

**DISTRICT OF SECHELT**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**held at 5797 Cowrie Street, Sechelt, BC**  
**Wednesday, February 7, 2018**

**PRESENT** Mayor B. Milne; Councillors A. Lutes; N. Muller; and D. Siegers

**REGRETS** Councillors D. Inkster; M. Shanks, 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; and Recording Secretary S. Tyne

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**1. CALL TO ORDER AND DECLARATION OF CONFLICT**

The Mayor called the Regular Council Meeting to order at 7:00 p.m. and asked for any declarations of Conflict of Interest.

**2. ADOPTION OF AGENDA**

**Res. No. 2018-2B-1 – Moved/Seconded**

That the Agenda be adopted.

**CARRIED**

**3. APPOINTMENTS AND DELEGATIONS**

**3.1 Andrew Ambrozy with Leadership in Energy and Environmental Design (LEED)**

The Mayor invited Mr. Ambrozy and Mr. Norquist to the delegation table to present and they presented Mayor Milne, Council and staff with the award of Gold Certification for the Sechelt Water Resource Centre (WRC).

Mr. Norquist noted that this is the seventh accolade presented to the Water Resource Centre based on its improvements and industry leading eco-conscious choices. Mr. Ambrozy noted that the received recognition has prompted the initiation of a project with the University of British Columbia (UBC) to potentially hold a Master's program with the Water Resource Centre which could include research on removing pharmaceuticals from water. It has also sparked interest in the organization Organica from Hungary to work with the WRC to even further improve the technology and capabilities of the Centre at no cost to the District.

The Mayor thanked Mr. Ambrozy and Mr. Norquist for their hard work, the presentation and the award.

#### **4. PROCLAMATIONS**

##### **4.1 White Cane Week February 4-10, 2018**

The Mayor proclaimed February 4<sup>th</sup> to 10<sup>th</sup> 2018 as White Cane Week.

The Mayor invited Mr. Conway, the Chair of the Accessibility Advisory Committee to speak. Mr. Conway stated how pleased and honoured he was to note that 2018 is the first time in 72 years that the Province of British Columbia has recognized White Cane week. He noted his personal involvement and work with many initiatives to improve accessibility for the visually impaired community locally and federally. He also shared that he is currently working with the Sechelt Public Library on sourcing new funding for improving the library's braille catalogue collection and with the Vancouver Public Library testing an app which would allow the visually impaired better ease of access to the facility.

##### **4.2 Darwin Day February 12, 2018**

The Mayor proclaimed February 12, 2018 as Darwin Day.

#### **5. ADOPTION OF PREVIOUS MINUTES OF COUNCIL**

##### **5.1 Minutes of the Regular Council Meeting of January 17, 2018**

###### **Res. No. 2018-2B-2 – Moved/Seconded**

That the Minutes of the Regular Council Meeting of January 17, 2018 be received and adopted.

**CARRIED**

##### **5.2 Minutes of the 9:00 a.m. Special Council Meeting of January 31, 2018**

###### **Res. No. 2018-2B-3 – Moved/Seconded**

That Minutes of the 9:00 a.m. Special Council Meeting of January 31, 2018 be adopted.

**CARRIED**

##### **5.3 Minutes of the 4:00 p.m. Regular Council Meeting of January 31, 2018**

###### **Res. No. 2018-2B-4 – Moved/Seconded**

That Minutes of the 4:00 p.m. Special Council Meeting of January 31, 2018 be adopted.

**CARRIED**

## **6. BUSINESS ARISING**

None.

## **7. COMMITTEE / COMMISSION MINUTES AND REPORTS**

### **7.1 Minutes of the Planning and Community Development Committee Meeting of January 24, 2018**

#### **Res. No. 2018-2B-5 – Moved/Seconded**

That the Minutes of the Planning and Community Development Committee Meeting of January 24, 2018 be received.

**CARRIED**

#### **Res. No. 2018-2B -6 – Moved/Seconded**

That the following recommendations from the Planning and Community Development Committee Meeting of January 24, 2018 be endorsed:

#### **Recommendation No. 3 - Minutes of the Accessibility Advisory Committee Meeting dated December 6, 2017- for receipt**

That the Minutes of the Accessibility Advisory Committee Meeting dated December 6, 2017, be received.

