

SUNSHINE COAST REGIONAL DISTRICT

**HALFMOON BAY (AREA B)
ADVISORY PLANNING COMMISSION MEETING AGENDA**

Monday, February 23, 2026 at 7:00 p.m.

IN THE CEDARROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT
1975 FIELD ROAD, SECHELT, BC

1. CALL TO ORDER

2. AGENDA

2.1 Adoption of the Agenda

3. MINUTES

3.1 Halfmoon Bay (Area B) APC Minutes of January 26, 2026 Pages 1 - 4

3.2 Egmont/Pender Harbour (Area A) APC Minutes of January 26, 2026 pp 5 - 7

3.3 Roberts Creek (Area D) APC Minutes of January 27, 2026 pp 8 - 10

3.4 Elphinstone (Area E) APC Minutes of January 27, 2026 pp 11 - 13

3.5 West Howe Sound (Area F) APC Minutes of January 27, 2026 pp 14 - 16

4. BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

5. PRESENTATIONS AND DELEGATIONS

6. REPORTS

6.1 District of Sechelt Community Land Development Analysis Referral pp 17 - 28

7. NEW BUSINESS

8. DIRECTORS REPORT

9. NEXT MEETING

10. ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT

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

Monday, January 26, 2026, 7:00 pm

RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Suzette Stevenson
	Members	Joshua Van Klinken Barbara Bolding Ann Clancy Kim Dougherty (virtual) Andy Jones-Cox (virtual) Nicole Huska (virtual)
ALSO PRESENT:	Electoral Area B Director	Justine Gabias (Non-voting Board Liaison)
	General Manager, Planning & Dev. SCRD Recorder Public	Ian Hall Vicki Dobbyn 2
REGRETS:	Member	Duncan Smith

CALL TO ORDER 7:00p.m.

ELECTION OF CHAIR Kim Dougherty was acclaimed as Chair.

ELECTION OF VICE CHAIR Suzette Stevenson was acclaimed as Vice Chair and Chaired the meeting.

AGENDA The agenda was adopted as presented with revisions in the order of the agenda items.

MINUTES

The following minutes were accepted as circulated:

- Halfmoon Bay (Area B) APC Minutes of September 22, 2025

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of September 22, 2025
- Roberts Creek (Area D) APC Minutes of September 23, 2025
- Elphinstone (Area E) APC Minutes of September 23 and November 25, 2025
- West Howe Sound (Area F) APC Minutes of September 23 and November 25, 2025

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Update on BC Timber Sales Operating Plan Referral

Staff continue to engage with BCTS in advance of upcoming (expected this quarter) new operating plan referral. It is anticipated that the new operating plan will be referred to APCs.

REPORTS

Advisory Planning Commissions (APC) Operations Model – Implementation Plan

Key points of discussion:

- The first meeting of the new operations model will probably be in April.
- Members would like a review of the model in six months.
- Members would like consideration of an earlier start time or alternating times with Area D.
- It will be the prerogative of the Chair to determine if staff is needed.
- Because some members don't read packages until shortly before meeting it is difficult to give input to Chair as to the need for SCRD staff to attend, or to submit questions in advance.
- For the OCP renewal project it is very helpful to have staff present.
- Staff can also project when technical questions will be asked that would be helpful for them to be present.

Recommendation No. 1 *Advisory Planning Commissions (APC) Operations Model – Implementation Plan*

The Area B APC recommends that staff review their feedback on the new model in six months, noting that the plan has provision that staff monitor the impact of operational changes.

Official Community Plan Renewal Project Update

Key points of discussion:

- The agenda package is to keep you informed, recognizing that the amount of information was substantial. Some members do want to delve into the content of reports.
- With this huge volume of information there is a request to distribute reports as soon as

- possible in the month they are issued, even when there isn't a scheduled meeting.
- We haven't talked about the "meat" of OCP, but rather the framework and process. We would rather talk about topics such as where the hub is, and where should growth be. What will the community hub be? Will we have 1 or 2 or more or none?
 - What will be taken to the community will be streamlined and in plain English so it is meaningful for community engagement, but full reports are available if people are interested. The reports have been accepted as inputs to the process.
 - Some planning assumptions don't work in reality in our community, such as density at the core model, because we are vulnerable to longer supply lines, and most locations aren't walkable to well-paying jobs.
 - There are potential risks with mixed zoning. We need discussion about risks and how to mitigate them.
 - The window looks small for Phase 2.
 - For Phase 2 of community engagement the SCRD will be doing outreach, and organizing workshops to learn how the vision can lay on the land. It will include more online engagement, larger scale workshops, engagement with some experts around housing and climate, and all will be supported by a media campaign.
 - There will be an OPC workshop for all APCs in March, and an orientation for APC members on February 20 which will have OCP information.
 - Members requested that coast builders and businesses be engaged in Phase 2.
 - Questions can be posed directly to staff, by emailing GM Hall (ian.hall@scd.ca) or using "Let's Talk" on the SCRD website.
 - There are questions arising about greenhouse gas targets, fire flow requirements, capacity of infrastructure to add more housing units, and if the new subdivisions will meet the requirements for fire flow.
 - There is hope that there is some kind of structure that people can respond to in the next community engagement.
 - Housing is the most important issue and infrastructure follows, but it is important to also focus on the climate pillar.
 - The timeline is that before the end of July the Board will decide on policy direction for staff to build a draft OCP and draft Zoning Bylaw. Before the election a framework will be developed. There will still be another round of engagement in 2027.
 - Policy frameworks informing the OCP assumptions (such as UBCM Complete Communities, the CleanBC Roadmap to 2030, the BC Climate Action Charter, Homes for People, and Planning Together BC) layer multiple external policy directions which constrain local autonomy, obscure accountability, and divert limited public resources from core community priorities such as housing delivery, infrastructure, services, and economic development.
 - The plan appears to assume increased housing delivery without adequately reflecting how housing is actually built in the region. Most housing is delivered by private builders and small developers operating under market, financing, labour, permitting, and infrastructure constraints. Without a practical understanding of these realities, OCP assumptions around housing supply are not achievable and could result in policies that unintentionally inhibit development rather than enable it.
 - The draft OCP framework does not include a clear economic development or

