

**Tahsis Official Community Plan (OCP)
Advisory Committee Meeting #1**

AGENDA

Date/Time: March 14, 2019, 7PM (PDT)

Location: Council Chambers and Teleconference Call

Distribution: Mayor Martin Davis (Chair), Councillor Bill Elder, Councillor Josh Lambert, Robbie Carey, Tony Ellis, Santosh Sharma Aubrey Stewart, Mark Tatchell

Agenda Items	Action by	Status
1. Introductions and Background		
A. Committee Members (Committee)		
B. Consultant (Erica)		
2. Project Schedule – Attachment 1		
A. Timeframes (Erica)		
B. Deliverables (Erica)		
Action Item(s):		
3. Public Engagement Strategy		
A. Purpose (Erica)		
B. Comments (Committee)		
Action Item(s):		
4. Community Profile		
A. Purpose (Erica)		
B. Comments (Committee)		
Action Item(s):		
5. OCP Assessment		
A. Purpose (Erica)		

Agenda Items	Action by	Status
<p>B. Comments (Committee)</p> <ul style="list-style-type: none"> • Written comments – timing <ul style="list-style-type: none"> ➤ April 1 		
6. Next Steps		
<p>A. Project Website Page</p> <ul style="list-style-type: none"> • Prepare Content <ul style="list-style-type: none"> ➤ Background and purpose of OCP update ➤ Community Profile information ➤ Preliminary OCP assessment • Timing: <ul style="list-style-type: none"> ➤ Mid- April 		
Action Item(s):		
<p>B. Online Community Survey</p> <ul style="list-style-type: none"> • Prepare Content • Timing: <ul style="list-style-type: none"> ➤ Late April / Early May 		
Action Item(s):		
<p>C. S. 475 Consultation Letters</p> <ul style="list-style-type: none"> • Timing 		
7. Next Meeting – Mid April		
<p>A. Items</p> <ul style="list-style-type: none"> ➤ Project Website Content ➤ Draft Community Survey 		
Action Item(s):		
8. Adjourn		

Project Schedule

Village of Tahsis Official Community Plan Update

Revised: 12-Mar-19

TASK	ACTIVITIES & TASKS	2018	2019											
		Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Advisory Committee Meetings					★	★	★	★		★				
Phase 1: Orientation and Analysis														
1.1	Project Kick-off Meeting													
1.2	Information Gathering and Existing Conditions				★									
	Community Profile				★									
	OCP Assessment				★									
1.3	Base Map Data													
1.4	Public Engagement Strategy			★										
	Project Website & Email List-Serve					★	★	★	★	★	★	★	★	★
1.5	Community Survey					★	★					★	★	★
Phase 2: Draft OCP														
2.1	Draft OCP Outline						★							
2.2	Draft OCP						★	★						
2.3	Community Input on Draft OCP (Workshop)							★						
2.4	OCP Revisions and Follow-up Engagement								★	★				
Phase 3: OCP Bylaw Adoption														
3.1	Draft OCP Bylaw for Council Consideration											★		
3.2	Public Hearing											★	★	
3.3	Final OCP Document												★	

Legend

- ★ Deliverable
- ★ OCP Advisory Committee Meetings