

**BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

**OPERATIONS COMMITTEE AGENDA**

Tuesday, September 22, 2020, 10:00 a.m.

School Board Office - Gibsons, BC

494 South Fletcher Road

Gibsons, BC

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	<b>Pages</b>
1. Call to Order - 10:00 AM	
2. Summer Work Review - 10:00 AM	
3. Transportation Review - 10:20 AM	1
4. Local Government OCP and Zoning Referrals (standing item) - 11:15 AM	23
5. Adjourn - 11:30 AM	

17 September 2020

Dear School Administrators, Teachers, and Staff

**Re: COVID-19 health & safety considerations for safe return to school**

We thank you for your thoughtful consideration toward the health and safety of students and staff as you welcome them back to school. We draw your attention to a few important considerations and program updates.

**1. Health & safety plans** –The provincial [COVID-19 Public Health Guidance for K-12 School Settings](#) has been updated and thus your COVID health and safety plans may need to be adjusted. Important updates include the following:

**What if a student or staff develops symptoms at home or school?**

Anyone with NEW symptoms of COVID-like illness that are not associated with a known chronic condition, such as allergies or asthma should stay home and monitor their illness for 24 hours. If symptoms develop at school, they should be isolated until they can be sent home. **Key symptoms to watch for are fever, chills, cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting and diarrhea.**

Symptoms of COVID-19 can be mild and are similar to other respiratory infections. Most people with these symptoms do not have COVID-19.

- For mild symptoms without fever, students and staff can monitor at home for 24 hours and return if symptoms improve.
- If symptoms include fever OR if after 24 hours, mild symptoms remain unchanged or worsen, a health assessment is advised. The health assessment will determine whether a COVID-19 test is warranted. A doctor's note should not be required for a return to school.

Please note: Schools are not required to report suspected COVID-19 cases or absenteeism to local public health.

**What will happen if there is a confirmed COVID-19 exposure at school?**

If a staff or student is a confirmed case of COVID-19, public health will identify if they were at school during their infectious period, the period during which COVID-19 may be transmitted to other people. If public health determines that there was an exposure risk at school, we will notify the school administrator and work with them to provide further notification and recommended actions to exposed individuals or classrooms as required.

If there is a suspected or positive case of COVID-19, please do not notify staff, students or parents, unless directed to by public health. To maintain personal privacy rights, public health will not disclose if a student or a staff member is a confirmed case of COVID-19, unless information is required to support effective contact tracing.



**2. Student and staff mental & physical well-being** – During this time, we understand that many students and staff are feeling anxious and overwhelmed. To support a positive school experience, we encourage you to explore the provincial [Erase website](#) for a list of mental health resources for parents, caregivers, students and staff that are focused on building safe, caring and resilient school communities. Given the links between mental and physical health, we also encourage you to explore ways to integrate greater opportunities for movement during the school day, including the promotion of [active transportation to and from school](#), which also has infection prevention benefits.

**3. Temporary changes to routine in-school health services** –Due to the volume of work related to pandemic response and upcoming influenza campaign, there are a number of changes to delivery of health services in school. Hearing and vision screening for K students, and routine annual in-person staff training on managing emergency medical issues is on hold in many areas. Public health audiology clinics remain open and schools can refer students with hearing concerns to their local public health audiology clinic. On-line training will be organized for staff to support them in the management of emergency medical issues (anaphylaxis, seizures, diabetes and glucagon administration). If you have students with these conditions and your staff require the training, please connect with your local public health unit. In school immunization clinics are also delayed in many areas of VCH. Plans for future school-based services will be restarted in collaboration and communication with you.

In closing, we thank you for your attention to ensuring a safe and healthy school year. If you have any questions about the content of this letter, the programs and services we offer or you wish to discuss your COVID safety plans, please contact your local Medical Health Officer who is also your School Medical Officer.

For more information about COVID-19, please visit [www.vch.ca](http://www.vch.ca) or [www.bccdc.ca](http://www.bccdc.ca).

Yours sincerely,

A handwritten signature in black ink, appearing to read "Mark Lysyshyn".

**Mark Lysyshyn MD MPH FRCPC**

School Medical Officer  
Vancouver Coastal Health



# ACTIVE KIDS ARE HEALTHY KIDS

## Choose active travel to and from school.

Introduce active travel into your routine. Even one day per week can help.



### WALK, BIKE, AND ROLL

Get your kids to walk, bike, skateboard, or take public transit to and from school. They'll get some fresh air, exercise, and a feeling of independence.



### DRIVE TO 5

Try parking just a few blocks away (5 minutes) and walk with your kids. You'll free up space in the school zone, get some fresh air, and have a chance to hear about your child's day.