employment pillar. Prioritizing climate and environmental objectives without an explicit strategy for jobs and local business viability risks undermining long-term community resilience and the tax base required to fund infrastructure and services.

District of Sechelt Community Land Development Analysis Referral

This item was deferred to the next meeting,

Addressing Community Concerns Related to Unsightly Refuse on Private Property

It was noted that this report was for information only so there were no comments.

DIRECTOR'S REPORT Director Gabias will send a video report to members.

NEXT MEETING February 23, 2026

ADJOURNMENT 8:01 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA A – EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION**

Monday, January 26, 2026, 5:45 pm

RECOMMENDATIONS FROM THE AREA A ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Gordon Littlejohn (virtual)
	Members	Jay O’Keeffe Peter Jones Catherine McEachern Sean McAllistair (virtual) Michelle Cunningham (virtual) Bob Fielding (virtual) Tom Silvey (virtual)
ALSO PRESENT:	Electoral Area A Director	Leonard Lee (Non-voting Board Liaison)
	General Manager, Planning & Dev. SCRD Recorder	Ian Hall Vicki Dobbyn
REGRETS:	Members	Jane McOuat Farrer Dennis Burnham

CALL TO ORDER 5:45 p.m.

ELECTION OF CHAIR Gordon Littlejohn was acclaimed as Chair.

AGENDA The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- Egmont/Pender Harbour (Area A) APC Minutes of September 22, 2025

The following minutes were received for information:

- Halfmoon Bay (Area B) APC Minutes of September 22, 2025

- Roberts Creek (Area D) APC Minutes of September 22, 2025
- Elphinstone (Area E) APC Minutes of September 23 and November 25, 2025
- West Howe Sound (Area F) APC Minutes of September 23 and November 25, 2025

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Update on BC Timber Sales Operating Plan Referral

Staff continue to engage with BCTS in advance of upcoming (expected this quarter) new operating plan referral. It is anticipated that the new operating plan will be referred to APCs. 2025 APC comments were forwarded to BCTS so we will see in the new operating plan if there was any impact from these comments.

REPORTS

Official Community Plan Renewal Project Update

Key points of discussion:

- There was an interactive workshop for APCs as well as public engagement in Phase 1. Phase 2 runs until the end of March. There will an APC Orientation on February 20 that will include information about the OCP Renewal Project, and there will an OCP workshop in mid March for APCs. There will be a third round of engagement that will bring forth proposals.
- Members asked what the SCRD is presenting to the community for their comment in Phase 2. The aim is to look at land uses and where growth might fit. Two big inputs are technical work and what we heard in Phase 1 of community engagement. Staff has worked to identify locations that will work considering technical issues and servicing requirements.
- An example of an organizational framework is using land use classifications, for example, in Area A there are protected areas, resources areas, and large lot residential with agricultural uses.
- We heard that some people want to live near the commercial area in Madeira Park.
- The housing needs report calls for 3,000 additional units (the total for all the rural areas).
- There is a capacity of approximately 8,000 additional units, but it doesn't mean we have the service capacity or finances to reach this number. About two hundred building permits are issued per year now.
- It is recommended that there be outreach to the Boards of the community associations in Area A.
- What is the infrastructure burden and what are the tax implications of more development? For example, what is the typical response time for fire department? What is the tipping point of going from a volunteer to a staffed fire department?
- Concern was expressed that reliance on some of the unverified Technical Reports in the OCP review would not be helpful at this point.
- There are concerns with the housing report as it doesn't specify what kind of housing and income levels are recommended for the needed housing units. The housing needs report only addresses market and non-market, but doesn't describe types of housing and affordability.
- Is the SCRD considering building infrastructure such as waste water treatment? There is an

initiative by the public to explore this in Madeira Park.

- What will be asked of public in Phase 2? The questions will relate to growth allocation opportunities, and what types of land uses go where.
- Can we service wastewater with small scale septic with pump out?
- There is concern about the outflow to the ocean with current systems.

