district in which the area covered by the OCP is located.

Consultation with Metro Vancouver is recommended. The new OCP will include a Regional Context Statement that outlines how the OCP is consistent with the Metro Vancouver's Regional Growth Strategy. Metro Vancouver staff would be given opportunities to review material and provide feedback throughout the process. The final draft of the OCP must be approved by the Metro Vancouver Board.

- b) Any greater boards or improvement districts other than as noted herein, as none are considered to be affected by this application.

Consultation with other regional districts is not recommended as the OCP is not considered to affect adjacent Regional Districts.

- c) The council of any municipality that is adjacent to the area covered by the plan.

Consultation with the municipalities of Burnaby, Coquitlam, Surrey, Delta and Richmond is recommended since each is adjacent to New Westminster. Staff from each municipality would be consulted throughout the process. Once the final draft of the OCP has been created it would be forwarded to the each City Council for their consideration and comment.

- d) First Nations.

The Government of British Columbia has created the First Nations Consultative Areas Database which provides contact information for First Nations who may have Aboriginal Interests identified within the area queried. Using this tool, staff has identified which First Nations have interests in New Westminster. Staff will contact each and determine what level of consultation is appropriate and in what circumstances (e.g. for what scale and type of application). Until, this works is complete staff recommend continuing the City's current practice regarding consulting First Nations. As such, consultation with Chief Rhonda Larrabee is recommended since the Qayqayt First Nation has interest in the future of New Westminster.

- e) Greater boards and improvement boards.

The Greater Vancouver Sewer and Drainage District Board oversee the operation of regional utilities in New Westminster. Therefore, consultation with this board is recommended.

- f) The Provincial and Federal governments and their agencies.

Consultation with the Ministry of Highways and Infrastructure is recommended since this ministry has jurisdiction over lands within New Westminster, including the Brunette Interchange and the Queensborough Bridge.

New Westminster is located adjacent to the Fraser and Brunette Rivers. Therefore, consultation with the Ministry of Environment and the Federal Department of Fisheries and Oceans is also recommended.

Consultation with the Port Metro Vancouver is also recommended considering the site's location on the Fraser River.

g) Board of Education

Consultation is recommended with School District No. 40 (New Westminster) as the new OCP could impact school enrolment.

The development of the OCP will involve an ongoing and extensive consultation process where members of the residential and business community, City committees, and outside agencies will be asked to participate. In addition to the outside agencies listed above, others relevant agencies (e.g. Fraser Health, Urban Development Institute, TransLink) will be asked to participate. There will be opportunities to participate and provide feedback at each of the key milestones of the OCP review.

Fraser Health Letter of Intent

Fraser Health has expressed an interest in being involved in the OCP review to help draw attention to and strengthen the links that exist between health and planning. The OCP is an important tool that can be used to promote physical activity, improve access to healthier foods, reduce pollution and foster positive mental health.

Fraser Health was consulted and provided feedback on the Queensborough Community Plan and is interested in providing more input for the city-wide OCP review. For this reason a Letter of Intent has been proposed which would establish a recognized partnership between the City of New Westminster and Fraser Health for this process. The Letter of Intent is included as Appendix A.

The scope included in the Letter of Intent outlines the ways in which Fraser Health will participate in the review process. Their contribution will include background research, participation in consultation events, provision of health data, and review of draft materials.

Sustainability Implications

Creating a healthier community improves the overall social well-being of its members. Social interests are an important sustainability pillar as defined by Envision 2032, the City's Sustainability Framework. The partnership between the City and Fraser Health will ensure that the OCP is used as a tool to improve health by promoting physical activity, reducing pollution and fostering positive mental health.

Financial Implications

The Official Community Plan (OCP) review process, including the consultation and partnership outlined in this report, will be conducted primarily with internal staff resources.

INTERDEPARTMENTAL LIAISON

The Planning Division will be responsible for the consultation and partnership outlined in this report.

OPTIONS

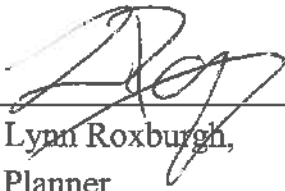
There are two options for Council's consideration; they are:

1. THAT Council, with regard to the New Westminster Official Community Plan adoption:
 - 1) give consideration to the requirements of Section 879 and 881 as well as other relevant sections of the Local Government Act;
 - 2) direct staff to advise and consult with:
 - a. Greater Vancouver Regional District (Metro Vancouver);
 - b. Councils of immediately adjacent municipalities;
 - c. Greater Vancouver Sewerage and Drainage District Board;
 - d. Qayqayt First Nation;
 - e. Ministry of Transportation and Infrastructure;
 - f. Ministry of Environment;
 - g. Federal Department of Fisheries and Oceans;
 - h. Port Metro Vancouver; and
 - i. the Board of Education of School District No. 40;
 - 3) not require consultation with:
 - a. any First Nations other than as noted herein, as none are considered to be affected by this process;
 - b. any greater boards or improvement districts other than as noted herein, as none are considered to be affected by this application; and
 - c. any provincial or federal agency other than as noted herein, as none are considered to be affected by this application.
2. THAT Council authorize the Mayor and the City Clerk, on behalf of the City of New Westminster, to enter into a Letter of Intent with Fraser Health regarding Fraser Health's input into the Official Community Plan review.
3. That Council provide staff with an alternative direction.