### THE CANADIAN 24 HOUR MOVEMENT GUIDELINES

recommends for ages 5 - 17



Find out more: [csepguidelines.ca](http://csepguidelines.ca)



### WALKING SCHOOL BUS

Organize your own Walking School Bus program which allows children to walk to school together accompanied by adult volunteers.

## ✓ BIG BENEFITS

### HEALTH

- Good for Heart & Bones
- Increased Alertness & Attention
- Improved School Performance
- Better Sleep
- Less Anxiety & Depression

### COMMUNITY

- Fostered Friendships
- Increased Sense of Belonging
- Better Understanding of the Local Area

### AIR QUALITY

- Reduced Vehicle Emissions
- Improved Air Quality
- Lower Risk of Lung & Cardiovascular Diseases

### SAFETY

- Reduced Traffic Volume Around Schools
- Lower Risk of Collision & Injury

### CROSS SMART

- Always cross at designated crosswalks and follow pedestrian signs and traffic signals.
- Watch for drivers turning left or right through the crosswalk.

For more tips and resources visit the schools tab at: [translink.ca/travelsmart](http://translink.ca/travelsmart)

Supported by:





# BUS ROUTE OPTIMIZATION REPORT

SCHOOL BUS LOGISTICS

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**Date:** July 24, 2018

**Version:** 3.0

**Prepared for:** Sunshine Coast School District 46



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## 1.0 COVER LETTER

June 25, 2018

Nicholas Weswick, Secretary- Treasurer  
School District No. 46 (Sunshine Coast)  
PO Box 220, 494 South Fletcher Road  
Gibsons, BC V0N 1V0

Dear Mr. Weswick,

School Bus Logistics is pleased to deliver this report for a bell schedule and bus route optimization analysis for your upcoming school year 2018-19. This report outlines findings for a comprehensive bell schedule analysis, bus route efficiencies, and a review of impacts of cross boundary student riders.

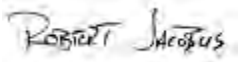
The purpose of the report is to outline ways to improve student safety, increase service levels, reduce overall wait times at schools and reduce total ride time for student riders while keeping costs low. This report also points out recommendations of opportunities to improve service levels, increased efficiencies and areas of risk.

I appreciate the assistance from you and Erica. This open line of communication has brought forth a better understanding of the needs of the district and the families it serves.

If you have any further questions regarding this report, please feel to reach out anytime. I can be reached at 303-518-3148 or by emailing me at [robert.jacobus@schoolbuslogistics.com](mailto:robert.jacobus@schoolbuslogistics.com)

Regards,

Rob Jacobus



President\CEO



## 2.0 EXECUTIVE SUMMARY

### Study Overview

School Bus Logistics was selected by the Ministry of Education to provide a bus route optimization and school bell change impact analysis for School District 46- Sunshine Coast. The analysis does not include transportation of special needs students on specialized vehicles.

#### Project Objectives:

- Reduce wait times at schools for eligible bus riders
- Reduce overall ride times
- Increase student safety
- Increase bus capacity & utilization
- Cross boundary riders vs. eligible riders (courtesy busing)
- Reduce staffing requirements at schools for bus wait times

Because of the study School Bus Logistics helped School District 46 create and present route packages that: 1) Suggest a bell change for 7 of the 12 schools. 2) Maintain bus service for all courtesy students. 3) Improve bus service windows for eligible students. 4) Only increases by one full bus route (adding an additional vehicle)

#### Breakdown of new routes:

- 15 route packages- 13 two tiered and 2 routes three tiered
- Two routes are dedicated cross boundary routes for courtesy students
- All bus runs except one drop between 5 and 15-minute window in the morning
- All bus runs arrive on or before the afternoon bell for take home runs
- One dedicated bus for the Ecole du Pacifique school from the Elphinstone area
- One dedicated bus between Pender Harbour and Sechelt area for cross boundary riders
- All students taken home at the same time in the afternoon- no waiting for a second bus run

### Methodology

School Bus Logistics used Traversa routing software to develop a test environment where data could be manipulated without interfering with the real day-to-day operations of routing. All data resided on Tyler's servers in a Sandbox dataset to be used for testing possible options.

School Bus Logistics provided a comprehensive analysis of runs and routes using a mapping tool to maintain and plan SD46's routing needs. The Traversa sandbox environment was used for reference and validation for current state routing and boundary analysis.





To begin the analysis School Bus Logistics created a baseline of current state routing and how route packages are currently setup. It was found that some routes are serviced by both an elementary school and a secondary school on the same bus. Each route package was documented for the following criteria:

- Total number of riders (utilization of seat capacity)
- Service windows at schools
- Courtesy riders vs. eligible riders
- Student transfers
- Multiple bus runs that service each school

Through the process of evaluating current route packages and creating new ones, two deliverables were identified; each is summarized in this report.