Advisory Planning Commissions (APC) Operations Model – Implementation Plan

Key points of discussion:

- It will be great to have meetings in Pender Harbour as it will increase community engagement.
- They have appreciated the staff support at meetings.
- Given the need for ordering equipment the new model probably won't start until April.

DIRECTOR'S REPORT The Director's report was received.

NEXT MEETING February 23, 2026

ADJOURNMENT 6:46 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA D – ROBERTS CREEK
ADVISORY PLANNING COMMISSION**

Tuesday, January 27, 2026, 4:30 pm

RECOMMENDATIONS FROM THE AREA D ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Meaghan Hennessy
	Members	Mathew Dickson Chris Glew William Ferguson (virtual) Debbie Mealia (virtual) Kim Baranti (virtual)
ALSO PRESENT:	General Manager, Planning and Dev. SCRD Recorder	Ian Hall Vicki Dobbyn
REGRETS:	Members	Robert Hogg Mark Bodie
ABSENT:	Members	Gerald Rainville

CALL TO ORDER 4:35 p.m.

ELECTION OF CHAIR Meaghan Hennessy was acclaimed as Chair

ELECTION OF VICE CHAIR William Ferguson was acclaimed Vice Chair

AGENDA The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- Roberts Creek (Area D) APC Minutes of September 23, 2025

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of September 22, 2025
- Halfmoon Bay (Area B) APC Minutes of September 22, 2025 July 28, 2025

- Elphinstone (Area E) APC Minutes of September 23 and November 25, 2025
- West Howe Sound (Area F) APC Minutes of September 23 and November 25, 2025

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Update on BC Timber Sales Operating Plan Referral

Staff continue to engage with BCTS in advance of upcoming (expected this quarter) new operating plan referral. It is anticipated that the new operating plan will be referred to the APCs.

REPORTS

District of Sechelt Community Land Development Analysis Referral

Key points of discussion:

- Members were pleased to see that climate change was addressed.
- It was noted there was nothing in analysis about solid waste.
- Members liked the SCRCD response.
- There is no deadline for input.

Addressing Community Concerns Related to Unsightly Refuse on Private Property

Key Points of Discussion:

- The origin of this item came from the complaints received about material on property.
- There was an inadvertent removal of storage of junk regulations and now there is no Bylaw other than regulations about unlicensed vehicles.
- The Board choose the option to re-instate a Bylaw, with revisions.
- The storage of material is a land use issue.
- It would be beneficial to be more specific with some of the concerns and definitions and address how the costs would be covered. Is it just unsightly or is hazardous?
- Potential fire hazards are stumps and stands of alders left from land clearing.
- It might be helpful to have a case example and explain how the bylaw would be utilized.
- The proposed Bylaw amendment may be referred to APC in future.

Official Community Plan Renewal Project Update

Key points of discussion:

- OCP is the vision and the Zoning Bylaw outlines regulations. We now have seven OCPs and two Zoning Bylaws. The Board has directed staff to draft one OCP and one Zoning Bylaw that is in compliance with current regulations.
- Phase 1 of community engagement is completed and Phase 2 is getting underway and will be completed by the end of March. APC Orientation will take place on February 20 and will provide more background on the renewal process. There will be an in person summative workshop in March for all APCs. The focus of this phase of engagement is to see how the vision might lay on the land.

- There will be an OCP Renewal event in Roberts Creek on February 22 organized by the Community Association.
- It was acknowledged that there is a lot of material but there will be facilitated support to process the information.
- Regarding question #2 on page 37 of the agenda package, it was noted that most interest is in housing, housing density, water capacity, and parks and trails.
- It would be nice to know what areas are potential parks and have information about crown land relative to the watershed.
- The technical memo talks about different land use designations that are likely to be updated.
The degree of change in land use designations will be actively explored in second phase.
- It was acknowledged that there is a good link of communication presently regarding the OCP Renewal, including "Let's Talk" on the SCRD website. Maps will be public in a couple of weeks.
- Province is pushing housing development and if regional districts update OCPs they must consider housing. Municipalities are required to update OCPs.

Advisory Planning Commissions (APC) Operations Model – Implementation Plan

Key points of discussion:

- Where will technical support come from?
- Digital etiquette training is a good idea
- It is likely that the first meeting of the new model will be in the first week of April.

DIRECTOR'S REPORT There was no Director's Report

NEXT MEETING February 24, 2026

ADJOURNMENT 5:36 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA E - ELPHINSTONE
ADVISORY PLANNING COMMISSION**

Tuesday, January 27, 2025, 5:45 pm

RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Arne Hermann
	Members	Michael Sanderson Laura Macdonald Devin Arndt Clinton McDougall (virtual) Catherine Gray (virtual) Conner Wear (virtual)
ALSO PRESENT:	Electoral Area E Director	Donna McMahon (Non-voting Board Liaison)
	General Manager, Planning and Dev. SCRD Recorder	Ian Hall Vicki Dobbyn
REGRETS:	Members	Ashley St. Clair Nara Brenchley

CALL TO ORDER 5:49 pm.

ELECTION OF CHAIR Arne Hermann was acclaimed as Chair.

