

Community Development Forum, Halfmoon Bay
Minutes of Regular Monthly Meeting
Tuesday 5 December, 2023, 5:30-7:00 PM
Halfmoon Bay Firehall

CALL TO ORDER: 5:50 pm (due to some Christmas socializing)

PRESENT: Darlene Tymo (Chair), Alistair Higson, Laurie Bates-Frymel, Don Cunliffe,
Volunteers: Len Coombes, Linda McMahon, Bill Henwood, Jackie Schach, Jeff Muckle, Megan Martin, Area B Alternate
Director Landon Dix

ABSENT: Ryan Daley, Kim Dougherty, Ellie Lenz, Marcus Stein, Lesley Broadhurst, Chris Hergesheimer, Ellen Adelberg,
Garry Nohr, Andy Cox-Jones, Area B Director Justine Gabias, Barbara Bolding

1. Introduction:

- a. AH volunteered to take minutes and be timekeeper
- b. [Minutes](#) of the previous regular monthly meeting held on 7 November 2023 were accepted
- c. Chair's Update: Introductions for new volunteers Megan Martin and Jeff Muckle. Update on a recent Committee Member meeting:
 - i. The Committee will meet bi-annually, replacing 2 regular monthly volunteer meetings.
 - ii. Minor clarifications were made to the Forum's [Terms of Reference](#): Committee members' 2 year terms will expire on Aug 31, and are now posted on the [Forum webpage](#). New Committee members will serve a 1 or 2 year term so half the Committee's terms will renew each year.
 - iii. No changes to the new issue protocol, the Forum will continue to share topics of community interest under Any Other Business or as FYI emails.
 - iv. The Committee is developing an External Communications policy which will be posted.

2. Status of action points from last meeting

a. Update on University of Victoria [Environmental Law Center \(ELC\)](#) project progress

The Forum Chair and Deputy Chair met with SCR D Planning Staff to discuss the project. The ELC project team also met with SCR D Planning Staff to discuss the project and questions the SCR D is looking to address in the Official Community Plan (OCP) renewal project now underway. The final ELC report will be available by 31st December and is anticipated to be broad in scope, providing a foundation for a 2nd phase of work. The ELC has confirmed that the Forum doesn't need to submit a new project application for Phase 2, which the ELC will automatically consider for the Jan-Apr 2024 academic term.

Action: Report back when final report received (AH/DT)

b. Application for 3rd [West Coast Environmental Law \(WCEL\)](#) grant

The Forum successfully secured funding for the ~ 20% community contribution to the total grant amount from generous commitments from the Halfmoon Bay Community Association and Halfmoon Bay Environmental Society. The grant application has been submitted and a decision is anticipated in December.

Action: Report back when a decision is received from WCEL (AH/DT)

3. Briefing by Alternate Area Director (LD)

- a. The proposed [shishálh swiya Dock Management Plan](#) generated significant public interest at a [recent Special Meeting of the SCRD Board on November 30](#). In addition to the very large public attendance, there are concerns and numerous open questions regarding the impact of new regulations on existing infrastructure. [More details available online, comments can be submitted to the Ministry of Forests until Jan 12, 2024](#). A "[What's Changed?](#)" document compares the proposals with the current dock management plan. Proposals include maximum float area, new requirements related to lighting on structures and inspections. There is also a Coast Reporter article on the [proposed swiya-wide dock management plan](#).
- b. Director Gabias is focused on delivering updates via her email newsletter, the Towhee. [Subscription available online](#).

4. SCRD Request for Proposal (RFP) for Official Community Plan (OCP) and Zoning Bylaw review

The SCRD has released a proposal for Consultants to assist in the renewal of the Official Community Plan for all rural areas. The proposal outlines the project's scope, schedule and cost. Commencing in Feb 2024, the project schedule outlines full adoption by Mar 2026. The scope repeats the objective of harmonized and modernized OCP Policies, with Local Area Plans for rural areas. Anticipated policy objectives include:

- a. Embed an equity lens in policy.
- b. Complete and sustainable communities that are conceived from the ability to provide sustainable
- c. delivery of public services and amenities.
- d. Conserve and protect natural assets of the region by managing for ecosystem functions, connectivity,
- e. biodiversity and resilience.
- f. Improve housing diversity and livability by supporting a broad mix of housing types.
- g. Support sustainable mobility options that meet a variety of demographic needs.
- h. Build resilience to mitigate climate impacts and decrease greenhouse gas emissions.
- i. Embed reconciliation in land use / planning policy.

Action: Download reference documents listed in RFP for future reference (LD/AH).

5. Smuggler Cove Provincial Park expansion and related concerns

Information regarding potential changes to the boundary of Smuggler Cove Provincial park were discussed. Questions related to nearby land use on Brooks Rd (DL5416) were also raised during the discussion. A complaint was submitted to SCRD Bylaw staff who are now investigating concerns about unauthorized land alteration.

Action: Document information regarding land use concerns on DL5416 (BH)

6. Communication Coordinator and draft External Communication Policy

Linda McMahon was accepted to join the Committee in the role of Communications Coordinator with a Term expiring on Aug 31, 2025. The Committee has drafted an external communication policy to assist in this work, the objective being to inform the Halfmoon Bay community, elected officials, government staff, and other partners about land use and development issues of concern to the community in order to facilitate constructive engagement and action. External communications will be approved by the Committee.

7. Any Other Business

The current status of DL1427 (Bayview Hills) and the related subdivision application was discussed.

Next CDF meeting:

- Tuesday 6 Feb. 24. 5.30-7.00 pm
- Location: Zoom

Meeting adjourned: 7.15 pm