## 3.0 DELIVERABLES

### 3.1 Deliverable 1 – Route Efficiencies

Each school was evaluated to see if efficiencies could be found by re-routing for capacity. For example, Langdale is currently being serviced by three bus runs on two bus routes with low ridership on each bus. For the purpose of this report, a bus run is a segment of a school that makes up the compensation of a bus route (multiple schools). Data on load counts was pulled from the Traversa Sandbox that was created for School Bus Logistics. Other data was collected from an onsite visit to SD46 from printed route sheets. Some of the three bus runs have secondary students on them not allowing full capacity of the bus. This in turn creates for a longer ride time for those secondary students. Doing this requires some students to be dropped off 40 minutes before school start. Using both a mapping tool and the Traversa Sandbox, Langdale could be routed on one bus by filling up the bus one time utilizing the seat capacity for elementary aged children.

One onsite visit to the bus contractor was completed to review and gather more information from Third Wave. Process of routing students on buses was documented and noted on how Third Wave receives completed request forms and works with the school district to determine placements.

Because of the analysis, School Bus Logistics has managed to reduce an overall savings of 10 bus runs from the 14 routes. By doing so, fuel consumption, reduced ride times and better use of seat capacity have been realized.

The following is a breakdown of current vs. proposed for the number of buses needed to deliver students to each school after re-routing for capacity.

Current	# Runs	Proposed	# Runs
1. Langdale	3	Langdale	1
2. Cedar Grove	1	Cedar Grove	1
3. Gibsons	2	Gibsons	2
4. Roberts Creek	3	Roberts Creek	3
5. Elphinstone	7	Elphinstone	5
6. Kinnikinnick	3	Kinnikinnick	3
7. Davis Bay	2	Davis Bay	2
8. Chatelech- Ecole	9	Chatelech- Ecole	7
9. Pender Harbour	5	Pender Harbour	3
10. Madeira	5	Madeira	3
<b>TOTAL</b>	<b>40</b>	<b>TOTAL</b>	<b>30</b>

*Table 1 – Total Runs by Schools*



## 3.2 Deliverable 1 – Recommendations

Listed below are recommendations to implement suggestions for the presented route efficiencies found. Traversa was used in part to find and present these suggestions and will need to be validated by the local bus company, Third Wave. Data pulled from Traversa may or may not be 100% accurate for load count data and will also need to be verified to prevent possible overloads. A few attempts were made to obtain load counts from Third Wave with little feedback on actual loads counts on one route for Davis Bay.

Some courtesy students will need to be validated to be sure that their option to catch the bus still exists in the new proposed route structure. For example, there might be some Roberts Creek students that catch the bus at Elphinstone Secondary that are considered cross boundary riders.

### 3.2.1 Elphinstone Catchment Area: Routes 1-6

- Create bus runs for each school and not mix elementary and Secondary on the runs- allows for more efficiencies of bus utilization and capacity.
- Combine the three Langdale buses to one bus with only Langdale students
- Re-route for capacity Elphinstone from 7 buses to 5 with only Elphinstone students.
- Re-route courtesy riders from Gibsons area to Chatelech on the three morning Roberts Creek buses. Courtesy riders will transfer at Roberts Creek. Its been found that most of the stops are the same for both Roberts Creek and the courtesy riders.
- Re-route the courtesy bus so that transfers will take place at Roberts Creek in the morning. Currently transfers happen at Elphinstone and at a point along Sunshine Coast Highway north of Roberts Creek.
- No changes to route sequences for Gibsons, Cedar Grove

### 3.2.2 Chatelech Catchment Area: Routes 7-13

- Separate courtesy riders on one bus going from Seaside Center area to Halfmoon Bay and connect with the transfer bus since most of these stops are very similar. This would require an approximate drop off time of about 35 minutes before bell for the Halfmoon Bay courtesy riders. This would create a dedicated bus for cross boundary students.
- Re-route Chatelech Secondary and reduce from 7 bus runs to 6
- No changes recommended for route 11 that services the portion of Davis Bay and Chatelech Secondary
- No changes for Kinnikinnick recommended
- Separate the two bus runs for Halfmoon Bay into eligible riders and cross boundary riders.
- Create a third morning bus run for Halfmoon Bay eligible riders to keep ride times low.

### 3.2.3 Pender Harbour Catchment Area: Routes 14-16

- One bus to service area south of Madeira on way back up from Transfers from Chatelech area. Picks up both schools with a total of 30 riders including transfers
- One bus to service area west of Pender Harbour- Garden Bay Rd. Bus load count would be 44 students that services both schools.



