

DISTRICT OF SECHELT
MINUTES OF THE REGULAR COUNCIL MEETING
held at 5797 Cowrie Street, Sechelt, BC
Wednesday, January 17, 2018

PRESENT Mayor B. Milne; Councillors A. Lutes; D. Inkster; N. Muller; M. Shanks, D. Siegers, and D. Wright

STAFF Chief Administrative Officer A. Yeates; Director of Corporate and Financial Services D. Stewart; Corporate Officer J. Frank; Director of Planning and Development T. Corbett; Community Planner A. Thompson; Community Planner M. Stjepovic (for a portion of the meeting); Arts Coordinator S. Smith; Bylaw Enforcement Officer G. Horning (for a portion of the meeting); Bylaw Enforcement Officer A. Nikodem (for a portion of the meeting); and Recording Secretary M. Sugars

1. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council Meeting to order at 7:01 p.m. and asked for any declarations of Conflict of Interest.

2. ADOPTION OF AGENDA

Res. No. 2018-1A-1 – Moved/Seconded

That the Agenda be amended by the following:

- Replace item 5.2 (Minutes of the December 20, 2017 Public Works, Parks and Environment Committee Meeting) with the version distributed;
- Include public submissions in item 10.4 (Temporary Use Permit No. 2017-02 Reid - Pedals and Paddles Adventure Sports, 7425 Sechelt Inlet Road); and

That the Agenda be adopted as amended.

CARRIED

3. APPOINTMENTS AND DELEGATIONS

None.

4. PROCLAMATIONS

4.1 Heart and Stroke Month – February 2018

The Mayor proclaimed February 2018 Heart and Stroke Month.

5. ADOPTION OF PREVIOUS MINUTES OF COUNCIL

5.1 Minutes of the 9:00 a.m. Special Council Meeting of December 20, 2017

Res. No. 2018-1A-2 – Moved/Seconded

That the Minutes of the 9:00 a.m. Special Council Meeting of December 20, 2017 be received and adopted.

CARRIED

5.2 Minutes of the 7:00 p.m. Regular Council Meeting of December 20, 2017

Res. No. 2018-1A-3 – Moved/Seconded

That the Minutes of the 7:00 p.m. Regular Council Meeting of December 20, 2017 be received and amended by the following:

- That Resolution No. 2017-12E-9 and Resolution No. 2017-12E-10 reflect that Councillor Wright was in opposition; and
- That the last sentence of item 8.4 (Biosolids Disposal Fees Amendment Bylaw No. 483-1, 2017) on page 9 of the Minutes be deleted; and
- That the abbreviation, “stats” be replaced with the word “statistics” in Resolution No. 2017-12E-30 and Resolution No. 2017-12E-31; and

That the Minutes be adopted as amended.

CARRIED

6. BUSINESS ARISING

None.

7. COMMITTEE / COMMISSION MINUTES AND REPORTS

7.1 Minutes of the Planning and Community Development Committee Meeting of December 20, 2017

Res. No. 2018-1A-4 – Moved/Seconded

That the Minutes of the Planning and Community Development Committee Meeting of December 20, 2017 be received.

CARRIED

Res. No. 2018-1A -5 – Moved/Seconded

That the following recommendations from the Planning and Community Development Committee Meeting of December 20, 2017 be endorsed:

Recommendation No. 2 - Minutes of the Planning and Community Development Committee Meeting of November 22, 2017 – *for receipt*

That the Minutes of the Planning and Community Development Committee Meeting of November 22, 2017, be received.

Recommendation No. 3 - Minutes of the Special Planning and Community Development Committee Meeting of November 22, 2017 - *for receipt*

That the Minutes of the Special Planning and Community Development Committee Meeting of November 22, 2017, 2017, be received.

Recommendation No. 4 – Marsh Landscape Inc. – Development Permit

That the report from the Community Planner dated December 1, 2017 regarding the Marsh Landscape Inc.– Development Permit be received.

