

**SUNSHINE COAST REGIONAL DISTRICT**

**AREA B - HALFMOON BAY  
ADVISORY PLANNING COMMISSION**

**Tuesday, May 6, 2025, 4:30pm**

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RECOMMENDATIONS FROM IN THE CEDARROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	Kim Dougherty
	Vice Chair	Suzette Stevenson
	Members	Bob Baziuk Barbara Bolding Alda Grames (virtual) Nicole Huska (virtual) Andy Jones-Cox Duncan Smith Joshua Van Klinken
<b>ALSO PRESENT:</b>	Electoral Area B Director	Justine Gabias (Non-voting Board Liaison)
	SCRD Staff	
	GM Planning & Development Corporate Officer	Ian Hall Sherry Reid
	Manager, Planning & Development Senior Planner	Jonathan Jackson Julie Clark
	Planning Office Assistant SCRD Recorder	Genevieve Dixon Jennifer MacKenzie
<b>ABSENT:</b>	Members	Landon Dix Eleanor Lenz

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**VOLUNTEER HEALTH AND SAFETY MEETING**

GM Hall gave a Health and Safety orientation and Respectful Workplace presentation, supported by a PowerPoint presentation.

**ELECTION OF CHAIR AND VICE CHAIR**

Nicole Huska and Kim Dougherty were both nominated for Chair. Election was held by way of secret ballot, with Kim Dougherty being elected as Chair.

Suzette Stevenson offered to undertake the role of Vice Chair; the APC accepted this offer and thanked Vice Chair Stevenson for her offer.

**CALL TO ORDER** 4:55 p.m.

**AGENDA** The agenda was adopted as presented.

## **MINUTES**

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of October 22 and 26, 2024
- Egmont/Pender Harbour (Area A) APC Minutes of November 27, 2024
- Roberts Creek (Area D) APC Minutes of December 16, 2024
- Elphinstone (Area E) APC Minutes of November 26, 2024
- West Howe Sound (Area F) APC Minutes of November 26, 2024

## **REPORTS**

### **Housing Needs Report (HNR), Official Community Plan (OCP) Renewal Project Scope and Timeline Update.**

Manager Jackson reviewed the HNR and OCP Update in relation to the expectations of the APC and included the following points:

- These reports were distributed for information only.
- There is a legislative requirement to update the HNR every five years.
- The OCP report covers policy implications, is based on the two pillars of housing and environment/climate change and is informed by the integrated regional growth strategy.
- The Planning Department will continue to send updates to the APCs for feedback
- There will be three milestone check-ins:
  - The first check-in will likely be in September after the first round of public engagement.
- By having one OCP, housing growth can be better planned and measured.
- It will allow planning to determine the type of housing the region needs.
- As local context advisors, APCs can provide more insight into what is happening specifically in our local areas.
- A comment was made that in the Area D (Roberts Creek) Minutes, inconsistencies had been noted in the HNR:
  - What were those inconsistencies?
  - What are the limitations of the HNR?
  - It is unclear what the inconsistencies and/or limitations are.
  - Staff advised that there is no insight beyond what is contained in those Minutes at this time.

- It was noted that the OCPs are between 7 to 30 years old.
- The OCPs are being reviewed with a view to seeking values to hold on to moving forward:

West Howe Sound	2010-2011
Roberts Creek	2012
Halfmoon Bay	2014 (updated)
Pender Harbour/Egmont	2018

### **Key Points of Discussion:**

- The OCP will be the 'top dog' land use/vision document.
  - It is "what we want to be" and how to grow.
  - There will be one Zoning Bylaw under it.
  - One OCP will help determine the overall strategy for areas such as transportation, recreation, and protected areas.
  - Different areas have different considerations, different concerns.
  - Per the Board, as local context advisors, APC members have knowledge of their specific communities and their concerns.
  - This is the single biggest project of the SCRD Planning Department.
  - There will be consultants assisting, staff involvement, and community engagement.
  - As local context advisors, APCs will be providing the biggest building blocks.
  - One OCP can address housing needs across the different electoral areas.
- Concerns:
- financial pressure
  - aging infrastructure
  - conservation

A question arose about the level of engagement expected from APCs:

- Staff advised that there will be three public engagement phases, three milestone check-ins, further referrals, project specifications extend to 2027.
- Information will be provided to APCs, including homework and feedback.
- Information will be shared/exchanged, such as values and vision of APC, questions to consider about neighbourhoods, such as what to change, what should stay the same.
- It is expected that the APCs will provide their thoughts and opinions.
- There will be engagement with other community groups to obtain their feedback.
- There will be technical studies.

OCP Project scope goals:

- It will be a single, user-friendly document.
- Less redundancies.
- Written in language that is clear and easy to understand.
- There will be a policy framework for where similarities and differences exist.
- The HNR has been legislatively mandated.  
It will help create a baseline understanding of the various housing needs and an overall look at housing needs as a Province.

