



City of Terrace COUNCIL REPORT Regular Council

MEETING: Regular Council - 14 Nov 2023

TO: Maggie Hall, City Manager for Mayor and Council

FROM: David Block, Director of Development Services

SUBJECT: **City of Terrace 2023 Complete Communities - Terrace Official Community Plan Update**

ATTACHED: [Approval Agreement AP8139\(SIGNED Aug 29 23\)](#)
[complete-communities-guide](#)
[RFP - Complete Communities Assessment - City of Terrace](#)

RECOMMENDATION(S):

That the Complete Communities - Terrace OCP Update project be added to the 2023 Capital Plan as a Development Services department capital project and that the 2023 Financial Plan be amended accordingly with a total project budget of \$100,000.

PURPOSE:

To add the approved UBCM funded 2023 Complete Communities - Terrace Official Community Plan Update as a capital project with a grant funded budget of \$100,000.

BACKGROUND INFORMATION:

Council resolved to support an application from the City of Terrace to the UBCM-administered 2023 Complete Communities program for funding to support the anticipated Official Community Plan Update to be undertaken in 2024.

Staff prepared and submitted the application in June and the City received a letter from UBCM in August confirming recommendation of the City's application and with an Approval Agreement which was signed by the City Manager. The approval letter required confidentiality until late in September for the Province to publicize the approvals. Staff have been notified by UBCM that the City can publicly comment on and initiate this project.

Staff have published a Request for Proposals (RFP) for this significant planning project and will review and award this project to a qualified consulting firm later this month with the project

commencing late in 2023. The project will carry forward with a targeted completion by late June 2024.

This funding will focus on undertaking a detailed geospatial analysis of the City and its neighbourhoods to establish baseline land use assessments. The project will support diversifying housing options, reducing infrastructure costs, reducing greenhouse gas (GHG) emissions, and increasing walkability. The geospatial analysis will assess the relationships between these important priorities. The project has four key aspects or 'lenses' to address and direct the future land use and development patterns in our city to achieve Complete Communities. These are housing, daily needs, transportation, and infrastructure.

DISCUSSION AND ANALYSIS:

Staff have published an RFP for this significant planning project and will review and award this project to a qualified consulting firm later this month with the project commencing late in 2023. The project will carry forward with a targeted completion by late June 2024.

This funding will focus on undertaking a detailed geospatial analysis of the city and its neighbourhoods to establish baseline land use assessments. The project will support diversifying housing options, reducing infrastructure costs, reducing greenhouse gas (GHG) emissions, and increasing walkability. The geospatial analysis will assess the relationships between these important priorities. The project has four key aspects or 'lenses' to address and direct the future land use and development patterns in Terrace to achieve Complete Communities. These are: Housing, daily needs, transportation, and infrastructure.

FINANCIAL IMPLICATIONS:

\$100,000 to be funded by the UBCM 2023 Complete Communities grant fund.

COUNCIL STRATEGIC FOCUS AREA(S):

- Livable Community
- Community Wellness
- Organizational Strength and Cultural Awareness
- Responsible Asset Management
- Grow Revenues and Economic Development
- Not Applicable

COMMUNICATIONS:

This project will include a community engagement component and will form the initial actions in the City's 2024 OCP Update. The OCP Update will build on the detailed assessment developed through this project and will include significant and broad public engagement with residents, regional First Nations, the Regional District of Kitimat-Stikine and other organizations and agencies.

SUMMARY AND CONCLUSION:

To add the approved UBCM-administered 2023 Complete Communities - Terrace Official Community Plan Update as a 2023 capital project and to amend the 2023 Financial Plan accordingly

Prepared by:

David Block

Approved by

Mikala Gordon, Executive Assistant

Lori Greenlaw, Director of Finance

Maggie Hall, City Manager

Status:

Approved - 09 Nov 2023

Approved - 09 Nov 2023

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