

DISTRICT OF SECHELT
MINUTES OF THE REGULAR COUNCIL MEETING
Held in Community Use Room, 5797 Cowrie Street, Sechelt, BC and
via Zoom Electronic Meeting Platform
Wednesday, September 6, 2023

PRESENT Mayor J. Henderson; Councillors D. Bell; D. Inkster; B. Rowe; A. Shepherd and A. Toth

ABSENT Councillor D. McLaughlan

STAFF Chief Administrative Officer A Yeates; Director of Planning and Development Services A. Allen; Director of Engineering and Operations K. Dhillon; Director of Financial Services & Information Technology D. Douglas; Director of Corporate and Community Services L. Roberts; Development Planning Manager I. Holl; Engineering Project Manager J. Maerz; Manager of Financial Services B. Smith; Senior Development Planner S. Koberwitz; Corporate Officer K. Poulsen; Executive Assistant J. Doherty and Recording Secretary Tracy Forster

1. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council Meeting to order at 7 pm and asked for any Declarations of Conflict. There were none.

2. ADOPTION OF AGENDA

Res. No. 2023-09A-1 – Moved/Seconded

That the September 6, 2023 Regular Council Meeting Agenda be adopted.

CARRIED

3. DELEGATIONS

3.1 Sechelt Community Association Forum – Water Survey

Sechelt Community Association Forum (SCAF) representatives Katie Clogg, Chair, and Catherine Hanson, Vice-Chair, presented the results of a water survey that was distributed to the community by SCAF during the summer of 2023. Following the presentation, Council and SCAF discussed the amount of public communication from the Sunshine Coast Regional District regarding water.

4. PROCLAMATIONS

None.

5. BUSINESS ITEMS

5.1 Proposed Pilot Project –Security Patrols for Downtown Sechelt

Council discussed the financial impact of hiring a security company to patrol Downtown Sechelt and Village areas and noted that the data resulting from a pilot project would be beneficial in deciding the next best steps forward for a long-term solution.

Res. No. 2023-9A-2 – Moved/Seconded

That up to \$50,000 be allocated from the COVID-19 Restart Reserve to fund a three-month pilot project to provide professional security patrol through the downtown and Village areas; and

That the contracted service provider be required to engage with the Community Safety Select Committee to determine patrol schedules and timing.

CARRIED

5.2 Development Permit for Tourist Accommodation at 5591 Delta Road (Blue Heron)

Staff provided an overview of the development permit application and the Mayor invited the applicant's representative to provide a presentation to Council. It was noted that the Advisory Planning Commission recommended approval the development permit.

Res. No. 2023-9A-3 – Moved/Seconded

That Development Permit 3060-2023-13 for 5591 Delta Road be issued.

CARRIED

5.3 Snickett Park Washroom Project Funding

The Engineering Project Manager provided an overview of the report and noted the importance of a large contingency fund to cover financial costs related to unpredicted project delays and inflation. Council was informed that any contingency funds remaining after project completion would be brought back to Council for redistribution.

Res. No. 2023-9A-4 – Moved/Seconded

That additional funding be approved for the Snickett Park Washroom project in the amount of \$83,000 for a total project cost of \$465,500 with funding to come from the COVID-19 Safe Re-Start Funds.

CARRIED

5.4 2023 Second Quarter Financial Operating Report

The Manager of Financial Services provided an overview of the Q2 2023 Financial Operating Report and noted that revenue and expenditure amounts are in line with corresponding quarters in previous years. The Director of Planning and Development Services noted that the revenue stream from development and building permit applications has been steady for the past few years and is expected to continue in the near future.

5.5 2024 Budget Process Schedule

The Director of Financial Services and Information Technology provided an overview of the proposed budget process and informed Council that additional budget deliberation meetings may be scheduled at Council's request if they are needed. Staff noted that the proposed District of Sechelt 2024 Budget Process Schedule does not conflict with the Sunshine Coast Regional District's budget meeting dates, and that meetings have been scheduled for community associations to discuss their budget requests with staff prior to inclusion in the draft budget package for Council's consideration.

Res. No. 2023-9A-5 – Moved/Seconded

That the 2024 Budget Process Schedule be approved.

CARRIED

5.6 Renewal of Kirkland House Sublease with Sunshine Coast Hospice Society

The Director of Corporate and Community Services informed Council that the Sunshine Coast Hospice Society had requested changes to the lease provisions and recommended that the Kirkland House lease agreement be deferred.

Res. No. 2023-9A-6 – Moved/Seconded

That the 2022 Sublease of Kirkland House with the Sunshine Coast Hospice Society be deferred.

CARRIED

5.7 Renewal of Lease with Restorative Justice Program on the Sunshine Coast

In response to an inquiry from Council, staff confirmed that the terms of this lease do not impede the community use of the Rockwood Lodge Facility.

