

Minutes for the Strategic Visioning Steering Committee

Meeting Place: SEAPARC Boardroom

Time: December 4, 2007

Start: 9:35 AM

In attendance: Arnie Campbell, Wayne Fritz, Heather Phillips, Rosemary Jorna, Cleo Gardener and John Charles

Regrets: Alanda Carver, Rosemary Metz and Emma Taylor. Emma had to leave the committee as she has taken up a full-time position in the planning department of the JdF Electoral Area. Congratulations and we wish her well.

1. Approval of the agenda

A. Campbell moved. J. Charles seconded. Passed.

2. Approval of the November 6, 2007 meeting minutes

After a brief discussion, the Nov. 6, 2007 minutes were tabled until the next meeting.

3. Appointment of Recording Secretary

Rosemary Jorna was appointed as the recording secretary with Alanda Carver scheduled for the next meeting, to be followed by A Campbell and then J. Charles

4. Review/Discussion of “Water – Environment – Change” Public Information Forum

The forum was held on Nov 27, 2007. The guest speakers were:

- Trevor Wicks: “From Source to Tap: Understanding and Protecting Your Water Supply.” Consultant /activist in sustainable water resources and land use management.
- Dr Tony Boydell: “Community Environmental Stewardship.” Director of the School of Environment and Sustainability, Royal Roads University.
- Felice Mazzoni: “Implementing Sustainable Policy: the Ucluelet Experience.” Director of Planning for Ucluelet.

General Comments from around the Table:

- It was the easiest forum to chair, partly because of the smaller turnout.
- A month ago we were looking hard for speakers; the forum came together very well.
- The three speakers were excellent – the balance was good, and the talks fit together and overlapped nicely.
- Wicks provided good groundwork on water sources, Boydell on problems with legislation and protection, and Mazzoni on water and planning. The speakers were aware of one another’s comments and built on each other.
- The Canadian Horizons representative attended the Forum.

Action: Write a letter of thanks to Royal Roads University for assisting in obtaining speakers for the last two forums.

Some problems were mentioned:

- Some of the sandwich boards had blown over. They need rocks wedged at the base to stabilize them.
- Three or four people said the forum started too early – people can't get home and fed in time.
- There were fewer people in attendance than at previous forums, 45 vs. 85/80), possibly because the community may be "meetinged" out. There was a town hall meeting in Shirley, a gravel pit meeting, a Western Forest Products meeting, an OPSRRA AGM, and other community meetings just before the Forum.
- Some attending the Forum had hoped to hear more about wildlife and wildlife corridors.

What did we learn from the forum?

- We often don't know where our water comes from—we could lose our water at anytime
- Aquifers are not explored or known – it was stressed that you can't plan a community without planning for water.
- Vancouver Island is already experiencing serious water problems. Ladysmith has already lost its water quality.
- All speakers in all forums said OCPs have power to create a community, and the zoning bylaws give structure and force to OCPs.
- The provincial government has not fully enacted the *Water Act*. We have no groundwater protection.
- Monitoring wells is a provincial responsibility. We should make the province do it.
- The Ministry of Forestry will not provide assistance in protecting a stream system; it will step in only once damage is done and only if it receives proof of previous good health of the damaged stream system. Consequently, Muir Creek will have to be documented and monitored to ensure Ministry assistance in its protection.
- If the Arden Pit is approved, the area water table will require monitoring. Deep wells on the Arden and surrounding properties for monitoring could be a requirement from the Ministry of Mines' health and safety officer if approval is granted.
- There is a lack of mapping of wildlife corridors
- Although mapping is key to knowing the area, it has associated difficulties. No government seems to have the budget and manpower resources for this task.
- At a meeting with some OPSRRPA directors on Nov. 23, 2007, Reynold Hert, the CEO of Western Forest Products, offered the CRD access to

WFP maps. He gave permission for Tracey Corbett (CRD) to contact Warren Littlejohn (WFP) to use the maps. Ms. Corbett has already been in touch with Mr. Littlejohn.

- Responses to the straw polls taken at each forum regarding the most important themes to be addressed revealed some differences:

	June	October	November
Rural Land use	35	51	23
Economic Development	19	46	6
The environment	31	53	19
Governance	26	46	13
Community Services	19	49	6
Recreation	20	31	14
Taxation	16	29	4
Transportation	16	54	10
Other			
Cell phone access	7		
Wildlife protection	5		
Coming together	1		
Social Planning	5		
Infrastructure		3	
Beach access		2	
Agriculture	1		
Slow Growth	1		
Affordable housing	1		
Public Participation		1	

5. General Discussion of next project steps

- We have one more forum, and then we must articulate a vision that the community owns. To plan for achieving this goal we must consider: first, our capacity as a steering committee; second, our ability to involve the larger community; and third, our plan to report to the community and obtain its support.
- There was discussion of how we would involve the larger community in the vision document, receive their input and gain their support. This can be a real problem. The Health and Transportation initiative wrap-up had excellent speakers, exhibits, panel discussions and extensive publicity, but attracted only about 50 members of the public.
- If we do a survey, we will need more money, as surveys are expensive to design and execute. The design needs to be unbiased. There is often less than a 17% return on mail-out surveys. Alternatively, a survey could be done by telephone, or booths could be set up at local shopping centres.
- As a basis for discussion, one idea proposed was to write a parallel OPC extracting what we want from other communities' OCPs and using language that supports it. Ucluelet and Golden are possible models.
- Agreement was reached that we need a strategic vision document as a basis of community discussion.

