

# Village of Lytton Official Community Plan Update Communications and Engagement Plan – September 2025

## Project background





An Official Community Plan is long range planning document adopted through bylaw that provides direction on the future development of a municipality, with a focus on the use, design, and location of development.

The Village of Lytton is starting a year-long project to update the Village's Official Community Plan (OCP). The updated OCP will:

1. Build on the existing plan (adopted in 1998) and consider which focus areas, objectives, and policies may still be appropriate;
2. Incorporate new requirements from the *Local Government Act*;
3. Reflect changing Village demographics, needs, and opportunities;
4. Provide opportunities for Nlaka'pamux participation and understand the importance of the Calls to Action from the Truth and Reconciliation Commission and *Declaration of the Rights of Indigenous Peoples Act*;
5. Prepare a vision, objectives, policies, and maps to guide planning and land use decisions; and
6. Include an implementation plan.

## Project timeline

The project timeline below includes edits to the project work plan, which was shared with Council on July 22, 2025:

	AUG'25	SEPT'25	OCT'25	NOV'25	DEC'25	JAN '26	FEB '26	MAR'26	APR '26	MAY'26	JUN '26	JUL '26	AUG'26
NLAKA'PAMUX	informal												
1. LAUNCH MEETING	informal												
2. ENGAGEMENT	informal	informal											
3. TECH REPORT													
4. POLICY													
5. DRAFT DOC													
6. APPROVAL													
ROLL OUT													

 Community Meetings

 Nlaka'pamux to advise on consultation opportunities

## Audiences / interested parties

The following is an overview of external and internal audiences. The project team's initial work (connecting with Nlaka'pamux communities and leading a network mapping exercise) will help to identify key groups, contacts, and preferences for engagement throughout the OCP update.

### External

- Community members (current and displaced residents, property owners, and business owners)
  - Village of Lytton
  - Surrounding Nlaka'pamux communities
  - Thompson-Nicola Regional District (TNRD) Area I
- Community leaders
  - Chief and Council, and senior staff of local Nlaka'pamux communities
  - Thompson-Nicola Regional District (TNRD) Board and senior staff
- Members of tourism, business/economic development, and community services organizations
- Local schools
- Prospective community members (residents, property owners, business owners, service providers, investors, developers)
- Local/regional media
- Other levels of government (funders and representatives of provincial and federal governments)

### Internal

- Staff / contractors
- Council
- Lytton Fire & Rescue volunteers

## Consultation and engagement framework

The Village's OCP update will incorporate opportunities for both consultation with Nlaka'pamux communities and engagement with Lytton community members. Consideration will also be given to engaging with potential residents, businesses and investors that may be interested in relocating to Lytton.

For the purposes of the OCP update, consultation refers to outreach through the planning process with Nlaka'pamux communities. Outreach with Nlaka'pamux will start before the official project launch meeting and will include formal (Council-to-Council and staff-to-staff) and informal (OCP pop-up, newsletter, and social media) outreach.

The proposed consultation with the Nlaka'pamux is intended to:

- Work with Nlaka'pamux to achieve meaningful opportunities for input, building respectful relationships
- Provide time to hear and understand the experiences and emotions embodied in people's stories
- Recognize the value of Traditional Knowledge to shape and inform the planning process
- Prioritize land stewardship and recognize Nlaka'pamux land use priorities

- Recognize in the updated OCP, the history of Indigenous Peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Indigenous–Crown relations

Consultation will help identify priorities and concerns for land use and development in the Village of Lytton, as outlined in the OCP update work plan.

Community engagement refers to outreach with the residents, property owners, businesses, community organizations, partners, and other interested parties in the Village of Lytton to share information, receive input, and help shape the vision and policies in the updated OCP.

## **Relevant legislation**

The Village will comply with provincial legislation as it considers the planning process, consultation and approval requirements for Official Community Plans.