Staff recommends Options 1 and 2.

CONCLUSION

This report outlines the consultation requirements related to the Official Community Plan review, as outlined by sections 879 and 881 of the *Local Government Act*. Staff has provided recommendation for Council's consideration for each of the groups identified by the *Local Government Act*. This report also outlines a Letter of Intent that outlines how Fraser Health would contribute to the OCP review process.



Lynn Roxburgh,
Planner



Jackie Teed,
Manager of Planning

Approved for Presentation
to Council



Beverly Grieve,
Director of Development Services



Lisa Spitale,
Chief Administrative Officer

Appendix A

Letter of Intent

LETTER OF INTENT

Between

**The City of New Westminster
and
Fraser Health**

For the Collaborative Review of the City's Official Community Plan

This Letter of Intent (LOI) establishes a recognized partnership between the City of New Westminster (CNW) and Fraser Health (FH) for the review of the City's Official Community Plan.

MISSION

An Official Community Plan (OCP) is a mandated legislative document developed by a municipality and acts as the regulatory framework to guide community growth and development towards an established vision. An OCP may include policies that pertain to land use, transportation, housing, parks and open space, heritage, energy, utility services, community well-being, hazards, economy, and environment.

The way a community is planned and designed can impact on the population's health and well-being. Chronic illnesses and diseases including high blood pressure, cardiovascular disease, obesity, diabetes, and mental illnesses such as depression are on the rise, adding pressure to local resources and the health care system. An aging population has health and housing needs which can impact local resources. A well planned community can positively influence health through the implementation of strategies that promote physical activity, provide access to healthier foods, address varied housing needs, offer opportunities for inclusion, reduce pollution, facilitate healthier natural environments and contribute to positive mental health.

Community planners, designers, decision-makers and public health practitioners share a responsibility to promote active living, shape healthier built environments and promote healthier communities. Therefore, health is an important consideration in the OCP process.

CNW and FH enter into this LOI to collaboratively update the City's OCP, and accordingly agree to the following:

PURPOSE

The goal of this collaborative project is to:

- Determine best practices for integrating health language and evidence into the City's OCP;
- Include a health lens into the OCP process; and,
- Develop an OCP with policies which promote positive health for the community.

SCOPE

FH will provide the following support to the City's OCP review process, including but not limited to:

- Research background information and provide best practice and evidence based practices of how health is currently included in OCPs;
- Prepare a discussion paper for health;
- Assist in developing policies, development guidelines, targets, and indicators;
- Assist in developing key messages regarding health and the OCP;
- Develop health displays for consultation events and attend such events;
- Deliver health presentations at consultation events;
- Deliver workshops related to health topics to City staff;
- Attend City staff meetings (as appropriate) relating to OCP process;
- Deliver health presentations to Council;
- Provide relevant health data (e.g. My Health My Community and Local Health Profile information); and,
- Contribute to community engagement efforts.

CNW will provide the following to FH, including but not limited to:

- Invitations to work with the various City staff/departments in the OCP review process;
- Requests for input on matters and issues in the OCP that can affect or impact health;
- Access to consultation events and meetings where input related to the OCP is being solicited;
- Opportunities to contribute to the OCP content; and,
- Access to relevant, non-confidential City data.

RESPONSIBILITIES

The Planning Department will act as the lead department within CNW for the duration of this project. Key contact persons will include:

- Lynn Roxburgh – Planner
- Jackie Teed – Manager of Planning

The respective staff from the Healthy Built Environment and Healthy Living/Healthier Communities programs will act as the leads within FH for the duration of this project. The Office of the Medical Health Officer will also engage in applicable activities. Key contact persons will include:

- Alex Kwan – Healthy Built Environment Specialist
- Deanna Tan-Francoeur – Community Health Specialist

TERMS OF UNDERSTANDING

The term of this LOI is for the duration of the OCP review process for *OUR CITY 2041*. By mutual consent, the partners may amend the scope of work and activities at any time if priorities change.

Based on this LOI, the partnership may be extended upon mutual agreement on other projects and areas of common interest for CNW and FH pertaining to community development and health.

Either organization may terminate this LOI upon thirty (30) days written notice without penalties or liabilities.

Authorization

The signing of this LOI does not legally bind the parties. It implies that the signatories will strive to reach, to the best of their ability and in good faith, the objectives stated in the LOI.

On behalf of the organization I represent, I wish to sign this LOI and contribute to its further development.

City of New Westminster

Johnathan X. Coté
Mayor
City of New Westminster

Date: _____

Signature: _____

City of New Westminster

Jan Gibson
City Clerk
City of New Westminster

Date: _____

Signature: _____

Fraser Health Authority

Dr. Lisa Mu
Medical Health Officer
New Westminster

Date: _____

Signature: _____

Fraser Health Authority

Jason Cook
Interim Executive Director
New Westminster
Royal Columbian Hospital
Healthier Community Partnership

Date: _____

Signature: _____