- One bus to service families far north of Pender Harbour. Total riders would be nine. This bus route could be serviced on a smaller bus due to low ridership from this area.
- All three buses would service both schools at the same time
- Maintains Transfer bus to Chatelech- bus on return will service a full bus route
- These recommendations could take place for the 2018-19 school year for it would not require a bell time change to implement and does not add additional cost to the district.

### 3.3 Deliverable 2 – Bell Change Analysis

It was recommended that SD46 undertake a full bell time study to address the excessive wait time at schools to pick up and drop off students. School Bus Logistics has made an attempt to reduce supervision costs and increase student safety at schools while waiting for the bus by presenting this bell time change study.

Approximately 422 student riders are dropped off 30 minutes or more before morning bell according current data pulled out of Traversa. Most of these riders dropped off early are found to be eligible riders. It's also been noted that most eligible riders are dropped off earlier then courtesy riders in the current route structure.

To get all eligible students to and from school within a 15-minute window, the following proposed changes would need to be evaluated and accepted.

The following is a breakdown of current and proposed earliest drop off times for each school

Current	Drop	Bell	Proposed	Drop	Bell
Langdale	8:00am	8:40am	Langdale	7:55am	8:00am
Gibsons	8:45am	9:00am	Gibsons	8:30am	8:45am
Cedar Grove	7:58am	8:40am	Cedar Grove	8:00am	8:10am
Roberts Creek	8:24am	8:45am	Roberts Creek	8:15am	8:30am
Elphinstone	8:24am	8:45am	Elphinstone	9:10am	9:15am
Davis Bay	8:35am	8:45am	Davis Bay	8:35am	8:45am
Chatelech	8:10am	9:00am	Chatelech	8:50am	9:00am
Kinnikinnick	8:00am	8:30am	Kinnikinnick	8:00am	8:15am
Halfmoon Bay	8:05am	8:25am	Halfmoon Bay	7:40am	8:15am
Pender Harbour	8:05am	9:01am	Pender Harbour	8:40am	9:01am
Madeira	8:10am	9:00am	Madeira	8:45am	9:00am

*Table 2 – Drop Times by Schools*



### 3.4 Deliverable 2 – Recommendations

The following proposed bell time changes are presented in conjunction with the recommended route efficiencies from deliverable 1 in this report. The proposed bell time changes would allow eligible students to be dropped off between 5 to 20 mins before morning bell. The proposed bell time changes would also allow buses to arrive on or before the afternoon bell. This would decrease wait times at schools and reduce adult supervision.

Current	AM Start	Final Bell	Proposed	AM Start	Final Bell	Change
Cedar Grove	8:40am	2:40pm	Cedar Grove	8:10am	2:00pm	40 mins
Davis Bay	8:45am	2:40pm	Davis Bay	8:45am	2:40pm	
Gibsons	9:00am	2:50pm	Gibsons	8:45am	2:35pm	15 mins
Halfmoon Bay	8:25am	2:25pm	Halfmoon Bay	8:15am	2:15pm	10 mins
Kinnikinnick	8:30am	2:15pm	Kinnikinnick	8:15am	2:00pm	15 mins
Langdale	8:30am	2:15pm	Langdale	8:00am	1:55pm	40 mins
Madeira Park	9:00am	2:50pm	Madeira Park	9:00am	2:50pm	
Roberts Creek	8:45am	2:40pm	Roberts Creek	8:30am	2:25pm	15 mins
West Sechelt	8:45am	2:45pm	West Sechelt	8:45am	2:45pm	
Chatelech	9:00am	3:20pm	Chatelech	9:00am	3:20pm	
Elphinstone	8:45am	2:59pm	Elphinstone	9:15am	3:29pm	30 mins
Pender Harbour	9:01am	3:10pm	Pender Harbour	9:01am	3:10pm	

*Table 4- Proposed Bell Changes by School*



## AM Average Wait Times

School	Current Average AM Wait Time	Proposed Average AM Wait Time	Difference
Pender Harbour	29	13	-16
Chatelech	17	10	-7
Elphinstone	31	5	-26
Sunshine Coast Alt	12	5	-7
Madeira Park	25	9	-16
Halfmoon Bay	10	21	11
West Sechelt		5	5
Kinnikinnick	23	15	-8
Roberts Creek	4	15	11
Davis Bay	6	15	9
Cedar Grove	39	10	-29
Gibsons	15	15	0
Langdale	26	5	-21
<b>TOTAL</b>	<b>237</b>	<b>143</b>	<b>-94</b>