ELECTION OF VICE CHAIR Laura Macdonald was acclaimed as Vice Chair.

AGENDA The agenda was adopted as presented

MINUTES

The following minutes were accepted as circulated:

- Elphinstone (Area E) APC Minutes of November 25, 2025

The following minutes were received for information:

- West Howe Sound (Area F) APC Minutes of November 25, 2025

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

BC Timber Sales Operating Plan Referral

Staff continue to engage with BCTS in advance of upcoming new operating plan referral, expected Q1 2026. It is anticipated that the new operating plan will be referred to the APCs within the next 90 days.

REPORTS

Addressing Community Concerns Related to Unsightly Refuse on Private Property

Key Points of Discussion:

- Regulation was inadvertently omitted in updated zoning bylaw so the Board looked at options to re-introduce regulations and decided to reinstate the previous regulations with some revisions. It is likely that a draft Bylaw amendment will show up on the APC agenda in a few months.
- All that is enforceable now in terms of storage of “junk” is unlicensed vehicles.
- Regulations would be enforced by SCRD Bylaw Officers.
- Wording about neighbourhood conformity should be tightened up.
- It is important that fire hazards be identified.
- RAPP (Report all Poachers and Polluters) has jurisdiction for issues on and off private property.
- There will always be an element of subjectivity
- It is clearer to govern hazards and safety rather than “unsightly”
- We should be clear about the objective of the bylaw revision.
- It was noted that there are no fill placement regulations

Official Community Plan Renewal Project Update

Key Points of Discussion:

- The OCP outlines the vision and values and the Zoning Bylaw outlines regulations. We now have 7 OCPs and 2 Zoning Bylaws.
- Phase 1 of community engagement is completed and Phase 2 is getting underway and will be completed by the end of March. APC Orientation will take place on February 20 and will provide more background on the renewal process.
- There will be an in-person summative workshop on the OCP Renewal Project in March for all APCs.
- The focus of this phase of engagement is to see how the vision might lay on the land, and where there may be opportunities and challenges. There will be a lot of community outreach with media tools and user-friendly language.
- It was acknowledged that there is a lot of material but there will be facilitated support to process the information.
- There will be a map of where development could (not will or should) go based on technical reports, servicing capacity, and environmental factors.
- The more we can show examples the better the input will be.

- Will short term rentals be considered as part of this process? There are regulations currently in Bylaws around short term rentals. We have some data on short term rentals because the province has a registry, so this data can be part of the analysis.
- Composition of households should have more details.
- Natural asset inventory on SCRD land includes provincial land. The question of the boundaries of OCPs has yet to be answered.

Advisory Planning Commissions (APC) Operations Model – Implementation

Key points of discussion:

- It is likely that the first meeting under the new model will be in April, so this will mean more timely input to the Electoral Area Services Committee.
- The model would mean that staff would only attend when needed. Staff could attend virtually.
- If agenda items are related to the OCP Renewal process it would be good to have staff there.
- What would be the methodology if members come up with questions during the meeting?
- What works well is consultation between staff and the Chair prior to meeting.
- It would be good to have staff available at end of discussions to answer questions.
- We can require delegations to be in person.
- Timing of meetings under new model is subject to space availability in the various venues.

DIRECTOR'S REPORT The Director's report was received.

NEXT MEETING February 24, 2026

ADJOURNMENT 6:47 p.m.

SUNSHINE COAST REGIONAL DISTRICT

**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION**

Tuesday, January 27, 2026, 7:00 pm

RECOMMENDATIONS FROM THE AREA F ADVISORY PLANNING COMMISSION MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Miyuki Shinkai (virtual)
	Members	Ken Worsnop Terry Hind Byron Roehrl (virtual) Sue Fitchell (virtual) Taylor Shepard (virtual)
ALSO PRESENT:	Electoral Area F Director	Kate Stamford (virtual) (Non-voting Board liaison)
	Electoral Area F Alternate Director	Ian Winn (virtual) (Non-voting Board liaison)
	General Manager, Planning and Dev. SCRD Recorder	Ian Hall Vicki Dobbyn
ABSENT:	Members	Tim Rockford Roan Blake

CALL TO ORDER 7:00 p.m.

ELECTION OF CHAIR Miyuki Shinkai was acclaimed as Chair.

AGENDA The agenda was adopted as presented.

MINUTES

The following minutes were accepted as circulated:

- West Howe Sound (Area F) APC Minutes of November 25, 2025

The following minutes were received for information:

- Elphinstone (Area E) APC Minutes of November 25, 2025

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**BC Timber Sales Operating Plan Referral**

Staff continue to engage with BCTS in advance of upcoming (expected this quarter) new operating plan referral. It is anticipated that the new operating plan will be referred to the APCs within the next 90 days.