## **Engagement goals**

Community engagement is intended to be:

- Community-driven, inclusive, and representative of a diversity of voices
- Transparent and accountable, so participants understand how their input has been incorporated into the updated Official Community Plan
- Flexible, responsive, and iterative

The following are community engagement objectives:

- Provide choice and agency in how and where people participate
- Value community members' time and input by coordinating engagement with other projects and community activities or gatherings
- Empower community members to share reflections and challenges
- Present a course of action for important issues, while harnessing individual and community strengths
- Build trust and community connections
- Facilitate relationship-building and understanding among the Village and Nlaka'pamux communities
- Improve overall understanding in the community about land use planning and the Village's roles
- Build understanding, capacity and connections for the OCP's implementation
- Provide a foundation for additional economic development work to support the livelihood and sustainability of the Village

Community engagement will be informed by the International Association of Public Participation's (IAP2's) [spectrum of participation](#) and principles such communicating clearly the goals of public engagement, the promise to the public, and how input received will be used

## Project team

The project team includes the following:

- Project Lead: Caroline Lamont, Director of Development,
- Communications: Melissa Darou, Communications Advisor
- Outreach: Amhani (Hani) Jones, Village Engagement Manager

The Village will provide ongoing updates about the project and engagement opportunities through digital channels, printed materials, in-person events and activities and partner updates.

These options are intended to support accessibility, improve reach, and accommodate a range of communications and engagement preferences.

### In person

The Village will provide opportunities for community members to receive information and update and share input at a variety of in-person events, including:

- Informal pop-up events at the Farmers' Market and River Fest
- Council meetings
- Community meetings in Lytton or other communities
- Meetings with community groups and in schools
- Scheduled or drop-in discussions with the project or engagement lead

### Virtual

- In addition to in-person engagement, the Village will also schedule virtual community meetings.

### Digital

The Village has set up the following:

- A project page ([www.lytton.ca/OCP-update](http://www.lytton.ca/OCP-update)) to share ongoing project updates
- E-newsletter sign-up for OCP updates (on the website and at community events)

In addition, the Village will share updates and invite feedback through the following regular communications channels:

- Village website (news and events sections)
- Bi-weekly Village News distributed to approximately 400 people
- Village's Facebook page with 1,200 followers and approximately 30,000 views per month and potentially paid advertising to expand reach.
- Council channels including Council meetings live-streamed on YouTube, agendas on CivicWeb, and Council summaries on the Village's website

- Attending Council, community, or community group meetings (where feasible) on Zoom or Teams
- Email updates
- Online survey(s)

#### **Print**

- Posters at the Village Office, Parish Hall, and other community facilities
- Handouts at community events
- Printed survey(s) to mail in or drop off
- Mailouts

#### **Media**

- News releases
- Interviews
- Potentially ads in Bridge River News or Merritt Herald

## **Consultation and engagement plan**

The project will consist of several phases, which will involve consultation and community engagement. These include the following:

<b>Phase</b>	<b>Timing</b>	<b>Focus of engagement</b>
Pre-launch	August to September 2025	<ul style="list-style-type: none"> <li>• Initiate Nlaka'pamux outreach</li> <li>• Introduce project to Village staff</li> <li>• Informal outreach at community events</li> </ul>
1. Project launch	Late September to late October 2025	Community Meeting(s) focusing on: <ul style="list-style-type: none"> <li>• Lytton community</li> <li>• Nlaka'pamux outreach</li> <li>• Schools</li> <li>• Village staff/contractors</li> <li>• Community groups</li> <li>• Potential residents/businesses</li> </ul>
2. Technical investigations and reporting	September to November 2025	Community Survey
3. Developing policy directions	Mid-January to late February 2026	Community Meeting(s) <ul style="list-style-type: none"> <li>• Lytton community</li> <li>• Nlaka'pamux communities</li> <li>• Village staff/contractors</li> <li>• Community groups</li> </ul>

4. Drafting the updated vision, objectives, and policies	March to late April 2026	Council Meeting
5. Statutory approval process	Mid-May to July 2026	Public Hearing
6. Final plan roll-out	August to September 2026	<ul style="list-style-type: none"> <li>• Share final OCP document and engagement summary and updated web page with community</li> <li>• Share plans for implementation and future updates with community</li> <li>• Announce project completion to media and community</li> <li>• Celebrate project completion</li> <li>• Reflect on lessons learned from engagement</li> </ul>