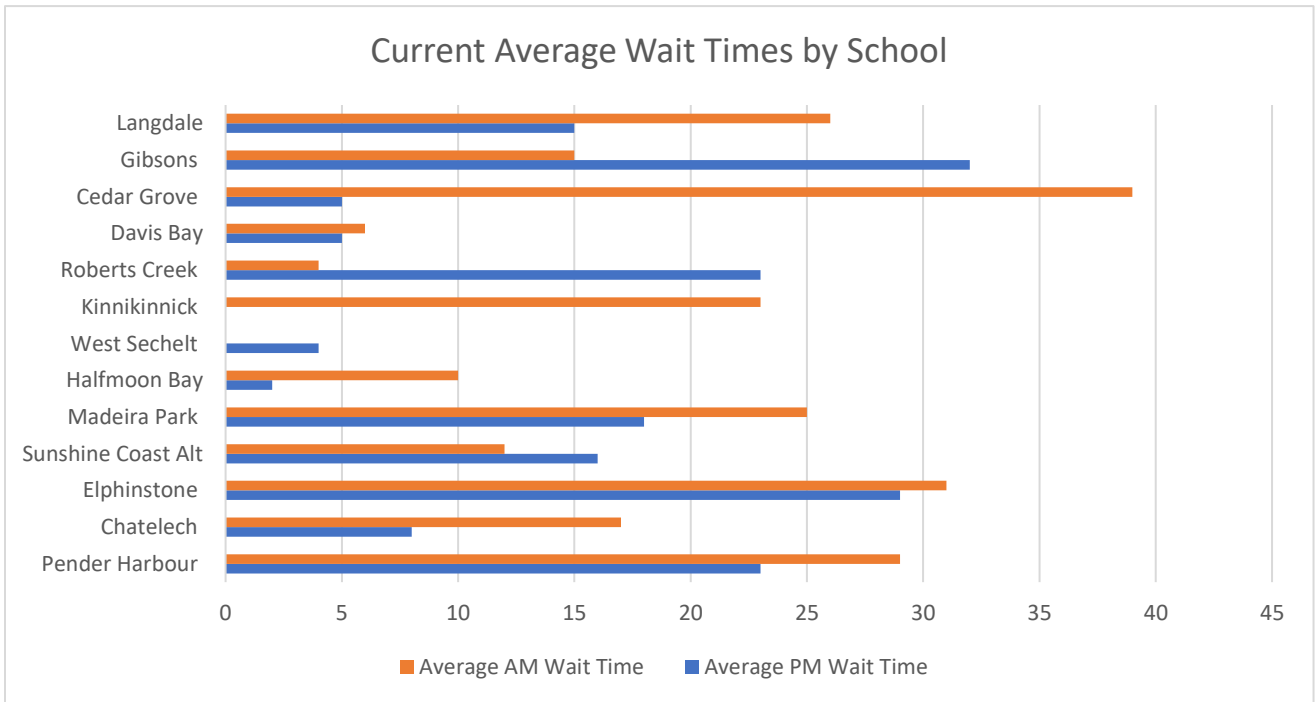
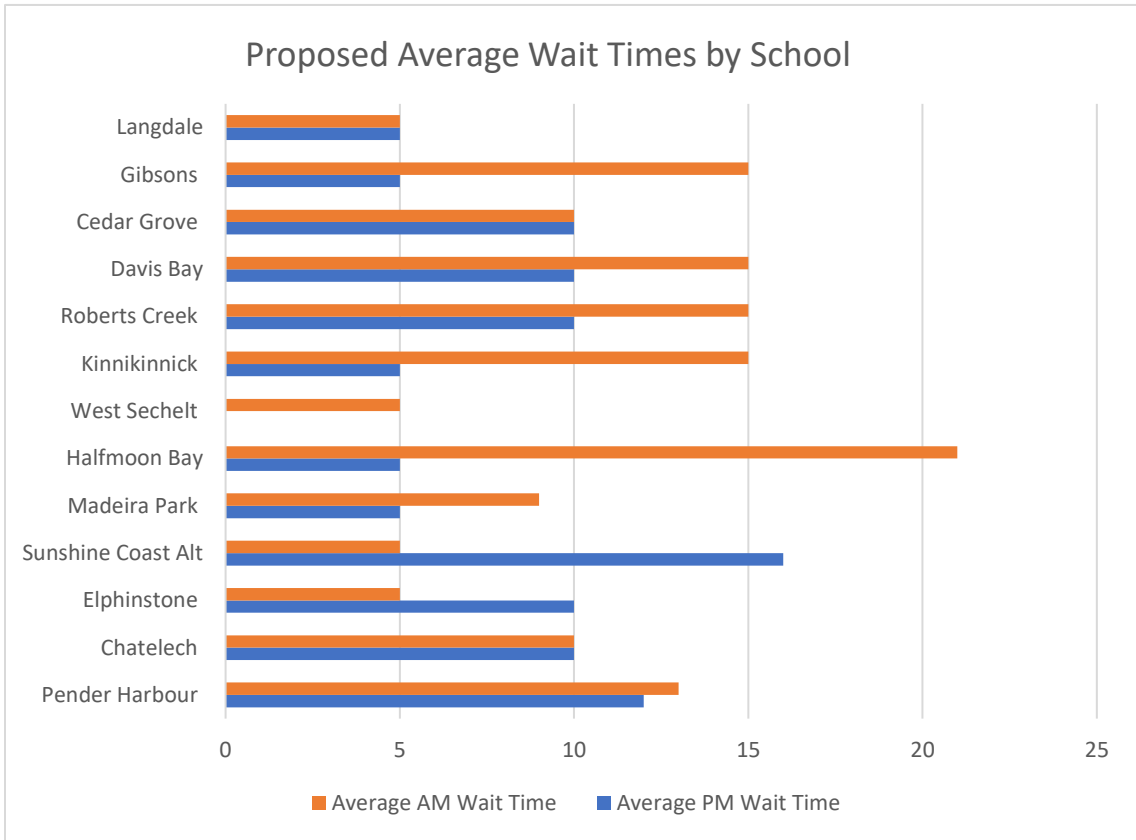
Table 5- AM Average Wait Times by School