REPORTS**CRN00164 Provincial Referral for Bayview Fibre Corp. Marine Foreshore Lease****Key Points of Discussion:**

- It would be good to have more communication between the tenant and their neighbours.
- There is agreement with the SCRD comments particularly regarding a buffer.
- Marine traffic should be considered.
- There are currently 3 subleases with the SCRD, 2 to the south of shaded polygon on page 16, currently held by Bayview Fibre. To the south is Amix, who runs the barge terminal and have publicly expressed interest in running a ship salvage operation. Further to the south is a long-standing Sunshine Coast log processing outfit.
- The SCRD and the province are working with sub-lessees on a coordinated approach.
- Revenue from the lease will decrease.
- Are there other opportunities for public input?
- Director Stamford offered to reach out to the Biosphere Region Initiative to see if they have had an opportunity for input.
- GM Hall can ask provincial representatives if there will be an opportunity for input and what the timeline is.
- There is concern about impact of debris management on recreational users, particularly kayakers
- Alternate Director Winn offered to arrange for an educational tour of the West Howe Sound Industrial Corridor.

Recommendation No. 1 *CRN00164 Provincial Referral for Bayview Fibre Corp. Marine Foreshore Lease*

The Area A APC members support the staff recommendations (#2 and #3 on page 9 of the agenda package) that a monitoring plan be included to track and manage potential impacts on known environmental values, meeting both provincial and Department of Fisheries and Oceans expectations, and that the potential to re-site the northwest boundary of the proposed tenure at least 100 metres from the mouths of McNair and Dakota Creeks be explored. If re-siting is not feasible, that appropriate mitigation and monitoring measures be established to manage risks to fish habitat and estuarine processes, and further recommend that there is a plan for activity as far away from the estuary as possible.

Addressing Community Concerns Related to Unsightly Refuse on Private Property

Key Points of Discussion:

- Regulations were inadvertently deleted, and now the Board has chosen to re-instate regulations with some revisions. A draft amendment will come to the APC in an upcoming meeting.
- It doesn't apply to all zonings, such as industrial. It shouldn't apply to ALR. It is more relevant to high density areas.
- It is a subjective matter

Official Community Plan Renewal Project Update

Key points of discussion:

- Phase 1 of community engagement is complete. Phase 2 is beginning and will go to the end of March. There will an APC orientation session on February 20 with information on the OCP Renewal Process, and a deep dive at an OCP workshop in March,
- There is a lot of overlap between the climate focus of the OCP renewal process. and technical watershed issues brought forward by the Roberts Creek Community Association.
- There is a lot of information on the "Let's Talk" page of the SCRCD website.

Advisory Planning Commissions (APC) Operations Model – Implementation Plan

Key points of discussion:

- Langdale Elementary School would also be a good location for meetings.
- Members were in support of the plan.

DIRECTOR'S REPORT The Director's Report was received.

NEXT MEETING February 24, 2026

ADJOURNMENT 8:22 p.m.



Staff Report Request for Comment

TO: Halfmoon Bay Advisory Planning Commission – January 26, 2026
AUTHOR: Chris Humphries, Planner 2
SUBJECT: **District of Sechelt Community Land Development Analysis Report Referral to SCRD**

OVERVIEW

Purpose of Report

The purpose of this report is to request advice from the Halfmoon Bay Advisory Planning Commission (APC) on a referral response to the District of Sechelt Community Land Development Analysis Report. Staff have prepared comments across a range of service areas, with a focus on the following key areas:

- Policies or objectives which could impact SCRD service delivery
- Implications for regional growth
- Opportunities for collaboration
- Considerations going forward

APC members are being requested to provide comments using the same framework, considering the implications of the District of Sechelt's findings from the perspective of SCRD service delivery and the APC's role as local context advisor.

Comments prepared by staff are found in Attachment A, and the staff report prepared for the Committee of the Whole is found in Attachment B.

The District of Sechelt Community Land Development Analysis Report is online here: https://yoursaysechelt.ca/download_file/163/522.

Comments and recommendations from the APC will be provided to the SCRD Board and may be forwarded to the District of Sechelt for consideration following Board direction.

BACKGROUND

A full background can be found in the attached staff report. The District of Sechelt is finalizing this foundational analysis in advance of updating its OCP and is seeking comment from jurisdictions and agencies that may be impacted.

DISCUSSION

Staff responsible for services delivered within the District of Sechelt and in areas interfacing with the district were referred the draft document as of October 7, 2025.

This report seeks feedback and input from the Halfmoon Bay APC on the District of Sechelt’s Community Land Development Analysis with these same considerations in mind, from the perspective of the APC.

SUMMARY AND CONCLUSION

The District of Sechelt’s Community Land Development Analysis Report has been referred to SCRD. Advice on response is requested from the Halfmoon Bay APC, using the four key bullets noted in the discussion section above as a guiding framework for those comments.

ATTACHMENT(S):

A - 2025-NOV-27 Summary of SCRD Staff Referral Comments

B - 2025-NOV-27 COW Report for Decision - DoS CLDA Referral Response Decision Report

Reviewed by:			
Manager			
GM	X - I. Hall		

Attachment A

Summary of Referral Comments from SCRD Staff

This document outlines staff comments by division and service area for the District of Sechelt's Community Land Development Analysis (CLDA) Report, which was referred to SCRD for comment. The CLDA takes a complete communities approach to data collection and community input, and comprises the first phase the District of Sechelt's OCP renewal project.