- It will look at the nuances of communities and what the needs might be.
  - Must be updated every five years.
- There are 5 and 20 year milestones:
  - The number of units required at the 5 year milestone is 900+ units
  - The number required at the 20 year milestone is 3000+ units.
    - It will look at the types of housing needs, such as young families, affordable housing, housing for seniors.
    - There will be a lot of referrals coming.
    - The issues are complex.
    - There will be three milestone check-ins to support APCs:
    - The first check-in will likely be in September after the first round of public engagement.

A question arose about how staff will address input from multiple APCs into one OCP?

- Staff advised we will find opportunities to be on the same page.
- the OCP will be clear, consistent and easy to use.
- local character of each area will be preserved.

Two pillars of the OCP, Housing and Climate/Environment:

- scope of project
- results of natural asset inventory
- current conditions
- risks
- Staff advised Preliminary results will be provided, together with community engagement.

A question arose about the 50% growth figure, and whether SCRDC can influence the formula for growth:

- The estimate is there will be a doubling of the previous 20 year period.
- The Province needs to plan this based off the prescribed method but can plan for more – i.e. an increase in refugees.
- The Province will have to look at servicing to accommodate growth within the 20 year period.

Infrastructure and roads, water development cost charges, and other development costs relating to firehalls, policing, community centres, transit, etc.

- The plan must show these costs.
- We could see grants from the Province and/or other levels of government, but first these costs must be shown.
- A comment was made about the implementation of building new homes and other initiatives; has the Board taken this into consideration?

A question arose about how to integrate the 30 x 30 plan into the OCP.

- It could be its own initiative.

- What about protected areas and how land is managed?
- The Province and the Sechelt Nation have a Strategic Land Use Plan.
- Information about this Plan is just coming out now and there are upcoming meetings.
- Staff will report further once more information is known.

How to plan for housing, services, transportation and where not to grow.

When focus is largely on environment, but not on all other areas of the community, the most vulnerable in the community can be displaced.

- When thinking of housing, environment and conservation, must also be thinking of the most vulnerable people in our communities.
- An example was given that if the dump only accepts payment by debit card, then we will see an increase in illegal dumping along forest service roads.
- A comment was made that there is a lot of uncertainty, and that the natural asset inventory is an important factor.

How will all APC issues be integrated into one OCP?

Does the District of Sechelt have an OCP?

- The 2023 Regional Growth Baseline directed that each government district use the information contained in the OCP updates.
- Town of Gibsons and District of Sechelt are responsible for their own housing needs, they have their own reports.
- The figure of 3000+ units required is only for rural areas.

A question arose about whether “units” includes RVs and mobile homes?

- What is considered “acceptable forms of housing” is separate from what is contained in the BC Building Code; there are different metrics.
- Previous census data was looked at, but has this data changed since the pandemic?
- It was agreed that conservation and servicing are important when considering housing.
- It was agreed that we need housing, but with responsibility.

A question arose about what is the vision of the OCP and APC?

- What is the new or evolved role of the APC?
- There will be opportunities to clarify what comes to the APC and what does not, and what is the current role and what may change.
- Principle: where local planning has impact.
- Will there be an option to refer? That is Board’s decision.
- Staff reports are planned.
- The three milestone check-ins are not yet designed but will make the most of volunteerism.
- There will be reports referred to APCs for information.
- There will be specific lists of questions for APCs to focus their attention on.

- Staff will be here for support and to answer any questions of the APCs.
- It was confirmed that the APCs can ask questions of the staff reports.
- A comment was made about whether there will be a workshop or opportunity for all APCs to work together?

Can APCs meet without staff present?

- APCs are established by legislation and can meet socially, but APC business must be conducted in a legally convened meeting.
- Some room has been left for the design of the three milestone check-ins.

A question was asked about whether staff have obtained any take-aways or outcomes from the APCs meetings, such as roles and responsibilities/ design

- Staff confirmed that they have an open mind and are encouraging input from APC members.
- This is a new format, not rigid, and we will remain curious, take it step by step.

A comment was made about Area E Elphinstone 2024 HNR and the inaccuracy of the data in the report.

- The formula is prescribed by the Province.
- It relies heavily on Census and BC Assessment data.
- The numbers could be low due to the unhoused population and increase in RVs.
- Page 12 of the HNR reports on findings and limitations identified.
- In looking at trends, a lot has changed since 2021.
- APCs can enrich Census data for what is needed, can plan for more, how to deal with community needs and contextualize with the community within legislative requirements.

What about the regular schedule of APC meetings:

- This has not yet been determined as the new meeting model will change the schedule previously used.
- There will be consecutive meetings, on Mondays and Tuesdays.
- There will be end of workday meetings and evening meetings on a rotating schedule.
- A comment was made that a one hour meeting will not be enough time if there is more than one item on the agenda.

**NEXT MEETING**                      TBD

**ADJOURNMENT**                      5:58 pm