Recommendation No. 5 – Marsh Landscape Inc. – Development Permit

That Council authorize the issuance of Development Permit 2017-43 for Marsh Landscape Inc. for LOT 4, DL 1438, PLAN BCP38917, PID 027-719-235 and that the Development Permit include development of the site and building in accordance with the following:

- a. Works as described on the following architectural drawings prepared by Econospan Structures Corp. and Shuswap Design Inc. and all dated October 2, 2017:
 - i. Marsh Landscaping 40'-0"x90'-0" Building Plot Plan – A1.1
 - ii. Marsh Landscaping 40'-0"x90'-0" Main Floor Plan – A2.1
 - iii. Marsh Landscaping 40'-0"x90'-0" 2ND Floor Plan – A2.2
 - iv. Marsh Landscaping 40'-0"x90'-0" Elevations – A3.1
 - v. Marsh Landscaping 40'-0"x90'-0" Elevations – A3.2;
- b. Provision of additional landscaping to the satisfaction of the District, including along the front property line to screen the fence;
- c. Provision of a landscaping bond for the landscaping works described on drawings A1.1 in the amount of \$ 10,500.00, to be held for a period of two years, post installation, to ensure timely planting and maintenance which optimizes chances of plant survival;

- d. Provision of street-scaping that meets the requirements of Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003;
- e. Provision of a wood timber, knee-braced, covered front entrance porch of a minimum 1.0 metre deep by 2.0 metres long;
- f. Provision of an erosion and sediment control plan that meets the requirements of Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003;
- g. Provision of a screened wildlife-resistant garbage and recycling area, which is consistent with the design of the primary building;
- h. Installation of the relocated business signage;
- i. Provision of covered bicycle parking for at least two bicycles;
- j. All exterior lighting shall be downcast full cut-off, energy efficient;
- k. Provision of fencing and screening of all outdoor storage areas, as per covenant registered on title.
- l. Provision of building sprinklering and fire hydrant to meet the Building Code.

Recommendation No. 6 – Marsh Landscape Inc. – Development Permit

That prior to the issuance of Development Permit 2017-43 (Marsh Landscape Inc.), that:

- a. The subject property be included in the Sewer Service Area;
- b. A Development Variance Permit application be applied for and receive approval from Council that varies:
 - i. Section 313 (2) (b) of Zoning Bylaw No. 25, 1987, to allow for an increase in the side-yard and rear-yard retaining wall height from 2.5 metres to 2.8 metres; and,
 - ii. Section 313 (2) (a) of Zoning Bylaw No. 25, 1987, to allow for an increase in the front-yard fence height from 1.0 metres to 1.2 metres.

Recommendation No. 7 – Sycoan Investments – Development Permit

That the report from the Community Planner dated November 28, 2017 regarding a Development Permit for Sycoan Investments Ltd. be received.

Recommendation No. 8 – Sycoan Investments – Development Permit

That Council authorize the issuance of Development Permit 2017-40 for Sycoan Investments Ltd., on LOT 13, DL 1438, PLAN BCP38917, PID 027-719-324 and that the Development Permit include development of the site and building in accordance with the following:

- a. A variance to Section 313 (2) (b) of Zoning Bylaw No. 25, 1987, to allow for the increase in the side-yard and rear-yard retaining wall height from 2.5 metres to 3.0 metres;
- b. Adherence to recommendations in the report titled “Geotechnical Assessment Lot 13 Sechelt Inlet Crescent, Sechelt, British Columbia” prepared by Arya Engineering and dated September 17, 2017;
- c. Works as described on the following architectural drawings prepared by Mobius Architecture and all dated July 25, 2017:
 - i. Sechelt Inlet Crescent Site Plan - 4
 - ii. Sechelt Inlet Crescent Project Statistics - 5
 - iii. Sechelt Inlet Crescent Main Floor Plan - 6
 - iv. Sechelt Inlet Crescent Upper Floor Plan - 7
 - v. Sechelt Inlet Crescent Roof Plan - 8
 - vi. Sechelt Inlet Crescent Sections - 9
 - vii. Sechelt Inlet Crescent Elevations – 10, 11;
- d. Landscaping works to adhere to landscape drawing “Sechelt Inlet Crescent”, prepared by PMG Landscape Architects, dated June 20, 2017 and titled “Sechelt Inlet Crescent L1 Landscape Plan”, with additional front-yard landscaping to better screen the parking areas and additional rear yard landscaping to better screen the adjacent rural property, to the satisfaction of the District;
- e. Provision of a landscaping bond for the landscaping works described on drawing L-1 in the amount of \$ 10,402.00, to be held for a period of two years, post installation, to ensure timely planting and maintenance which optimizes chances of plant survival;
- f. Provision of a stormwater management plan that meets the requirements of Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003;
- g. Provision of an erosion and sediment control plan that meets the requirements of Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003;
- h. Provision of street-scaping that meets the requirements of Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003;

- i. Provision of a retaining wall system with no wall greater than 3.0 metres in height;
- j. Provision of a design and construction for the outside staircase facing Sechelt Inlet Crescent in a west-coast post and beam style;
- k. Provision of a screened wildlife-resistant garbage and recycling area, which is consistent with the design of the primary building;
- l. Provision of covered bicycle parking for at least three bicycles.
- m. Provision of an exterior lighting plan which must include downcast full-cutoff, energy efficient lighting;
- n. Provision of fencing and screening of all outdoor storage areas, as per covenant registered on title;
- o. Provision of building sprinklering and fire hydrant to meet the Building Code.

