

**DISTRICT OF SECHLT**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**Held via Zoom Online Meeting Platform**  
**Wednesday, February 17, 2021**

**PRESENT** Mayor D. Siegers; Councillors J. Kuester; T. Lamb; M. McLean; B. Rowe; E. Scott; A. Toth

**STAFF** Chief Administrative Officer A Yeates; Director of Engineering and Operations K. Dhillon; Director of Planning and Development Services A. Allen; Director of Financial Services D. Douglas; Manager of Municipal Construction and Infrastructure Renewal S. Bandara (partial attendance); Manager of Financial Services B. Smith (partial attendance); Development Planning Manager I. Holl (partial attendance); Corporate Officer J. Frank and Recording Secretary J. Chamberlain

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In accordance with the orders from the Provincial Health Officer regarding COVID-19, the February 17, 2021 Regular Council meeting was conducted by electronic means.

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

The Mayor called the Regular Council Meeting to order at 7:00pm and acknowledged that the meeting was being hosted on the traditional territory of the shíshálh Nation.

**2. ADOPTION OF AGENDA**

**Res. No. 2021-02D-1 – Moved/Seconded**

That the Agenda be adopted as presented.

**CARRIED**

**3. APPOINTMENTS AND DELEGATIONS**

None.

**4. PROCLAMATIONS**

None.

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

**5.1 Minutes of the 7:00 pm Regular Council Meeting of February 3, 2021**

**Res. No. 2021-02D-2 – Moved/Seconded**

That the Minutes of the Regular Council Meeting of February 3, 2021 be adopted, as presented.

**CARRIED**

**6. BUSINESS ARISING FROM MINUTES**

Councillor Lamb declared a conflict of interest with 8.1, *Zoning Amendment Bylaw No. 25-311, 2021 (Microcannabis)*, as he is the owner of the subject property.

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

**7.1 Minutes of the Committee of the Whole Meeting of January 27, 2021**

**Res. No. 2021-02D-3 – Moved/Seconded**

That the Minutes of the Committee of the Whole Meeting of January 27, 2021 be received; and the following recommendations be endorsed:

**Overview of Wastewater System and Long-Term Vision**

- (1) That the verbal presentation giving an overview of the wastewater system from Kirn Dhillon, Director of Engineering and Operations be received.

**Sewer System Public Survey Results**

- (2) That the report from the Director of Financial Services regarding 2021 Sewer System Public Survey Results be received for information.

**Sewer Fund Operating and Capital Budget Deliberations**

- (3) That the report from the Director of Financial Services regarding Sewer Fund Operating and Capital Budget Deliberations be received.
- (4) That staff identify and report back to Council on how to move forward with separating septage and sewer within the financial reporting system, and in reporting that information to the community.

**CARRIED**

**7.2 Minutes of the Advisory Planning Commission Meeting of February 2, 2021**

**Res. No. 2021-02D-4 – Moved/Seconded**

That the Minutes of the Advisory Planning Commission Meeting of February 2, 2021 be received.

**CARRIED**

**8. BYLAWS**

**8.1 Zoning Amendment Bylaw No. 25-311, 2021 (Microcannabis)**

Councillor Lamb, having declared a conflict of interest as he is the owner of the subject property, recused himself from the meeting at 7:03pm.

**Res. No. 2021-02D-5 – Moved/Seconded**

That the report from the Development Planning Manager regarding the application for a Zoning Bylaw Amendment for a proposed micro-cannabis operation be received.

**CARRIED**

In discussion it was noted that the collection of Development Cost Charges will be dependent on whether a building permit to renovate the facility will be needed.

**Res. No. 2021-02D-6 – Moved/Seconded**

That Council give first reading to Zoning Amendment Bylaw No. 25-311, 2021 (Microcannabis); and

That staff refer the application to relevant stakeholders, agencies, and the Advisory Planning Commission for comment.

**CARRIED**

**Res. No. 2021-02D-7 – Moved/Seconded**

That Zoning Amendment Bylaw No. 25-311, 2021 (Microcannabis) be read a first time this 17<sup>th</sup> day of February, 2021.

**CARRIED**

Councillor Lamb returned to the meeting at 7:13pm

## 9. NEW BUSINESS

None.

## 10. BUSINESS ITEMS

### 10.1 Sechelt Airport Runway Expansion Letter of Award for Construction

#### Res. No. 2021-02D-8 – Moved/Seconded

That the report from the Manager of Municipal Construction and Infrastructure Renewal titled Sechelt Airport Runway Expansion Letter of Award for Construction, be received.