Res. No. 2023-9A-7 – Moved/Seconded

That the 2023 – 2025 lease of two offices within Rockwood Lodge with the Restorative Justice Program of the Sunshine Coast be approved; and

That the Mayor and Corporate Officer be authorized to execute the 2023 – 2025 lease with Restorative Justice Program of the Sunshine Coast.

CARRIED

5.8 Acting Mayor Appointment for UBCM Annual Convention and Ministerial Meetings

Res. No. 2023-9A-8 – Moved/Seconded

That Councillor Rowe be appointed as Acting Mayor for the District of Sechelt for the duration of the Union of BC Municipalities Annual Convention September 18 – 21, 2023, and that Councillor Shepherd be appointed as an alternate.

CARRIED

6. BYLAWS

6.1 5981 Shoal Way – Rezoning Application for 117 Townhouses

The Development Planning Manager provided Council with an overview of the report and noted that a provision was added to Zoning Bylaw amendment 580-02, 2022, to allow for a maximum of 6 horizontally attached units for up to six blocks of townhouses within the development (two in Phase 1, two in Phase 2, 2 in Phase 3) prior to second reading. Without this amendment Zoning Bylaw 580 allowed for up to four horizontally attached units in this zone.

In discussion it was noted that:

- Construction traffic will access the site through Links Road.
- Form and character are finalized during the development permit phase.

Res. No. 2023-9A-9 – Moved/Seconded

That Council give second reading to Official Community Plan Amendment Bylaw No. 492- 31, 2022 (5981 Shoal Way); and

That Council give second reading to Zoning Amendment Bylaw No. 580-02, 2022 (5981 Shoal Way); and

That Council authorize staff to schedule a Public Hearing for Official Community Plan Amendment Bylaw No. 492-31, 2022 (5981 Shoal Way) and Zoning Amendment Bylaw No. 580-02, 2022 (5981 Shoal Way) prior to third reading;

That, prior to consideration of adoption, the applicant shall:

- a. Confirm their water demand reduction and conservation plans to be implemented at the development permit stage.
- b. Provide confirmation of intent and register a Section 219 covenant requiring the transfer of ownership and title of up to six townhouse units with the following conditions:
 - i. Transfer unencumbered title to the Sunshine Coast Affordable Housing Society, or another non-profit affordable housing society, to be used for below-market rental housing at \$80,000 less than confirmed market value and, invest \$15,000 plus soft costs per unit to meet accessibility requirements.
 - ii. Ensure the units are to be used for long-term rental only and linked together and not sold or transferred individually.
 - iii. Should the Sunshine Coast Affordable Housing Society or another non-profit affordable housing society decline to purchase the units, then the landowner shall pay a Community Amenity Contribution of \$580,000, or an equivalent proportion of unsold units, (50% at Phase 1 Building Permit, 25% each at Phase 2 and 3 Building Permits) to be split equally between the Community Amenity and Affordable Housing Reserve Funds.

CARRIED

Res. No. 2023-9A-10 – Moved/Seconded

That Official Community Plan Amendment Bylaw No. 492-31, 2022 (5981 Shoal Way) be read a second time this 6th day of September, 2023.

CARRIED

Res. No. 2023-9A-11 – Moved/Seconded

That Zoning Amendment Bylaw No. 580-02, 2022 (5981 Shoal Way) be read a second time this 6th day of September, 2023.

CARRIED

6.2 Council Code of Conduct Update

Res. No. 2023-9A-12 – Moved/Seconded

That District of Sechelt Council Code of Conduct Bylaw No. 619, 2023 be adopted; and

That District of Sechelt Council Remuneration Amendment Bylaw No. 608-1, 2023 be adopted.

CARRIED

Res. No. 2023-9A-13 – Moved/Seconded

That District of Sechelt Council Code of Conduct Bylaw No. 619, 2023 be adopted on this 6th day of September, 2023.

CARRIED

Res. No. 2023-9A-14 – Moved/Seconded

That District of Sechelt Council Remuneration Amendment Bylaw No. 608-1, 2023 be adopted on this 6th day of September, 2023.

CARRIED

7. MINUTES OF PREVIOUS COUNCIL, COMMITTEE AND COMMISSION MEETINGS

7.1 – 7.8 Minutes of Council Meetings from May 17, 2023 to August 2, 2023

Res. No. 2023-9A-15 – Moved/Seconded

That the Minutes of the following Council meetings be adopted:

- August 2, 2023 Regular Council Meeting
- July 19, 2023 Regular Council Meeting
- June 28, 2023 Annual General Meeting
- July 12, 2023 Regular Council to Closed Meeting
- May 10, 2023 Regular Council to Closed Meeting
- April 26, 2023 Regular Council to Closed Meeting
- July 5, 2023 Special Council to Closed Meeting
- May 17, 2023 Special Council to Closed Meeting

CARRIED

7.9 – 7.11 Minutes of Committee of the Whole Meetings from May 10, 2023 to July 26, 2023

Res. No. 2023-9A-16 – Moved/Seconded

That the Minutes of the Committee of the Whole meetings of July 26, 2023, July 12, 2023 and May 10, 2023 be endorsed.

