



**VILLAGE OF BELCARRA
OCP REVIEW COMMITTEE 2022**

**Agenda
Wednesday, May 4, 2022
7:00 pm to 9:00 pm**



This meeting is being held via Zoom Teleconference and will be recorded.
Click link to join meeting: <https://urbansystems-ca.zoom.us/j/3387053518>
Meeting ID: 338 705 3518

Committee Members

Ian Devlin, Chair
Ralph Drew, Vice Chair
Larry Carlsen
Paul Degraaf
Jol Drake
Kevin Ferris
Tracey McRae
Mary-Ann Pope
Sandra Rietchel
Janet Ruzycki
Angela Yin

Council Representative

Councillor Carolina Clark

Staff

Dennis Back, Acting Chief Administrative Officer

Staff Absent

Paula Richardson, Acting Corporate Officer

Planning Consultants

Melissa Clement, Senior Planner, Project Lead, Urban Systems
Andrew Cuthbert, Community Planner, Urban Systems
Jack De Sante, Intern, Urban Systems (Minute Taker)

1. Call to Order

Ian Devlin, Chair, will call the meeting to order.

2. Approval of the Agenda

2.1 OCP Review Committee meeting, May 4, 2022

Recommendation:

That the Agenda for the OCP Review Committee meeting, May 4, 2022, be approved as circulated.

3. Adoption of the Minutes

3.1 OCP Review Committee Meeting, April 6, 2022

Recommendation:

That the Minutes of the OCP Review Committee meeting held April 6, 2022, be approved.

4. Welcome Dennis Back, Acting CAO

- Dennis Back will provide a brief introduction

5. Stakeholder Engagement Update

- Urban Systems to provide an update on outreach to Tsleil-Waututh Nation

6. Draft Vision and Goals

- Urban Systems to present the draft vision and strategic goals for the OCP

7. Phase 2 Community Engagement

- Urban Systems to provide an overview of the next Community Open House

8. Research Teams Presentations

- OCP Review Committee Members to present their findings on topics related to Transportation, Trails and Tourism.

9. Next Steps

- Urban Systems to outline next steps and assign new research topics.

10. Questions/Comments

11. Adjournment

**Next meeting date:
Wednesday, June 1, 2022
7:00 pm – 9:00 pm on Zoom**



VILLAGE OF BELCARRA
OCP REVIEW COMMITTEE 2022
Minutes
April 6, 2022



This meeting was held via Zoom Teleconference and was recorded.

Members in Attendance

Ralph Drew, Acting Chair
 Ian Devlin, Chair
 Larry Carlsen
 Jol Drake
 Kevin Ferris
 Tracey McRae
 Mary-Ann Pope
 Sandra Rietchel
 Janet Ruzycki
 Angela Yin

Member Absent

Paul Degraaf

Council in Attendance

Councillor Carolina Clark

Staff in Attendance

Paula Richardson, Municipal Coordinator

Staff Absent

Lorna Dysart, Chief Administrative Officer

Also in Attendance

Melissa Clement, Senior Planner, Project Lead, Urban Systems
 Andrew Cuthbert, Community Planner, Urban Systems
 Darby Henshaw, Junior Planner, Urban Systems (Minute Taker)

1. Call to Order

Ralph Drew, Acting Chair, called the meeting to order at 7:04 pm.

2. Approval of the Agenda

2.1 OCP Review Committee meeting, April 6, 2022

It was moved and seconded:

That the Agenda for the OCP Review Committee meeting, April 6, 2022, be approved as circulated.

CARRIED

3. Adoption of the Minutes

3.1 OCP Review Committee Meeting, March 2, 2022

It was moved and seconded:

That the Minutes of the OCP Review Committee meeting held March 2, 2022, be approved.

CARRIED

Conflict of Interest

Paula Richardson, Acting Corporate Officer, provided information received from the Village lawyer related to a question regarding Conflict of Interest. It was noted that Conflict of Interest rules in the *Community Charter* only apply to elected officials and therefore would not apply to OCP Committee members.

4. Stakeholder Engagement Update

Urban Systems provided a presentation to the Committee with an update on Phase 2 of the OCP process noting the following:

- The OCP Review Project is nearing the end of Phase 2.
- Urban Systems has met with a range of stakeholders and has extended an invitation to other stakeholders.

5. Community Survey Results

- The Online Survey received 111 responses (17.2% response rate). Results included:
 - Most respondents have lived in Belcarra for over 40 years.
 - Most respondents describe where they live as Bedwell Bay.
 - Key words used to describe Belcarra included: Beautiful, Quiet, Community.
 - Respondents generally commented on their love for the natural surroundings.
 - Governance and policy were seen as the top item to be changed about Belcarra.
 - Priorities included Emergency preparedness, infrastructure and servicing, and financial sustainability.
 - Community character was significantly attributed to the natural surroundings.
 - Governance & policy, traffic, pollution and parking were noted as the key items that detract from the character of the Village.
- A summary of the survey results will be presented at the upcoming open house.