1. Infrastructure

1.1. Water

- **Service impact:**

The geographic location of where this growth will actually occur within the DoS could have substantial water infrastructure implications.

- **Opportunities for collaboration:**

Improvements to fire flow and drought preparedness will require collaborative action rather than resting strictly on the DoS

- **To consider going forward:**

- Water system modelling should be conducted to confirm impacts of proposed rezonings in the OCP that might increase water supply needs.
- Awareness and collaboration, in particular for situations where a property or properties within certain geographic areas are subject to upzoning.

- **Recommended Language/Rewording:**

- Section 4.4.1 – Water Infrastructure (p. 64):

The entirety of section 4.4.1 can be reworded as follows:

All District residents enjoy access to clean drinking water. This service is provided by the SCRD. The primary water source for the District is Chapman Creek, and the water is treated at the Chapman Creek Water Treatment Plant. The water is distributed to the community through the reservoirs known as Selma 1 and Selma 2.

In terms of preparedness for future growth, additional water supply and improved water efficiency will be required to meet demand over the next 25 years.

In addition to providing drinking water, the water infrastructure system also provides water to fight fires. Fireflow capacity was modeled and determined to be insufficient in significant portions of the District under the 25-year scenario, with the exception of the Downtown area. Addressing these deficiencies

- requires significant infrastructure upgrades, including upgraded water mains and storage reservoir in West Sechelt, to support future development. It should be noted that Chapman Creek is fed by two alpine lakes and the Chapman Creek watershed, the district's water supply may be affected by climate-related events such as droughts and wildfires and to a lesser degree also by flooding.
- Section 5.3 – Infrastructure (p. 78): Staff suggested alternative wording to the following statement: “Additionally, fireflow remains insufficient in many areas, posing risks to public safety.” Instead, it’s suggesting “fireflow remains not meeting the Sechelt’s standards in some areas”

1.2. Solid Waste

No comments/concerns raised.

2. Parks, Recreation, and Transportation

2.1. Parks and Recreation

- **Implications for regional growth:**
 - Consideration for provision of land for future expansion of existing recreational facilities and/or development of new facilities. Operating two separate small recreation facilities remains challenging from a sustainability perspective. Additionally, one facility is landlocked.
 - Consideration for co-locating pools/arenas/curling rinks/dryland facilities would provide opportunities for more energy efficient buildings (co-gen heating), shared common areas and services (customer service, change rooms, etc). Location of recreation facilities along major collector routes (bus service) also critical. SCRD is initiating a recreation facilities need assessment; results can be shared when complete.
- **Opportunities for collaboration:**
 - Collaboration with SCRD Parks for areas along the DoS/SCRD border or in shared watersheds for the purpose of park amenity development and environmental stewardship to potentially amplify these assets’ benefits and functionality.
 - Consideration for reviews of services provided by each jurisdiction and how that contributes to the overall community inventory (i.e. playgrounds, greenspaces, neighborhood parks, community halls/buildings/beach accesses).
- **To consider going forward:**
 - Generally, coordination in short- and long-term planning of facilities and services.

- Service provision is equitable/accessible but not duplicated where there could be potential overlap close to regional interfaces (e.g. playgrounds, community halls, sports fields).

2.2. Transit and Transportation

- **Service impact:**
 - Section 4.1 – Transportation analysis and findings (p. 28 -38): The key discussion items support the priorities of the *Transit Future Plan* and *Transit Future Action Plan*.
 - Supportive of increased housing and commercial/services density around existing transit routes to maximize transit route services
- **Implications for regional growth:**
 - Transit expansion is outlined in the Transit Future Plan (2014) and the Transit Future Action Plan (2022).
 - Request that DoS maintains awareness of the following:
 - Direct routes make transit systems effective and sustainable.
 - Each transit trip is most commonly part of a walking trip, elements of walkability, such as intersection density are critical to realize the transit ridership potential of any density.
 - Road network planning needs to consider Transit (larger/collector roads to accommodate the size & turning radius of buses, as well as safety considerations like pull outs.
- **Opportunities for collaboration:**
 - Transit objectives and policies within the CLDA align with future transit expansion priorities.
 - SCRD and BC Transit intend to update the Transit Future Action Plan in 2027. This is the ideal time to plan for growth and involvement by the DoS will be an important part of the planning.
 - SCRD hopes to launch 2026 Planning for transit on-road infrastructure needs (i.e. bus pull outs, exchange stations, etc.) and would value the DoS participation.
 - Connectivity considerations between the DoS and Electoral areas should be a focus (i.e. pathways, trails).