- Do we go with several smaller forums on specific topics, with targeted invitations as well as a general invitation?
- We have an e-mail list of 148 people getting our information bulletin. We have an advisory committee representing other interested organizations. We could circulate a draft vision document and ask those organizations to distribute the draft via their e-mail lists for comment
- A draft vision document can also be posted on the website for comment.
- There is a six-month timeline: March to Sept. to wrap up the project.
- The draft documents could be created by delegating and asking other groups to write parts of the final document. Perhaps we could ask the Shirley group for governance information. The JdF Electoral Area Parks Commission and JdF Community Trails Society are possible resources. We have resources in the advisory planning committee. We can ask for one or two more people to spread the workload. We have already had an offer from Andrew Moore (a private consultant) for the writing phase.
- We need to look at visioning goals and strategies. The vision will have a bearing on the communities' choice for governance.
- Every speaker in every forum has stated that the OCP is the community's vision and zoning is the community's tool. We have more freedom than we thought in creating our vision. Zoning is the right of the governing body – to be done with regard to the community vision. One problem is to identify what powers the CRD has and is not using.

6. Meeting with the Project Advisory Committee

We will approach the initial invitees to the Feb. 2007 meeting, adding others such as Scouts Canada, Western Canadian Horizons, T'-Souke Band, etc, to a January 2008 meeting at the Otter Point Fire Hall. Arnie expects to meet soon with Chief Rose Dumont and will bring her up to date on the project.

Action: Organize a letter of invitation/agenda/ mailing list for the meeting with the Advisory Committee. Cleo volunteered to help this week (Dec. 4-11), and John and Rosemary volunteered for the first week of January.

7. Planning for the Next Public Information Forum

The next forum will likely focus on governance, services and taxation. Services include fire, police, Internet, water, roads and other services. Our current governance in the JdF Electoral Area is relatively inexpensive. Our taxes are low. We need a sense of what other governance options cost. What do other governance models offer – for development, for the environment, for services? What changes in taxes would occur with different models of government?

What we pay for in taxes depends in part on what infrastructure and amenities are the developers' responsibility rather than the general community's. Development is not free; it requires infrastructure and impacts existing infrastructure. Either the developer and new buyers or the current residents bear the costs.

Title chosen for the next forum: Governance Options for Otter Point & Shirley

Discussion re: speakers/potential sources:

- The first speaker should be able to provide a broad overview of governance with no vested interest. The second should be an expert who has studied the issue and can give us the practical realities. The third should be one who has experienced a change in governance as an elected official or planner.
- The Shirley governance study group has found 2 or 3 viable governance models for this area; they might also suggest a speaker. C. Gardener has notes and contact names from her work for the Shirley Governance Study, which may be helpful.

- The Queen Charlotte Islands has gone through a government change and may be a source for a speaker. .
- A municipal planner or a consultant who went through a governance transition could be a speaker.
- The provincial government might provide a speaker as it will participate in any governance changes and will tell us the “if, what and then” of governance choices.
- CitySpaces Consulting Ltd. could be asked for a speaker on governance models and tax implications.
- Sooke has transitioned from being an unincorporated CRD district to a municipality. We could possibly get a Sooke official or the original Sooke town manager to speak.

Date for the Governance Forum: Feb. 26, 2008, with the fallback date as Feb. 19, 2008.

Action:

- W. Fritz to check with the Otter Point Fire Hall for forum date availability, and for availability in the third week in January for an Advisory Committee meeting.
- All steering committee members are to think of names of possible speakers and forward them to W. Fritz and A. Campbell.
- Suggestions for refining the questions for the forum should be forwarded to A. Campbell and W. Fritz.

8. Reports of Working Sub- Committees

- a. Gathering Information** – A. Campbell has developed a spreadsheet showing contact persons and agencies. It will be circulated for feedback.
- b. Funding** – The Water-Environment-Change Forum cost \$700.31, leaving a balance of approximately \$5,500. In Jan. 08, it will be time to look at an additional grant application.

- c. **Publicity/Communications** – Free publicity for the last forum was “hit or miss,” but we did get it from the CBC and the *Times Colonist*. The project could hold an information booth at University of Victoria Healthy Community Expo in late spring. (More information will be available in late January.)
- d. **Event Documentation** - The final draft for the first forum has been completed. The final draft for the second forum is currently being reviewed by the speakers. The draft from the third forum is half done.

9. Next Meeting

January 8, 2008

Action: W. Fritz to book the SEAPARC boardroom for 9:30 a.m.

10. Adjournment – 12:00 p.m.