

Community Development Forum, Halfmoon Bay
Minutes of Monthly Meeting
16 September, 2025
5:30pm-7:10pm at Coopers Green

CALL TO ORDER: 5:30 pm

PRESENT:

Committee Members: Alistair Higson (Chair)

Volunteers: Andy Jones-Cox, Kim Dougherty, Jeff Muckle, Duncan Smith

Electoral B Director: Not present

ABSENT: Forum Committee members or Volunteers ([Forum web page](#)) not listed above.

1. Beginning

- a. DS volunteered to take minutes, with AH as timekeeper.
- b. Minutes of [CDF Meeting 22 July 2025](#), were accepted as posted on the Forum website.
- c. Chair's update:
 - i. Minute taking to be assisted via audio recording and AI summary.
 - ii. On Sep 9 an oral and written briefing was shared with the Board of the Halfmoon Bay Community Association (HBCA), informing them of Forum activity in recent months. The Board facilitated an email newsletter to all HBCA members encouraging participation in the public engagement of the Official Community Plan (OCP) renewal before Phase 1 engagement period closed on Sep 14.
ACTION: Regularly provide the HBCA Board with the Forum meeting minutes by email (DT/AH).
 - iii. Maps & printed materials from the Halfmoon Bay Summer Fair were shared with meeting attendees. The handouts are available to all volunteers if they wish to share them with community members. The materials will continue to be valuable as the OCP renewal project continues. A prior donation from the Sargeant Bay Society remains available for future projects.
 - iv. Results of OCP Engagement Phase 1 noted ~700 pieces of feedback collected (questionnaires, maps, events). Staff report summarizing Phase 1 engagement to be presented in October.
 - v. The completion of the public engagement phase of the shíshálh Land Use Planning Process was noted. The limited input from the Sunshine Coast Regional District (SCRD) was highlighted and discussed.
ACTION: Ask Director Gabias for information on future engagement plans between local governments related to the Land Use Planning process (KD).

2. Status of action points from previous meeting

- a. Submit reimbursement request for poster & printing costs
 - i. It was reported that the Coastal Douglas-fir Conservation Partnership provided funding for the printing of handouts and maps related to Coastal Douglas-fir concerns.
- b. Write to SCR D requesting prioritisation of the transparency project for current planning applications.
 - i. After research on other BC regional districts approaches, and discussion with Planning staff from Central Kootenay Regional District, a message was sent to the General Manager of SCR D

Planning outlining Forum concerns. During a prior meeting with SCRD Planning Staff, they had indicated their intention to start publishing information about active planning applications. They noted that improvements to the information available would happen iteratively over time, and will depend on internal process improvements. Subsequently SCRD Planning staff have begun posting limited information about planning applications [on the SCRD website \(under Current Development Applications Report\)](#). The Forum will continue pressing for greater transparency and practices common at other BC regional districts.

ACTION: Post Forum email to the Forum web page (AH/DT).

3. Area Director Briefing

- a. Director not present

4. Update on Redrooffs Rd Shoulder Widening initiative

- a. After deliberation the Committee decided not to formally adopt the issue, but to determine if this is an issue the HBCA Board may support directly (which they subsequently have). The support of the Forum Committee and Volunteers for this initiative was noted, as well as the importance of transportation within the OCP and community development.
- b. Need to address safety along the entire road and other areas of Halfmoon Bay, not just one segment.
- c. JM reported that in collaboration with PH, various meetings with the HBCA Board, MLA Randene Neil, Area B Director Gabias and Transportation Choices had occurred since the issue had been raised. In addition, line painting of Redrooffs has been scheduled for late September.
- d. AH reported that another volunteer (ER, not present) has been engaging with officials on reversing the direction of the Halfmoon Bay transit circle route due to accessibility concerns.

ACTION: Report from PH expected at a future virtual meeting (PH).

5. Official Community Plan (OCP) Renewal process

- a. Standing Item: Update on SCRD [EAS Committee meeting on 17 July 2025](#)
 - i. There was discussion of the Integration Analysis, which noted similarities between rural areas and differences in zoning across the region. Consolidation of 7 OCPs showed more alignment than Directors expected. Concern was raised that community values (e.g., "Rural by Nature") risk being lost in a purely technical comparison. Members stressed the need for clear definitions of "rural character" and local distinctiveness.
 - ii. Phase 2 of engagement (Q1 2026) will include broad ideas and themes, along with detailed maps to support community discussion on the most appropriate places for growth.
- b. Standing Item: Update by APC members on previous APC meeting
 - i. Workshop for all APCs on OCP update project set for October 1.
 - ii. Concern about APC (Advisory Planning Commission) role post-consolidation. Possibility of a single regional APC vs. local ones. Request for clarity and codification of APC's role.
- c. Meeting with SCRD Planning Staff regarding the motion to explore tools to protect Coastal Douglas-fir ecosystems
 - i. SCRD Planning staff thanked the Forum for the collaborative and science based approach which was well received by Staff and Directors. Staff noted that a number of proposed tools were outside the scope of an OCP.
 - ii. Subsequently, the Forum has asked Director Gabias to clarify with staff how progress on this initiative will be reported on.
- d. Continued research into Coastal Douglas-fir protections in other regions, including Nanaimo and Islands Trust (DT/AH)
 - i. Discussion with Planning staff from Nanaimo Regional District highlighted a Ministerial Land Use Orders protecting 2600HA of Coastal Douglas-fir crown land on Vancouver Island (2010 and

2018). The Forum discussed the creation of the orders with Ministry of Water, Land and Resource Stewardship (WLRS) staff involved in the process and their relevancy to land use planning on the Sunshine Coast.

- e. Coastal Douglas-fir signage design and funding options
 - i. Discussed plan to create Coastal Douglas-fir educational signage incorporating QR code linking to further information. Budget to be created but estimated cost of \$2,000-3,000. Future funding options were considered. Comment that the signage did not include any call to action.
ACTION: Follow up on the status of signage design process (AH)
ACTION: Budget and funding plan to present to potential funders (AH/DT/AJC)

6. **End**

- a. Any other business:
 - i. None
- b. NEXT MEETING:
 - October date to be confirmed. In person at Cooper's Green, 5:30pm

Submitted by Duncan Smith (recorder)