

**SUNSHINE COAST REGIONAL DISTRICT**

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

**October 22, 2024 and October 26, 2024**

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RECOMMENDATIONS FROM THE HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION MEETING HELD ELECTRONICALLY VIA MICROSOFT TEAMS

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**October 22, 2024**

<b>PRESENT:</b>	Chair	Nicole Huska
	Members	Ellie Lenz Bob Baziuk
	Director, Electoral Area B	Justine Gabias (Non-Voting Member)
	Recorder	Barbara Bolding

**PRESENT for Part 1, but technicalities prevented access to Area B breakout room:**

Kim Dougherty  
Suzette Stevenson  
Kelsey Oxley

**PRESENT for Part 1 and then intermittently in Area B breakout room:**

SCRD Manager, Planning & Development	Jonathan Jackson,
SCRD Corporate Officer	Sherry Reid
SCRD Planning Office Assistant	Genevieve Dixon

<b>ABSENT:</b>	Members	Len Coombes Alda Grames
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**CALL TO ORDER:** (Joint meeting with Area F APC) 7:05 p.m.

**AGENDA:** Due to SCRD staffing constraints, the agenda as circulated was modified and accepted

**MODIFIED MEETING AGENDA**

**Part 1:** OCP Project status update presented to a joint meeting of Area B and F APCs

**Part 2:** Move to APC specific breakout rooms to discuss APC Referral Memo

## REPORT

### Official Community Plan (OCP)—Project Status Update

Part 1. (Area B and F joint meeting) Jonathan Jackson explained, clarified, and elaborated on the contents of the referral memo received as part of the agenda package. Various questions from APC members were answered.

Part 2: Area B APC breakout room 7.45 pm

### Minutes

The Halfmoon Bay (Area B) APC minutes of July 25, 2024 were approved as presented.

### Official Community Plan (OCP)—Project Status Update contd.

**Part 2.** A detailed discussion of the Referral Memo occurred. Discussion of item b) Engagement and Communications Strategy with its 3 questions and item c) scope of the OCP review could not be cleanly separated. Some of the concerns related to this project as presented included:

- Limited opportunities for meaningful public participation
- Short timeline for very large project. Is a completed project to be proud of possible within such tight timelines?
- Fear that OCPs will be written by consultants with the limited opportunities for public review offering only a “rubber stamp.”
- Worry that consultant-authored OCP will be “boiler plate” rather than truly and fully reflective of Area B vision and goals.
- Absence of citizens’ “OCP Committee”
- Challenges of integrating legislative requirements with local vision and goals
- Scope’
  - Other than legislated requirements, what can be addressed in such a compressed time frame?
  - As presented to us, scope is too broad, topics need clarification and prioritization.
  - Need to reduce/eliminate jargon, clearly define terminology, simplify language.

**MEETING RECESSED:** 9.15 pm,

Meeting will continue before October 30, 2024 in order to address Item b) “...respond to the three questions posed in the memo.”

N. Huska volunteered to arrange a time that would allow for as many members as possible to participate, especially those that were unable to join tonight’s discussion due to technical difficulties.

**MEETING RESUMED:** October 26, 2024, 4:13 p.m. by ZOOM

<b>PRESENT:</b>	Chair	Nicole Huska
	Members	Ellie Lenz Kim Dougherty Kelsey Oxley Suzette Stevenson Barbara Bolding (recorder)
	Director, Electoral Area B	Justine Gabias (Non-Voting Member)
<b>ABSENT:</b>	Members	Bob Baziuk Len Coombes Alda Grames

**AGENDA:** Proposed and accepted

- a. Round the circle—quick impressions from each of documents circulated with the 22 Oct agenda.
  - b. 3 Engagement questions per item b) Engagement and Communications Strategy attached to original meeting agenda.
  - c. Next steps
  - d. Concluding thoughts from each
- a) First impressions of the documents circulated at the October 22, 2024 meeting:
- Large amount of content to be reviewed within very limited time frames
  - Needs plain language. Minimize jargon, define terms, quantify where appropriate e.g. Natural assets, “adaptation and resilience work” sustainability, food security, local food production.
  - Check <https://seea.un.org/content/un-committee-experts-environmental-economic-accounting-unceea>
  - Q4 housing report, not currently available, is instrumental to the OCP.
  - Scope is broad and unwieldy.
  - Is the proposal for endorsement or engagement? Seems like endorsement whereas we’d like engagement.
  - If APC is having difficulty with this, how can we expect the general public to understand it.
  - Legislated OCP requirements, with fast approaching completion dates, which will certainly become parts of plan, create problematic urgency.
  - Asking for comments re: communications strategy seems premature if details of project scope are not yet finalized.
  - Rejig the timeline.

- Risk of things being formalized before we even really understand them.
- The timeline should not drive the process.
  - Prioritize which sections need to go first e.g. Legislative Housing

## b) 3 Engagement questions

### 1. What existing community events and locations in your electoral area would be effective for engaging diverse community members (people with different lived experiences) in person?

- Create awareness and/or offer an invitation to participate before engagement.
  - Either or both could be done at community events such as:
    - Children’s Christmas Market/Winter carnivals at schools
    - Fall festival
    - HMB days
    - Farmer’s Market
    - HMB Community Assoc.
    - HMB Community Dev
    - Information Boards at HMB General Store and Welcome Woods Market
    - Mail out that isn’t junk mail - 1 pager infographic
    - HMB School Newsletter
    - Chat Parent Newsletter
  - Coast Reporter
  - Social Media
  - Local events hosted by directors
- Offer opportunities for thoughtful, respectful conversations and real engagement e.g.
  - Community based OCP Committee
    - While a formal OCP Committee is preferable, at least provide 1-month report on progress to a committee or a public space or online space.
  - “Global Cafe”
    - Day long or Weekend event with childcare
      - Hybrid
  - Allow sufficient time for thoughtful discussion by participants.
  - HMB Community Association as a message amplifier

**2. What digital and print methods do you believe will best reach community members in your area?**

- Telephone information line - someone can answer (good for seniors)
- Locally targeted - YouTube paid ads.
- Infographics at General Stores
- Week or two at the mall - Main table for SCRD and individual tables for Areas
- Event(s) at HMB Elementary (Saturday, Sunday, evening?). Address:
  - Business Market and
  - History of the Community
  - Where are we at now
  - What is an OCP
- Community association to co-host/host any of these (OCP Committee, etc.)
- Short videos because of literacy

**3. What actions can staff, and the community take to ensure that our public engagement events feel safe and welcoming for all participants....**

- Have a facilitator or a moderator. Trained and/or 3<sup>rd</sup> party rather than staff.
- Safety - plain-clothed, but identified RCMP OR maybe HMB VFD, in uniform, and SCRD gives a donation.
- Establish meeting protocols at the beginning. Need to set tone and expectations at meeting start.

c) Next steps and d) Concluding thoughts.

- Incorporated into discussion of items a) and b)

**MEETING ADJOURNED:** 5:22 p.m.

**NEXT MEETING:** November 19, 2024