

## OCP Implementation Committee (OCP IC) January 14th, 2015 Meeting Notes - DRAFT

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**Attending:** Krista Tulloch, Arash Rezai, Paul Tubb, Corrie Kost, Peter Klinkow, Kolton Smith, David DeMuyndck, David McLeod; **Staff:** Sarah Dal Santo, Darren Veres, Kevin Zhang, Jessie Gresley-Jones

**Regrets:** Robin Hicks, Dan Ellis, Adele Wilson, Elaine Grenon, Heidi Nesbitt, Rory Barlow, Chris Meyer, Adrian Chaster, Erin Black

1. **Approval of agenda and next meeting date:** Agenda approved and next meeting date scheduled for **February 25th, 2015.**

2. **Review and approval of meeting notes from November 5<sup>th</sup>, 2014 Committee meeting:** Meeting notes approved with corrections made to the list of attendees.

3. **Lynn Valley Town Centre Public Realm Guidelines**

Karen Rendek, lead planner for Lynn Valley Town Centre, provided an overview of the upcoming consultation for the Lynn Valley Town Centre Public Realm Guidelines. She explained that the purpose of the consultation is to gather feedback from the public and stakeholders on the proposed “Mountain Village” theme including concepts for: streetscapes (High Street, Library Lane, and local neighbourhood streets), plazas and public spaces, landscapes, park and greenways, and building materials. Feedback from this consultation will be used to refine the Lynn Valley Town Centre Public Realm Guidelines. She also noted that staff are currently producing a short video to help explain the public realm and how the guidelines will be used to achieve the Mountain Village theme.

Discussion

- A Committee member commented that it would be useful to understand the costs of the public realm infrastructure.
- A Committee member asked if staff has considered providing childcare at the events to encourage families to attend. Staff responded that the events are drop-in and families with children are welcome. Also, all materials from the events will be available online to provide additional opportunities to participate.
- A Committee member asked for clarification on the format of the open house. Staff responded that the format of the open houses will be similar to the format of the previous Lynn Valley Consultations in summer of 2013 with display boards arranged in stations accompanied by staff members to answer questions. A Committee member suggested that

- video could be looped and located near the entrance of the Open House events to help welcome people and give them a sense of what to expect inside the event.
- A Committee member suggested situating the Guidelines within the OCP context for greater clarity.
  - Staff noted that the OCP IC's presence at previous Lynn Valley Consultations was extremely valuable. A Committee member suggested that a display board could be useful to explain what the Committee does and that it would be a good way to integrate their role within the broader mandate of the OCP. Also, a member added that it would be useful for OCP IC members to see the feedback form and materials in advance of the events so they can better prepare themselves.
  - Staff asked the OCP IC if they considered a three week feedback period to be reasonable. The OCP IC agreed. A member then suggested that it might be useful to send out an email reminder during this period to encourage more feedback.
  - A member asked if staff considered the public-led illustrations from the previous round of consultations to be useful in preparing the Public Realm Guidelines. Staff responded that the illustrations were useful and that urban designers would also be available at the upcoming public meetings to illustrate community ideas.

#### **4. Work Plan Review and Planning for 2015**

Staff presented the 2014 Work Plan in Review and the Work Program for 2015. They explained that these documents would be used to update Council (date TBD) on the progress of OCP Implementation Committee and to outline the Committee's 2015 work plan. Staff then invited Committee members to provide feedback on both items.

##### Discussion

- A committee member noted that they would like to see more items on social well-being and inclusion added to the Work Plan.
- Another member commented that the economics of the OCP need to be transparent.
- The Committee discussed how they would provide input on the work plan documents and ensure that their input is reflected in the final draft. It was agreed that:
  1. Staff will refine the document based on input from this meeting and then re-circulate to OCP IC for review;
  2. The OCP IC will provide feedback to staff and the OCP IC Chairs;
  3. Staff will prepare a final draft;
  4. The final draft will be reviewed by the Committee's chairs before being submitted to Council with a covering report prepared by Staff.

#### **5. Update and Discussion on OCP Monitoring and Reporting Program**

Kevin Zhang, staff liaison for the Monitoring Working Group, provided an update on the progress of the Monitoring and Reporting Program. This included an overview of the project timeline, a brief summary of stakeholder feedback, and an outline of next steps. He explained that prior to the Holiday break, a simplified worksheet focusing on specific targets was distributed to stakeholders soliciting additional feedback. Through this communication, he received additional indicators,

reference documents, data sources, and new areas of focus from various stakeholders. He explained he would be meeting with the Inter-Agency Network (a group that facilitates networking, information sharing and distribution among all North Shore agencies and organizations) to try and connect with additional stakeholders. He then explained that next steps will involve reviewing and refining with the Monitoring Working Group the data collected thus far in a series of theme-based meetings. Staff and the MWG would then report back to the OCP IC with a refined draft report.

#### Discussion

There was recognition that it may be more challenging to select data for certain targets versus others for the OCP Progress Report. Staff indicated that the social well-being targets may be challenging due to the volume of data available on this topic. A committee member commented that data to be measured needs to be relatable to the OCP and the MWG will need to help decide which indicators are relevant. Staff clarified that at the next meeting on the 29<sup>th</sup>, the working group will be looking at the data that has already been collected and then to develop an agenda for moving forward.

#### **6. Other business and items for next meeting**

Corrie Kost circulated copies to Committee members of a map titled “B.C’s population hotspots (and coldspots)”. He explained that the map shows 5-year population growth of BC municipalities including the District of North Vancouver. Staff mentioned that the data presented is not consistent with that reported by accepted sources such as BC Stats and Metro Vancouver. Staff indicated that they would follow-up with the company responsible to determine the validity and accuracy of the data.

#### **7. Adjournment**