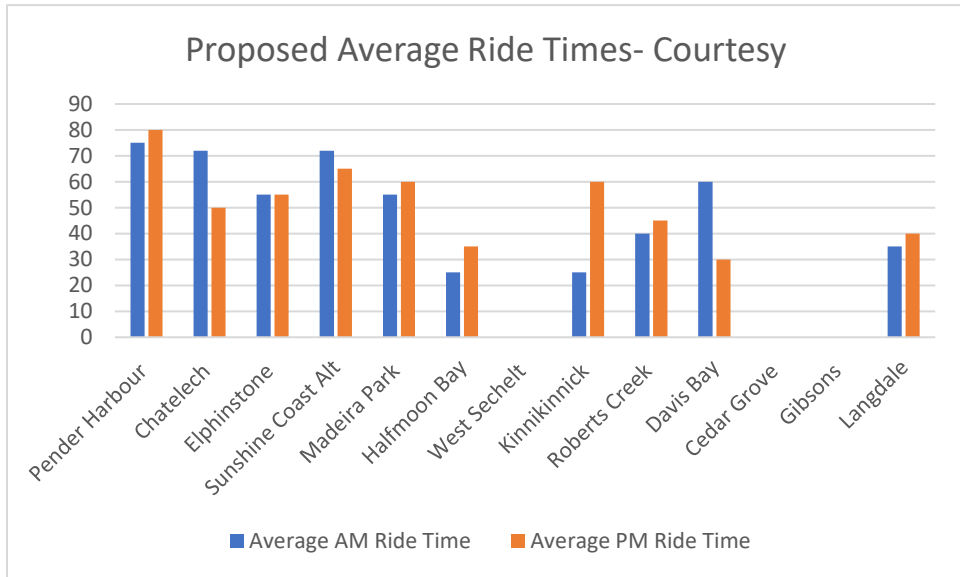
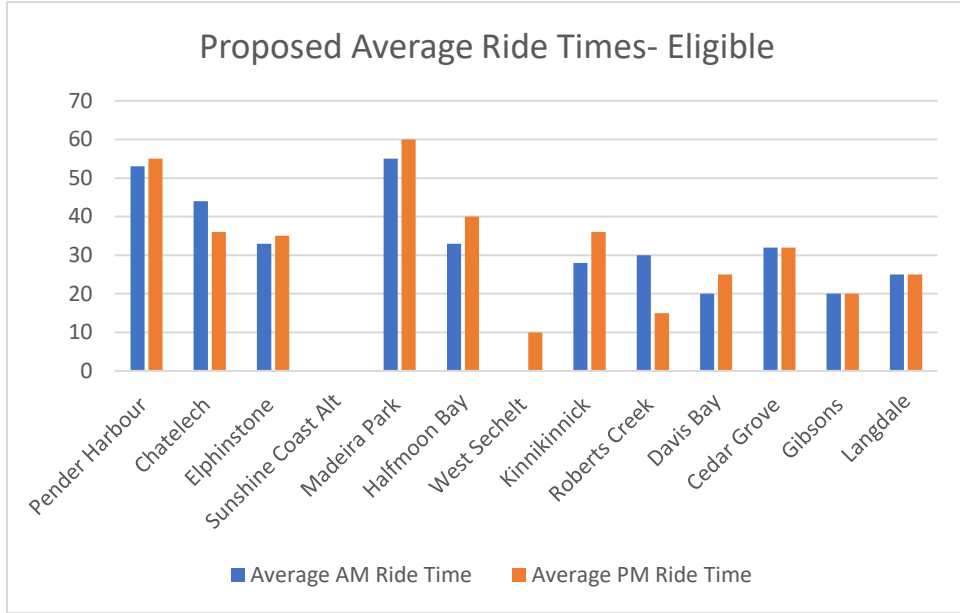
## PM Average Wait Times