#### **Recommendation No. 4 - Minutes of the ICSP Advisory Committee Meeting dated December 13, 2017- for receipt**

That the Minutes of the ICSP Advisory Committee Meeting dated December 13, 2017, be received.

In discussion it was noted to remove Angela Letman from the list of present attendees and leave her in the list of staff at the meeting.

#### **Recommendation No. 5 - Minutes of the Advisory Planning Commission Meeting dated December 14, 2017- for receipt**

That the Minutes of the Advisory Planning Commission Meeting dated December 14, 2017, be received.

#### **Recommendation No. 6 – Highpoint – Development Permit**

That the report from the Community Planner dated January 2, 2018 regarding the Highpoint – Development Permit be received.

### **Recommendation No. 7 – Highpoint – Development Permit**

That all lot lines of Lot A, Except Portions in Phase One, Phase Two, Phase Three, Phase Four, and Phase Five Strata Plan VAS2856, District Lots 303 and 304, Plan VAP23109 are considered to be side lot lines in respect to Zoning Bylaw No. 25, 1987; and

That Development Permit 2017-10 be approved for Lot A, Except Portions in Phase One, Phase two, Phase Three, Phase Four, and Phase Five Strata Plan VAS2856, District Lots 303 and 304, Plan VAP23109 with the following conditions:

- a. That the property is developed in accordance with:
  - i. The following architectural drawings prepared by Stephen Hanneman Architect dated December 5, 2005 and revised to December 8, 2017:
    1. A1 Site Plan, Key Floor, Project Data, Landscape Data;
    2. A2 Ground Floor Plan;
    3. A3 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Floor Plans Refer to Plan Details A4 & A5;
    4. A6 Elevations; and
    5. A7 Elevations.
  - ii. The following landscape drawings prepared by PMG Landscape Architects dated October 19, 2007 and revised to December 1, 2017:
    1. L1 Landscape Plan;
    2. L2 Landscape Shrub Plan;
    3. L3 Landscape Shrub Plan; and
    4. L4 Landscape Specifications
- b. That a landscaping bond in the amount of \$48,965.25 shall be held for a period of two years post-installation to ensure plant survival.
- c. That all exterior light fixtures must be full-cutoff and downcast. All lighting must be energy efficient and LED. All lighting systems must be designed by a qualified engineer.
- d. That all dwelling unit windows must be openable.
- e. There must not be a net increase in storm water flow volume or velocity from pre-development to post-development conditions. Bioswales, raingardens, landscape detention areas, or other onsite methods of storm water retention and absorption must be used to prevent a net increase in storm water flow volume and velocity.
- f. That all runoff from the parking area be directed into an oil and grit separator.

### **Recommendation No. 8 – Van Ke Developments – Development Permit**

That the report from the Community Planner dated December 19<sup>th</sup>, 2017 regarding the Van Ke Developments – Development Permit be received.

### **Recommendation No. 9 – Van Ke Developments – Development Permit**

That the following conditions be met prior to issuance of Development Permit 2017-41:

- 1) Provision of a 'tree protection plan', prepared in accordance with Bylaw 484, 2009, and with consideration of the following applicable DPA No. 5 guidelines for Natural Areas/Vegetation:
  - a) Natural slope features including treed ridgelines, hilltops, rock outcrops, drainage courses, mature vegetation and forest stands shall be retained in their natural state and incorporated into the design of the project.
  - b) Preserve native vegetation, with removal only where necessary for the building foundation, driveway, and landscaping directly adjacent to the house; and  
the geotechnical engineer's recommendation for this development:
  - c) Vegetation and existing topsoil and forest litter on the slope should be retained where possible in an effort to reduce surface erosion and soil raveling.
  - d)
- 2) Provision of a re-vegetation and landscaping plan, and tree cutting permit application, prepared by a qualified landscaping professional, in accordance with Bylaw 484, 2009 and with consideration of the applicable DPA No. 5 guideline for Natural Areas/Vegetation:
  - a) Any trees or vegetation removed shall be replanted in order to prevent potential erosion, landslip or rockfalls, to stabilize slopes and to restore visual quality. Native plant materials and tree species are preferred to restore the natural character and biodiversity of the site.
- 3) Provision of a landscaping bond for the re-vegetation and landscaping works described in (2) above, to be held for a period of two years, post installation, to ensure timely planting and maintenance which optimizes chances of plant survival.