3. Planning and Development

3.1. Land Use and Planning

- **Service impact:**
 - Boundary adjacent considerations include:

- Rezoning in West Sechelt from single to multi-residential (CLDA p. 64–65) may increase development application referral volumes and complexity for SCRD.
 - Development permit area policies (e.g., Aquifer Protection, Coastal Hazard) may require SCRD review and alignment in adjacent areas (CLDA p. 79–83).
- Fire flow needs tied to future development scenarios (CLDA p. 66–67) may trigger planning-level (and Infrastructure Services Department) scrutiny of zoning and density approvals.
- Projected growth (page 60) shows an anticipated ~1,500 new households over 20 years (component D of the housing needs report). With this population growth we would anticipate greater demand for SCRD shared services, including water, parks and public spaces access, and recreation opportunities.
- **Implications for regional growth:**
 - Land use intensification in Sechelt may influence expectations for zoning and subdivision approvals in adjacent SCRD areas (CLDA p. 72–74).
 - There is potential for inconsistent development form or land use conflicts at the municipal–rural interface (CLDA p. 77–78). Similarly, there is potential for inconsistent development form or land use conflicts at the municipal–rural interface (CLDA p. 77–78).
 - Ongoing planning for affordable forms of housing represents an important point of regional collaboration. The report notes the relatively low volume of housing for low to moderate income households, and ongoing efforts to identify land for the purposes of this form of housing represent a key regional housing objective that is an opportunity for continued collaboration.
- **Opportunities for collaboration:**
 - Joint planning for those areas where DoS anticipates growth near the district boundaries
 - Alignment across DoS and SCRD Development Permit Area guidelines to increase rigor and consistency for the development community
 - For some situations, alignment in Zoning Bylaw provisions would also increase consistency and reduce development complexity (where zoning provisions address safety or environmental concerns)
 - Coordinated growth management strategies to align zoning and land use designations across jurisdictions (CLDA p. 80–81).
 - Continue communication and collaboration around key planning initiatives and continue collaboration broadly as both DoS and SCRD OCPs, zoning bylaws, and other planning measures are updated to ensure aligned land use.
- **To consider going forward:**
 - Request formalized edge planning framework between SCRD and Sechelt to guide zoning and development approvals (CLDA p. 80).

- Request annual sharing of growth forecasts and sharing of zoning amendments to support DoS-SCRD planning alignment (CLDA p. 60–63).
- Explore joint policy development for DPAs that span jurisdictional boundaries (CLDA p. 79–83).
- **Recommended Language/Rewording:**
The report offers only a partial definition of “core housing need” within the housing analysis section (Section 4.3.7 – Discussion (p. 63)). If a household experiences one or more housing issues and cannot afford an alternative in the market they would be considered in core housing need. Use of the 30% indicator (household spend on shelter relative to income) on its own as a measure of housing vulnerability should be used with caution, as it includes higher income households that may choose to access higher cost housing.

3.2. Sustainable Development

- **Opportunities for collaboration:**
Building greater understanding of climate impacts on service levels and climate adaptation strategies that can benefit the entire region are a high priority for collaboration. Also, more consistent and proactive regulatory frameworks can support climate resilience.
- **To consider going forward:**
Although noted on page 69, the impacts of climate change, such as sea level rise raise questions. For example, what is the ability of stormwater systems to function at higher inundation levels? What are the impacts to septic systems and wastewater outfalls? And what is the impact to foundations, in particular to the Downtown Sechelt Village area identified as better suited for growth. Collaboration on infrastructure risk assessments is invited.

4. Emergency Response and Prevention

4.1. Fire Protection Services (SCRD Fire Departments only)

- **Service impact:**
Advocate to MoTT for the following: alternate route study and projections should be reviewed with a focus on the CLDA data if it has not been done already.
- **Opportunities for collaboration:**
 - Mutual training (both within fire department and other agencies) and continued emergency preparedness planning.
 - Adjustments to fire department automatic and mutual aid agreements may be required in response to growth.

- Collaborative action on housing solutions needed. Encampments (as one result of unresolved housing need, though it is acknowledged there are multiple drivers) pose risks for all first responders.
- **To consider going forward:**
Enhanced training for response to special needs clients.

4.2. Sunshine Coast Emergency Program

- **Opportunities for collaboration:**
 - Growth in relationships and increased collaboration between the SCRD and DoS in emergency planning, allocating preparedness spaces, training and EOC development
 - FireSmart specific: Implementation of a standardized Wildfire Development Permit Area with Fire Smart in mind should be considered.
- **To consider going forward:**
 - It would be beneficial for DoS, SCEP and SCRD to have an EOC located within DoS (other than Field Road).
 - FireSmart specific: Establish development guidelines that cover subdivision layouts, fire resistant building materials, and landscaping and vegetation guidelines; and integrate the guidelines into the relevant bylaws.



Staff Report Request for Decision

TO: Committee of the Whole – November 27, 2025

AUTHOR: Ian Hall, General Manager, Planning and Development
Chris Humphries, Planner 2

SUBJECT: District of Sechelt Community Land Development Analysis Referral

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with options to consider regarding staff comments on the District of Sechelt's Community Land Development Analysis report referral. Staff responsible for services delivered within the District of Sechelt and in areas interfacing with the district were referred the report on October 7, 2025. Comments were organized by SCRD service area and are attached to this report (Attachment A).