School	Current Average PM Wait Time	Proposed Average PM Wait Time	Difference
Pender Harbour	23	12	-11
Chatelech	8	10	2
Elphinstone	29	10	-19
Sunshine Coast Alt	16	16	0
Madeira Park	18	5	-13
Halfmoon Bay	2	5	3
West Sechelt	4	0	-4
Kinnikinnick	0	0	0
Roberts Creek	23	10	-13
Davis Bay	5	5	0
Cedar Grove	5	5	0
Gibsons	32	5	-27
Langdale	15	5	-10
<b>TOTAL</b>	<b>180</b>	<b>103</b>	<b>-77</b>

Table 6- PM Average Wait Times by School









## Eligible Longest Ride Times

School	# Students	Current AM Longest Ride Time	Proposed AM Longest Ride Time	Difference	Current PM Longest Ride Time	Proposed PM Longest Ride Time	Difference
Pender Harbour	31	50	53	3	45	55	10
Chatelech	204	50	44	-6	36	36	0
Elphinstone	183	29	51	22	45	50	5
Sunshine Coast Alt	0	0	0	0	0	0	0
Madeira Park	56	72	63	-9	46	60	14
Halfmoon Bay	83	46	33	-13	45	45	0
West Sechelt	15	0	0	0	23	10	-13
Kinnikinnick	105	25	25	0	34	36	2
Roberts Creek	92	25	30	5	18	18	0
Davis Bay	39	20	30	10	19	19	0
Cedar Grove	48	32	32	0	32	32	0
Gibsons	81	20	20	0	20	20	0
Langdale	42	10	25	15	20	25	5
<b>TOTAL</b>	<b>979</b>	<b>379</b>	<b>406</b>	<b>27</b>	<b>383</b>	<b>406</b>	<b>23</b>

Table 7- Eligible Longest Ride by School



## Courtesy Longest Ride Times

School	# Students	Current AM Longest Ride Time	Proposed AM Longest Ride Time	Difference	Current PM Longest Ride Time	Proposed PM Longest Ride Time	Difference
Pender Harbour	4	75	75	0	80	80	0
Chatelech	41	45	69	24	50	50	0
Elphinstone	9	15	51	36	36	50	14
Sunshine Coast Alt	5	44	69	25	50	65	15
Madeira Park	0	0	0	0	0	0	0
Halfmoon Bay	46	23	25	2	50	50	0
West Sechelt	0	0	0	0	0	0	0
Kinnikinnick	4	20	25	5	55	60	5
Roberts Creek	14	15	25	10	35	35	0
Davis Bay	13	45	60	15	62	30	-32
Cedar Grove	0	0	0	0	0	0	0
Gibsons	0	0	0	0	0	0	0
Langdale	17	17	35	18	17	40	23
<b>TOTAL</b>	<b>153</b>	<b>299</b>	<b>434</b>	<b>135</b>	<b>435</b>	<b>460</b>	<b>25</b>

*Table 8- Courtesy Longest Ride by School*



## 4.0 SUMMARY COMMENTS

School Bus Logistics has recommended both route efficiencies and bell time changes for some schools. Recommendations include ways to decrease ride and wait times at schools for eligible students on bus routes.

- Reduced 10 bus runs at schools by re-routing for capacity
- Reduce to one bus for cross boundary riders in the Elphinstone area
- Adds one full bus route from 14 routes to 15
- Maintains bus service for all cross-boundary riders
- Improved pickup and drop off windows at schools
- Reduced wait times at schools for approximately 425 riders out of 1089 registered riders
- Suggested a bell time change for 7 of its 12 schools in the district

### Benefits Summary:

- A. Reduces average wait times at schools
- B. Reduce bus runs from 16 to 12
- C. Reduces staffing requirements before and after school
- D. Maintains courtesy busing service
- E. All students taken home at the same time in the afternoon- no waiting for a second bus run