Recommendation No. 9 – Sycoan Investments – Development Permit

That prior to the issuance of Development Permit 2017-40, that the subject property be included in the Sewer Service Area.

CARRIED

7.2 Minutes of the Public Works, Parks and Environment Committee Meeting of December 20, 2017

Res. No. 2018-1A -6 – Moved/Seconded

That the Minutes of the Public Works, Parks and Environment Committee Meeting of December 20, 2017 be received.

CARRIED

Res. No. 2018-1A -7 – Moved/Seconded

That Recommendation No. 9 from the Minutes of the Public Works, Parks and Environment Committee Meeting of December 20, 2017 be removed and dealt with separately; and

That the following recommendations be endorsed:

Recommendation No. 2 – Minutes of the Public Works, Parks and Environment Committee Meeting of November 22, 2017

That the minutes of the Public Works, Parks and Environment Committee Meeting of November 22, 2017 be received.

Recommendation No. 3 – Public Input Summary - Trail Ave Open House 1 – Concept Options

That the report from the Manager of Engineering Services dated December 11, 2017 regarding Public Input Summary - Trail Ave Open House 1 – Concept Options be received.

Recommendation No. 4 – Engineering and Operations Services Overview & Activity Report

That the report from the Director of Engineering and Operations dated December 14, 2017 regarding Engineering and Operations Services Overview & Activity Report be received.

Recommendation No. 5 – Archaeological Approval Process

That the report from the Parks Manager dated December 14, 2017 regarding the Archaeological Approval Process be received.

Recommendation No. 6 – Archaeological Approval Process

That Council approve the acquisition of a Section 14 Blanket Permit and enter into a formal agreement with the *Shishalh* Nation and In Situ Consulting to conduct archaeological assessments and mitigations as needed by the District.

Recommendation No. 7 – Davis Bay Float Design and Reinstallation

That the report from the Manager of Engineering Services dated December 11, 2017 regarding Davis Bay Float Design and Reinstallation be received for information.

Recommendation No. 8 – District of Sechelt Operations Centre Mechanical and Electrical Report

That the report from the Director of Engineering and Operations dated December 7, 2017 regarding the District of Sechelt Operations Centre, Mechanical and Electrical Report be received.

Recommendation No. 10 – Marine Way Embankment Failure

That the report from the Director of Engineering and Operations Services and Manager of Engineering dated December 12, 2017 entitled “Marine Way Embankment Failure” be received for information.

CARRIED

Res. No. 2018-1A -8 – Moved/Seconded

Recommendation No. 9 – District of Sechelt Operations Centre Mechanical and Electrical Report

That solar panels not be installed on the Operations Centre at this time but the conduit be installed now so that solar can be installed in the future if desired.

DEFEATED

The Mayor noted that with the defeating of Recommendation No. 9, the matter will be referred back to staff.

8. BYLAWS

None.

9. NEW BUSINESS

None.

10. BUSINESS ITEMS

10.1 Cat Bylaw

Res. No. 2018-1A-9 – Moved/Seconded

That the report from the Bylaw Enforcement Officers dated January 5, 2018 regarding a Cat Bylaw be received.

CARRIED

Mr. Horning provided a slide presentation on the issue of enacting a cat bylaw in the District.

Res. No. 2018-1A-10 – Moved/Seconded

That Council not consider amendments to the Dog Licensing & Control Bylaw, No. 221, 1994 or a separate Cat Control and Licencing Bylaw.

CARRIED

10.2 2018 Sechelt Arts Festival – External Grant Applications

Res. No. 2018-1A-11 – Moved/Seconded

That the report from the Arts, Culture and Communications Coordinator dated January 4, 2017 regarding 2018 Sechelt Arts Festival – External Grant Applications be received.

CARRIED

Res. No. 2018-1A-12 – Moved/Seconded

That Council endorse the partnership between the District of Sechelt and the Sunshine Coast Arts Council for the purpose of obtaining a BC Arts Council grant for the benefit of the Sechelt Arts Festival.

