

CONSULTATION PLAN

Regional Growth Strategy Amendment to Implement the Town of Qualicum Beach Official Community Plan



July 30, 2018

INTRODUCTION

An amendment to the Regional Growth Strategy (RGS) is being undertaken to implement the Town of Qualicum Beach Official Community Plan (OCP) resulting from its review ending in 2018. Given the extensive public engagement over the two-year OCP review project, consultation on the subsequent RGS amendment is focused on making information available to interested parties. This Consultation Plan is based on the RGS amendment proceeding through the minor amendment process. See Appendix A: Summary of a RGS Minor Amendment process.

OBJECTIVES

- To provide information to affected local governments and First Nations.
- To make information readily available to interested citizens and stakeholders.
- To respond to input from citizens, affected local governments and First Nations.

METHODS AND TASKS

Pursuant to RGS Policy 1.5.2, affected local governments will be provided 45 days written notice that the proposed amendment has been determined to be a minor amendment, and the date, time and place of the board meeting at which the amending bylaw will be considered for first reading. First Nations will also be provided written notice. Table 1 below lists affected local governments as defined in the *Local Government Act*, and First Nations to whom a written notice will be sent.

Table 1 Affected Local Governments and First Nations to whom notice will be sent

Affected Local Governments	First Nations
City of Nanaimo District of Lantzville City of Parksville Town of Qualicum Beach Comox Valley Regional District Alberni Clayoquot Regional District Cowichan Valley Regional District	Snuneymuxw First Nation Snaw-Naw-As First Nation Qualicum First Nation K'omoks First Nation

Attachment 5

Staff reports and the bylaw to amend the RGS will be available to the public at the RDN main administration office and on the [RDN Regional Growth Strategy](#) website. One advertisement in local newspapers will be posted to advertise the date, time and place of the Board meeting at which the amending bylaw will be considered for first reading.

A public hearing is only required if at second reading, the amending bylaw does not receive an affirmative vote by all Board members attending the meeting.

Those wishing to provide feedback on this amendment may provide written comments to the RDN by email, mail, or in person at any time. Community members and other stakeholders may also appear as delegations or submit comments on the amendment to the RDN Board or committees of the Board. This communication will be documented as part of the public record on this amendment and will be made available for review.

BUDGET

The staff resources and cost of newspaper advertisements needed to implement this Consultation Plan are included in the 2018 Long Range Planning budget.

Attachment 5

APPENDIX A: SUMMARY OF RGS MINOR AMENDMENT PROCESS

Legislated Amendment Process for the Regional Growth Strategy – Initiated by a member municipality	
1. OCP Review is Completed	Municipality completes a full OCP review process which results in a need to amend the RGS.
2. Municipality submits request for RGS Amendment to the RDN	Council forwards request to RDN Board to amend the RGS through the Minor Amendment Process.
3. Committee of the Whole (CoW)	Committee reviews the request and makes a recommendation to the RDN Board
4. RDN Board Meeting <ul style="list-style-type: none"> a. Receive recommendation from CoW b. Decide on whether the proposed RGS Amendment is Minor c. Adopt consultation plan 	A minimum of 2/3 of the Board must vote in favour to proceed as a Minor Amendment. If proceeding as a Minor Amendment, Board adopts a consultation plan.
5. Notify Affected Local Governments	Notice of the proposed RGS Minor Amendment is provided to the RDN's member municipalities and adjacent regional districts. They have up to 45 days to respond.
6. RDN Board Meeting <ul style="list-style-type: none"> a. Receive comments from affected local governments b. Give 1st reading to bylaw c. Give 2nd reading to bylaw, and maybe 3rd d. Give 3rd reading to bylaw 	Board receives and considers comments from affected local governments Board gives 1 st reading to bylaw If unanimous vote for 2 nd reading then no public hearing required and can give Bylaw 3 rd reading Board gives 3 rd reading to bylaw.
7. Public Hearing (only if required)	A public hearing is only required if there is <u>not</u> a unanimous Board vote in favour of giving the bylaw 2 nd reading.
8. RDN Board Meeting <ul style="list-style-type: none"> a. Give final reading to bylaw <li style="text-align: center;">Or b. Receive report from public hearing c. Give 3rd reading to bylaw d. Give final reading to bylaw 	Final reading if 3 rd reading given at last meeting or Board receives report from public hearing and proceeds with giving 3 rd and final readings to the bylaw.
9. Notice to Municipality	A letter is sent to the municipality and other local governments informing them of the Board decision on the RGS bylaw.