## TOWN OF GIBSONS

PO Box 340  
474 South Fletcher Road  
Gibsons BC | VON 1V0

T 604-886-2274

F 604-886-9735

info@gibsons.ca  
www.gibsons.ca

September 16, 2020

File No.: ZA-2020-01 / OCP-2020-01

Dear Property Owner/Occupier,

**Re: Notice of Public Hearing – October 6, 2020**

This letter is to advise you that the Town has initiated an Official Community Plan (OCP) and Zoning amendment for the properties along Davis Road and Poplar Lane, outlined in bold in the image on the back of this page. **Council will hold a Public Hearing virtually on October 6, 2020 to hear your feedback.**

The OCP Amendment is proposing to alter (1) the OCP's land use designation from the existing "Medium Density Residential" to "Multi-Unit Residential Special Character", and increase the Multi-Unit Residential Special Character density to 60 units per hectare to allow up to 4 units (in the form of a three-family dwelling and a garden suite) on each property; and (2) the form and character Development Permit Area from the existing "Multi-Family Residential Development Permit Area No. 4" to "Intensive Residential Development Permit Area No. 8".

The Zoning Amendment is proposing to alter the zoning from the existing "Single-Family Residential Zone 2 (R-2)" to "Multi-family Residential Zone 7 (RM-7)", and expand the Garden Suite Area to these lots **for the purpose of allowing each property to have up to three units within a single-family dwelling as well as a Garden Suite.**

More information on the proposed amendments, associated documents, and results of the survey may be viewed online at <https://gibsons.ca/services/community-development/current-development-applications/>

The Public Hearing meeting link, registration details, and access instructions may be viewed online at <https://gibsons.ca/government/mayor-and-council/meetings/virtual-public-hearings/>

Questions may also be directed to me by email at [lstaats@gibsons.ca](mailto:lstaats@gibsons.ca).

The Public Hearing advertisement that will be posted in the Coast Reporter is on the back of this page, with more details.

Sincerely,

TOWN OF GIBSONS

Lesley-Anne Staats, RPP, MCIP  
Director of Planning

TOWN OF GIBSONS

"Nature is our most valuable asset"



# Town of Gibsons

## Notice of Public Hearing

**WHEN:** Tuesday, October 6, 2020, starting at 5:30 pm  
**WHERE:** <https://gibsons.ca/government/mayor-and-council/meetings/virtual-public-hearings/>  
**WHY:** OCP & Zoning Bylaw Amendment

The Town is leading an initiative to amend the Official Community Plan (OCP) and Zoning Bylaw to allow for a three-family dwelling and a Garden Suite on properties accessed off Davis Road and Poplar Lane. Please take notice that the Town of Gibsons Council will hold a Public Hearing to consider the OCP-2020-01 and ZA-2020-01 files.

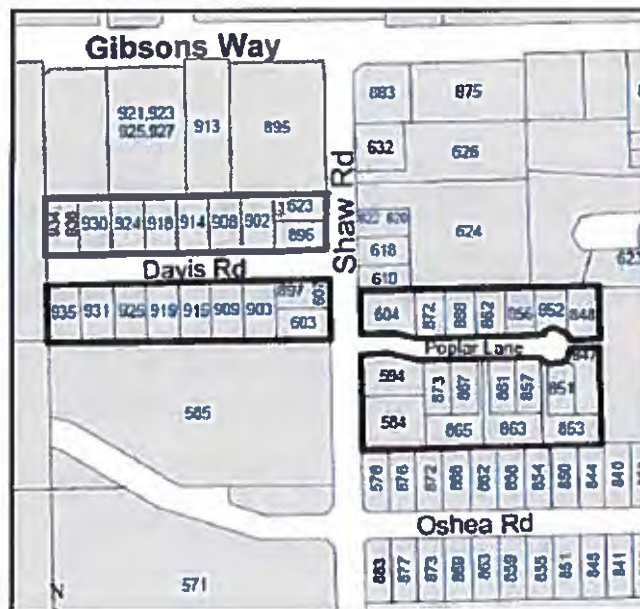
More information on the proposed amendments and associated documents may be viewed online at <https://gibsons.ca/services/community-development/current-development-applications/>

### We invite your comments:

You may submit your comments before or at the Virtual Public Hearing.

*Before the Public Hearing:* You can forward your comments to the Corporate Officer prior to 9:00 am on October 5, 2020 to be added to the Public Hearing Agenda in any of the following ways:

- Email: [clerk@gibsons.ca](mailto:clerk@gibsons.ca)
- Mail: PO Box 340, Gibsons BC V0N 1V0
- In person: Town Hall, 474 South Fletcher Road, Gibsons



*At the Public Hearing:* Participate virtually via computer, tablet or phone. You may present verbal or written submissions at the virtual meeting on Zoom Webinar. **Please register in advance** and find the meeting link, dial-in number and access instructions at <https://gibsons.ca/government/mayor-and-council/meetings/virtual-public-hearings/>

*Council will not receive any submissions after the Public Hearing*