THE CORPORATION OF THE CITY OF VERNON

MEMORANDUM

TO:	Patricia Bridal, Chief Administrative Officer	**FILE:**	6480-06 / 8300-07
PC:	Terry Barton, Director, Planning and Community Services Roy Nuriel, General Manager, City Planning	**DATE:**	March 26, 2024
FROM:	Barbara Everdene, Long Range Planner Danielle DeVries, Manager, Transportation		
SUBJECT:	**OFFICIAL COMMUNITY PLAN AND TRANSPORTATION PLAN ENGAGEMENT STRATEGY & BUDGET – SUPPLEMENTAL INFORMATION**		

On March 25, 2024, Council endorsed the Engagement Strategy and budget for the Official Community Plan (OCP) and Transportation Plan (TP) Joint Review. At this time, Council requested two supplemental items with more detailed information:

1) Engagement Strategy: a list of community groups to be included in the public participation process; and

2) Technical Studies: summary information on the scope and timeline of each technical study.

The working title of the Transportation Plan has been adjusted based on Council feedback.

Engagement Strategy: Community Groups List

The Engagement and Communications Strategy outlines how community members in Vernon will have the opportunity to engage in the OCP/TP process in the community, in person, and online. Most of the opportunities are directed at the community as a whole, including all residents, businesses, and visitors (i.e. pop-ups at community events and online surveys).

In addition, some targeted opportunities will be provided to community groups including member-based organizations, government agencies, and Council Committees representing the interests of specific sectors and priority populations. A list of these targeted groups is provided in Attachment 1 with example community groups.

Administration notes that due to the tight timelines of the OCP/TP project, the targeted opportunities are limited to a few invitational workshops and a toolkit of engagement materials available to local organizations that would like to encourage further engagement among their membership or staff via EngageVernon.ca.

The Strategy includes setting expectations with the community that all are invited to provide input that will be heard, and Administration will balance these comments with the technical studies and professional knowledge to draft the plans. The community may not see their input directly in the final documents.

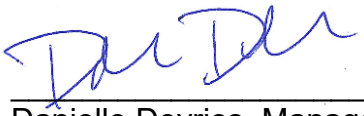
Technical Studies: Scopes and Timelines

Additional summary information on the scope and timeline of each technical study and workstream is included in Attachment 2.

RECOMMENDATION:

THAT Council receive for information the memorandum titled “Official Community Plan and Transportation Plan Engagement Strategy and Budget – Supplemental Information”, dated March 26, 2024, and respectfully submitted by the Manager, Transportation and the Long Range Planner.

Respectfully submitted:



Danielle Devries, Manager, Transportation



Barbara Everdene, Long Range Planner

Attachment 1 – Engagement Strategy: Community Groups List
Attachment 2 – Technical Studies: Scopes and Timelines

Approved for the Agenda by the CAO ☐

G:\6400-6999 PLANNING AND DEVELOPMENT\6480 COMMUNITY PLANNING - OFFICIAL COMMUNITY PLAN\06 2023 OCP Review\Engagement\240408\240326 MEMO Engagement Strategy Budget Supplements.docx

Engagement Strategy: Community Groups List

Organization Type or Sector	Example Community Groups
Council Committees *OCP/TP engagement will be conducted within regular Committee agendas*	• Advisory Planning Committee • Affordable Housing Action Committee • Climate Action Advisory Committee • Economic Development Advisory Committee • Tourism Commission
Economic development and investment sector	• Community Futures • Downtown Vernon Association • Greater Vernon Chamber of Commerce • Okanagan College • Sports and Culture Society
Community groups serving priority populations	• Canadian Mental Health Association - Vernon • Community Foundations North Okanagan • NexusBC Community Resource Centre • North Okanagan Friendship Centre Society • North Okanagan Youth and Family Services • Okanagan Boys and Girls Club - Vernon • People Place Society • Social Planning Council of the N. Okanagan • Turning Points Society • United Way British Columbia • Vernon & District Ass'n for Community Living • Vernon & District Immigrant & Community Services Society • Vernon Seniors Action Network
Community groups serving climate, nature, parks and trails	• Allan Brooks Nature Centre • Climate Action Now • North Okanagan Cycling Society • Ribbons of Green Trails Society • Sustainable Environment Network Society
Transportation and infrastructure sector agencies *In addition to early and ongoing engagement, the draft OCP/TP documents will be referred for comments*	• Aim Roads • BC Transit • CN Rail • Greater Vernon Water • Ministry of Transportation and Infrastructure • Recycle BC