CARRIED

Res. No. 2018-1A-13 – Moved/Seconded

That Council direct staff to complete the Canadian Heritage form “Confirmation of Support from Municipal Government or Equivalent Authority” with financial information supplied from the 2018 draft budget.

CARRIED

10.3 Community Dedication Program

Res. No. 2018-1A-14 – Moved/Seconded

That the report from the Parks Manager dated December 20, 2017 regarding the District dedication program be received.

CARRIED

Res. No. 2018-1A-15 – Moved/Seconded

That Council approve the resumption of Phase II of the District Dedication Program and updated Policy.

CARRIED

10.4 Temporary Use Permit No. 2017-02 Reid - Pedals and Paddles Adventure Sports, 7425 Sechelt Inlet Road

Res. No. 2018-1A-16 – Moved/Seconded

That the report from the Community Planner dated January 2, 2018 regarding a Temporary Use Permit for Pedals and Paddles Adventure Sports be received.

CARRIED

Res. No. 2018-1A-17 – Moved/Seconded

That Council authorize the issuance of Temporary Use Permit No. 2017-02 for “Foreshore Lot 6102” and the portion to the west of Sechelt Inlet Road of the property “North 1/2 of District Lot 1410, except part dedicated as road by the deposit of Plan 11948, PID 015-651-282”.

CARRIED

10.5 Development Agreement for Official Community Plan Amendment Bylaw No. 492-19, 2017 (Chapman Creek Holdings Ltd.) & Zoning Bylaw No. 25, 1987, Amendment Bylaw No. 25-282, 2017 (Chapman Creek Holdings Ltd.)

Res. No. 2018-1A-18 – Moved/Seconded

That the report from the Community Planner dated January 9, 2018 regarding the Development Agreement for Official Community Plan Amendment Bylaw No. 492-19, 2017 (Chapman Creek Holdings Ltd.) & Zoning Bylaw No. 25, 1987, Amendment Bylaw No. 25-282, 2017 (Chapman Creek Holdings Ltd.) be received.

CARRIED

Res. No. 2018-1A-19 – Moved/Seconded

That the Corporate Officer is authorized on behalf of the District of Sechelt to enter into a Development Agreement with Chapman Creek Holdings Ltd. And J.M.P. Holdings Ltd. for:

Parcel 1, District Lot 1028, Group 1, New Westminster District, Plan BCP5188, PID 025-645-218;

Lot 24, District Lot 1028, Plan 4682, PID 010-080-821;

Lot 25, District Lot 1028, Plan 4682, PID 011-409-380;

Lot 26, District Lot 1028, Plan 4682, PID 011-409-398; and

That part of Lot 5 lying to the west of a line drawn parallel to and 66 feet perpendicularly distant east of the west boundary of the said lot, District Lot 1028, Plan 4682, PID 007-944-764.

That secures the following conditions of adoption:

- a. That a Tree Protection Plan be completed and implemented in accordance with Environmental Management and Protection Bylaw No. 484, 2009;
- b. Dedication of the Streamside Protection and Enhancement Area (SPEA) of Chapman Creek as parkland as determined by a Qualified Environmental Professional;

- c. That the preliminary design for the sewage treatment system be finalized to meet the demands of the existing mobile home park and the proposed expansion and be approved by Vancouver Coastal Health;
- d. Enter into a servicing agreement for all offsite works including:
 - i. Improvements to Highway 101 to allow for safe ingress and egress to and from the property;
 - ii. Improvements to the existing bus stop along the Highway 101 frontage as per BC Transit requirements;
 - iii. Construction of a 1.5 metre wide sidewalk along the highway frontage;
 - iv. Construction of a 1.8 metre wide bike lane along the highway frontage; and
 - v. All offsite works and services as required by Subdivision and Development Control Servicing Standards Bylaw No. 430, 2003.

CARRIED

Res. No. 2018-1A-20 – Moved/Seconded

That the Corporate Officer is authorized on behalf of the District of Sechelt to enter into a covenant between Chapman Creek Holdings Ltd., J.M.P. Holdings Ltd., Ministry of Transportation and Infrastructure, for the provision of improvements to Highway 101 to the satisfaction of the Ministry of Transportation and Infrastructure.

CARRIED

Res. No. 2018-1A-21 – Moved/Seconded

That a Special Meeting of Council be scheduled for 4:00 p.m. on January 31, 2018.