**CARRIED**

In discussion it was noted:

- Staff will provide Council with additional details on the estimate provided for advanced runway lighting.
  - There may be additional grant funding available for the runway lighting.
- These kinds of earthwork projects are difficult to have a fixed price contract and depending on the soil variability, actual costs can be higher or lower than first estimated.
  - For risk mitigation, there is a conservative contingency fund built into the project budget.
  - The BC Air Access Program grant requires a cost split of 75% grant, 25% District funded.
- Staff will explore the potential of using COVID-19 Safe Restart grant funds to apply towards the additional COVID-19 Supplementary Condition Requirements costs outlined by the contractor in their estimate.
- It is anticipated that the archeological risks will be low based on the project location and because excavation materials will stay on the site.
- Currently, the airport has low-intensity lighting and allows for operations at night in Visual Flight Rules (VFR) conditions.
  - Instrument Flight Rules (IFR) all-weather medium-intensity airport lighting would be required for Medivac services.

#### Res. No. 2021-02D-9 – Moved/Seconded

That Council direct staff to award the contract for the Sechelt Airport Runway Expansion Project to Jakes Construction Ltd. in the amount of \$2,686,505 as per the Recommendation for Award of Contract dated January 12, 2021, provided by Associated Engineering Ltd.

**CARRIED**

**Res. No. 2021-02D-10 – Moved/Seconded**

That staff research Sechelt airport lighting requirements, costs and funding source options and report back to Council.

**CARRIED**

**10.2 Sunshine Coast Drag Racing Association Request – Sechelt Airport**

**Res. No. 2021-02D-11 – Moved/Seconded**

That the report from the Corporate Officer regarding the Sunshine Coast Drag Racing Association's request to use the Sechelt Airport in 2021, be received.

**CARRIED**

In discussion it was noted:

- After confirming the award for construction to the contractor, a pre-construction meeting will be had to establish a project schedule.
- During the earthworks portion of the project, there will be barriers built and the runway will be shortened, but will not stop airport operations.
  - Operations will be the most affected during the last stage of the project when milling and overlay is carried out, estimated to take between 2-3 weeks.
- The District's consultant, Associated Engineering Ltd., recommends the new asphalt be cured 60-90 days after completion.
- Once the pre-construction meeting is held, the Airport Development Select Committee should reach out to Sunshine Coast Drag Racing Association to determine what kind of timeline notice is needed for their events to continue.
- Staff note that the events were not specified to the contractor and could cause a deviation to the scope of the contract. Also, once construction begins, the contractor is responsible for WorkSafeBC compliance.

**Res. No. 2021-02D-12 – Moved/Seconded**

That Business Item 10.2 *Sunshine Coast Drag Racing Association Request – Sechelt Airport* be deferred until Council has more information on the Sechelt Airport Runway Expansion construction schedule.

**CARRIED**

**10.3 Special Funding Request for Replacement of Failing Sanitary Sewer Maintenance Holes on Trail Avenue**

In discussion it was noted:

- Staff will hire a co-op summer student to work with staff to complete a District-wide condition inspection for all maintenance holes and other infrastructure.
- Staff plan to do sanitary monitoring of flow rates and take the information and create detailed models for informed decisions around capacity, facility expansion and how and when to approve development.
- The District's consultant and contractor has noted the failing maintenance holes have minimum residual strength and need to be replaced as soon as possible.

**Res. No. 2021-02D-13 – Moved/Seconded**

That the report from the Manager of Municipal Construction and Infrastructure Renewal titled Special Funding Request for Replacement of Failing Sanitary Sewer Maintenance Holes on Trail Avenue be received; and

That staff be directed to replace the three failing maintenance holes along Trail Avenue, located between Mermaid Street and Medusa Street, with new pre-cast maintenance holes complete with a chemical resistant liner, in conjunction with the Trail Avenue construction, for an estimated cost of \$171,000, excluding GST, to be allocated from the Gas Tax Reserve account.

**CARRIED**

**10.4 Parcel Tax Roll Review Panel Appointments**

**Res. No. 2021-02D-14 – Moved/Seconded**

That the report from the Manager of Financial Services regarding the Parcel Tax Roll Review Panel Appointments be received.

**CARRIED**

In discussion it was noted the Parcel Tax Roll will be made available to the public for inspection commencing Monday March 9, 2021, with notice that corrections will be accepted up to Monday, March 23, 2021.