That the attached Development Permit 2017- 41 be issued for Van Ke Design Developments Inc. on Lot 55, EXCEPT PART DEDICATED AS ROAD BY DEPOSIT OF PLAN 19358, DISTRICT LOT 1473, PLAN 3659, PID 012-408-883.

**CARRIED**

### **7.2 Minutes of the Public Works, Parks and Environment Committee Meeting of January 24, 2018**

#### **Res. No. 2018-2B -7 – Moved/Seconded**

That the Minutes of the Public Works, Parks and Environment Committee Meeting of January 24, 2018 be received.

**CARRIED**

**Res. No. 2018-2B -8 – Moved/Seconded**

That the following recommendations from the Minutes of the Public Works, Parks and Environment Committee Meeting of January 24, 2018 be endorsed:

**Recommendation No. 3 – Engineering and Operations Services Overview & Activity Report**

That the report from the Director of Engineering and Operations dated January 14, 2018 entitled Engineering and Operations Services Overview & Activity Report be received for information.

**Recommendation No. 4 – Solid Waste Collection Update**

That the report from the Engineering Technician 1 dated January 15, 2018 regarding Curbside Organics Collection be received.

**Recommendation No. 5 – Solid Waste Collection Update**

That Council direct staff to accept Recycle BC's invitation to join Recycle BC's Packaging and Printed Paper (PPP) collection and processing program.

**Recommendation No. 6 – Solid Waste Collection Update**

That Sechelt add District wide curb side organics collection and processing under the Solid Waste Collection Program once the District joins the Recycle BC PPP collection and processing program.

**Res. No. 2018-2B-9 – Moved/Seconded**

That the following recommendations from the Minutes of the Public Works, Parks and Environment Committee Meeting of January 24, 2018 be endorsed:

**Recommendation No. 7 – BC Hydro and Tree Canada Community Tree Planting Program**

That the report from the Parks Manager dated January 16, 2018 entitled "BC Hydro and Tree Canada Community Tree Planting Program" be received.

**Recommendation No. 8 – BC Hydro and Tree Canada Community Tree Planting Program**

That Council endorses the application to BC Hydro and Tree Canada for the Adopt a Tree Program in the amount of \$10,000.00.

**CARRIED**

**8. BYLAWS**

None.

**9. NEW BUSINESS**

None.

**10. BUSINESS ITEMS**

**10.1 Modification of Biosolids Composting Partnering Agreement – Salish Soils Inc.**

**Res. No. 2018-2B-10 – Moved/Seconded**

That the report from the Corporate Officer dated January 30, 2018 regarding Biosolids Composting Modification Agreement between the District and Salish Soils Inc., be received.

**CARRIED**

In discussion it was noted that:

- Discussions have been occurring between Salish Soils First Nations, and the Town of Gibsons internally, and the District hopes that the new site will be up and running by the end of July 2018
- To ensure Sechelt biosolids are treated, it is important that District of Sechelt extend the current agreement until both the new site is complete and the new agreement is signed.

**Res. No. 2018-2B-11 – Moved/Seconded**

That the Biosolids Composting Partnering Agreement between the District of Sechelt and Salish Soils Inc. be modified by extending the term to December 31, 2018. Further, that the Mayor and Corporate Officer be authorized to execute the necessary Modification Agreement.

**CARRIED**

**10.2 Salish Soils Inc. – Modification of Sub-lease Agreement**

**Res. No. 2018-2B-12 – Moved/Seconded**

That the report from the Corporate Officer dated January 30, 2018 regarding the sub-lease agreement between the District and Salish Soils Inc., be received.

**CARRIED**

**Res. No. 2018-2B-13 – Moved/Seconded**

That the Sub-lease Agreement between the District of Sechelt and Salish Soils Inc. be modified by extending the term to December 31, 2018. Further, that the Mayor and Corporate Officer be authorized to execute the necessary Modification Agreement.