CARRIED

OPPOSED Councillor Muller

11. REPORTS FROM COUNCILLORS

11.1 Reports from Councillors

Reports on Liaison Activities, General Reports

Councillor Wright reported on his attendance at the Advisory Planning Commission Meeting, SCRCD Planning Meeting, and the Finance, Culture and Economic Development Committee Meeting. He also noted contacting the East Porpoise Bay Community Association, as their Council representative, and met with several different residents regarding the homeless shelter, the landfill and water issues.

Councillor Siegers informed Council that the Seniors Planning Table meets quarterly, and that members have been responsible for hosting the meetings. The District of Sechelt will be hosting the next meeting in the Community Meeting Room.

Councillor Muller detailed a good holiday spent with family. He expressed that he spent the holiday thinking about the upcoming budget and reflecting on the past year, and has returned to work refreshed for 2018.

Councillor Lutes noted that she enjoyed the holidays spent with family. She reported her attendance at a meeting with the Joint Committee formed by the Ministry of Health, which is a Committee that travels around B.C. discussing rural health issues and needs. She noted that a report will be created from these meetings that will ultimately be available for the public. She remarked on her attendance at a meeting with MLA Nicholas Simons, Mayor Milne and Parliamentary Secretary for Poverty Reduction Mable Elmore, on behalf of Minister of Social Development and Poverty Reduction Shane Simpson, regarding the development of a Poverty Reduction Strategy. She also reported on her attendance at the SCRD Planning Committee and Board Meetings, the Finance, Culture and Economic Development Committee Meeting as well as a meeting with the Sunshine Coast Labour Council regarding the Day of Mourning Ceremony.

Councillor Shanks commented on his holidays and observed that the busy holiday season brings scheduling challenges.

Councillor Inkster reported that 2017 was a busy year for both the SCRD and the District of Sechelt. He thanked District Parks staff for responding promptly to the sports field nets that required repair.

Mayor Milne expressed that he had a pleasant holiday break. He noted his reflection of the past year and looks forward to the upcoming year. Mayor Milne also discussed his attendance at a meeting with MLA Nicholas Simons, Councillor Lutes and Parliamentary Secretary for Poverty Reduction Mable Elmore regarding the development of a Poverty Reduction Strategy. He stated this meeting echoed that poverty, affordability and equality are still very prominent issues.

11.2 SCRD Board – Council Representative Report

Sunshine Coast Regional District (SCRD) Board representative, Councillor Inkster, reported attending Planning Committee and Board Meetings, as well as a Hospital District Meeting. He noted the upcoming Infrastructure Meeting and that the approaching Public Works, Parks and Environment Committee Meeting will include a report on Organics and Recycling in Sechelt. Next week budget talks will begin at the SCRD.

SCRD Board Chair and representative, Mayor Milne, informed Council that the letter forwarded from the District to the SCRD regarding water will be addressed at the upcoming meeting. He also announced at the SCRD Hospital Board Meeting that Frank Mauro was re-elected as Chair with Garry Nohr as Vice-Chair.

12. ITEMS FOR INFORMATION/RELEASE OF CLOSED MEETING ITEMS

12.1 Council Correspondence, December 12th, 2017 –January 8th, 2018

Res. No. 2018-1A-22 – Moved/Seconded

That Council Correspondence included on the January 17th, 2018 Regular Council Meeting Agenda be received.

CARRIED

Res. No. 2018-1A-23 – Moved/Seconded

That staff be authorized to make a formal submission to the Geographical Names Office pursuant to British Columbia's Geographical Naming Principles, Policy and Procedures for the renaming of Wormy Lake to John Phare Lake.

CARRIED

It was noted that immediate family members of John Phare must be contacted prior to the submission of this application.

Res. No. 2018-1A-24 – Moved/Seconded

That Council direct staff to review the policy relating to the rental of the sound equipment, located at the Seaside Centre, to Non-Profit Organizations.

CARRIED

12.2 Sunshine Coast RCMP Statistics December 2017

Res. No. 2018-1A-25 – Moved/Seconded

That the report from the Sunshine Coast RCMP for December 2017 be received for information.

CARRIED

12.4 Sechelt Visitor Centre Statistics December 2017

Res. No. 2018-1A-26 – Moved/Seconded

That the report from the Sechelt Visitor Centre for December 2017 be received for information.

CARRIED

13. MAYOR, COUNCIL AND STAFF EMERGENCY ITEMS

No emergency items were brought forward.

14. ADJOURNMENT

Res. No. 2018-1A-27 – Moved/Seconded

That the Regular Council meeting of January 17th, 2018, be adjourned at 8:31 p.m.

CARRIED

Certified Correct:



Bruce Milne, Mayor



Jo-Anne Frank, Corporate Officer