Organization Type or Sector	Example Community Groups
	• TransDev • Utilities (i.e. BC Hydro, Fortis BC, Shaw, Telus)
Government & public sector agencies within the region *In addition to early and ongoing engagement, the draft OCP/TP documents will be referred for comments*	• District of Coldstream • Interior Health • Okanagan Basin Water Board • Okanagan Indian Band • Regional District of the North Okanagan • School District 22 • Vernon Branch, Okanagan Regional Library
Provincial and Federal governments and agencies *Draft OCP/TP documents will be referred for comments*	• Agricultural Land Commission • BC Archaeology Branch • BC Housing • BC Parks • BC Transit • Canada Post • Department of National Defense • Fisheries and Oceans Canada (DFO) • Insurance Corporation of BC (ICBC) • Ministry of Agriculture and Food • Ministry of Children and Family Development • Ministry of Emergency Management and Climate Readiness • Ministry of Environment and Climate Change Strategy • Ministry of Health • Ministry of Housing • Ministry of Municipal Affairs • Ministry of Transportation and Infrastructure • Ministry of Water, Land, and Resource Stewardship • Transport Canada

Attachment 2

Technical Studies: Scopes and Timelines

Workstream	Scope	Budget	Timeline
Technical Study			
Housing needs report	• Update population projections to 2045 • Update baseline housing data by neighbourhood and type • Note existing housing deficiencies and project needs to 2045 • Write Housing Needs Report in alignment with Provincial guidelines	$ 75,000	Feb 2024 – Dec 2024
Land inventory, parks study, & related gap analyses	**Land inventory** • Establish baseline data at the property level for existing conditions • Assess redevelopment and infill potential based on existing conditions and new zoning • Include all data in spatial formats for consideration in the new growth strategy and land designations **Parks Study** • In addition to parks parcels from land inventory, conduct natural asset inventory for green and blue spaces • Note existing parks deficiencies and project needs to 2045 • Draft policy recommendations for future parks and greenspaces, including trails and landscaping in road rights-of-way **Employment & Economic Development Study** • In addition to industrial, commercial, and institutional parcels from the land inventory, assess community employment by sector and economic growth potential • Note existing employment and economic deficiencies and project needs to 2045 • Draft policy recommendations for retail revitalization and future employment and economic development opportunities	$200,000	Mar 2024 – Dec 2024

	Social Services Study • Work with School District 22 and Interior Health to determine if additional schools and services are needed based on population projections		
Update environmental mapping	• Create new Environmental Management Area map • Create new Riparian Area Protection Regulation map • Create new aggregate potential and geotechnical materials map • Format maps as both an OCP appendix and spatial layers • Draft recommendations for the development permit policies of the OCP based on findings during the mapping process	$150,000	Apr 2024 – Dec 2024
Update sewer model *Includes coordination with Greater Vernon Water for water servicing requirements*	• Create new sewer model based on existing data and growth projections from both the housing needs report and land inventory • Predict locations where additional sanitary sewer infrastructure will be required to meet growth • Create prioritized list of required sanitary upgrades for both existing deficiencies and new growth • Draft 20-year servicing plan	$300,000	Jun 2024 – Jun 2025
Update traffic counts & road classifications	• Conduct traffic counts for all modes at key intersections to update baseline transportation data • Create new road classifications and cross-section priorities based on transportation policies • Map all existing roads according to the new classifications • Design road cross-section diagrams	$100,000	Apr 2024 – Sep 2024
Active Transportation & Transit Gap Analysis	• Assess existing active transportation and transit infrastructure, including accessibility and spatial equity • Note existing deficiencies and project needs to 2045 • Include all data in spatial formats for consideration in the new Transportation Plan	$75,000	Apr 2024 – Sep 2024

	• Create prioritized list of recommended active transportation and transit investments for both existing deficiencies and new growth • Work with BC Transit to make recommendations about bus routes and schedules for the Transit Future Plan		
Mobility policy reviews	**EV Charging Gap Analysis** • Assess existing EV chargers • Note existing deficiencies and project needs to 2045 • Include all data in spatial formats for consideration in the new Transportation Plan **Curbside Management Study** • Review all needs for curbside space, including parking, loading, bike parking, e-scooter parking, pick-up drop-off, accessible spaces, transit stops, and emerging technologies • Draft policy recommendations based on best practices **Highway Corridors Study** • Work with Ministry of Transportation and Infrastructure to improve the public realm along Highway 6 and Highway 97 • Identify key locations for active transportation to cross the highways and make infrastructure recommendations **School Travel Planning** • Review existing school travel plans and draft policy recommendations for safe routes to school	$135,000	Jan 2024 – Dec 2024
Other			
Engagement & Communications	• Consultant support to draft and implement Engagement and Communications Strategy, including survey analysis and reports • Produce videos, advertisements, and other marketing materials • Purchase ads for online, print, social, and radio media • Purchase project supplies to host events and print materials	$160,000	Dec 2023 - Jun 2025

Document drafting	• Draft both OCP and TP • Consultant support for writing and formatting • Graphic design for final documents • Legal review	$100,000	Jun 2024 – Sep 2025
Options analysis	• Software for transportation analyses	$25,000	Apr 2024 – Jun 2025
Additional staff capacity (Project Coordinator)	• Dedicated OCP/TP Project Coordinator to support implementation of project charter according to scope, budget, and timeline	$100,000	Jan 2024 – Jun 2025