6. Virtual Open House Feedback

A Virtual Open House was held on March 10, 2022 and had 51 participants. Community members engaged in small break out rooms and were asked similar questions to the online survey. A summary of key takeaways and emerging priorities was shared.

7. Research Teams Presentations

The theme of the Research Assignments for the OCP Review Committee was Environmental and Climate Change.

7.1 Wildfire Safety Team Presentation, Chair Ian Devlin, Vice Chair Ralph Drew, Tracey McRae and Janet Ruzycki

Presenter: Janet Ruzycki

- Wildland Fire Hazard Protection – support the Wildland Interface Fire Management Plan.
- Discussed Fire Smart building guidelines.
- Interest in Wildfire Fuel Reduction Programming. Encourages a partnership with Metro Vancouver Parks.
- The need for Emergency Evacuation Plans.
- Explored other OCPs: Village of Anmore and District of North Vancouver, Lions Bay. Found that some items are not necessarily included within the OCPs or are in a separate document.
- Suggested the use of educational tools and partnerships across the region.
- The Town of Sydney OCP started each section with community context. The team expressed interest for the Village of Belcarra to do the same.

Discussion ensued with regard to the following:

- Interest in exploring Crown Land Wildfire Protection Plans or Interface Management Plans.
- Exploration of evacuation plans not only by land but by water.
- Councillor Clark shared a resource from Metro Vancouver regarding their response to fire and parks.
- Individual water misters/sprinklers on homes for fire prevention. Available water for this item is of concern. It was noted that this item may be part of the education for residents. A range of items could be incorporated.
- Portable water pumps were suggested. Using municipal water to put out wildfires will not be sufficient. Fire breaks could be a useful tool.
- It was noted that Metro Vancouver has a program for fire breaks.
- Urban Systems shared some highlights about City of Kelowna's Wildfire Plan.

7.2 Climate Change and Emission Reduction Strategies Team Presentation, Larry Carlsen, Jol Drake and Kevin Ferris

Presenter: Jol Drake

- Each team member provided specific goals including:
 - Prepare and adapt the community physically to climate change realities.
 - Incentivize and encourage GHG reductions from individual residents.
 - Reduce the risk of wildfire through FireSmart initiatives.
 - Create actionable items.

- OCP analysis: Anmore, Squamish, and Bowen Island.
- Ideas for Village of Belcarra new OCP: Sustainable measures for buildings; transportation; solid waste.

Discussion ensued with regard to the following:

- Melissa Clements noted that there was discussion with TransLink regarding a private bus shuttle.
- Support for incentivization instead of penalizing.
- It was suggested that knowledgeable people within the community offering their services for free to educate the community would be beneficial.

7.3 Environmental Species/Habitat Restoration Team Presentation, Paul Degraaf, Mary-Ann Pope, Sandra Rietchel, Angela Yin

Presenter: Mary-Ann Pope

- The current OCP references environment in terms of narrative and policy, and expresses that people live in Belcarra to enjoy nature.
- The team analyzed other OCPs and had a few key takeaways:
 - There is a need for environmental integrity.
 - The creation of an official committee for the environment for accountability purposes could be useful.
 - Wildlife interactions and protections should be a priority.
 - Traditional knowledge with First Nations communities should be prioritized.
 - Encourage preservation measures at home and create volunteer opportunities (i.e., Friends of Belcarra Park, etc.).
 - Habitat preservation should work with the higher levels of government.
 - An acknowledgement of the importance of the area and the need to protect this habitat by working in partnership.
- It was noted that the Salt Spring Island OCP excerpt regarding environmental stewardship aligns significantly with the Village of Belcarra.

Discussion ensued with regard to the following:

- The need for a strategy regarding ditches and culverts.
- Andrew Cuthbert supported the groups acknowledgement of the long term vision and application of other municipalities and First Nations.

It was noted that homework assignments should be sent to Paula Richardson. The topics next month will be Transportation, Trails and Tourism. Teams will be emailed accordingly.

8. Next Steps

A review of next steps was provided as follows:

- Complete initial round of Stakeholder Engagement.

- Beginning to draft the Community Vision, Goals, Policies, and the OCP document itself.
- Define Belcarra Community Character.
- A ‘What We Heard Report’ has been created and shared with the Village of Belcarra and will be added to throughout the process. This report will be finalized and presented to Council. At the next Open House, it will be made available.
- The presentation that was given at the last Open House has been posted on the Village website.

9. Questions / Comments

10. Adjournment

The meeting was adjourned at 9:04 pm.

Certified Correct:

Paula Richardson
Acting Corporate Officer

Ian Devlin
Chair

**Next meeting date:
Wednesday, June 1, 2022
7:00 pm – 9:00 pm on Zoom**