

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

CALL TO ORDER: 5:40 pm

PRESENT:

Committee Members: Darlene Tymo (Chair), Alistair Higson, Marcus Stein, Bill Henwood

Volunteers: Kim Dougherty, Jeff Muckle, Duncan Smith

Electoral B Director: Not present

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

1. Beginning

- a. AH volunteered to take minutes via audio recording, with DT as timekeeper.
- b. Minutes of [CDF Meeting 16 Sep 2025](#), were accepted as posted on the Forum website.
- c. Chair's update:
 - i. Two committee positions up for renewal, call for additional committee members. AH put his name forward for a new term, LBF is stepping down but will remain a volunteer.
ACTION: Committee to vote by email and invite expressions of interest for new members (DT).
 - ii. Email sent to SCRD in early November requesting an update on various properties. Discussion noted persistent delays and lack of SCRD tracking or enforcement triggers.
ACTION: Plan follow-up to SCRD for early 2026 emphasizing need for consistent remediation deadlines and publication of enforcement status (DT).
 - iii. Switch from in-person meetings to Zoom calls over the winter months. The benefit in allowing members who are unable to attend in person meetings was noted. Suggestion that we trial a hybrid virtual/in-person meeting.

2. Status of action points from previous meeting

- a. Email requesting that SCRD prioritise the transparency project for current planning applications has been [posted on the website](#) .
- b. Update on Redrooffs Rd Shoulder Widening initiative was deferred to the next Zoom meeting. JM shared an update on the line painting that was requested but only partially completed due to strike action.
ACTION: Update at the next virtual meeting (PH).

3. '[Current Development Applications](#)' updated monthly on SCRD webpage

- a. As October report not yet posted (now posted, see [here](#)), discussion of significant subdivision applications in the [Sep 30, 2025 Active Development Applications Report](#). No applications involving rezoning were noted.
ACTION: Contact the fire department to clarify burn permits and safety concerns (JM).
ACTION: Include review as a new standing agenda item for future meeting agendas (DT/AH).

4. Area Director Briefing

- a. Director not present due to meeting conflict, notes shared by email:

- i. Please complete the [SCRD Community Priorities survey](#), feedback will help inform the 2026 Budget. An open house will also be held at the Seaside Center on November 19th, from 2pm to 5:30pm.
- ii. The Province is updating the Heritage Conservation Act and seeks feedback from residents. Complete the [Heritage Conservation Act Survey](#) by Nov 14th if you wish to provide input.
- iii. The Coastal Flood Mapping project was completed this month and presented at the [Oct 9th Committee of the Whole meeting](#). Learn more on the [SCRD's Coastal Flood Mapping Project](#) page.

5. Official Community Plan (OCP) Renewal process

a. **Standing Item: EAS Committee meetings**

Update included a review of the OCP timeline and EAS Committee meetings on [18 Sep](#) and [16 Oct](#). Next SCRD public consultation planned for Jan–Mar 2026. Discussion of upcoming SCRD Board agenda items including technical summaries and recommendations on two pillars, and OCP draft table of contents expected in November.

ACTION: Monitor whether SCRD organizes a session for EAS Board members when final sensitive ecosystems maps available in Jan/Feb 2026

b. **Standing Item: APC Report - Feedback on 1st Oct APC workshop**

Discussion on engagement between local governments and land use planning process. Concerns raised about how Advisory Planning Commissions (APCs) receive and discuss development applications. Members noted irregular meetings and reliance on area directors to bring matters forward.

c. **Update on SunshineCoast Green Bylaws WG meeting**

Report on Sunshine Coast Green Bylaws Working Group (DS).

d. **Next steps in Halfmoon Bay?**

Suggestion that community may benefit from a Town Hall in Feb 2026. Discussed potential coordination with Roberts Creek Town Hall (Feb 22nd) and possibility of hosting a Halfmoon Bay Town Hall a week later, using lessons learned from Roberts Creek event. Approach Halfmoon Bay Community Association (HBCA) to sponsor the event, and assist with outreach to encourage more residents to attend, including younger families.

ACTION: Draft Town Hall concept for December meeting (DT).

e. Coastal Douglas-fir awareness included discussion of educational signage. Discussion of timelines and next steps to move the signage project forward. Discussion on potential guest speaker for a 2026 community event.

ACTION: Prepare draft signage costs and locations for review at Dec meeting (AJC, BH, DT, AH)

6. End

a. **Any other business:**

- i. Seasonal population impacts raised (KD). Estimates of 20% higher population in summer due to seasonal residents (BCF data on visitors to follow) and the need for that to be incorporated into regional district planning particularly for infrastructure and services. Plan to prepare a summary of data sources for future engagement.
- b. Next meeting:
 - **Tuesday 2nd December at 5:30pm by Zoom**

Submitted by Alistair Higson (recorder)