CARRIED

7.12 Minutes of the Advisory Planning Commission Meeting of July 4, 2023

Res. No. 2023-9A-17 – Moved/Seconded

That the Minutes of the Advisory Planning Commission Meeting of July 4, 2023 be received.

CARRIED

7.13 – 7.14 Minutes of the Sechelt Community Safety Select Committee Meetings

Council discussed the communitysafety@sechelt.ca email address for the Safety Committee and noted that concerns are being reported to the Safety Committee through this channel.

Res. No. 2023-9A-18 – Moved/Seconded

That the Minutes of the Sechelt Community Safety Select Committee Meetings of July 10, 2023 and June 19, 2023 be adopted.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

None.

9. NEW BUSINESS

None.

10. REPORTS FROM COUNCILLORS

10.1 Councillors' Reports

Councillor Darren Inkster attended the Community Forest Awards, emergency management discussions, and additional emergency management meetings outside of the ones scheduled with the SCRD, including the meeting with the Honourable Harjit Sajjan, Minister of Emergency Preparedness and Minister Responsible for the Pacific Economic Development Agency of Canada

at the Sechelt Water Resource Centre. Councillor Inkster noted he is looking forward to the upcoming staff report on short-term rentals and noted the importance of continuing conversations around emergency preparedness for both water and forest fires during the winter months.

Councillor Alton Toth noted that he anticipated information regarding the Sunshine Coast Regional Accessibility Committee coming forward in September and informed Council that the Accessibility Committee has not yet convened.

Councillor Donna Bell spoke of the meeting with the Honourable Harjit Sajjan, Minister of Emergency Preparedness and Minister Responsible for the Pacific Economic Development Agency of Canada at the Sechelt Water Resource Centre. The meeting was attended by the District of Sechelt, the Sunshine Coast Regional District, RCMP and members of the Sechelt Fire Department. Councillor Bell noted that a lot of good information was shared at the meeting and is confident that the Sunshine Coast will be on the Ministry's radar in the future.

Councillor Adam Shepherd attended the September 5, 2023 Advisory Planning Commission meeting and noted that there are two developments from the meeting that will be coming forward to Council in a future meeting.

Mayor Henderson expressed a need to continue to be vigilant about water use, reminding the community that the rain has not increased the water supply at Chapman Lake and the Sunshine Coast is still at risk of forest fires. Mayor Henderson also mentioned that the Sunshine Coast Regional District will increase the water restrictions to level four on September 8, 2023

The Mayor thanked Councillor Bell for arranging the meeting with Honourable Harjit Sajjan, Minister of Emergency Preparedness and Minister Responsible for the Pacific Economic Development Agency of Canada and noted that the Minister was receptive to the suggestion of Sechelt becoming a test case for emergency preparedness in the coming months. The Mayor recognized the efforts of the Sechelt Fire Department for their response to a fire in mid-August and noted that the property has since been cleared of brush to reduce the risk of future fires.

The Mayor announced that he will be attending the EV and Home Energy Show at the Vancouver Convention Centre during the weekend of September 9-10th. September 18 – 22nd members of Council will be attending the Union of BC Municipalities Convention in Vancouver to meet other Councils and Provincial Ministerial offices, though the Mayor noted he will be in Ottawa to meet with the Green Municipal Fund committee.

The Mayor congratulated District of Sechelt staff member Smit Parekh on achieving Level II Wastewater Treatment Certification and acknowledged the hard work involved in accomplishing it. Mayor Henderson also announced an additional member of the District of Sechelt family, Duncan Holden Fjetland who was born to proud parents, Serge and Kat Fjetland on August 18, 2023 and he looks forward to meeting the newest member of our team.

10.2 SCRD Board Director's Report

Councillor Alton Toth reported that in order to access water from Edwards Lake siphons need to be activated, however the Province requires stage 4 water restrictions to be declared before siphons can be switched on. It was noted that there is currently more water available than the previous year when stage four restrictions were enacted. Water is also available from the Church Road Well and Grey Creek.

11. ITEMS FOR INFORMATION/RELEASE OF CLOSED MEETING ITEMS

None.

12. MAYOR, COUNCIL AND STAFF EMERGENCY ITEMS

None.


13. ADJOURNMENT

Res. No. 2023-9A-19 – Moved/Seconded

That the Regular Council meeting of September 6, 2023 be adjourned at 8:57pm.

CARRIED

Certified Correct:



John Henderson, Mayor



Kerianne Poulsen, Corporate Officer