This report requests Board decision to accept, reject or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) **THAT comments on the District of Sechelt's Community Land Development Analysis report, as set out in Attachment A of this report, be provided to District of Sechelt for consideration;**
 - (2) **AND THAT this report be referred to Electoral Area B and Electoral Area D Advisory Planning Commissions.**
-

BACKGROUND

The Community Land Development Analysis

The District of Sechelt is updating its Official Community Plan (OCP) and Zoning Bylaw to help manage growth in the community, and address changes in priorities and community needs. The renewal project is divided into multiple phases with the Community Land Development Analysis (CLDA) comprising an initial phase.

The CLDA is supported by Union of British Columbia Municipalities' (UBCM) *Complete Communities* program with the goal of reviewing planning through the four lenses of

transportation, daily needs, housing, and infrastructure.

The analysis results in an overview of how and where the district's residents live, work, recreate, shop, and get around. It helps to inform what sort of housing, amenities, services and infrastructure may be required and where for a more complete, resilient community.

Following the CLDA process will be consideration of growth scenarios and development of an Implementation Plan, including actions to work toward creating a more complete community. A growth scenario will be selected that will form the basis of a new Official Community Plan for the District of Sechelt.

Regional Collaboration

The Sunshine Coast Regional District (SCRD) and the shíshálh Nation engaged with the District of Sechelt and their consultant team to help inform the CLDA and develop the report subject to this referral. SCR D provided input on SCR D services and infrastructure delivery including recreational facilities, public transit, water service, and solid waste management. In doing so, the project team considered the following:

- Limits of current infrastructure and service capacities, and opportunities to maximize or optimize the contributions from SCR D assets
- Mitigating financial and environment-related risks to SCR D infrastructure
- Opportunities for leveraging development for service and infrastructure expansion
- Opportunities for increased interjurisdictional and/or regional coordination in land use planning and service delivery

The CLDA report was endorsed by the District of Sechelt's Committee of the Whole on September 10, 2025 and, though referral of the report is not a legislated requirement, the Committee gave direction that the report be referred to SCR D for comment. The CLDA report can be found within the Official Community Plan section of the District of Sechelt's [Your Say Sechelt website](#).

Though SCR D staff assisted with developing the CLDA and resulting report, there is still opportunity for SCR D to provide the District of Sechelt with comments to consider through the OCP renewal project.

DISCUSSION AND ANALYSIS OF OPTIONS

Through the referral process, SCR D was asked by District of Sechelt to identify:

- Policies or objectives which could impact service delivery
- Implications for regional growth
- Opportunities for collaboration
- Considerations going forward

While more detailed feedback is provided in Attachment A, some high-level observations of the CLDA report are as follows:

- Overall, SCRD and District of Sechelt are aligned in terms of understanding the current realities of service delivery such as water, transit, solid waste and recreation, but there are opportunities for increased clarity around what can be provided now and under possible growth scenarios.
- Resilience and sustainability of infrastructure and services should be considered as the District of Sechelt OCP is developed, and this includes consideration of climate change impacts.
- Interjurisdictional and regional collaboration is key to ensuring complementary land use planning and service delivery inside and outside of the district.
- There are opportunities for furthering collaborative approaches to disaster mitigation and emergency response planning.

OPTION 1 – That comments on the District of Sechelt’s Community Land Development Analysis Report, as set out in Attachment A of this report, be forwarded to District of Sechelt for consideration, and that the report be referred to Electoral Area B and D Advisory Planning Commissions.

Staff recommend this option. Should the Committee choose to go with Option 1, a recommendation could be considered, as provided in the Overview section on page one of this report. Comments would be forwarded back to District of Sechelt staff to inform future stages of their OCP renewal work. Recommendations from APCs could be advanced to District of Sechelt following review and decision by the Board.

OPTION 2 – That comments on the District of Sechelt’s Community Land Development Analysis Report, as set out in Attachment A of this report, be forwarded to District of Sechelt for consideration with additions and amendments

Should the Committee choose to go with Option 2, a recommendation could be considered, as follows:

THAT the following comments be added/removed from those provided in Attachment A, and an amended set of comments be provided to the District of Sechelt:

- Edit #1
- Edit #2
- Etc.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC PLAN IMPLICATIONS

This referral response supports the Strategic Focus Areas of Water Stewardship and Solid Waste Solutions.

SUMMARY AND CONCLUSION

The District of Sechelt referred the recently completed Community Land Development Analysis report to the SCRD for comment. In summary:

- The CLDA comprises the early stages of the district’s OCP renewal project and is intended to steer the district toward more sustainable, complete community development patterns.
- SCRD staff assisted throughout the CLDA lifecycle and with the final CLDA report, with consideration of SCRD services and infrastructure within and adjacent to the boundaries of the District of Sechelt.
- The CLDA report has since been referred to SCRD for comment though it is not a legislated referral.
- SCRD staff have reviewed the referred CLDA report and provided comments for District of Sechelt. Staff highlight opportunities for increased regional coordination, a clearer understanding of current and future limits and opportunities related to service and infrastructure, and increased consideration of resilience and sustainability.

ATTACHMENT(S):

Attachment A Summary of Referral Comments from SCRD on District of Sechelt Community Land Development Analysis report

Reviewed by:			
Manager		Finance	
GM	X – I. Hall X – R. Rosenboom	Legislative	
CAO	X – T. Perreault	Other	