**Res. No. 2021-02D-15 – Moved/Seconded**

That Councillors Alton Toth, Janice Kuester and Brenda Rowe be appointed to the Parcel Tax Roll Review Panel, with Councillor Toth acting as Chair, for the purpose of reviewing and authenticating the District of Sechelt Recreation, Water and Sewer Parcel Tax Rolls; and

That the sitting of the Parcel Tax Roll Review Panel be held electronically via Zoom, on April 8, 2021 at 5:00pm.

**CARRIED**

**11. REPORT FROM NON-STANDING COMMITTEES, LIAISON APPOINTMENTS AND GENERAL REPORTS FROM COUNCIL**

**11.1 Reports from Councillors**

Councillor Toth reported that he had met with some residents in-person to discuss local matters.

Councillor Rowe reported that she attended the Poverty Reduction Steering Committee and noted the Poverty Reduction Plan project is moving along well. She also attended some Housing Committee meetings.

Councillor Kuester reported that she attended Housing Advisory Committee meetings.

Councillor McLean reported that he attended Housing Advisory Committee meetings. After discussions on determining access to adequate housing, the need for working towards long-term improvements, and the negative impact from the COVID-19 pandemic, the Housing Advisory Committee put forward the following motion to Council:

**Res. No. 2021-02D-16 – Moved/Seconded**

WHEREAS access to housing on the Sunshine Coast has become a crisis as a result of market conditions and the COVID-19 pandemic;

BE IT RESOLVED that up to \$1,500 be released from the COVID-19 Safe Restart Grant for the purposes of hosting an emergency housing meeting.

**CARRIED**

Councillor McLean further reported that the motion would provide funds to hold a community leaders emergency housing meeting with not-for-profit leaders that would be facilitated by a professional in order to address and move forward on this issue as quickly as possible.

Councillor Lamb reported that he attended a Sunshine Coast Regional Economic Development Organization (SCREDO) meeting and noted that with the support of Community Futures, the Innovation Centre will be moved to the Our House of Clans building and hope to have a lease negotiated by the end of March 2021. SCREDO is hopeful to receive grants for the leasehold improvements and will begin a fundraising drive with the goal of opening August 2022. Councillor Lamb additionally noted that SCREDO is also looking to hire a Social Planner to act as a liaison for local governments.

Mayor Siegers reported that housing was a common theme in many meetings she has recently attended. She noted that the District of Sechelt has begun public participation sessions for the 2021 budget and information on these sessions are available on the District's website, sechelt.ca, and are live streamed on YouTube. She noted that the Vancouver Coastal Health updates have recently been put on hold due to the Chief Operating Officer position being vacant, however, an interim position has been hired and the updates should begin again shortly. Mayor Siegers continues to attend bi-weekly meetings with the MLA, MP and other local government leaders of the Sunshine Coast and notes it has proven helpful in moving forward with items and requests for advocacy. She noted the monthly meeting with the Minister of Municipal Affairs is upcoming and will also include the Minister of Mental Health and Addictions.

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

Councillor Toth's SCRD Report was included in the agenda package. He further reported that the SCRD YouTube meeting links are included in his SCRD Report package.

Mayor Siegers advised that representatives from the SCRD will be presenting their 2021 budget at the March 3, 2021 Regular Council meeting. Round 2 budget discussions will follow on March 4 and March 5, 2021.

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

### **12.1 Council Correspondence**

#### **Res. No. 2021-02D-17 – Moved/Seconded**

That Council Correspondence included on the February 17, 2021 Regular Council Meeting Agenda be received.

**CARRIED**

In discussion it was noted that Council will address topics outlined in Council Correspondence item 5., 02-08, Letter, M Pearson, DB-WC-SP Community Association Request for Budget Item with Ministry of Transportation and Infrastructure representatives at the February 24, 2021 Committee of the Whole meeting during their attendance as a delegation.



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**Res. No. 2021-02D-18 – Moved/Seconded**

That Council provide a Letter of Support to the Regional Kootenay Boundary in response to Council Correspondence item 4., 02-08, *Email, RD [Regional District] Kootenay Boundary, Letter of Support for Access to Contraception.*

**CARRIED**

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

There were no emergency items brought forward.

**14. ADJOURNMENT**

**Res. No. 2021-02D-19 – Moved/Seconded**

That the Regular Council meeting of February 17, 2021 be adjourned at 8:46 pm.

**CARRIED**

Certified Correct:

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Darnelda Siegers, Mayor

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Jo-Anne Frank, Corporate Officer