**CARRIED**

### **10.3 2018 Neighborhood Association Liaison Appointments**

#### **Res. No. 2018-2B-14 – Moved/Seconded**

That the report from the Executive Assistant dated January 30, 2018 regarding the 2018 Council appointments for Neighborhood Association Liaisons be received for information.

**CARRIED**

In discussion it was noted that:

- The newly formed and active Tillicum Bay Neighbourhood Associations not included in the list yet as further collection and review of documentation will be before a liaison is appointed
- A meeting will be scheduled with representatives of each of the associations to discuss the future of the liaison appointments.

## **11. REPORTS FROM COUNCILLORS**

### **11.1 Reports from Councillors**

#### **Reports on Liaison Activities, General Reports**

Councillor Siegers informed Council that she attended the Sechelt Public Library board meeting and noted that their Annual General Meeting (AGM) is occurring in two weeks. She noted that the new Sechelt Hospital expansion renovation tour will be occurring on February 24, 2018 and expressed her pleasure that the Hospital has chosen to place patient care rooms on window sides of the building, and storage on inner walls. She also noted that the Hospital has invited five specialists from Vancouver to attend and provide treatments to local patients. She hopes that the new renovations and visits may prompt more specialists to relocate to the Sunshine Coast. Councillor Siegers noted attending a planning session with Sechelt Nation and the SCR D regarding derelict vessels, the District of Sechelt strategic planning session, recent Sechelt Special Council meetings, and the Annual Seniors Planning Table Meeting. She commended staff on their work with the meeting and expressed that the attendees were also very pleased.

Councillor Muller noted that he attended the District of Sechelt strategic planning session, and thanked staff for their efforts. He noted attending a transitional meeting with the new and previous District of Sechelt Directors of Planning as Chair of the Planning and Community Development Committee.



Councillor Lutes shared with Council that she attended the District of Sechelt Council meetings and the strategic planning session, and expressed her excitement of the upcoming opening of the Sechelt Hospital renovated wing. She noted having had the privilege of attending the local government meeting in place of Mayor Milne and stated she wanted to publicly recognize the loss, this week, of Dave Barrett. She noted his many accomplishments and hard work during his time in office.

Mayor Milne noted attending a Local Government Leadership Academy conference held by the Union of BC Municipalities (UBCM) in Richmond. He noted that his favorite sessions were a session regarding an update on the BC government's position on cannabis use, a session by Elections BC on changes to election financing regulations, and a session regarding the importance of women and diversity in politics. The Mayor noted the importance that all Councils be partisan and inclusive to all.

He also noted that a campaign school is being organized and held on the Sunshine Coast, and he encouraged anyone interested in potentially joining local politics to attend.

## **11.2 SCRD Board – Council Representative Report**

Sunshine Coast Regional District (SCRD) Board Chair and representative, Mayor Milne, informed Council that first round of budgets talks are complete, and that the next round will occur in March once staff have had time to complete updates and required work involved. He noted that the upcoming Board Meeting on Thursday, February 8th would be a discussion of why supply and storage is the main concern with regards to water on the Sunshine Coast. Mayor Milne noted attending a meeting on electoral areas and expressed that discussions unveiled that often times, elected officials are completing extra work, outside of their mandates, due to a need and shortage of those willing or able to complete the jobs.

## **12. ITEMS FOR INFORMATION/RELEASE OF CLOSED MEETING ITEMS**

### **12.1 Council Correspondence, January 9<sup>th</sup> – January 29<sup>th</sup>, 2018**

#### **Res. No. 2018-2B-15 – Moved/Seconded**

That Council Correspondence included on the February 7<sup>th</sup>, 2018 Regular Council Meeting Agenda be received.

**CARRIED**

## **13. MAYOR, COUNCIL AND STAFF EMERGENCY ITEMS**

No emergency items were brought forward.

## **14. ADJOURNMENT**

**Res. No. 2018-2B-16 – Moved/Seconded**

That the Regular Council meeting of February 7<sup>th</sup>, 2018, be adjourned at 7:34 p.m.

**CARRIED**

Certified Correct:



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Bruce Milne, Mayor



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Jo-Anne Frank, Corporate Officer