



# SUNSHINE COAST REGIONAL DISTRICT

## Question and Answers #2

### Request for Proposal No. 235002

#### Official Community Plan and Zoning Bylaw Comprehensive Review

**Date: December 18, 2023**

#### **Item No.1**

**Question:** Please clarify the roles/responsibilities between the consultants and staff with respect to executing/conducting the regional/community public engagement, where 'executing' includes (a) developing the engagement materials and tools, (b) coordinating, designing and facilitating meetings, and (c) coding, analyzing and summarizing the input.

The RFP makes three different statements related to who is responsible:

- Section 3.4: In the list of *Core Requirements*, "conduct community engagement" is included.
- Section 3.6 states "consultation activities will be primarily led by SCRD staff, with support from the Consultant as needed."
- Section 3.9 states that "Staff will lead all small-scale public and stakeholder consultation, with the Consultant providing support for all large-scale consultation activities."

#### **Answer:**

- Developing the engagement plans, materials and tools: led by consultant
- Coordinating, designing and facilitating meetings, shared responsibility:
  - large scale / strategic consultation activities: **led by consultant.**
  - small scale consultation activities: **led by staff.**
- Coding, analyzing and summarizing the input: **led by consultant.**

#### **Item No.2**

**Question:** With respect to project/engagement communications, who is responsible for developing the content, designing the collateral, and distributing it through the SCRD comms channels - staff or the consultants?

#### **Answer:**

- Developing plans, content and collateral is the responsibility of the consultant.
- Distribution of materials is the responsibility of SCRD.

#### **Item No.3**

**Question:** Who is responsible for covering advertising costs to promote/communicate the project and engagement opportunities?

**Answer:** Advertising costs to promote and communicate the project should be included in a proposed engagement strategy and the project budget. SCRD will administer funds, venue bookings, media releases, mailouts and similar tasks related to communications and advertising throughout the engagement process.

**Item No.4**

**Question:** What does the OCP harmonization actually mean, noting that the individual OCP's could be integrated into an overall regional OCP?

**Answer:**

- SCRD is open to ideas and innovative solutions to meet the needs of the region
  - One OCP that includes local area plans is a one possible approach;
  - SCRD recognizes that there may be other approaches and innovative solutions to address a consistent land use framework for the rural electoral areas, unifying some region-wide policies while maintaining the unique policies of some electoral areas

**Item No.5**

**Question:** Will there need to be engagement at the Regional and Local levels, noting that you indicated that you will coordinate local engagement?

**Answer:** Yes.

**Item No.6**

**Question:** Will there need to undertake original research required to map CLIMATE CHANGES (sea level rise, droughts, and wildfire data)?

**Answer:** No original research is expected in the core scope of work. SCRD recognizes that updates to Development Permit Areas will require updated data collection and analysis. Pending funding sources, this could be included in a later scope of work.

The SCRD has completed some work in this area, including the following project which will have /will result in data sets to inform policies:

- Community Wildfire Protection Plan that includes mapping ([link](#)),
- Future Climate Projections Report ([link](#)), although [climatedata.ca](https://climatedata.ca) has more recent data, work on drought through the 2018 Water Demand Analysis (Annex H - [link](#)) that is being updated and a water strategy being completed,
- Historical Development Permit Areas for creek and coastal geotechnical hazards
- Coastal floodplain mapping is underway under a separate contract.
- SCRD is participating in a pilot project to update the Sensitive Ecosystem Inventory

**Item No.7**

**Question:** Do you have GHG base information and targets?

**Answer:** A community GHG emissions inventory was completed for 2019 ([link](#)). No recent targets have been adopted for the community but recently adopted corporate targets reflect provincial and federal targets.

**Item No.8**

**Question:** Does the SCRD have population and employment projections available?

**Answer:** In 2021, SCRD commenced a Regional Growth Baseline project to identify growth trends in the region and provide analysis of potential opportunities and constraints for future growth. The most recent population data we have is from 2021, where the population was 32,170. This project concluded in January 2023 with the *Phase 3 Report: Data Synthesis and Strategy Recommendations*. The report does not include employment projections, but does includes a section on key statistics related to population and can be found at the following link: <https://letstalk.scrd.ca/36641/widgets/151196/documents/105845>